

## Integrated International Degree Programmes with Double Degrees – starting WS 2019/2020

### Goal and purpose

The programme “Integrated International Degree Programmes with Double Degrees” is funded by the German Academic Exchange Service (DAAD) with financing from the German Federal Ministry of Education and Research (BMBF).

The goal of this funding programme is to promote degree programmes offered alternately at German and foreign universities which conclude with the conferral of two national degrees (either as one degree jointly conferred by both partner universities, or as a double degree conferred by each partner university).

By promoting such degree programmes, the DAAD aims to sustainably establish and develop international structures at German universities and strengthen the exchange of instructors and students.

The purpose of funding is to develop and establish double degree programmes in all disciplines for higher education collaborations with all countries. Applications for establishing double degree programmes with France are excluded, however, as these are exclusively supported by the Franco-German University (DFH, <http://www.dfh-ufa.org>).

The respective cooperative agreement with the partner university must always be subject-specific. When establishing a double or joint degree programme of identical structure with several partners, the applicant must submit a multi-partner application, providing the names of each partner and descriptions of their regional characteristics (max. six international partner universities).

### Funding measures

#### **Funding measures:**

The main purpose of the programme is to establish and develop international structures at German universities and promote the mobility of German students. Therefore, German universities obtain funding to cover the cost of materials and personnel expenses related to planning and developing the double degree programme, preparing and advising students, travel expenses for coordinating the degree programme with their partners (preparatory and working meetings) and scholarship financing.

#### **I. Preparation phase (optional):**

The aim of the preparation phase is to support the planning and development of the double degree programme. A maximum of **10,000 euros/funding year** (12 months) is awarded to cover structural expenses (i.e. personnel costs and material resources) at the German university.

Scholarship funding is not provided.

For multi-partner applications, max. **10,000 euros/funding year** is granted to each partner country (max. six international partner universities).

#### **II. Funding phase**

The funding limit for the German university is **50,000 euros/funding year** (12 months) whereby max. 20,000 euros can be used for structural resources (personnel and materials).

For multi-partner applications, max. **25,000 euros/funding year** is granted to each additional partner country (max. five additional international partner universities), of which max. 5,000 euros can be used for structural resources (personnel and materials).

The funding limit can be increased to max. 80,000 euros/funding year (of which max. 20,000 euros can be used for structural resources), provided the

expenditures per cohort (at least five German students and ideally five students from a partner university) exceeds the 50,000-euro funding limit. In the case of multi-partner applications, this exception only applies to **one** selected partnership.

### III. Follow-up funding

Programmes which have received funding for eight years (i.e. 2+2+4 years not including the optional preparation phase) may apply for an additional four years of funding of up to 50,000 euros/funding year (12 months) of which max. 5,000 euros/funding year can be used for structural resources.

The funding limit can be increased to max. 80,000 euros per funding year (of which max. 5,000 euros can be used for structural resources), provided the funding expenditure per cohort (at least five German students and ideally five students from a partner university) exceeds the 50,000-euro funding limit.

## Fundable expenditures

Funding can be granted to cover all expenditures which are necessary and appropriate for carrying out the project (implementation of measures). These specifically include:

### I. Preparation phase (optional):

**Fundable expenditures (numbering corresponds to the Financing Plan):**

#### **1. Personnel costs for the implementation and management of the project**

##### 1.1. Personnel expenditures (domestic)

- academic staff, research assistants, student assistants, other personnel required for preparing, supervising and implementing the degree programme

Personnel expenses comprise gross remuneration paid by employer. Special annual payments are only fundable within the approved funding period and only when expended during this period.

#### **2. Material resources**

##### 2.1. Fees

##### 2.2. Mobility expenses for project personnel

- travel expenses of German project personnel for preparatory meetings at the international partner university (or universities) (vehicle/air travel expenses in accordance with the Federal Travel Expense Law (BRKG); second-class railway travel, economy-class flights; business-class flights only in justified, exceptional cases)

##### 2.4. Material resources (domestic)

- max. 3,000 euros for material resources (domestic), e.g. office supplies, communication-related expenses, print media/publications/advertising and marketing events, public relations materials (flyers, posters etc.), and advertising events organised by the German university at the partner university
- additionally: accreditation expenses (one-time expenditure for new accreditation)

Non-fundable expenditures include DAAD marketing measures, excursions, summer schools, technical equipment, hardware, teaching materials and furniture.

### II. Funding phase

**Fundable expenditures (numbering corresponds to the Financing Plan):**

#### **1. Personnel costs for the implementation and management of the project**

##### 1.1. Personnel expenditures (domestic)

- academic or administrative personnel, tutors, assistants and language instructors at the German university (for accompanying

and implementing the degree programme, preparing the German students, supervising the guest students, and for language courses)

Personnel expenses comprise gross remuneration paid by employer. Special annual payments are only fundable within the approved funding period and only when expended during this period.

## 2. Material resources

### 2.1. Fees

### 2.2. Mobility expenses for project personnel

- travel expenses of German project personnel for working meetings at the international partner university (or universities) (vehicle/air travel expenses in accordance with the Federal Travel Expense Law (BRKG); second-class railway travel, economy-class flights; business-class flights only in justified, exceptional cases)
- travel expenses for short-term guest lectureships (normally two weeks – max. three months) at the international partner university (or universities) for German university instructors (vehicle/air travel expenses in accordance with the Federal Travel Expense Law (BRKG); second-class railway travel, economy-class flights; business-class flights only in justified, exceptional cases)

### 2.3. Accommodation expenses for project personnel

- grants for short-term guest lectureships (normally two weeks - max. three months) at the German university: flat-rate subsistence allowance for instructors from the partner university (or universities)

### 2.4. Material resources (domestic)

- - max. 3,000 euros for material resources (domestic), e.g. of office supplies, communication-related expenses, print media/publications/advertising and marketing events, public relations materials (flyers, posters etc.), and advertising events organised by the German university at the partner university
- additionally: accreditation expenses (one-time expenditure for new accreditation)

Non-fundable expenditures include DAAD marketing measures, excursions, summer schools, technical equipment, hardware, teaching materials and furniture.

## 3. Supported persons

Scholarship funding for German and non-German students (see funding requirements) for the duration of their foreign study visit:

### 3.1. Recipients of mobility funding

- one-time country-specific travel expense allowance

### 3.2. Recipients of scholarship funding

- a country-specific, partial **or** full scholarship paid out in monthly instalments (applicants must select one of these two scholarship variants for all funded students in the respective course of study. The choice is binding for the **entire** funding period), and a fixed insurance cover of 35 euros/month.

Grants for students from partner universities in developing and emerging countries (see list of developing and emerging countries)

### 3.2. Recipients of scholarship funding

- 400 euros per month/person

Funding may not be used to pay tuition fees.

Special rules apply to BAföG recipients (see funding requirements).

## III. Follow-up funding

**Fundable expenditures (numbering corresponds to the Financing Plan):**

### 1. Personnel costs for the implementation and management of the project

### 1.1. Personnel expenditures (domestic)

- academic or administrative personnel, tutors, assistants and language instructors at the German university (for accompanying and implementing the degree programme, preparing the German students, supervising the guest students, and for language courses)

Personnel expenses comprise gross remuneration paid by employer. Special annual payments are only fundable within the approved funding period and only when expended during this period.

## 2. Material resources

### 2.1. Fees

### 2.2. Mobility expenses for project personnel

- travel expenses of German project personnel for working meetings at the international partner university (or universities) (vehicle/air travel expenses in accordance with the Federal Travel Expense Law (BRKG); second-class railway travel, economy-class flights; business-class flights only in justified, exceptional cases)
- travel expenses for short-term guest lectureships (normally two weeks – max. three months) at the international partner university (or universities) for German university instructors (vehicle/air travel expenses in accordance with the Federal Travel Expense Law (BRKG); second-class railway travel, economy-class flights; business-class flights only in justified, exceptional cases)

### 2.3. Accommodation expenses for project personnel

- grants for short-term guest lectureships (normally two weeks - max. three months) at the German university: Flat-rate subsistence allowance for instructors from the partner university (or universities)

### 2.4. Material resources (domestic)

- - max. 3,000 euros for material resources (domestic), e.g. of office supplies, communication-related expenses, print media/publications/advertising and marketing events, public relations materials (flyers, posters etc.), and advertising events organised by the German university at the partner university

Non-fundable expenditures include DAAD marketing measures, excursions, summer schools, technical equipment, hardware, teaching materials and furniture.

## 3. Supported persons

Scholarship funding for German and non-German students (see funding requirements, no. 3) for the duration of their foreign study visit:

### 3.1. Recipients of mobility funding

- one-time country-specific travel expense allowance

### 3.2. Recipients of scholarship funding

- a country-specific, partial **or** full scholarship paid out in monthly instalments (applicants must select one of these two scholarship variants for all funded students in the respective course of study. The choice is binding for the **entire** funding period), and a fixed insurance cover of 35 euros/month.

Grants for students from partner universities in developing and emerging countries (see list of developing and emerging countries)

### 3.2. Recipients of scholarship funding

- 400 euros per month/person

Funding may not be used to pay tuition fees.

Special rules apply to BAföG recipients (see funding requirements).

## Type of financing

This programme awards funding as full-financing measures.

## Funding period

**I. Preparation phase (optional):**

max. one funding year (one-time only)

The funding period of the preparation phase begins on 1 May 2019 at the earliest and ends after one funding year (12 months) at the latest.

**II. Funding phase:**

A) New projects (first application) initially receive funding for two years which can be extended by another two years upon successful application, and then again by another four years pending the successful implementation of the project (i.e. 2+2+4). Funding for the optional one-year preparation phase does not count toward the total funding period.

B) The funding duration for follow-up applications (no. of funding years) is based on the funding duration of prior applications.

The funding period of the funding phase begins on 1 August 2019 at the earliest and ends after two funding years at the latest.

**III. Follow-up funding:**

After receiving funding for eight years (i.e. 2+2+4), successful projects can apply for follow-up funding every four years thereafter.

The funding period of the follow-up funding phase begins on 1 August 2019 at the earliest and ends after four funding years at the latest.

## Funding amounts

The DAAD can award max. 10,000 euros/funding year in the preparation phase and 50,000 euros/funding year in the funding and follow-up funding phases (for exceptions, see table).

	<b>Funding duration (= funding year WS-SS)</b>	<b>Max. funding amount per fund- ing year</b>	<b>Max. amount for structural resources per funding year</b>
<b>I. Preparation phase</b>	1 funding year	10,000 euros 10,000 per additional partner**	<b>10,000 Euro</b> 10,000 Euro**
<b>II. Funding phase</b>	2 funding years  + another 2 funding years  + another 4 funding years	<b>50,000 euros</b> 80,000 euros* 25,000 euros per additional partner**	<b>20,000 euros</b> 20,000 euros* 5,000 euros**
<b>III. Follow-up funding</b>	usually 4 funding years + another 4 funding years etc.	<b>50,000 euros</b> 80,000 euros* 25,000 euros per additional partner**	<b>5,000 euros</b> 5,000 euros* 5,000 euros**

\* Exceptions to the max. funding amount, see above

\*\* Funding conditions for multi-partner applications, see above

## Disciplines

The programme is open to all disciplines and subject areas.

## Target group

Bachelor's and master's students, graduate students, post-docs and university instructors, lecturers, administrators

**Eligibility**

This programme is open to public and private German universities which are state-accredited and wish to develop and/or establish integrated international degree programmes with double degrees with one or more foreign partner universities.

**Application details**

Project funding applications must be submitted in full and on time via the DAAD online portal (<https://portal.daad.de/irj/portal>). Subsequent applications for follow-up funding can be submitted under the heading "Submit subsequent application" via the already approved project.

**Application requirements**

The applying institutions, at which the participating instructors must be employed, are required to provide details about the project targets (plans, measures) in their project description.

**I. Preparation phase (optional):****The partners are required to provide the following:**

- a cooperation agreement or letter of intent (neither older than 10 years), issued and signed by the German and international partner university outlining the following minimum requirements:
  - agreement between both project partners to collaborate on the planned double degree programme (explicitly stating the intent to establish the degree programme)
  - agreement on tuition fees (ideally a waiver of tuition fees altogether; must guarantee at least a 50% reduction). The DAAD assumes that German students enrolled in double degree programmes in Germany receive full waivers.  
If tuition fees are generally not charged in the partner country, confirmation of this fact must be provided.
- A convincing curricular and structural concept for the planned double degree programme (profile of the degree programme, course schedule and thematic/academic focuses, learning outcomes, professional qualification/competence profile)

**II. Funding phase**

The funding goal is to ensure the viability of the degree programme and promote integrated student mobility in the long-term. During the funding period, there should be at least three German students and three students from the partner university enrolled in the funded degree programme each year. The enrolment quota must be substantiated with regard to the respective target group. The funding applications must include a progress report outlining the development of student enrolment and the (intended) effects on the international structure of the applying university.

**Please note:**

- The participating institutions should mutually **waive tuition fees altogether**; if this proves infeasible, then at least a 50% reduction in tuition fees should be guaranteed. The DAAD assumes that German students enrolled in double degree programmes in Germany receive full waivers. If tuition fees are generally not charged in the partner country, confirmation of this fact must be provided.
- The DAAD requires that students enrol in the double degree programme prior to commencing their visit abroad, thereby demonstrating their intention to actually earn a double degree. All DAAD-registered students enrolled in these programmes must use their stay at the partner university to actively **pursue a double degree**.

**The partners are required to provide the following:**

- a joint cooperation agreement (no older than 10 years), signed by both university administrations, which describes the binational curriculum of

the double degree programme (complementary professional and intercultural instruction), credit points awarded for each module (or the individual courses), a course schedule and the names of the respective national or binational degrees

- an agreement outlining procedures for student admission to the joint degree programme and for awarding credit for academic work completed abroad
- conferral of double degrees or a joint degree by both partner universities
- description of the degrees in the form of a Diploma Supplement

**The partners are expected to:**

- ensure an exchange of students in both directions every year (the partners must submit a list of participants if funding is approved by the DAAD); preferably an equal number of participants at each partner university. In the case of temporary disparity in student numbers, the partners should describe how reciprocity can be ensured through other suitable measures.
- ensure that groups are comprised of same-semester students and that the duration of study at both universities is as balanced as possible. For master's degree programmes, participants are expected to study at the partner university for at least one semester, and for bachelor's degree programmes, two semesters.
- provide (subject-specific) language preparation and ensure students have sufficient knowledge of the language of instruction and basic knowledge of the native language (if different from the language of instruction)
- provide academic and non-academic student advising
- ensure that the funded students have above-average academic qualification (top 25 percent)
- should students spend at least two semesters at the partner university, funding can be used to finance a max. six-month practical phase, provided such is mandated by the examination regulations. The academic units abroad must be offered in blocks and have a duration of at least one semester; the DAAD does not grant funding to programmes which require frequent commutes back and forth between two universities (due to geographic proximity, for example).
- issue joint study and examination regulations
- administer joint final examination(s)
- secure or work toward gaining national accreditation for the double degree programme

**III. Follow-up funding**

To be eligible for follow-up funding, applicants must demonstrate that all requirements for the funding phase are in place or have been fulfilled. Furthermore, the DAAD assumes that at least three German students and three students from the partner university enrol in the funded degree programme on a yearly basis. Funding applications must include a progress report outlining the development of student enrolment in the double degree programme over the past five funding years and the effects it has had on the international structure of the applying university.

**The partners are expected to:**

- secure a valid accreditation certificate
- offer an online platform for the funded double degree programme (at least bilingual)
- conduct marketing measures suited for recruiting a sufficient number of participants from the intended target group for the double degree programme
- conduct alumni measures (e.g. by establishing and maintaining an alumni database, establishing an alumni association, organising alumni events and conducting graduate surveys)

- develop a quality assurance concept (e.g. by using suitable student evaluation instruments)
- develop a sustainability concept for the double degree programme (e.g. by offering career counselling measures during the programme, or preparing students for entry into the workforce, alumni activities)

### **Selection-relevant application documents**

#### **I. Preparation phase:**

Project application (on DAAD portal)

Financing plan (on DAAD portal)

Additional documents (PDF)

1. Project description - Preparation phase  
(Attachment type: Project description)
2. Endorsement of the project application by the university executive board  
(Attachment type: Programme-specific attachments)
3. Jointly signed cooperation agreement (no older than 10 years), or jointly signed letter of intent  
(Attachment type: Contracts/Agreements)
4. Draft of a curricular, structural concept for the planned double degree programme  
(Attachment type: Programme-specific attachments)

#### **II. Funding phase:**

Project application (on DAAD portal)

Financing plan (on DAAD portal)

Additional documents (PDF)

1. Project description - Preparation phase  
(Attachment type: Project description)
2. Endorsement of the project application by the university executive board  
(Attachment type: Programme-specific attachments)
3. Jointly signed cooperation agreement(s) (no older than 10 years)  
(Attachment type: Contracts/Agreements)
4. Joint study and examination regulations  
(Attachment type: Programme-specific attachments)
5. Sample Diploma Supplement  
(Attachment type: Programme-specific attachments)
6. Accreditation certificate(s), if applicable  
(Attachment type: Programme-specific attachments)
7. Most recent progress report (subsequent application)  
(Attachment type: Programme-specific attachments)

#### **III. Follow-up funding**

Project application (on DAAD portal)

Financing plan (on DAAD portal)

Additional documents (PDF)

1. Project description - Preparation phase  
(Attachment type: Project description)
2. Endorsement of the project application by the university executive board  
(Attachment type: Programme-specific attachments)
3. Jointly signed cooperation agreement(s) (no older than 10 years)  
(Attachment type: Contracts/Agreements)
4. Valid accreditation certificate(s)  
(Attachment type: Programme-specific attachments)



5. Most recent progress report (Attachment type: Programme-specific attachments)

The documents listed above are relevant for the selection process (i.e. are required!) and therefore must be submitted before the application deadline. Please name and number the required documents as indicated on the form.

Following the application deadline, the DAAD will neither request missing documents nor consider documents submitted or changes made at a later time, including revisions to the Financing Plan. Incomplete applications will be excluded from the selection process.

Before applying, please read the section on “Funding requirements” and the list of FAQs.

We ask you to refrain from submitting original or unsolicited documents to the DAAD, such as module handbooks, accreditation reports, international strategies, brochures, flyers, articles etc.

#### Application deadline

The application deadline is **15 October 2018**.

#### Application process

##### Selection of project applications

The DAAD appoints a selection committee of external experts which is responsible for reviewing and selecting the funding applications.

The institutes or departments responsible for implementing the programmes should have relevant international experience and, if possible, long-standing contact with suitable partner universities.

In addition to fulfilling the above-mentioned goals of the programme and the application requirements (see above), applications are evaluated on the basis of the following **selection criteria**:

- Demonstration of commitment to the joint degree programme by both universities
- Quality of the curriculum (course content corresponds to most up-to-date in the respective field)
- Increasing enrolment numbers in the double degree programme (at all participating universities)
- Added academic, interdisciplinary and intercultural benefit of the degree programme and its professionally qualifying orientation
- Academic quality and reputation of the foreign partner university
- Suitable conditions for implementing the degree programme (language preparation, selection and supervision of students)
- Programme's contribution toward establishing and promoting international structures at the university
- For subsequent applications: Recent status report substantiating the progress achieved to date

#### Scholarship selection process

##### Selection of scholarship recipients

The scholarship recipients are selected by a selection committee appointed by the funding beneficiary.

The selection process must be described in detail in the project description.

The following details should be included:

- announcement of the offered scholarship
- appointment of the selection committee (funding beneficiary, number of committee members)
- selection criteria (selection of best applicants, academic or personal aptitude, etc.)

- scholarship award procedure
  - by scholarship agreement/grant contract (“confirmation of acceptance”)
  - issue of a scholarship certificate (in this case: mention of the DAAD and BMBF and concrete designation of the scholarship benefits and their corresponding amounts (e.g. subsistence and mobility allowances))

## Contact

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**[www.daad.de/doppelabschluss](http://www.daad.de/doppelabschluss)**

## Attachments

- Attachment 1: Call for applications (in English)
- Attachment 2: Funding requirements
- Attachment 3: Project description (preparation phase)
- Attachment 4: Project description (funding phase)
- Attachment 5: Project description (follow-up funding)
- Attachment 6: Endorsement of the project application
- Attachment 7: Funding rates for lecturers/coordinators
- Attachment 8: Funding rates for students
- Attachment 9: List of developing and emerging countries
- Attachment 10: FAQs on the call for applications and application procedures
- Attachment 11: Instructions for drawing up a financing plan

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