**INTERNATIONAL RESEARCH ATTACHMENT PROGRAMME (i-RAP)**

**IMPORTANT NOTE**
Before applying for any summer/winter programme, read the GRO website for important information on:
- General Eligibility Requirements and Application Process
- Module Mapping and Financial Aid
- Visa Application, Travel Advisories and Student Insurance

**Humboldt University of Berlin: 2020 Humboldt Internship Program**

|-------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Programme Location & Dates | **Programme location:** Humboldt University of Berlin (HU Berlin)  
**Programme dates:** May 11 (Kick-Off-Event) – July 31, 2020 (Farewell-Event) |
| Application Deadline | **15 December 2019** |
| Grading | Pass/fail based |
| Credits | Worth 6 ECTS |

*Information accurate as of November 2019.*

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<tr>
<th>ESTIMATED COST OF PARTICIPATION</th>
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<tr>
<td><strong>1 Programme Fee</strong></td>
<td>There is no program fee for this round of the programme.</td>
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<td><strong>2 Projected Expenditure</strong></td>
<td>Breakdown of Costs</td>
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<td>One-time “Semesterbeitrag”</td>
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<td>Health Insurance</td>
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<td>All students enrolled at Humboldt-Universität zu Berlin are required to receive public health insurance through one of the public health insurance providers. The monthly costs are approx. €80.</td>
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<td>An alternative might be to buy a private health insurance for approx. €50. <em>Humboldt Internship Program</em> can offer appropriate consultation upon acceptance in the program.</td>
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<td>Accommodation</td>
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<td>Miscellaneous Costs (food, phone, internet, activities; approx.</td>
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<td>Programme Fee</td>
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<td><strong>Total</strong></td>
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Please take note that there will be additional expenses which you have to pay for visa (if applicable), flight, food and your leisure activity while on i-RAP.
A helpful resource on living costs as a student/intern in Germany can be found here: https://www.daad.de/deutschland/nach-deutschland/voraussetzungen/en/9198-financing/

Scholarship provided by HU Berlin

- Only applicants who have completed their online registration by 15 December 2019 (including the submission of all necessary documents) will be included in the selection for the scholarship.
- Scholarship amount: 1500 euros (500 euros per internship month).
- At the end of the application period, all students who have completed their application will receive an e-mail with further information and instructions regarding the awarding of scholarships.

(Note: Provision of scholarship is based on HU Berlin’s discretion.)

Please contact Ms Amrei Vogel (amrei.vogel@hu-berlin.de) for more information on the scholarship.

### Financial Aid Available Through NUS GRO

As a participant of this programme, you are eligible to apply for:

- **NASA Enhancement Bursary** (Singaporeans only)
- **Overseas Student Programme Loan** (Singaporeans only)
- **PSEA Fund Withdrawal** (Singaporeans only)

### PROGRAMME DETAILS

#### 2020 Humboldt Internship Program

Students will conduct academic research under the guidance of faculty, and researchers at Humboldt-Universität zu Berlin.

All research labs are listed below. Detailed project descriptions are available at: https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland/praktika/project-descriptions

The program will also include optional cultural activities as well as mandatory subject courses (German language and German history/culture). The two course options (choose one) are as follows:

(6 ECTS, 50 contact hours, mandatory):

- **German language course** from level A0 to B2 (participants are placed in groups of different language levels). Please approach the NUS Centre for Language Studies to enquire on whether this can be mapped to NUS credits (following step in Section 10 of this page).

- **History, Culture and Society in Berlin**: historical and contemporary
perspectives on Berlin and Germany (topics: recent history, economic relations, urban development, creative city, cultural memory)

Please approach the relevant Department(s) including History, Sociology and Political Science to enquire on whether this can be mapped to NUS credits (following step in Section 10 of this page).

| 5 | Eligibility Requirements | Applicants must fulfil the following requirements to apply for the programme:

- Enrolled NUS student (advanced BA (3rd or 4th year), Master or PhD)
- Prior laboratory experience (academic or otherwise) that qualifies candidate for the desired project
- Excellent fluency in English language; German skills of advantage but not necessary
- Strong academic record (minimum GPA of 3.0 or CAP score of 3.75); demonstrated preparation for desired lab project
- Further requirements are possibly noted in the project descriptions

NUS’ generic eligibility requirements apply, please see GRO website for details.

| 6 | Accommodation | Humboldt Internship Program will assist admitted students in finding accommodation in student dorms reserved for the program.

However, should university-arranged accommodation not be available, students will be responsible for securing their own accommodation with our assistance.

Please contact Ms Amrei Vogel (amrei.vogel@hu-berlin.de) for more information.

| 7 | Application Procedure at NUS | Please apply through NUS Education Records System - Global Education (EduRec-GE) first if you want to do module mapping and to apply for financial aids/loans. Applying through EduRec-GE will also allow GRO to contact and assist you in times of crisis/emergency while you are overseas.

With an official application through EduRec-GE, you are covered by the NUS Travel Blanket Insurance. Besides, GRO can also provide you with supporting letters for visa application and NS deferment (for NSmen). Read the step-by-step guide which we have prepared for you on GRO’s web.

You should also apply to the host university concurrently.

| 8 | Application Procedure at Host University | Humboldt Internship Program requests the following materials:

- Application Form
- Resume
- Motivation Letter (targeted towards desired research projects)
- 1 recommendation letter
- Internship Plan (with a ranking of max. 3 desired lab projects)
- Official transcript

Application materials can be filled out/uploaded online during the application period (mid. October until November 31st) under the following web link: https://www.international.hu-berlin.de/en/studierende/aus-dem-
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<td>ausland/praktika/application-process-and-deadline?set_language=en Please note that the final decision about acceptance in the program will be made by the supervisor of the lab project/start-up.</td>
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<td>Notification of approval will be: <strong>January 13 – January 17, 2020</strong></td>
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| 9 | **Confirmation of participation** | You will be informed by the host via email about your acceptance or rejection. You have to pay the programme fee right after the acceptance to the programme. As soon as the host received the programme fee, they will send you a letter of confirmation as well as a letter of invitation for your visa application (if needed).  
You have to accept EduRec-GE offer as well as the host university offer to confirm your participation in this programme.  
Please read the cancellation policy of this programme before accepting and paying for the programme.  |
| 10 | **Module Mapping** | All mapping requests are subjected to approval by the Faculties/Departments.  
[Click here](#) for a step-by-step guide on applying for module mapping. Students may contact the SEP administrators/coordinators at their respective home Faculty/School Dean's Office or the academic department for module mapping. NUS Business School will not consider summer programme of less than 3 weeks duration to be credit bearing.  
If you are interested in obtaining credits, you can start the module mapping process after you have accepted the offer for the programme via EduRec-GE.  
Students may map up to a maximum of 10 MCs for each Summer Programme. Over the course of study in NUS, students may map up to a total of 12 MCs for involvement in summer programme. Beyond 12MCs, NUS Special Term tuition fees will apply, in addition to Summer/Winter Programme fees paid to the host university. For details, please read the information on [Registrar’s Office website](#).  |
| 11 | **Transcript** | Please provide a valid, personal mailing address in the online registration portal so that the host can send your official transcript to you after the research programme.  
Please **do not** request for your transcript to be mailed to NUS Global Relations Office (GRO). GRO is not responsible for missing transcripts.  |

### ADDITIONAL INFORMATION

| 12 | **Visa Application** | Singaporeans do not need an entry visa to Germany if they are not staying for more than 90 days in Schengen countries in a 6-month period.  
If you need a visa to enter Germany, please start early as your visa application |
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<td>may take up to 2 months.</td>
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<td>13</td>
<td><strong>Travel Advisories</strong></td>
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<td>14</td>
<td><strong>Student Insurance</strong></td>
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<td><strong>Contact Information</strong></td>
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