



**FOR FOREIGN APPLICANTS COMING TO DENMARK**

**DANISH GOVERNMENT SCHOLARSHIPS  
UNDER THE CULTURAL AGREEMENTS**

**APPLICATION FORM**

**for the Long-Term Scholarships 2019/2020**

Requested periods of study or research must be 5 or 10 months (1 or 2 semesters) for bachelor and master students and between 5 to 12 months for Ph.d. students. Studies must be within the academic year 2019/2020.

**The application form has three parts:**

- Part I Personal Information
- Part II Information about the requested study or research period in Denmark
- Part III Required and/or optional documents

**Before filling out the application form, please read the information on page 6 carefully.**

**Incomplete applications will not be taken into consideration.**

**Applications must be filled out electronically.**

## Part I – Personal information

Please write your name as it appears in your passport

First name(s)

Last name(s)

Date of birth

Day:

Month:

Year:

Nationality/citizenship:

Sex

Female

Male

Permanent address

*Address where you reside*

Address:

Country:

Address of your educational institution

Address:

Country:

Telephone number

*(country code + area code + number)*

E-mail address

*Please provide at least one valid e-mail address, preferably two.*

*Please note, if you are awarded a scholarship, scholarship documents will be sent to these e-mails*

E-mail 1:

E-mail 2:

Educational background

Name of the institution where you are currently enrolled:

**Current field and level of study:**

*E.g. Master of Philosophy..*

**Most recently awarded degree and date obtained:**

*E.g. Bachelor in... or Master of..., June 2015*

**When is your anticipated date of graduation?**

**Please note that you must be enrolled in a Bachelor, Master or Ph.d. programme to be eligible for a scholarship.**

## Part II – Information about the requested study or research period in Denmark

|  |   |
|--|---|
| <p><b>Study period's duration in months</b></p> <p><i>Study periods must take place during the academic year 2019-2020 (1 June 2019 – 31 August 2020)</i></p> <p><i>A semester usually lasts 5 months. Fall semester begins in August/September, spring semester in January/February. Bachelor and master students can apply for stays of 5 or 10 months. Ph.d. students can apply for stays of 5 up to 12 months.</i></p> | <p><b>Number of months you are applying for:</b></p> <p><b>Starting date for your study/research period in Denmark:</b></p>                     |
| <p><b>Name of the institution of higher education in Denmark where you wish to study / name of the requested faculty or department</b></p> <p><i>Please note your first priority</i></p>   | <p><b>Name of institution (first priority):</b></p> <p><b>Name of faculty or department:</b></p>  |
| <p><b>Name of the institution of higher education in Denmark where you wish to study / name of the requested faculty or department</b></p> <p><i>Please note your second priority</i></p>  | <p><b>Name of institution (second priority):</b></p> <p><b>Name of faculty or department:</b></p>   |
| <p><b>Requested field of study and level, e.g. Bachelor, Master or Ph.d.</b></p>   | <p><b>Field of study:</b></p> <p><b>Level:</b></p>  |
| <p><b>Have you been in contact with a professor/researcher from the requested institution? (only required for Ph.d.-students and not for bachelor or master students)</b></p>  | <p>Yes: <input type="checkbox"/>      No: <input type="checkbox"/></p> <p><b>If yes, please write the name of the professor/researcher:</b></p> |
| <p><b>Have you studied in Denmark before? When and where?</b></p>  | <p>Yes: <input type="checkbox"/>      No: <input type="checkbox"/></p> <p><b>When and where:</b></p>  |
| <p><b>Have you taken Danish language classes in your home country?</b></p>   | <p>Yes: <input type="checkbox"/>      No: <input type="checkbox"/></p> <p><b>If yes, please write the name of your Danish instructor:</b></p>   |
| <p><b>Are you able to arrange your own accommodation in Denmark?</b></p>   | <p>Yes: <input type="checkbox"/>      No: <input type="checkbox"/></p>  |

### Part III – Required and/or optional documents

**Please enclose the following documents (required):**

*Please do not staple, paper clip or in any way attach documents to each other.*

**Curriculum vitae**

**Statement of Interest**

*Please enclose a Statement of Interest detailing the background for your interest in studying in Denmark. Why have you decided to apply for a scholarship? How do you think you will benefit from studying/conducting research in Denmark? Why are you interested in study at the particular Danish institution you have selected?*

**Detailed programme for your study/research period in Denmark**

*For bachelor or master students please enclose a detailed programme of courses you would like to attend. For Ph.d. students please enclose a description of the research project you would like to conduct.*

**Translated and certified copies of your diplomas**

*All documents must be translated into English and be certified.*

**Transcript of records**

*Please enclose a transcript detailing the courses taken and grades earned during your current and prior courses of study. All documents must be translated into English and be certified.*

**Proof of current enrollment status**

*Please enclose a letter from your home university confirming the dates of your current enrollment in a degree program. All documents must be translated into English and be certified.*

**Certificate of proficiency in English**

*Please note that some Danish institutions may have other requirements regarding proof of proficiency in English, such as the TOEFL test, IELTS test, etc. Please ask your desired host institution about their requirements and enclose the applicable documentation in your application.*

**Letter of invitation or admission from the requested institution in Denmark**

*Required for ph.d. students and not for bachelor or master students*

**Please enclose the following documents (optional):**

**Letter of invitation from the requested institution in Denmark**

*Required only for Ph.d. students and not for bachelor og master students*

**Letter of recommendation and/or 2 references (with name, telephone number, and e-mail)**

**For students of Danish: letter of recommendation from your instructor of Danish**

Place and date

Signature

## **Application guidelines**

Application deadline: **March 1, 2019 at 23:59 (CET)**. Applications submitted after this date will be rejected.

For applicants from China, Egypt, and Russia:

- Application forms and supporting documentation should be signed and sent in two copies, clearly labelled "**ORIGINAL**" and "**COPY**" to the **authorities in your home country**. Please contact your national authorities for information about their internal deadlines for the scholarship. Your national authorities must then submit the applications of their nominees for a scholarship to the Danish Agency for Science and Higher Education by regular mail, **postmarked no later than March 1, 2019**.

*Please do not staple, paper clip or in any way attach documents to each other.*

- Applicants must *also* submit their applications by e-mail to [kulturaftaler@ufm.dk](mailto:kulturaftaler@ufm.dk), no later than **March 1, 2019**. In the e-mail's subject field, please write your **first and last name** followed by your **home country**. A scanned version of your original application (with signatures) and supporting documentation should be attached to the e-mail as **one combined** PDF file.

For applicants from Brazil, Japan, and the Republic of Korea:

- Applicants must submit their applications by e-mail to [kulturaftaler@ufm.dk](mailto:kulturaftaler@ufm.dk), no later than **March 1, 2019**. In the e-mail's subject field, please write your **first and last name** followed by your **home country**. A scanned version of your original application (with signatures) and supporting documentation should be attached to the e-mail as **one combined** PDF file.

Application forms must be **completed electronically and in English** and all enclosures must be **translated into English and certified**.

## **Language requirements**

**Please note:** Some Danish institutions have other requirements regarding proof of proficiency in English, such as the TOEFL test or IELTS test. Please ask your desired Danish host institution about their requirements and enclose the applicable documentation in your application. The Certificate of Proficiency in English, TOEFL test, or IELTS test should be filled out and signed by the relevant authority or language school at the institution in your home country.

## **Timeline for processing of applications**

**March 1, 2019 at 23:59 (CET):** Deadline for applications for the Long-Term Scholarships under the Cultural Agreements

**Late March 2019:** E-mail notification to applicants regarding their application status. Applicants will be informed whether or not their application has been approved by the Danish Agency for Science and Higher Education and been forwarded to the requested Danish host institution for assessment and final approval.

**Mid-May 2019:** Final notification to applicants of whether their requested Danish host institution has approved or rejected their application. Successful applicants will receive a Letter of Confirmation by e-mail from the University where the applicant has been accepted.

**Please note:** If your application is approved by the Danish Agency for Science and Higher Education and forwarded to your requested Danish host institution for assessment and final approval, the Danish host institution may ask you to fill out its own general application form. You **must** meet their application deadline in order to receive a scholarship.