**Heyning-Roelli Foundation**

**Personal Information**

**of foreign students wishing to study in Switzerland**

1. **Last Name:** Click here to fill in the text.
2. **First Name:** Click here to fill in the text.
3. **Gender:**  male  female
4. **Address:** Click here to fill in the text.

Click here to fill in the text.

Click here to fill in the text.

1. **Email:** Click here to fill in the text.
2. **Home University:** Click here to fill in the text.
3. **University ID Number:** Click here to fill in the text.
4. **Major subject:** Click here to fill in the text.
5. **Degree:**  Bachelor  Master  Phd
6. **Exchange University:** Click here to fill in the text.
7. **Duration of Stay:** from date to date
8. **Previous Exchange Studies:** none

Exchange University Click here to fill in the text.

Duration of Stay from date to date

Exchange University Click here to fill in the text.

Duration of Stay from date to date

1. **Previously requested scholarships for the outstanding exchange programme:**

none

Foundation/Institution: Click here to fill in the text.

Amount requested CHF amount Amount given CHF amount

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Amount requested CHF amount Amount given CHF amount

1. **Budget:**

The following details showyour income during the exchange:

Own income (e.g. side job) CHF

Own contribution (from own assets, savings etc.) CHF

Scholarships (e.g. SEMP etc.) CHF

Other support (parents/guardian/friends) CHF

**TOTAL income for the entire duration of the exchange: CHF**

**By submitting this application to the Heyning-Roelli Foundation, I agree that the Foundation may check the information provided in this application with the home university and/or the guest university.**

1. **Application Documents**

All late and incomplete applications will not be considered for a scholarship. The specified sequence must be observed and each document shall be numbered accordingly.

1) Motivational Letter (max. eine A4 Seite)

- Introduce yourself.

- Why have chosen this degree path and what are your career specific goals?

- Why have you chosen this destination/ university for an exchange?

- What are your personal and career specific wishes and aspirations for the exchange?

- How is your financial situation hindering your exchange?

2) Transcript of records

3) Confirmation/Email of the home university, that the student has been nominated for an   
 exchange-semester or –year or copy of the submitted application.

4) Confirmation from the guest university (mandatory: duration of the stay and exchange   
 programme)

5) Confirmation/corresponding verification/other documents which show that you are   
 economically weak and that you are not able to afford the costs of the exchange without   
 assistance of the Heyning-Roelli Foundation

6) Proof of already granted scholarships (if applicable)

7) CV (max. an A4 page)