



Application form for conference trips allowances

1. Personal information:

Last name:  First name:

Date of birth:  Place of birth:

Address:

Email:  Phone number:

Subject area:

Title of the dissertation project:

Date of acceptance as doctoral candidate from Dean's office:

Studying at the University of Göttingen for the degree:

I am an employee at the University of Göttingen  100% TV-L 13  Part-time

Organisation unit (institute, college,  
centre, research project, etc.):

I am/was fellow at the following foundation:

No doctoral sponsorship or employment at the university

2. Application

I apply for an allowance for the travel costs to the conference/workshop :

The conference/workshop takes place in:  from:  until:

Day of Arrival:  Date of Departure:

I will deliver a presentation (75%) Title of the Presentation:

I will present a poster (50%) Title of the Poster:

I will partake without a personal contribution (25%)

Overall costs of the journey (in euros):  Costs applied for (in euros; max. 800 €):

Can you apply for travel costs allowances at another institution (Unibund, Institute, third-party funding)?

If so, please describe the funding by the other institution.

### 3. Justification for the application

Please explain the relevance of the conference/workshop with regard to your dissertation project (3-5 sentences).

I hereby confirm the accuracy of the information given and affirm that I renounce from the payment of daily allowances and that I will bear any additional costs that surpass the amount of money granted by the GSGG.

Place and date

Signature

Please send all documents, among them a separate costs projection (please see the template "cost projection conference trip" on our website), to:

Georg-August-Universität Göttingen  
Graduiertenschule für Geisteswissenschaften Göttingen (GSGG)  
Friedländer Weg 2  
D-37085 Göttingen

If you have any further queries, please do not hesitate to contact us via email: [gsgg@uni-goettingen.de](mailto:gsgg@uni-goettingen.de) or by phone: +49 (0) 551-39-21120