

TUM Practical Research Experience Program (TUM PREP)

Information for Partner Institutions



TUM PREP student in the lab (Image: Benz/TUM)

Program Overview TUM PREP

About TUM PREP

Excellent North American students and students of the Imperial College London are invited to apply for the **TUM Practical Research Experience Program (TUM PREP)**, a **summer research internship program** of approximately 9 weeks of research work that runs over the course of the summer. Working on a research project under the supervision of a TUM academic, TUM PREP participants will build up and further refine their research skills, learn more about the specifics of the German higher education and research landscape, and become members of the diverse scientific community at Germany's top-ranked technical university.

TUM PREP applicants demonstrate outstanding academic achievements, can easily adapt to new environments and are driven by a general curiosity for science and research. During their stay and beyond, program participants serve as ambassadors for their home institutions and for TUM, respectively, and will contribute to the strengthening of international research networks.

TUM Global & Alumni Office will arrange accommodation for all program participants, and award scholarships to students in need of financial support. Orientation days - including information and networking events as well as a cultural program - and TUM student buddies will ensure that program participants are well integrated into the local student body, and will have a chance to immerse themselves in the unique cultural and economic environment of Munich and Bavaria.

TUM PREP Website
(including list of research projects)

<https://www.international.tum.de/en/prep/>

TUM PREP Program Dates 2024	
Application Period	October 1 – November 22, 2023
Kick-off Event	July 1, 2024
Orientation Days	July 2-3, 2024
Project Duration	July 4 – August 28, 2024*
Closing Event	August 29, 2024

* In most cases, an extension of the project duration (later project end) is possible in consultation with the TUM PREP project supervisor, at the latest until September 30, 2023. However, commencing the program earlier is not possible.

Services

Individual Support	
TUM PREP Program Manager	A designated TUM PREP Program Manager will support the program participants individually.
TUM PREP Buddies	With the student buddy system, participants will further have a TUM student as individual contact person.

Financial Support	
Eligibility	<p>TUM will financially support all program participants <u>not</u> receiving any other scholarship directly related to their stay in Munich.</p> <p>Students of German nationality or those who received a university entry qualification from a German school are in general ineligible for the TUM scholarship.</p> <p>Please consult us in these cases.</p>
TUM PREP Scholarship	1,000 € sponsored by the DAAD

Accommodation	
Accommodation support	<p>All students will be offered accommodation support, upon admission to the program. This housing options - mainly in student dorms - will guarantee safe and clean accommodation and will integrate students into the local student population.</p> <p>Due to an agreement with the Student Union, student may rent the room for only three months (July to September) instead of renting the room for the entire semester.</p>
Dorm Equipment	Dorm rooms come fully furnished; bathrooms and kitchens are mostly shared with other residents.
More Information	https://www.studierendenwerk-muenchen-oberbayern.de/en/accommodation/halls-of-residence/

Other Housing Options	<p>TUM Global & Alumni Office will not support students who do not prefer to rent a dorm room, as we cannot guarantee that alternative housing will be available due to the highly competitive housing market.</p> <p>However, we will provide useful tips for your search on the private housing market in Munich. For more information on TUM Global & Alumni Office's housing support: https://www.international.tum.de/en/global/accommodation/</p>
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Credits and Certificate	
Certificates	<p>TUM PREP participants will obtain a certificate with a written evaluation of their research work from their TUM PREP project supervisors.</p> <p>Additionally, all students will receive a certificate of participation issued by the TUM Global & Alumni Office.</p>
ECTS Credits	<p>TUM PREP participants may obtain ECTS credits, if needed. The rule is: 1 ECTS Credit \triangleq 30 hours of student workload. Students will receive 10 ECTS for the completion of the TUM PREP program.</p> <p>Applicants are expected to have clarified whether participation in TUM PREP can be recognized by their home institution / faculty / School.</p>

Framework Program	
Kick-off & Closing Event	<p>The TUM PREP Kick-off, a special information and networking event for all program stakeholders, will facilitate the start of the project phase.</p> <p>The TUM PREP Closing Event will be a well-rounded conclusion of the participants' time at TUM.</p>
TUM PREP Orientation Days and Framework Program	<p>TUM Global & Alumni Office will also arrange a series of activities specifically designed for TUM PREP students, including information and networking events and cultural activities and day trips. Most activities will be offered during the orientation week in the beginning of the program.</p>
Cultural Immersion: International Campus Life	<p>TUM PREP participants are further invited to participate in the cultural activities organized in the framework of International Campus Life: https://www.international.tum.de/en/global/campuslife/. The program includes events organized by the TUM Global & Alumni Office as well as offers by the student association ESN TUMi München. All events are listed in the TUMi App: https://tumi.esn.world/home</p>

Expense Estimates

Expense Estimates	
Program Fee / Tuition	None
General Expenses (totals for the entire stay)	<ul style="list-style-type: none"> ▪ Accommodation: up to 1,300 € (depending on individual dorm prices, to be paid in early March 2024 in full) ▪ Living Expenses: up to 1,200 € (depending on individual spending habits) ▪ German Health Insurance: ca. 660 €
One-Time Expenses	<ul style="list-style-type: none"> ▪ Enrollment Fee: ca. 85 €* ▪ Deutschlandticket for public transport within Germany: ca. 29 € (strongly recommended) or monthly tickets ▪ [Dorm Security Deposit: ca. 500 €]* (will be refunded shortly after the student's stay) ▪ Travel Expenses (round trip flight): ca. 500 - 1,000 €* ▪ Visa Expenses (if applicable): ca. 100 €* <p>Citizens from the US, UK and Canada do not need a visa, if their stay in Germany does not exceed 90 days.</p> <p>*to be paid before arrival</p>
Health Insurance	<p>By law, all students must obtain health coverage to be enrolled in a German university. In very limited cases, an existing international health insurance will be accepted, if it has no upper limits for payments in the event of damage.</p> <p>This is subject to a German statutory health insurance provider.</p>
Liability & Accident Insurances	<p>TUM Global & Alumni Office strongly recommends that students have sufficient insurance coverage, especially when working with sensitive laboratory equipment. For more information, please see 'liability insurance' on our website for visiting students.</p> <p>At TUM, enrolled students have an accident insurance and journey to/from the university accident insurance (page only available in German). We highly recommend that you additionally take out a private accident insurance for your free time activities (activities outside of the university). It is up to you whether you take out an insurance and which provider you choose.</p>

How to Apply

Application Requirements	
Level of Studies	<p>Highly qualified students approaching the end of their bachelor studies as well as master students are eligible to apply for the program.</p> <p>Students need to have completed at least two years of undergraduate studies by the time of arrival to TUM.</p> <p>The program is not offered to doctoral students.</p>
GPA Requirement	3.0 or better (U.S. scale 4.0)
Program Language	<p>The program language will be English. All communication between students, the Program Manager and project supervisors will be in English.</p> <p>Munich is an international city and Germans typically speak English quite fluently. Students without any German skills should not have any problems in day-to-day encounters with locals.</p>
Choice of Project	<p>Students have the option to apply for up to three project priorities and additionally name more projects of their interest.</p> <p>All offered research projects can be viewed on our website at “TUM PREP Projects”</p>
Project-specific Skills	<p>Available projects might list specific course requirements or other skills as prerequisites for potential applicants. Students must check whether they meet these requirements before applying.</p>

Application Procedure	
Application Documents	<p>Students should submit the following application documents via an online application platform published at the TUM PREP website (“see <i>Application and admission</i>”) during the application period (Oct. 1 – Nov. 22, 2023):</p> <ul style="list-style-type: none"> ▪ Application Form (<i>online application form</i>) ▪ Letter of Motivation (<i>at least 1 letter for project priorities 1, 2 and 3</i>) ▪ Resume ▪ Transcript of Records ▪ Letter of Recommendation (<i>usually by a professor or academic supervisor of home university</i>) ▪ Declaration of Insurance (<i>informing students about mandatory and recommended insurance coverage</i>)
Application Deadline	November 22, 2023

<p>Application Procedure</p>	<p>Students may generally apply via the online application platform, though <u>partners are welcome to opt for a pre-selection and nomination of their students</u>.</p> <p>In this case, TUM Global & Alumni Office will need to receive both nominations (via e-mail to prep@tum.de) as well as the students' applications (uploaded in the application platform) by the deadline.</p> <p>Please understand that your nomination cannot guarantee a TUM PREP project spot per se, as the final selection will be done by the TUM PREP project supervisors.</p>
<p>Placement</p>	<p>TUM PREP's admission procedure will be highly competitive, and TUM Global & Alumni Office cannot guarantee that all applicants will be placed.</p> <p>Student applications will be assessed in close cooperation with project supervisors, taking into account the applicants' academic credentials and motivation.</p>
<p>Notification of Admission</p>	<p>TUM Global & Alumni Office will inform all students and partners institutions about the admission of their students to a specific project latest by mid-February 2024.</p>

Contact

Sandra Lessing

Program Manager – TUM Practical Research Experience Program (**TUM PREP**)
 Technical University of Munich

TUM Global & Alumni Office

Arcisstr. 21, 80333 Munich, Germany

lessing@zv.tum.de; prep@tum.de

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