



PURPOSE AND GOAL

FUNDING GUIDELINES

Integrated International Degree Programmes with Double Degrees (from 2025 to max. 2029)

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The German Academic Exchange Service (DAAD) finances the funding programme “Integrated International Degree Programmes with Double Degrees” with funds provided by the Federal Ministry of Education and Research (BMBF).

Funding is granted to develop, establish and maintain integrated international degree programmes which conclude with the conferral of double degrees.

The goals of the funding programme are:

- 1: Develop and/or implement an international curriculum for cohorts of highly qualified German and international students to alternately study at the German and foreign university(-ies), concluding with the conferral of national degrees for both groups (joint or double degree).
- 2: Promote increased mobility of teaching staff and students
- 3: Establish, expand and maintain international structures at the German university

The programme serves to improve the career chances of alumni of international degree programmes with double degrees. On a broader level, it promotes the internationalisation of German universities in the long term, and so doing, contributes to creating productive and cosmopolitan institutions of higher education.

Environmental sustainability

The DAAD is committed to further reducing its carbon footprint generated as a result of its operations as an organisation and funding provider. In all of its project funding activities, it strives to plan and administer programmes in a resource-, climate- and environmentally-friendly manner. This applies particularly to mobility/travel, but can – depending on the type and scope of the project – apply to procurement and allocation, event management and/or marketing and public relations activities. For more information, please read our [info sheet](#) on DAAD-funded, climate-friendly international university partnerships.

Diversity

As outlined in the Diversity Agenda, the DAAD regards diversity, equal opportunity and inclusion as important cross-sectional goals for international academic exchange. The project funding activities of the DAAD aim to offer talented individuals the chance to integrate their diverse backgrounds and perspectives. Applicants should take this cross-sectional objective into account when planning and implementing their projects. Additional funding can be

requested for persons with a disability or chronic illness (see “Information on mobility for persons with a disability or chronic illness”). For more information, please read our [info sheet](#) on diversity and equal opportunity in DAAD-funded projects.

FUNDABLE MEASURES

2

Funding is comprised of a **preparation phase, funding phase** and **follow-up funding**. It is possible to apply for first-time funding in the preparation phase or funding phase.

The following measures are fundable in the **preparation phase**:

- planning and development of the double degree programme (e.g. by project staff)
- preparatory and work meetings at the international partner university(-ies)
- public relations measures (e.g. social media activities, information/advertising events, brochures)

The following measures are fundable in the **funding phase and follow-up funding**:

- supervision and coordination of the double degree programme (e.g. by project staff)
- supervision of the students enrolled in the double degree programme (e.g. by project staff)
- work meetings at the international partner university(-ies)
- guest lectureships at the international partner university(-ies) for instructors from the German university (as a rule, min. of 2 weeks to max. 3 months in duration)
- guest lectureships at the German university for instructors from the international partner university(-ies) (as a rule, min. of 2 weeks to max. 3 months in duration)
- preparatory courses in Germany (e.g. language courses, in-person or online intercultural preparatory courses)
- public relations measures (e.g. social media activities, image films, information/advertising events, brochures)
- alumni relations activities (also see FAQs)
- scholarship awards to students at the German university (**max. 6 full or 12 partial scholarships per cohort and partner university**)
- residence and mobility allowances in Germany for students from partner universities in DAC countries

Please note: All measures can be supported by **using/developing digital formats** (e.g. digital teaching/learning scenarios, virtual exchange formats, tools for supervising students, also see FAQs).

3

FUNDABLE EXPENDITURES

Funding can cover all expenditures that are necessary for carrying out the project (implementation of measures). These specifically include:

PREPARATION PHASE

Personnel expenses for project implementation and management

PROJECT PERSONNEL (DOMESTIC)

- academic staff
- research assistants
- student assistants
- other personnel (e.g. administrative staff of the International Office)

Personnel expenses comprise gross remuneration paid by the employer. Special annual payments mandated by collective agreements are only fundable within the approved funding period and only when expended during this period. Other individual and one-time payments as per collective agreement are only fundable if the DAAD has issued a ruling and provided information to that effect.

Material resources

FEES (not for one's own personnel)

- for external staff to implement digitalisation projects (see "Table of fees" below).

Funding may also be requested and claimed to cover mobility and residence expenses, if applicable, in accordance with the principles of efficiency and economy. These expenditures, which are not directly related to the fee-based service, should be included in the fee agreement.

Please note: Non-fundable expenditures include fees paid to staff employed by the funding recipient and persons collaborating on the project abroad, and for courses offered on a regular basis.

MOBILITY EXPENSES FOR PROJECT STAFF

Funding can be requested to cover vehicle/air travel expenses in accordance with the federal and state travel expense laws (BRKG/LRKG); in derogation thereof: second-class train fares and economy-class flights only.

Please note: Non-fundable expenditures include expenses for accommodation and subsistence, or other expenses not directly related to the trip (e.g. excess baggage fees, travel equipment, tips etc.).

MATERIAL RESOURCES (DOMESTIC)

- consumable goods (e.g. office materials)
- print media/publications/advertising and public relations materials (e.g. social media, information/advertising events, flyers, brochures, posters, as well as advertising events staged by the German university at the partner university)
- external services (e.g. websites)
- other expenses (e.g. software licenses, participation fees for online courses)

Please note: Non-fundable expenditures include catering/restaurant expenses incurred in connection to work meetings, expenditures incurred in connection to DAAD marketing measures and infrastructural expenses (e.g. technical equipment, hardware, teaching materials and furniture).

FUNDING PHASE AND FOLLOW-UP FUNDING

Personnel expenses for project implementation and management

PROJECT PERSONNEL (DOMESTIC)

- academic staff
- research assistants
- student assistants
- other personnel (e.g. administrative staff of the International Office)

Personnel expenses comprise gross remuneration paid by the employer. Special annual payments mandated by collective agreements are only fundable within the approved funding period and only when expended during this period. Other individual and one-time payments as per collective agreement are only fundable if the DAAD has issued a ruling and provided information to that effect.

Material resources

FEES (not for one's own personnel)

- for external tutors, language instructors or other visiting lecturers to prepare the funding recipient's students for a stay abroad
- to supervise students from the partner university while in Germany
- for external staff to implement digitalisation projects

Table of fees (for orientation)

Working time	without academic qualification	with academic qualification
1 hr.	34 – 68	51 – 83
2 hrs.	68 – 117	100 – 166
3 hrs.	117 – 166	151 – 250
4 hrs.	166 – 217	200 – 333
5 hrs.	217 – 267	250 – 416
6 hrs.	267 – 316	300 – 499
7 hrs. or more	300 – 367	350 – 566

Funding may also be requested and claimed to cover mobility and residence expenses, if applicable, in accordance with the principles of efficiency and economy. These expenditures, which are not directly related to the fee-based service, should be included in the fee agreement.

Please note: Non-fundable expenditures include fees paid to staff employed by the funding recipient and persons collaborating on the project abroad, and for courses offered on a regular basis.

MOBILITY EXPENSES FOR PROJECT STAFF

Funding can be requested to cover vehicle/air travel expenses in accordance with the federal and state travel expense laws (BRKG/LRKG); in derogation thereof: second-class train fares and economy-class flights only.

Please note: Non-fundable expenditures include expenses for accommodation and subsistence, or other expenses not directly related to the trip (e.g. excess baggage fees, travel equipment, tips etc.).

MATERIAL RESOURCES (DOMESTIC)

- consumable goods (e.g. office materials)
- room rental (e.g. rental fees for event rooms)
- print media/publications/advertising and public relations materials (e.g. social media, information/advertising events, flyers, brochures, posters, as well as advertising events staged by the German university at the partner university)
- external services (e.g. catering only for alumni-related or information/advertising events (max. 30.68 euros/person), IT services)
- other expenses (e.g. software licenses, participation fees for online courses)

Please note: Non-fundable expenditures include rental fees for offices used by the funding recipient or partner universities, catering/restaurant expenses incurred in connection to work meetings, expenditures incurred in connection to DAAD marketing measures, excursions (except in connection to alumni relations measures), summer schools, infrastructural expenses (e.g. technical equipment, hardware, teaching materials and furniture).

Supported persons

(See “**Information on supported persons – Scholarship awards**”)

RECIPIENTS OF MOBILITY FUNDING

- Mobility scholarships
for the funding recipient’s scholarship holders (see **Attachment 1**)
 - › The mobility scholarship should be designated as a benefit in the scholarship agreement.
- Fixed mobility allowances
for students from the international partner university(-ies) in DAC countries (see **Attachments 2+3**)
 - › The fixed mobility allowance is granted starting on the first day of the trip and is substantiated by one of the participant’s signatures on the participant list, to be submitted in the form of an (interim) proof of expenditure to the DAAD upon request. The fixed mobility allowance applies to all costs incurred in connection to the trip (in addition to

vehicle/air travel, also fees for visas, vaccinations, excess luggage, luggage insurance.

RESIDENCE FUNDING RECIPIENTS

- Residence scholarships
for the funding recipient's scholarship holders (see **Attachment 1**)
- fixed insurance allowance
for the funding recipient's scholarship holders (**35 euros/month**)
 - › The residence scholarship and fixed insurance allowance should be designated as benefits in the scholarship agreement.
- Fixed residence allowances
 - › for students from the partner university(-ies) in DAC countries (see **DAC list and Attachment 2**)
 - › for instructors from the international partner university(-ies) for visits usually lasting at least 14 days to a max. 3 months:
 - for stays lasting up to 22 days: 89 euros/day
 - starting on day 23: 2,000 euros/month
 - for stays lasting several months: 2,000 euros/month
 - in the last partial month of the stay: 67 euros/day, calculated exactly to the day.
 - › The fixed residence allowance is granted starting on the first day of the visit and is substantiated by one of the participant's signatures on the participant list, to be submitted in the form of an (interim) proof of expenditure to the DAAD upon request. The fixed residence allowance applies to all accommodation- and subsistence-related expenditures, including health, accident and liability insurance fees. Arrival and departure days are counted as one full day each.

TYPE OF FINANCING

4

This programme awards funding as full-financing measures.

FUNDING PERIOD

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PREPARATION PHASE

As a rule, the duration of funding lasts one year.

As a rule, the funding period of the preparation phase begins on 1 May 2025 at the earliest.

The preparation phase may only be funded once.

FUNDING PHASE

As a rule, the funding period of the funding phase begins on 1 August 2025 at the earliest.

Applicants can initially apply for **two years** of funding (in the form of a first-time or subsequent application after receiving funding in the preparation phase). Applicants may then apply for another **two years** of funding (subsequent application). Afterwards the applicant can apply for another **four years** of funding (subsequent application).

After eight funding years in the funding phase (i.e. 2+2+4 also with interruptions) applicants may submit a subsequent application for an additional four years of follow-up funding.

FOLLOW-UP FUNDING

As a rule, the duration of funding lasts four years.

As a rule, the funding period of the follow-up funding begins on 1 August 2025 at the earliest.

FUNDING AMOUNT

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PREPARATION PHASE

The DAAD can award a maximum of 10,000 euros in funding in the preparation phase. For applications with multiple partners, an additional 10,000 euros / funding year can be requested for each additional partner university (max. six).

FUNDING PHASE

The DAAD has set no cap to the funding amount which can be awarded in the funding phase. However, personnel expenses, fees, and material resources (domestic) may not exceed 25,000 euros/funding year; for applications with several international partners, an additional 2,500 euros/funding year can be requested for each additional partnership.

FOLLOW-UP FUNDING

The DAAD has set no cap to the funding amount which can be awarded for the follow-up funding. However, personnel expenses, fees, and material resources (domestic) may not exceed 7,500 euros/funding year; for applications with several international partners, an additional 2,500 euros/funding year can be requested for each additional partnership.

DISCIPLINES

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The programme is open to all disciplines and subject areas.

TARGET GROUP

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Bachelor's students, master's students, researchers and professors

ELIGIBILITY

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Public and state-accredited German universities are eligible to apply for funding.

Applications for establishing double degree programmes with France are excluded, as these are supported exclusively by the Franco-German University (DFH, www.dfh-ufa.org).

APPLICATION

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Please note:

In response to Russia's attack on Ukraine, the DAAD has suspended all institutional forms of collaboration with partners in the Russian Federation and Belarus until further notice. Consequently, applications for project funding with partner institutions in the Russian Federation and Belarus cannot be accepted at this time.

The responsible coordinator for the proposed double degree project must be a professor at the applying German institution. When establishing a double or joint degree programme of identical structure with **several partner universities**, the applicant must submit a **multi-partner application**, providing the names of each partner and descriptions of their regional characteristics (max. **six international partner universities**).

The funding application must be submitted in full and on time via the DAAD online portal (www.mydaad.de). We also ask you to submit the following documents under the menu heading "Attachments":

PREPARATION PHASE

- project description of the preparation phase, see **form template** (attachment type: Project description)
- endorsement by the university executive board (attachment type: Programme-specific attachments)
- jointly signed cooperation agreement(s) (less than 10 years old at time of funding), or jointly signed and dated letter of intent (attachment type: Contracts/Agreements)
- proposed curricular, structural concept for the planned double degree programme (attachment type: Programme-specific attachments)

FUNDING PHASE

- project description of the funding phase, see **form template** (attachment type: Project description)
- jointly signed and dated cooperation agreement(s) (no older than 10 years) (attachment type: Contracts/Agreements)
- endorsement by the university executive board (attachment type: Programme-specific attachments)
- joint study and examination regulations (attachment type: Programme-specific attachments)

- sample diploma supplement for the double degree programme (attachment type: Programme-specific attachments)
- accreditation certificate(s), if applicable (attachment type: Programme-specific attachments)
- for subsequent applications only: most recent progress report (attachment type: Programme-specific attachments)

FOLLOW-UP FUNDING

- project description of the follow-up funding, see **form template** (attachment type: Project description)
- endorsement by the university executive board (attachment type: Programme-specific attachments)
- jointly signed and dated cooperation agreement(s) (no older than 10 years) (attachment type: Contracts/Agreements)
- valid accreditation certificate(s) (attachment type: Programme-specific attachments)
- most recent progress report (attachment type: Programme-specific attachments)

Subsequent applications for already approved projects should be submitted via the DAAD portal under the menu heading “Submit subsequent application”.

Following the application deadline, applicants are no longer permitted to modify the financing plan or project description, nor submit missing or revised documents for consideration. Incomplete applications will be excluded from the selection process.

Please note:

Please read the attachment “**Information on supported persons - Scholarship awards**” and the **FAQs** before submitting your application.

We ask you to refrain from submitting unsolicited documents, e.g. a brief description of the project, module handbooks, brochures, flyers, articles etc.

Please do not submit read-only or password-protected documents.

Additional application requirements

PREPARATION PHASE

THE FOLLOWING IS REQUIRED:

- a **recent cooperation agreement** (no older than 10 years), **jointly signed** by the German and international partner university, or a **recent and jointly signed letter of intent** (no older than 10 years) which meets the following minimum requirements:
 - › agreement between both project partners to collaborate on the planned double degree programme (explicitly stating the intent to establish the degree programme)
 - › agreement on **tuition fees** (ideally a waiver of tuition fees altogether; should guarantee at least a 50% reduction). The DAAD assumes that

students enrolled in double degree programmes in Germany receive full waivers.

- › If tuition fees are generally not charged in the partner country, confirmation of this fact must be provided by the project partner.
- a detailed proposal of a **curricular and structural concept for the planned double degree programme** (profile of the degree programme, course schedule and thematic/subject-relevant focuses, learning outcomes, professional qualification/competence profile)

FUNDING PHASE

During the funding period, there should be **at least three German students and three students from the partner university** enrolled in the funded degree programme each year. The enrolment quota must be substantiated with regard to the respective target group. The funding applications must include a progress report outlining the development of student enrolment and the (intended) effects on the international structure of the applying university.

PLEASE NOTE:

- The participating institutions should mutually **waive tuition fees** altogether; if this proves infeasible, then at least a 50% reduction in tuition fees should be achieved. The DAAD assumes that students enrolled in double degree programmes in Germany receive full waivers. If tuition fees are generally not charged in the partner country, confirmation of this fact must be provided by the project partner.
- The DAAD requires that students enrol in the double degree programme prior to commencing their visit abroad, thereby demonstrating their intention to actually earn a double degree. All DAAD-registered students enrolled in these programmes must use their stay at the partner university to **pursue a double degree**.

THE FOLLOWING IS REQUIRED:

- a **joint cooperation agreement** (no older than 10 years), **signed by both universities**, which describes the binational curriculum of the double degree programme (complementary professional and intercultural instruction), credit points awarded for each module (or the individual courses), a course schedule and the names of the respective national or binational degrees
- an **agreement outlining admission procedures** to the joint degree programme and for awarding credit for academic work completed abroad
- conferral of double degrees or a joint degree by both partner universities
- description of the degrees in the form of a **diploma supplement**

WE EXPECT THE PARTNERS TO:

- organise the exchange of students in both directions every year, preferably with an equal number of participants at each university. In the case of a temporary disparity in student numbers, the partners must describe how **reciprocity** can be ensured through other suitable measures.

- ensure that groups are generally comprised of same-semester students and that the duration of study at both universities is as balanced as possible. For master's degree programmes, participants are expected to study at the partner university for at least one semester, and for bachelor's degree programmes, two semesters. Funding can be used to finance a max. six-month practical phase in the partner country, provided that a practical phase is mandated by the examination regulations and is carried out in combination with a semester abroad at the partner university.
- offer (subject-specific) **language preparation** to ensure that students have sufficient knowledge of the language of instruction and basic knowledge of the native language (if different from the language of instruction)
- offer subject-relevant and general **student counselling**
- ensure above-average academic qualification (top 25th percentile at the respective university)
- issue joint **study and examination regulations**
- jointly administer final examination(s)
- receive or work toward securing national accreditation

FOLLOW-UP FUNDING

To be eligible for follow-up funding, applicants must demonstrate that all requirements for the funding phase are in place or have been fulfilled.

Furthermore, the DAAD assumes that **at least three German students and three students from the partner university** enrol in the funded degree programme on a yearly basis. Funding applications must include a progress report outlining the development of student enrolment in the double degree programme over the past five academic years and the effects it has had on the international structure of the applying university.

THE FOLLOWING IS REQUIRED:

- a valid **accreditation certificate**
- **online platform** for the funded double degree programme (at least bilingual)

WE EXPECT THE PARTNERS TO:

- conduct **marketing measures** suited for recruiting a sufficient number of participants from the intended target group for the double degree programme
- conduct **alumni measures** (e.g. establish and maintain an alumni database, establish an alumni association, organise alumni events and carry out retention studies)
- develop a **quality assurance concept** (e.g. by using suitable student evaluation instruments)
- develop a **sustainability concept** for the double degree programme (e.g. by offering career counselling measures during the programme, or preparing students for entry into the workforce, alumni activities)

APPLICATION DEADLINE

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The application deadline is 16 October 2024.

SELECTION PROCESS

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Selection of applications for project funding

Funding applications are selected by a DAAD-appointed selection committee.

SELECTION CRITERIA

- (1) subject-relevant quality of the project with respect to achieving the project and programme objectives (weighted: 70 %)
- (2) quality and stringency of the project planning (weighted: 15 %)
- (3) effects of the project on individual target groups and target areas beyond the project funding period (weighted: 5 %)
- (4) focus on diversity (weighted: 5 %)
- (5) focus on climate-friendly project organisation (weighted: 5 %)

SCHOLARSHIP SELECTION PROCESS

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Selection of scholarship recipients

A selection committee appointed by the funding beneficiary is responsible for awarding scholarships.

- public announcement of the offered scholarship
- composition of the selection committee (funding beneficiary, number of committee members)
- selection criteria (e.g. selection of best applicants, academic or personal aptitude)
- scholarship award procedure
 - › by scholarship agreement (“confirmation of acceptance” with concrete designation of the scholarship benefits and their corresponding amounts (e.g. residence and mobility allowances))
 - › issue of a scholarship certificate (in this case: mention of the DAAD and BMBF)

The selection process must be described in detail in the project description.

ATTACHMENTS

14

1. Funding rates for students at German universities
2. Funding rates for students from DAC countries
3. List of developing and emerging countries (DAC countries)

FORM TEMPLATES

15

- Project description - Preparation phase
- Project description - Funding phase
- Project description - Follow-up funding phase

**IMPORTANT
INFORMATION (IN
GERMAN ONLY)**

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- Endorsement by the university executive board
- Information on “Mobility for persons with a disability or chronic illness”
- Info sheet “Climate-friendly implementation of DAAD-funded international higher education partnerships”
- Info sheet “Diversity and equal opportunity in DAAD-funded projects”
- Information on supported persons – Scholarship awards
- Instructions for drawing up a financing plan
- FAQs on the call for applications and application procedures
- Application checklist

CONTACT

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