

Call for Applications "International Guest Lectures"

Promotion of an international guest lectureship from central QSL resources (intended to improve the teaching quality) via the International Office.

Goal:

This program finances the travels and stays of international guest lecturers with the aim of improving the international range of courses offered at Darmstadt University of Applied Sciences (h_da).

Explanation:

International visiting lecturers enrich the teaching at h_da with additional courses, teaching in a foreign language and teaching with an international focus. In particular, they offer students who cannot go abroad the opportunity to acquire intercultural skills and international experiences as well as the ability to get to know the international (academic) context of their own subject.

Application:

All professors at h_da can submit funding applications. The prerequisite for funding is the appropriate support of the application by the acting dean or vice dean of the department.

Funding:

Funded are lecturers who have their fixed teaching and living center abroad, at a foreign university, and who will visit h_da as academic guests.

Duration:

The duration of the stay of the guest lecturers at h_da should at least be one full month (4 weeks) during the regular lecture period. The maximum funding period is 3 months.

Support services:

Funding is provided per guest lecturer:

- Subsidy for travel expenses (for Europe maximum 700 Euro, for overseas maximum 1000 Euro)
- Subsidy for accommodation costs (max. 700 Euro per month)
- Subsidy for material costs (consumables work place 250 Euro (lump-sum))
- Insurance costs (DAAD tariff 125 Euro per month)

In addition, the International Office provides organizational support in administrative matters (visa, travel, accommodation, registration in the city, etc.).

Additional costs:

The host department will bear the costs of the teaching assignment.
(Fee varies from 26 to 44 Euro per hour depending upon qualification).

Disciplines:

All departments of h_da can participate. A broad distribution of the funds is intended so that as many departments as possible can benefit.

Funding conditions:

The funded person commits him-/herself:

- to take on a teaching assignment of at least 2 semester hours per week (as block course possible, if applicable)
- to give a public lecture on the subject of his guest lectureship
- to be available to students and teachers of the host faculty for subject-motivated discussions, meetings and events during their stay

The host department commits itself

- to be an academic "home" for guest lecturers during their stay at h_da (e.g. invitation to events in the department, introductions to the faculty council, technical discussions, etc.)
- to clarify academic questions with the guest lecturers (topic of the course, type of course, rooms, laboratories, examination services, ECTS awarding etc.)
- to provide a PC work place in the faculty
- to offer access to the necessary technical equipment and laboratories which are essential for the implementation of the lecture
- to name an academic contact person for the guest lecturers
- to fully integrate the guest lecturer's course into the range of ECTS creditable courses
- to organize a public event on the topic of guest lecturing

Requirements:

- The grant recipients are acknowledged experts in their subjects and have already lectured and researched at a foreign university; the course at h_da will not be the first teaching experience
- The scholarship holders offer their lecture/course at h_da in one of the five European main traffic languages
- The funded can make a contribution to the content of teaching that could not be made by other means. It is a technical extension of the range of courses on offer and not a doubling of what already exists
- Contact to the funded lecturer may offer the prospect of a further, lasting cooperation with their home university

Application documents:

- Completed and signed original application form
- Short CV of the guest lecturer with the most important stages of the academic vita and a list of publications, research projects, prizes won etc. (written in one of the 5 main European languages)
- Module description of the planned course
- Consent of the dean / vice dean (form)
- Approval of the guest lecturer to be invited (form)

Incomplete application documents cannot be considered.

Evaluation criteria:

A maximum of 5 guest lectureships can be supported in this program per semester. If more applications are submitted than funds are available, a selection committee chaired by the President will decide.

The selection criteria are:

- Professional significance of the guest lectureship
- Professional suitability of the guest lecturer
- Status of preparation and planning
- Innovation potential of the course
- Integration into the academic life of the department
- Quality of the submitted application documents
- Potential for future cooperations

The application documents (originals) have to be submitted to the International Office.