

## ■ Application Procedure

The application forms for the internship grant can be accessed on our homepage [www.surplace-albania.de](http://www.surplace-albania.de) or you can order them at [albania@wusgermany.de](mailto:albania@wusgermany.de)

Please hand in your application until the 15<sup>th</sup> of August 2018, including:

- **Main application form** consisting of:
  - **Application form (**
  - **Curriculum Vitae**  
please use the following format:  
<https://europass.cedefop.europa.eu/en/documents/curriculum-vitae>
  - **Copies of your report card and certificates**  
(minimum requirement is a bachelor's degree)
  - **Valid certificate of enrolment if you are currently enrolled for a master's degree program**
  - **Professor's recommendation for a grant**
  - **a copy of the English Certificate, taken in the last two years**

and

- **Application for a career selection grant**
  - Description of your application history in your chosen career path (how and where have you applied so far? Have you already taken part in application trainings?) (max. **two pages**)

or

- **Application for a business start-up grant**
  - Outline of your start-up idea (max. **two pages**)

and

- **INTERNSHIP-Contract**

Please send your application in English or German

## ■ World University Service (WUS) in Germany

The **World University Service (WUS)** is an international organization without political or denominational affiliations. It is organized in national committees in more than 50 countries worldwide. The WUS considers itself as a community of students, teachers, and employees within the education sector.

The activities of WUS Deutsches Komitee e.V. are especially focused on:

1. Educational work in development policy
2. International cooperations in the education sector
3. Studies for foreigners and reintegration counseling.

### Office in Tirana:

Albania Sur-Place Scholarships  
Dr. Eda Terezi  
c/o DIHA German Association of Industry and Trade in Albania  
Rr. Skenderbej 4/7  
Tirana  
Tel.: ++355 68 6680070  
Email: [Terezi@wusgermany.de](mailto:Terezi@wusgermany.de)

### Office in Wiesbaden:

World University Service Deutsches Komitee e.V.  
Frau Petra Loch  
Goebenstraße 35  
65195 Wiesbaden  
Tel.: ++49 611 9446051  
Fax: ++49 611 446489  
E-Mail: [loch@wusgermany.de](mailto:loch@wusgermany.de)  
Internet: [www.wusgermany.de](http://www.wusgermany.de)

**For more information, application documents, important dates and more visit:**

Internet: [www.surplace-albania.de](http://www.surplace-albania.de)

Facebook : [www.facebook.com/surplace.albania](https://www.facebook.com/surplace.albania)



## Scholarships and additional Offers for Albanian Students in the Transition Period between Study and Work at Albanian State Universities

### Application for an Internship Grant

**Application Deadline: 15<sup>th</sup> of August 2018**



The project is funded by the Hessian Ministry of Economics, Energy, Transport and Regional Development.



## ■ Objective and Implementation

The objective for offering internship grants and scholarships for business start-ups to students in the transition period between study and work is to strengthen the educational elite in Albania, and to ensure a new generation of well-trained specialists. With this scholarship program we want to enable young Albanians to develop a professional future in their home country.

The scholarship is addressed to students at all Albanian state universities, who are in the final stage of their master program (graduation during the winter term of 2018/2019). Applicants from low-income households are granted preferential admission.

Albanian students in Hesse, and Albanians whose applications for asylum have been denied are also invited to apply for the scholarship if they intend to conclude their studies in Albania.

**If you already have an interesting internship position or if you are looking for a suitable internship, you can send us your application.** The internship should take place between August 2018 and February 2019 and should not last longer than three to six months.

Apart from a monthly grant of 250,00 €, the students or young labour market entrants, respectively, are offered consulting services and coaching in application strategies, labour market entry, internship opportunities, and start-up businesses.

In the course of the scholarship period with a maximum duration of six months, either job application trainings or business start-up coaching will be offered, depending on the type of scholarship you are selected for.

**Please note that the internship-period should not exceed the 28 February 2019.**

## ■ Requirements you need to meet

### You are an Albanian citizen

- You are in the final stage of your master program at an Albanian state university  
or
- You have graduated within the last six months and are now looking to start your professional career  
or
- You have either already studied at a hessian university (Germany) or you have lived in Hesse, and are now looking to finish your studies in Albania or start your career there.

### ■ You have an idea for a business start-up

- **You want to become self-employed and you already have an idea for a business model?**  
You just need a few more months to prepare and to put your business idea into action?

and/ or

### ■ You are planning your career start?

- **You would like to start an internship and you have already found a position?**  
With an internship your studies will be supplemented by important practical experience. Moreover, you can form professional contacts during your internship, which are very important for your future career.

If you match this description, we will support you with an internship grant and coaching.

## ■ What we offer

### Our grant includes the following offers:

- a scholarship of € 250 per month for a period of 3 to 6 months as well as a participation in one of these training programs:

and

- a seminar during the grant period
  - for career orientation
  - for creating a career plan
  - for training in key competencies

and

- job application training
  - for writing applications
  - for job interviews
  - for job seeking

or

- business start-up coaching
  - incl. first consultation
  - design of a foundation roadmap
    - definition of objectives
    - project structuring
    - action planning and calculation
    - crisis management