

**PROMOS**

Programm zur Steigerung der Mobilität von deutschen Studierenden

**LETTER OF MOTIVATION**PROMOS-Programm:  InternshipFor time period:           **Winter term:**  
  **Summer term:****APPLICANT:**

Name(s), First

Name(s): \_\_\_\_\_

Study

programme: \_\_\_\_\_

**INSTRUCTIONS:**Please notice the following guidelines when writing your letter motivation:**Form:** continuous text**Extent:**

- approx. one page A4
- type size: 12 pt Arial or similar
- 1.5 line spacing

**Content:**

Please include the following topics but feel free to comment on other issues you consider relevant to your application:

- brief description of your project
- reasons for choosing the host country and the host institution
- relevance of the stay abroad regarding your previous and future studies, as well as the general expected added value
- current state of your preparations regarding:
  - the necessary language skills (at least B2)
  - the tasks during your internship
  - the knowledge on your host country's culture and customs, if necessary including the security situation
- extracurricular skills and activities
- social or cultural commitment
- financial preparations
- etc.

**Please use page 2 and if needed also page 3 of this form to describe your PROMOS project.**



