

## Staff Exchange Program with Macquarie University, Sydney, Australia

Macquarie University and the University of Göttingen have agreed to establish a Staff Exchange Program which will enable staff members to spend time at the other institution. The exchange period is 2 to 4 weeks.

The University of Göttingen offers funding for travel allowances\* for academic or administrative staff members who want to visit Macquarie University in 2018. Macquarie University will provide accommodation at no cost to the exchange staff members.

\* according to DAAD guidelines:  
[www.daad.de/medien/ausland/ausschreibungen/kongressreisen\\_reisekostenpauschalen\\_2018.pdf](http://www.daad.de/medien/ausland/ausschreibungen/kongressreisen_reisekostenpauschalen_2018.pdf)

### Application requirements

- The applicant is employed with the University of Göttingen either as academic staff (scientists and lecturers only, PhD students are not eligible for this program) or as administrative staff member.
- The applicant is responsible for and able to meet the financial costs of meals and living expenses, medical/health and personal injury insurance, personal travel within Australia, travel documents including visas and all other debts and incidental expenses incurred during the exchange period.

### Application documents

Please submit a short CV and a letter of motivation in English including the following information:

- Reasons for application: Please describe your aims and plans for the intended stay. What exactly are you interested in?
- Are you already in contact with colleagues at Macquarie University? Who will be your host?
- Which institute, department or administration unit do you want to visit?
- When and how long do you want to visit Macquarie University?
- If applicable: What is the intended outcome of your stay (e.g. preparation of a project proposal, joint supervision of a PhD project etc.)?

### Remarks

- Macquarie University will provide office or laboratory facilities as needed and specified in the application and the same academic resources and support services generally available to all staff.
- Due to the limited funding budget the University of Göttingen does not guarantee funding.

### Applications

Please send your application as **one PDF** by **January 31<sup>st</sup>, 2018** to:

Dr. Martin Jagonak

Göttingen International

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