# Call for applications – Deadline: April 15, 2026

# Maximilian Graf Montgelas Fellowships

The Maximilian Graf Montgelas Fellowships provide employees of the university administration with the opportunity to spend time at TUM partner institutions (universities, research institutions, companies) around the world. In line with the TUM Agenda 2030, the aim is to further strengthen the internationalization of the TUM administration both in terms of personal competence gain and the further development of an internationally capable science administration.

The goal of the residencies is to learn about international examples of good administrative practice and thereby develop an understanding of specific differences in framework conditions and solution strategies. In direct cooperation with colleagues from partner institutions, the fellows establish and consolidate international contacts and strengthen relations between the institutions. Through a self-conceived work program coordinated with their supervisors, the participants shape their stay individually and according to their needs.

### Application deadline

The application deadline for the next selection round is **April 15, 2026**.

### Funding period

The stays funded within the current round must be realized by **September 15, 2026** at the latest.

### Application requirements

- All employees from the entire science administration who are employed at TUM are eligible to apply. Applicants should have been working at TUM for one year or longer at the time of application.
- Employees of the Munich School of Politics and Public Policy (HfP), as well as of the University Hospital, can be funded if the activity is closely related to university administration tasks. **We recommend you consult the TUM Global & Alumni Office before submitting your application.**
- The employment relationship must continue beyond the duration of the planned stay abroad.
- The funding measure must be directly related to the work performed on the job.

### Program objectives

- Getting to know international good practice through stays at TUM partner institutions
- Coordination and optimization of cooperation in joint projects
- Establishing and intensifying contacts with colleagues and administrative units at partner institutions
- Better understanding and awareness of country-specific differences, e.g. in personnel or financial administrative practice
- Inspirations for your own personnel development and for new approaches in your personal work environment

- Inspirations for organizational development, e.g. evaluation of existing and establishment of new processes

**Partner institutions**

As a rule, funding is provided for stays at TUM partner institutions (universities, research institutes, companies) worldwide - outside Europe, but also in Europe. TUM maintains particularly close relationships with its strategic partners. You are also welcome to find out more about the wider TUM network (e.g. via MoveOn).

In justified cases, stays can also be completed at institutions that are not yet partners of TUM.

If you have any questions regarding the selection of a partner institution, we will be happy to advise you.

Please briefly inform the TUM Global & Alumni Office before approaching partners. This gives us the opportunity to coordinate inquiries, if necessary, especially with TUM's flagship partners (Imperial College London, The University of Queensland, Tsinghua University, Nanyang Technological University Singapore).

**Duration of stay**

5 days to max. 6 weeks

**Possible activities**

You can set the content focus of the self-organized stay individually and according to your needs. Please note that the work program of the stay must be coordinated with the superior as well as with the partner before the application is submitted.

Examples of eligible activities:

- Participation in a model project of the partner institution
- Exchange of good practice and problem solving strategies
- Job shadowing
- Joint administration of a cooperation project
- Initiation of a new cooperation project

As part of the work program, participation in further training formats of the partner institution (joint training courses, language courses) can be supported, especially in the case of longer stays. However, the above-mentioned program objectives must be the recognizable priority of your stay.

**Benefits**

- Within the framework of the Montgelas Fellowships, your travel and accommodation expenses will be reimbursed in accordance with the Bavarian Travel Expenses Act. Please note that, according to the current status, daily allowances will be reduced for stays of more than 14 days, and lower rates will apply for hotel reimbursements.
- In justified cases, other costs related to the work program at the partner institution may also be covered. These include, among others, the participation fees for joint training courses on site.

## Application for the Montgelas Fellowship

The application has to be done via our online application portal.

## Required documents

When applying for the Montgelas Fellowship, you must submit three separate fully completed documents and, if applicable, an additional cost plan. The templates containing more detailed information can be found on our website.

1. Sketch of the planned project
2. Confirmation from the host institution
3. Endorsement from the supervisor, which includes a brief assessment of the project's benefits from a departmental perspective
4. (If applicable,) cost plan for special expenses that go beyond mere travel and accommodation costs

We strongly recommend that you seek advice from the TUM Global & Alumni Office before submitting the documents - especially with regard to the outline of the planned project.

## After the stay

After the stay, Fellows will be asked to provide a brief written report.

Furthermore, it is desired that the fellows present newly gained insights in their own field of work and, if applicable, carry them into other relevant areas of the TUM administration.

## Advice

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We recommend that interested colleagues working in one of the TUM Schools also contact their respective international affairs delegates, when planning an application.