Application Process for UROP International at RWTH Aachen University

Step 1: Registration
If you would like to apply for a UROP International project, please click on the “here” button in the registration field.

You may then fill in basic data such as your name, academic year, language skills and contact details. Subsequently you will receive an email informing you about the documents you have to submit for your application.

All projects that will be offered within UROP International will be online at the latest by November 30th. You may want to check the database on a regular basis for new entries until then.

The annual deadline for submitting a complete application is January 31st!
Step 2: Full Application Material

After registration, the database automatically sends you a message confirming your registration and requesting the following documents:

- CV or resume
- Statement of motivation, indicating why you are applying for this particular project (if you apply for the maximum of two projects please include separate statements of motivation and a ranking which project you would like to do most)
- Letter of recommendation by a university teacher
- Academic transcript (although this should be an official university transcript, you may submit it via email as a scanned document), confirming your current enrollment as a bachelor student including the expected year of graduation

These documents can be submitted preferably via email to info@rwthaachenuniversity.us. If you prefer to send them by mail please use the following address:

Ms. Gabriella Skwara  
RWTH Aachen Liaison Office USA/Canada  
871 United Nations Plaza  
New York, NY 10017  
USA

Step 3: Review of Your Application and Selection Process

Supervisors offering projects will have the chance to select the student most suitable for their project. We first send them the applications for their project. Then they send us a list of their preferred applicants. We will then begin with the placement process and notify you of the outcome by the end of February.

The placement process works like this: project offers are ranked in order of demand (number of applications) and applications are ranked in order of academic performance of the applicants. These rankings are used to match projects and applicants, preferably matching the first choices of both supervisors and applicants. The selection process is complete when the 60 most demanded projects (max.) are assigned.

If you are not selected in this first round, you may still have a chance if some of the students selected do not accept their placement. In a second round, we will offer these places to the applicants the respective supervisor selected as second choice.

Step 4: Financial Aid

Participation in UROP International is open for 2nd and 3rd year undergraduate students of all four-year colleges and universities in the USA and Canada with US or Canadian citizenship and a GPA of 3.2 or higher. All applications fulfilling the requirements for participation will automatically be considered for a scholarship. However, priority will be given to students from UROP partner universities.

There is a total number of 30 scholarships available. The scholarships will amount to €1850 (about US$ 2,500 or about C$ 2600) to cover living expenses during your stay at RWTH Aachen University. We will notify you whether you have been chosen to receive a scholarship by the end of February. If you are not awarded a scholarship, you should put aside around € 2000 to cover living expenses for your time in Aachen.
Step 5: Prepare for Your Stay in Aachen

We will provide you with an information package containing all relevant material on housing, travelling, living in Aachen, program outline, etc. In addition, we will stay in contact with you to help you prepare for your stay in Aachen. Please do not hesitate to contact us with any questions you might have!

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