

## **Application Guide LMU Mentoringprogram of Faculty 10**

### **I. Goal of the Mentoring**

The aim of the program is to promote the academic careers of women by individually compensating for structural disadvantages. The call for applications exclusively addresses female researchers in their doctoral, postdoctoral or habilitation phase who are members of the LMU Mentoring Program of Faculty 10 (mentees). The Faculty promotes a culture of diversity and equal opportunity among its members and therefore strongly encourages participation in the quarterly application rounds. This does not include applications for student assistant contracts. These are accepted on an ongoing basis.

### **II. Types of Funding**

Depending on personal circumstances and the funding guidelines, mentees can apply for financial resources in the following categories:

- a) Travel Grants
- b) Funds for Events
- c) Funds for Literature
- d) Other Funds (for example IT devices, printing costs, membership fees, licensing fees/programs)
- e) Service Contracts (Werkverträge)
- f) Coaching and individual Mentoring
- g) Childcare (special conditions apply)
- h) Funds to build Networks
- i) Student Assistant Contracts (Hilfskraftverträge) (separate application procedures apply)

The respective funding is earmarked for the proposed measure.

### **III. Application**

Applications are submitted four times a year in German or English. The completed application form must be submitted electronically via the application tool (<https://www.efv.verwaltung.uni-muenchen.de/philmessaging>) by the respective deadline. Application for new admission to the mentoring program is possible at any time. The exact application modalities can be found on the following website: [https://www.mcmp.philosophie.uni-muenchen.de/about/mentoringprogramm\\_fak\\_10\\_engl/application/index.html](https://www.mcmp.philosophie.uni-muenchen.de/about/mentoringprogramm_fak_10_engl/application/index.html)

The deadlines in each calendar year are:

28 February

31 May

31 August

30 November

The application form is available for download via the following link: [https://www.mcmp.philosophie.uni-muenchen.de/about/mentoringprogramm\\_fak\\_10\\_engl/application/index.html](https://www.mcmp.philosophie.uni-muenchen.de/about/mentoringprogramm_fak_10_engl/application/index.html)

Only completed application forms will be accepted. Please indicate the following points for this purpose:

- Type of funding II. a) - i)
- Date of the planned measure
- Details of the planned measure, such as destination, duration, type of purchase
- Justification for the measure in the context of the goals of the LMU Mentoring Program of Faculty 10

Applications for **student assistant contracts** are accepted on an ongoing basis. They are to be submitted electronically via the application tool (<https://www.efv.verwaltung.uni-muenchen.de/philmentoring>).

Please indicate the following points:

- Type of activity planned for the student assistant
- Contract duration
- Number of working hours per week
- Contact details of the assistant to be hired, if already available
- Justification for the measure in the context of the goals of the LMU Mentoring Program of Faculty 10

#### **IV. Consent of the mentor**

The mentor's consent must be obtained from the respective mentee before submitting the application on the application form in the "Mentor's Agreement" field. An electronic signature is sufficient.

#### **V. Selection process**

After completing the administrative review and the mentor's declaration of consent, all applications are submitted to the program committee for review by the next upcoming deadline and decided on individually. The date of receipt in the application tool is decisive for consideration. Applications for student assistant contracts are excluded from the quarterly deadlines. These are received and decided on an ongoing basis. Within the framework of the decision, queries and discussions with the applicants may take place.

#### **VI. Contact**

For further information on the application process, please contact the program administration of the LMU Mentoring Program of Faculty 10:

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