

## **Application documents necessary from students registered at a Swiss university**

**Name, first name**

### **Checklist**

- |   |   |                          |
|---|---|--------------------------|
| 1 | Checklist   | <input type="checkbox"/> |
| 2 | Application letter for a scholarship  | <input type="checkbox"/> |
| 3 | Budget plan (cf. download)  | <input type="checkbox"/> |
| 4 | Transcript of records   | <input type="checkbox"/> |
| 5 | Confirmation of the home university that the student has been nominated for an exchange semester  | <input type="checkbox"/> |
| 6 | Confirmation of the international office of the home university that there is a student exchange-agreement with the partner university (cf. download) | <input type="checkbox"/> |
| 7 | Copy of the federal tax declaration and the state- and municipal tax declaration of the previous year of the student and of his/her parents           | <input type="checkbox"/> |
| 8 | Proof of already granted scholarships (if applicable)   | <input type="checkbox"/> |
| 9 | CV  | <input type="checkbox"/> |

⚡All these documents can be submitted in German or English. If the application is not complete, it will not be evaluated by the foundation council.

For further questions, please contact the Heyning-Roelli Foundation.