



EXCELLENCE STRATEGY

PROJECT »EXPANDING INTERNATIONALITY«

CALL FOR PROPOSALS 2026

INTERNATIONAL GUEST PROFESSORSHIP PROGRAM

1. OBJECTIVE

The program aims to further internationalize Heidelberg University. It brings the expertise of renowned international scholars to Heidelberg University, strengthens research-based teaching, and promotes the development of sustainable research and teaching collaborations. Special attention is given to the university's strategic partners and target regions, including the Centres Abroad, partner universities, and institutions participating in the 4EU+ University Alliance. The funding initiative should ideally be connected to the Fields of Focus defined within the Excellence Strategy.

2. SCOPE OF FUNDING

Funding is provided for one-time visiting professorships for international scholars at Heidelberg University, typically lasting **1 to a max. of 3 months**. Visits can start from **1. January 2026** and must be completed by **31. October 2026**.

Funding includes

- Monthly fellowship of € 3.200
- Travel allowance (according to the [AvH-table](#))
- Material costs (e.g. for research assistants, workshops; only possible with a detailed budget plan)

Visiting professors are expected to make an active contribution to research and teaching (e.g., courses, workshops, lectures, mentoring of early-career researchers).

If the requested funding exceeds the available budget, the selection committee reserves the right to prioritize shorter funding periods or to reduce the requested duration.

3. APPLICATION

3.1 ELIGIBILITY

Eligible to apply are **institutes and faculties of Heidelberg University**. Applications must be submitted by a project-leading professor. A suitable workspace for the guest must be provided.

3.2 APPLICATION DOCUMENTS

Documents to be submitted (in one PDF-file)

- Letter of support from the faculty
- Project outline:
 - Plan for research and teaching at Heidelberg University
 - Added value for the respective institute and for Heidelberg University
 - Budget plan
- Profile of the nominated person, including:
 - Academic focus in research and teaching

- Academic achievements and publication list
- CV

3.3 APPLICATION PROCEDURE AND DEADLINE

Applications may be submitted in German or English by the project-leading professor via the Heidelberg University Mobility Online Portal.

MOBILITY ONLINE PORTAL

Submission Deadline: 17. November 2025

4. SELECTION PROCEDURE

Selection is carried out by a committee chaired by the Vice Rector for International Affairs. Consideration will be given to aspects of equal opportunities and diversity.

Selection criteria:

- Quality, coherence, and objectives of the project
- Academic achievements of the nominated person
- Contribution to the university's strategic internationalization goals
- Contribution to the sustainability of international collaboration or partnership

5. IMPORTANT INFORMATION

- Only complete and timely applications will be considered.

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Prof. Dr. Marc-Philippe Weller
Vice-Rector International Affairs and Diversity

Dr. Alexander Au
Head of the International Relations Division

FAQ

1. WHO CAN APPLY OR IS ELIGIBLE?
 - Eligible to apply are professors at Heidelberg University.
 - In exceptional cases, PhD-qualified research staff may also apply, provided there is a supporting letter from the institute, department, or unit leadership.
 - Doctoral candidates may not act as project leaders.
2. WHAT CAN BE FUNDED?
 - Fellowships for visiting professors
 - Travel allowances
 - Material costs for workshops or courses
 - Personnel costs for research assistants
 - Acquisition of basic equipment is not covered under material costs.
3. WHAT IS THE AMOUNT OF THE FELLOWSHIP?
 - The fellowship amount of € 3.200 for experienced researchers is based on the rates of the Alexander-von-Humboldt Foundation.
4. HOW ARE THE TRAVEL ALLOWANCES CALCULATED?
 - Travel allowances are calculated according to the table "[Travel Allowances for the Arrival and Departure of Research Fellows](#)" of the Alexander-von-Humboldt Foundation.
5. WHAT SHOULD BE CONSIDERED AFTER THE APPROVAL OF AN APPLICATION?
 - Adjustments to the request budget plan might be made.
 - Approved projects require a final report.
6. HOW DOES THE VISITING PROFESSORSHIP FUNCTION IN PRACTICE?
 - Approved applications receive a funding notice detailing the funds provided under the program. These funds are managed by the project-leading professor. An account assigned to you for this purpose will be allocated to your institute.
7. HOW IS THE FELLOWSHIP PAID OUT?
 - The **application for issuing the fellowship** must be submitted by the project-leading professor to the Research Division, Dept. 6.2, at least 6 weeks before the start of the stay. Further information on third-party funded fellowships at Heidelberg University is available [HERE](#).
 - The payment order for the fellowship and travel allowance must be initiated and signed by the project-leading professor and then forwarded to Financial Accounting, Dept. 4.3, together with the fellowship and approval notice attachments.
8. SHOULD SPECIFIC TRAVEL DATES BE INDICATED WHEN APPLYING?
 - Exact dates are not required, but the duration in months or weeks must be specified to calculate the required funds in the budget plan.
9. MUST TAXATION BE CONSIDERED IN THE BUDGET?
 - Any applicable VAT will be covered by the International Relations Division for this funding round.
10. WHICH INSURANCES ARE MANDATORY FOR THE VISITOR?
 - Health insurance recognized in Germany is required.
 - Private liability insurance is strongly recommended.
 - Insurance costs are to be covered from the stipend funds.
 - Mandatory social security contributions generally do not apply for fellowships.
11. WHERE DO VISITORS RECEIVE ORGANIZATIONAL SUPPORT?
 - Support for international researchers is provided by the University's [Welcome Centre](#)
12. WHO CAN BE CONTACTED IF QUESTIONS ARISE?
 - Questions about the call or funding line may be directed to the International Relations Division at expanding.internationality@uni-heidelberg.de

13. SHOULD THIS PROGRAM BE USED TO APPLY FOR VISITS OF HARVARD UNIVERSITY RESEARCHERS WITHIN THE HEIDELBERG-HARVARD COOPERATION?

- Heidelberg University and Harvard University signed a Memorandum of Understanding in 2025 to deepen and institutionalize their longstanding collaboration. The state of Baden-Württemberg supports this with ten million euros under the “Global Partnership in Science” program. The goal is to establish a structured foundation for current and future projects and develop the partnership as a model for transatlantic cooperation. **A separate call for proposals will be issued for this purpose.**
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