



## Online Training Approval

The IMPRS and MPIPZ Graduate School can subsidise online training of all doctoral students employed by the MPIPZ or the University of Cologne. Doctoral students which are not employed by the MPIPZ or the University of Cologne cannot be subsidised and should contact their funding agencies for potential support.

Doctoral students eligible for support:

- Can be supported with up to 200 € in each year, but only during the first 3 years of the doctoral studies. IMPRS students must use their annual travel budget, non-IMPRS students receive an extra budget.
- Choose suitable online courses. The Thesis Advisory Committee must approve the choice either during a TAC Meeting (see TAC Meeting Minutes form) or through this form (see below).
- Must communicate the estimated costs for the course to their TAC and [gradschool@mpipz.mpg.de](mailto:gradschool@mpipz.mpg.de).
- Pay the costs in advance and must send a certificate (proof of completion) to [gradschool@mpipz.mpg.de](mailto:gradschool@mpipz.mpg.de).
- Will be reimbursed after completion and reimbursement must take place within 6 months after completion.
- If the costs exceed the maximum annual subsidisation of 200 €, the student covers the difference. If the costs significantly exceed the estimated costs, the student covers the difference unless the increased costs can be convincingly explained.
- Must summarise their experience with the course in a report which is send to [gradschool@mpipz.mpg.de](mailto:gradschool@mpipz.mpg.de). The MPIPZ PhD Office will make these reports publicly available to create an institutional memory of suitable online courses.

---

### Application Form

Student's name		Group	
Start of your doctoral studies		Name of the course	
(Estimated) Start of course		(Estimated) End of course	
Link to the course		(Estimated) Total costs in €	
		Subsidy amount in €	

Brief description of the course
What is your motivation to choose this course and how will it help you?

I agree to the conditions for subsidisation of online courses described above

.....  
Date

Student's signature

.....  
I approve the subsidisation of the online course described above

.....  
Direct supervisor's signature

First co-advisor's signature\*

Second co-advisor's signature\*

\*Signatures of additional co-advisors are not required

.....  
I approve the subsidisation of the online course described above

.....  
Date

PhD coordinator's signature

Subsidy amount in €

**Please return the signed form to the PhD Office (email: [gradschool@mpipz.mpg.de](mailto:gradschool@mpipz.mpg.de)). A copy will be forwarded to the doctoral student and all committee members**