



## :: Airfare Stipend for an Incoming Exchange Students

For the study period spring 2018, fall 2018 or spring 2019 an airfare stipend of maximum € 700 is being offered by FHWN to Swinburne University, Australia. The point of this stipend is to financially support exchange students who would otherwise be unable to attend an exchange semester at FHWN due to high travel costs.

The stipend will be paid to a student who has been personally selected by the Study Abroad Office of Swinburne University. The stipend is to be used as part-payment towards return flight costs from the student's local airport to Vienna International Airport/Schwechat. The flight booked should be economy class and not contain any stopovers. Flight tickets purchased with airline miles or any other reductions cannot be considered. Real flight costs up to a maximum of € 700 can be reimbursed only.

**IMPORTANT: original flight ticket has to be handed in at FHWN International Office upon arrival.**

The payment method of this stipend is as follows:

The first instalment will be paid in cash upon arrival **providing all other conditions have been fulfilled** (see points below), and the **remaining 50%** will be paid to the students upon **successful completion** of the exchange semester and **full attendance during the official semester period (last day at the university)**. Should the semester not be completed for any reason, **the first instalment of the stipend is to be repaid in full** to the University of Applied Sciences Wiener Neustadt within 14 days of leaving the program.

### Conditions to be fulfilled for awarding a stipend

- selection of the student in question by the partner International Office
- provision of a letter of recommendation (detailing the academic performance to date of the student) and signed by an academic from the institute in question
- completed FHWN application form for spending an exchange semester at FHWN as an Incoming student
- original flight ticket (stating price, route and date)

Signatures:

I agree to the above conditions.

Incoming student

Date

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We have selected the above-mentioned student to apply for an airfare stipend from FHWN.

Study Abroad Office – Swinburne University

Date

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International Office - FHWN

Date

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