

**Faculty of Business & Law
International Affairs**

Application Form – Visiting Professor

Please fill out the following application form as thoroughly as possible, to ensure we find the best possible placement for your stay with us in Frankfurt.

Date of request (dd.mm.yy)			
Your Contact Information	Title:	First Name:	Last Name:
	Gender: (M/F/D)	Phone:	E-Mail:
	University:		Department/Faculty:
	Position:		
	Website where we can view your academic profile:		
Purpose of your visit	<input type="checkbox"/> Visiting Professor <input type="checkbox"/> Visiting Researcher <input type="checkbox"/> Other		
Timeframe of your visit	<i>Please provide at least one, at best 2+ proposed dates for your visit, keeping in mind the lecture periods in Frankfurt:</i>		
<p>Please Note: 8 teaching hours per week. It is possible to repurpose up to 2 hours per week to research.</p> <p>Duration: 7 weeks in either one or two periods - CW 16-23 – 15.04 – 07.06.2024 OR CW 24-30: 10.06 – 26.07.2024</p>			
<p>Please attach your updated CV and letter of motivation to your application, together with the following information:</p> <p>Teaching experience, max. 1 page</p> <ul style="list-style-type: none"> Proposed research topic/area (if applicable), max. 1 page 			
<p>Here you can find the contact information of our faculty members, grouped according to areas of academic expertise: https://www.frankfurt-university.de/en/about-us/faculty-3-business-and-law/academic-subject-areas/</p>			

Additional Information that could help you to organize your visit to Frankfurt:

Academic Calendar:

Summer Semester 2024: Lectures begin April 15, 2024 and end July 19, 2024

Winter Semester 2024-2025: Lectures begin October 15, 2024 and end February 14, 2025

Summer Semester 2025: Lectures begin April 7, 2025 and end July 11, 2025

Winter Semester 2025-2026: Lectures begin October 13, 2025 and end January 30, 2026

Housing in Frankfurt: <https://www.frankfurt-university.de/en/studies/international-office/incomings/counseling-and-support-services-for-international-students/housing-and-accommodation/>

Contact person: Marion Kosmalla

Telefon: +49 69 / 1533 3842

E-mail: kosmalla@io.fra-uas.de

Information regarding Visas:

https://www2.daad.de/medien/deutschland/stipendien/formulare/immigration_and_residence_january_2017.pdf

About the Faculty of Business and Law:

<https://www.frankfurt-university.de/en/about-us/faculty-3-business-and-law/the-faculty/core-values/>

Funding:

Candidates from the US may be eligible for funding from the DAAD (German Academic Exchange Service): <https://www.daad.org/en/find-funding/faculty/visiting-professorship/>

Candidates from the EU may apply for ERASMUS funding, when your institution has an Erasmus Agreement with Frankfurt University of Applied Sciences:

<https://erasmus-plus.ec.europa.eu/opportunities/opportunities-for-individuals/teaching-opportunities-for-staff/higher-education-teaching-staff>