

## **PROMOS**

### **Instructions on how to write your report**

Please write a detailed report including all the aspects mentioned below. Please note that the report should not have more than 5 DIN A4 pages – max. 4 pictures can be included. Please refer to the following aspects:

- Preparation (planning, organization and application to the host institution)
- Accommodation
- Progress and value of the stay abroad
- Daily life and leisure time
- Conclusion (best and worst experience)

The printed report has to be submitted immediately, or at the latest one month after the end of the funding period to the **International Office, Anika Odenbach, Studierenden-Service-Center 1/224**. It will be filed for possible further inspection by the DAAD.

If you agree with the anonymous publication of your report on our website, please send it additionally via mail ([promos@rub.de](mailto:promos@rub.de)).