Explanation regarding Top-Ups – Erasmus+ Scholarship 2024/25

By applying for a top-up, you commit yourself to keep the appropriate proof/certificate(s) for a period of 7 years and to submit them to TUM Global & Alumni Office for review upon request*.

The payment of the top-up comes on top of the regular ERASMUS+ grant.

If you are eligible to more than one the top-up (e.g. first-generation student and employed student), the top-up will only be paid once for one of the criteria. Please apply only for the criteria, for which you will keep a proof for 7 years.

*Please inform yourself about the documents accepted for each criterion by consulting the criteria catalogue of the NA-DAAD (in German only): Downloadcenter - Nationale Agentur für Erasmus+ Hochschulzusammenarbeit - DAAD

1. Top-up for first-generation students

Students, whose both parents1 or legal guardians do not have an academic diploma recognized in Germany (FH or University), can apply for this top-up.

A degree from a vocational academy (Berufsakademie) that leads to a qualification comparable to a university degree is to be regarded as an academic qualification2. A master craftsman certificate (Meisterbrief) is not considered equivalent to an academic qualification in this context.

To check qualifications from abroad, please consult the anabin database3.

Note: Students of all study cycles are eligible.

Possible supporting documents: In case of an audit, the NA-DAAD may request individual supporting documents (e.g. CV).

Initially sufficient: Signature of a declaration of honor.

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1In case of single-parent families, this rule only applies to the parent with whom the student grew up.
2In case of doubt regarding the recognition of the degrees, please consult the Hochschulkompass or the Akkreditierungsrat.
3Degree programs completed abroad which are not recognized as such in Germany (e.g. physiotherapy) are considered academic qualifications within the scope of the eligibility criteria for receiving additional funding, meaning that there is no entitlement to the top-up.

2. Top-Up for employed students4

Students:

- who have been continuously employed for the last 6 months before starting their studies abroad
- and whose employment in the sending country will not continue during the stay abroad (this also included remote working, online working, paid leave, etc.)5 can apply for this top-up.

The following conditions apply:

- Monthly income above 450 EUR and below 850 EUR net (average of the last 6 months)6
- Employment: at least 6 months regularly until the submission of the Grant Agreement and the Declaration on Honor or until the start date of the stay abroad.
- The employment must have been exercised continuously and still exist at the time of the submission.

Employed students can find further information here (in German only).

Possible supporting documents: Pay slips of the last 6 months.

Initially sufficient: Signature of a declaration of honor.

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4Students who are self-employed are not eligible to apply.
5Termination is not a prerequisite; the employment contract can also be paused.
6When calculating the average, a gainful employment must have been exercised in each of the months. E.g. 4 months with higher income and 2 months without salary → this does not apply.
3. **Top-Up for students with child**

Students who take their child with them during their Erasmus stay can apply for this top-up. Supporting documents must prove that the student is the legal guardian of the child and that the student has spent the duration of the stay with the child on site.

If both parents are participants of the Erasmus+ programme at the same time, only one of them may apply for funding, double funding for one child is excluded. If at least 2 children are to be taken along, both parents can apply for the top-up for one child.

Students with child can find further information [here](#) (in German only).

**Possible supporting documents:** Birth certificate and travel tickets.  
**Initially sufficient:** Signature of a declaration of honor.

4. **Top-Up for students with a disability**

Students with:

- A degree of disability (GdB) of 20 or more  
- Or a proven disability that requires additional financial resources can apply for this top-up.

Students with a disability can find further information [here](#) (in German only).

**Possible supporting documents:** Disability card or medical certificate.  
**Initially sufficient:** Signature of a declaration of honor.

5. **Top-Up for students with chronic illness**

Students with a chronic disease (chronic physical or mental disease) with additional financial needs abroad can apply for this top-up.

Students with a disability can find further information [here](#) (in German only).

**Possible supporting documents:** Medical certificate.  
**Initially sufficient:** Signature of a declaration of honor.

**How can I apply for a top-up?**

There is **NO automatic allocation** of the top-ups. If you are eligible for one of the top-ups, **you must apply for it in the scholarship application**. After the submission of the application, it will no longer be possible to apply for any top-up. The scholarship application will be available shortly before the start of the semester, you will be informed by TUM Global & Alumni Office as soon as the application period opens.

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Please make sure to keep all supporting documents for a period of 7 years after the end date your Erasmus+ stay!
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