



Information on the allocation of funding for  
travelling to scientific conferences "Travel for science"  
and  
student assistant funding "Keep on track"  
(formerly P.R.I.S. program)

The management of the Carl Gustav Carus Faculty of Medicine at the Dresden University of Technology has decided to continue the P.R.I.S. program – now called "Travel for science & Keep on track" program – for 2026. Funds will be made available subject to the budgetary situation.

1. Funding opportunities

- 1.1 Support for travelling "Travel for science"
  - 1.2 Student assistant funding "Keep on track"
2. Information on the application process

1. Funding opportunities

- 1.1 "Travel for science" – Funding of travel expenses

Objective

This funding is open to all early-career scientists who are still at the beginning of their scientific establishment phase. The aim is to promote active participation in conferences with own contributions (poster and/or lecture).

Eligibility to apply

All individuals who are currently employed at the Faculty of Medicine or the University Hospital are eligible to apply. Doctoral candidates, doctoral scholarship holders and recipients of a student assistant funding who are enrolled at the Faculty of Medicine can also apply for this support program.

Application deadlines

Funding applications are processed and approved during the year according to the priority principle in the order in which they are received by the Department of Science Support and International Collaborations in full and ready for decision. Please note that the trip must take place in 2026. The travel expense application must be approved by the Department of Science Support

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and International Collaborations before the start of the trip and must be settled in full by the travel expense centre by January 15, 2027 at the latest. Otherwise, the promised funding cannot be granted.

#### Criteria

- A maximum of one travel grant can be awarded per researcher per calendar year, with a maximum of three grants per clinic/institute/independent department.
- The date of acquisition of the university degree must not date back more than 14 years (the date of the university degree according to the certificate shall apply; for 2026, this would be 2012 at most). Exceptional periods (e.g. military or federal voluntary service, parental leave) can be recognised on application if they relate to the period after the qualification was obtained.
- Active participation in the conference is a prerequisite. This can take the form of a poster presentation or a lecture, for example. The applicant needs to be listed as first or last author in the abstract to be submitted for this purpose.
- Applications shall only be submitted for future business trips.

#### Scope and disbursement of funds

- At least 50% of the actual costs incurred are subsidised, up to a maximum of €2,000, provided that all criteria are fully met. Only costs that comply with the Saxon Travel Expenses Act can be subsidised.
- If several employees of a clinic/independent department or institute apply for the same conference, the heads of the institution must prioritise the applications.
- Any promised funding must be authorised by the Department of Science Support and International Collaborations on the business trip application form.
- The requested funding must be specified with a cost breakdown, if applicable, and approved by the funding body. The application and settlement must be realised via the Financial Department/Travel Expenses Centre.

#### Documents to be submitted BEFORE travelling

- Proof of current employment or current scholarship agreement or student assistant funding agreement; doctoral candidates need to submit the document confirming the acceptance as doctoral candidate at the Faculty of Medicine as well as the currently valid certificate of enrolment
- Copy of the university degree certificate
- Academic CV (incl. list of publications)
- Justification of the added value of participation for future scientific development
- Proof of active participation (poster/presentation) at the conference
- Abstract including the list of authors (applicant listed as first or last author)
- Cost estimates and/or proof of expected costs
- Business trip application signed by the supervisor or authorisation of the trip by the head of the institution (short, informal, signed)

#### Evaluation

Applications are evaluated by the Dean of Research.

## 1.2 "Keep on track" – Follow-up support for postgraduate dental and medical students through a student assistant (SHK) position

### Objective

"Keep on track" is a funding program for doctoral students in dentistry and medicine that follows on the leave of absence already taken to write a doctoral thesis. The funding enables outstanding and motivated dental and medical students to maintain their ties to a scientific working group, to purposefully complete a high-quality doctorate and to prepare their first publications by working as a student assistant. Students supported by the program receive preferential access to the DSCS Mentoring Program.

### Eligibility to apply

Dental and medical students who have already taken a leave of absence of at least one doctoral semester in the experimental phase of their doctorate are eligible to apply. Applications can be submitted up to 12 months after studies have been resumed.

Students can apply for a personal SHK position covering a period of up to 12 months with a maximum of 5 hours per week for the calendar year 2027.

### Application deadlines

"Keep on track" applications can be submitted to the Department of Science Support and International Collaborations by September 30, 2026 for funding from January 1, 2027 to December 31, 2027.

### Criteria

- Very good evaluation by the supervisors of the doctoral thesis at the 2<sup>nd</sup> TAC meeting
- Credible interest in scientific work and career planning as a researching doctor
- Credible support from the supervisor
- Realisable and innovative work plan/milestone planning

If the application is approved, the student assistant (SHK) position will only be available as of January 1, 2027. Please also note that the appointment or employment as SHK will be limited up to and including December 31, 2027.

### Documents to be submitted

- Letter of motivation (interest in scientific work, career planning as a researching doctor, possible publications, etc.)
- Summarising presentation of the doctoral project, including results to date (max. 2 pages)
- Presentation of the work plan for the "Keep on track" funding and a milestone plan (up to and including submission/defence of the doctorate, max. 1 page)
- Letter of support issued by the doctoral supervisor and, in the event of a change in the working group, by the working group leader
- Minutes of the 2<sup>nd</sup> TAC meeting
- Certificate of enrolment
- High school diploma

- Certificate of the first section of the dental or medical examination ("Physikumszeugnis")
- Certificate of a previous leave of absence (at least one semester) for the preparation of the doctoral thesis
- If applicable, certificate of a previously received doctoral scholarship stating the duration of the funding (CPKD, professional associations, foundations, etc.)

### Evaluation

The evaluation and awarding of "Keep on track" funding is the responsibility of the spokespersons of the Carus Doctoral College Dresden, the Dresden School of Clinical Science, the Dean of Research and the members of the Research Commission.

### 2. Information on the application process

Applications must be submitted in accordance with the specified deadlines, using the "Travel for science & Keep on track" online form. Requested supporting documents must be summarised in the correct order within a SINGLE PDF file (see documents to be submitted). Only applications that are formally complete (see also Appendix 1) and submitted on time can be considered for evaluation. Please use Noto Sans font, font size 10, 1.15 line spacing for the text.

If you have any questions, please do not hesitate to contact the Department of Science Support and International Collaborations at any time, using the contact details provided.

Appendix 1: Overview of the documents to be submitted

Application for...	Attachments to be submitted
"Travel for science" expenses	<ul style="list-style-type: none"> <li>• Proof of current employment or current scholarship agreement or student assistant funding agreement; doctoral candidates need to submit the document confirming the acceptance as doctoral candidate at the Faculty of Medicine as well as the currently valid certificate of enrolment</li> <li>• Copy of the university degree certificate</li> <li>• Academic CV (incl. list of publications)</li> <li>• Justification of the added value of participation for future scientific development</li> <li>• Proof of active participation (poster/presentation) at the conference</li> <li>• Abstract including the list of authors (applicant listed as first or last author)</li> <li>• Cost estimates and/or proof of expected costs</li> <li>• Business trip application signed by the supervisor or authorisation of the trip by the head of the institution (short, informal, signed)</li> </ul>
SHK "Keep on track"	<ul style="list-style-type: none"> <li>• Letter of motivation (interest in scientific work, career planning as a researching doctor, possible publications, etc.)</li> <li>• Summarising presentation of the doctoral project, including results to date (max. 2 pages)</li> <li>• Presentation of the work plan for the "Keep on track" funding and a milestone plan (up to and including submission/defence of the doctorate, max. 1 page)</li> <li>• Letter of support issued by doctoral supervisor</li> <li>• Minutes of the 2<sup>nd</sup> TAC meeting</li> <li>• Certificate of enrolment</li> <li>• High school diploma</li> <li>• Certificate of the first section of the dental or medical examination ("Physikumszeugnis")</li> <li>• Certificate of a previous leave of absence (at least one semester) for the preparation of the doctoral thesis</li> <li>• If applicable, certificate of a previously received doctoral scholarship stating the duration of the funding (CPKD, professional associations, foundations, etc.)</li> </ul>