

STIR GRANT

The STIR grant is funded by TU Delft, intended for students going abroad as part of their study programme outside the EU/EEA/EFTA (not Switzerland).

If you have questions about this grant please check the website first.
If you can't find the answer to your questions, please send an email to outgoingglobal-esa@tudelft.nl

Manual

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Pre-Application requirements

To be able to apply you will need to have already registered your stay abroad in Osiris.

You can find the manual to help you do this [here](#). On the webpage scroll down to the tab **Insurance** and click on '**stay abroad registration**'.

Register your stay abroad
FREE TU Delft Collective Travel Insurance
How? Subscribe via [My.TUdelft.nl](#) - Go to 'Stay Abroad'

Travel Safety Training

Disclaimer

Insurance

Medical Services

+ Introduction

+ Individual Responsibility

+ Incident Management

+ Travel Insurance coverage

+ What can you expect from us?

+ Insurance certificate requirements for visa and/or host university/organisation

+ FAQ

Stay abroad registration

Insurance certificate - EN/NL

Insurance policy

When you have submitted your registration stay abroad, return to the home screen below.

Application for student exchange is meant for all students wishing to apply for an exchange programme at a partner institution in the academic year 2024-2025. To start your application click on "New request"

Registration contact details and emergency will only be used to apply for TU Delft travel insurance and in the event of an emergency during your stay abroad. Before registering your contact and emergency details, please verify that your stay abroad has been approved by your faculty. For information about scholarship procedures, click [here](#). For information about safety, insurance and vaccinations, click [here](#). You must fill in your contact and emergency details, as well as the 'departure date' and 'return date'. Click on "Contact information" to do so. In order to apply for IIF scholarship please proceed by clicking on "Grant" after creating a new request.

Click on "New request" to submit one of the following options:

- Application for student exchange
- Request registration contact and emergency information

Stay abroad requests

Stay abroad	Degree programme	Period	Status	Decision	Progress	
Request registration contact and emergency information	Bachelor Aerospace Engineering	01/09/2024 until 01/02/2025	Completed	Approved		Details Contact information Grant

Start Grant Application

Do not apply for this grant if you have already started your stay abroad, or you have previously received this grant, or you are awarded another grant for your stay abroad (E.g. Erasmus+, Justus van Effen, IDEA league, NL scholarship, FAST fund). If you have applied for the NL Scholarship, you may also submit an application for the STIR grant before your start date. But you cannot receive both grants. Notify the mobility team should you receive the NL scholarship, or you are having problems submitting your grant or your stay abroad is cancelled or any changes have occurred via outgoingglobal-esa@tudelft.nl

Click on Grant (bottom right hand corner)

Application for student exchange is meant for all students wishing to apply for an exchange programme at a partner institution in the academic year 2024-2025. To start your application click on "New request"

Registration contact details and emergency will only be used to apply for TU Delft travel insurance and in the event of an emergency during your stay abroad. Before registering your contact and emergency details, please verify that your stay abroad has been approved by your faculty. For information about scholarship procedures, click [here](#). For information about safety, insurance and vaccinations, click [here](#). You must fill in your contact and emergency details, as well as the 'departure date' and 'return date'. Click on "Contact information" to do so. In order to apply for IIF scholarship please proceed by clicking on "Grant" after creating a new request.

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Stay abroad requests

Stay abroad	Degree programme	Period	Status	Decision	Progress	
Request registration contact and emergency information	Bachelor Aerospace Engineering	01/09/2024 until 01/02/2025	Completed	Approved		Details Contact information Grant

Choose the correct Grant (International University Partnership Fund (STIR))

Fill in personal details, include the **IBAN** details where you wish the scholarship to be paid. Click **Continue**.

Check if you meet the [conditions](#) of the grant before you fill in the request. Requests that do not meet the conditions will not be processed.

The start date and end date will be filled in automatically, using the dates of the period of your stay abroad request. Required fields are marked with an *

Please note that after filling in the form you have to Submit the request. Requests that have not been submitted, will not be processed.

Stay abroad

Stay abroad	Request registration contact and emergency information	Status	Completed
Request for	Current degree programme	Decision	Approved
Degree programme	Bachelor Aerospace Engineering	Date submitted	06/02/2024
Start date	01/09/2024		
End date	01/02/2025		

General


Grant	International University Partnership Fund (STIR) 2023-2024	Status	Not yet submitted
Start date (see above)	* 01/09/2024	Date submitted	
End date (see above)	* 01/02/2025		
IBAN/account number	* NL69INGB0123456789	BIC	
Name account holder	* Uri	Name of bank	
City account holder	* The Netherlands	Address of bank	
Country of bank	* The Netherlands	City of bank	

[Continue >>](#)

Complete Additional information

You must upload your admission letter (PDF) from your host. Answer questions 2 – 5. And click on **Continue**. Are you waiting longer than expected for this letter, send an email to outgoingglobal-esa@tudelft.nl explaining this delay. Do not wait until you arrive at the host to upload this letter, because this will make you ineligible for this grant.

Additional information

1 Upload an admission letter from the host university indicating 1) that you have been accepted and 2) the start and end date of your study period.
* Attachments 

2 What is the name of the university you are going to?
*

Make a selection ▼

3 Study phase during mobility?
*

Make a selection ▼

4 To be eligible for a STIR grant you have to meet the conditions stated on [the STIR information page](#).
* ☐ I accept these conditions

5 In compliance to the General Data Protection Regulation (AVG), Participant gives consent to publishing their Travel Report on the protected Partner University website (<http://partneruniversities.tudelft.nl>). Should you wish to revoke your permission to place your travel report on the abovementioned website, you can do so by sending an email to contactcentre-esa@tudelft.nl. Revoking your permission can not be applied retroactively, meaning that if your report has already been placed on the abovementioned website, this will only be removed after the period indicated has lapsed (3 years).
* ☐ I agree

[Continue >>](#)

[Cancel](#) [Help](#) **Upload file**

In this screen you can upload an attachment for the following question:

Upload an admission letter from the host university indicating 1) that you have been accepted and 2) the start and end date of your study period.

The file size may not exceed 5MB.

Select a file

Choose File

 TEST pdf.pdf

[Upload file](#)

If the information is correct click **Continue**.

After you upload the file, you will see a **Review** of your Scholarship application.

Review

Review the information you wish to submit.

Stay abroad

Stay abroad	Request registration contact and emergency information	Status	Completed
Request for	Current degree programme	Decision	Approved
Degree programme	Bachelor Aerospace Engineering	Date submitted	06/02/2024
Start date	01/09/2024		
End date	01/02/2025		

General

Grant	International University Partnership Fund (STIR) 2023-2024	Status	Not yet submitted
Start date (see above)	01/09/2024	Date submitted	
End date (see above)	01/02/2025		
IBAN/account number	NL69INGB0123456789	BIC	
Name account holder	Utl	Name of bank	
City account holder	The Netherlands	Address of bank	
Country of bank	The Netherlands	City of bank	

Additional information

1 Upload an admission letter from the host university indicating 1) that you have been accepted and 2) the start and end date of your study period.

Attachments

[TEST.pdf.pdf](#) [New](#)

2 What is the name of the university you are going to?

Australia University of Sydney

3 Study phase during mobility?

BSc year 3

4 At the time of your exchange will you be at least enrolled in your 2nd year of bachelor and have obtained at least 45 EC?

Yes

5 To be eligible for a STIR grant you have to meet the conditions stated on [the STIR information page](#).

☒ I accept these conditions

6 In compliance to the General Data Protection Regulation (AVG), Participant gives consent to publishing their Travel Report on the protected Partner University website (<http://partneruniversities.tudelft.nl>). Should you wish to revoke your permission to place your travel report on the abovementioned website, you can do so by sending an email to contactcentre-esa@tudelft.nl. Revoking your permission can not be applied retroactively, meaning that if your report has already been placed on the abovementioned website, this will only be removed after the period indicated has lapsed (3 years).

☒ I agree

Please note, once you have submitted your request, changes are no longer possible.
Check the data of your request for correctness.

Submit

Checklist

- ☐ Registration stay abroad complete
- ☐ Check bank details are correct
- ☐ Check dates for travel and stay abroad are correct
- ☐ Check contact information is correct

Contact outgoingglobal-esa@tudelft.nl should there be any incorrect information that you can not change yourself

Submit your application

6 In compliance to the General Data Protection Regulation (AVG), Participant give permission to place your travel report on the University website (<http://partneruniversities.tudelft.nl>). Should you wish to revoke your permission to place your travel report on the contactcentre-esa@tudelft.nl. Revoking your permission can not be applied re abovementioned website, this will only be removed after the period indicated

☒ I agree

Please note, once you have submitted your request, changes are no longer possible. Check the data of your request for correctness.

Submit

Application Status Overview

Under Grant you will find an overview of your application, the status will be Submitted. You will have received an email confirming this in your TU Delft email.

Below you will find an overview of your requests for a grant.
When your request for a grant is not yet submitted, click on "Details" to proceed.

Current grants					
Grant	Period	Status	Decision	Progress	
International University Partnership Fund (STIR) 2023-2024	01/09/2024 until 01/02/2025	Submitted		Step 0 of 2 (More info)	Details

After submitting your application

Once your application has been reviewed, you will see changes to the **Decision** and **Progress** status.

Additional information/incorrect information needed to complete your application


Should you need to upload a different/updated document or need to provide additional information you will see the following red text. In **Progress**, click **Details** to find out what's needed.

Below you will find an overview of your requests for a grant.

[Courses](#)
[Stay abroad](#)
[Log off](#)

Current grants

Grant	Period	Status	Decision	Progress
International University Partnership Fund (STIR) 2021-2022	01/01/2022 until 01/06/2022	Submitted		Step 1 of 2 (More info) Details

 Please update and resubmit this grant request: click 'Details'.

Conditionally approved application

Should your application be approved, it will be conditionally approved. This means that you still have to complete all tasks to receive the grant after your stay abroad is completed.

Upload your travel report

When you return from your stay abroad you are required to upload your travel report within 3 months of your end date. When you do this you will receive the STIR grant. If you cannot meet the deadline, contact the Mobility team to explain why, otherwise the grant will be cancelled, you will notified of the cancellation via email.

Log into **Osistud** again and click on **Stay abroad**.

Click on **Details** to be able to upload your travel report in PDF format, not a word document, under **Additional information**

Below you will find an overview of your requests for a grant.
When your request for a grant is not yet submitted, click on "Details" to proceed.

Current grants


Grant	Period	Status	Decision	Progress
International University Partnership Fund (STIR) 2023-2024	01/09/2024 until 01/02/2025	Submitted	Conditionally approved	Step 1 of 3 (More info) Details

 Please update and resubmit this grant request: click 'Details'.

6 In compliance to the General Data Protection Regulation (AVG) University website (<http://partneruniversities.tudelft.nl>). Should you wish to revoke your permission to place your travel contactcentre-esa@tudelft.nl. Revoking your permission can remove the abovementioned website, this will only be removed after the permission is removed.

* ☒ I agree

7 Upload your report.

* Attachments 

[Continue >>](#)

[Home](#) [Save](#) [Help](#)

In this screen you can upload an attachment for the following question:

Upload your report.

The file size may not exceed 5MB.



Select a file

[Choose File](#) TEST pdf.pdf

[Upload file](#)

Uploaded report

Once your report is uploaded and approved, your status will change and you will receive an email notifying you that you have met all conditions to receive the grant. This will be transferred to your bank account within 3-4 weeks of receiving the email.

	Processing application by ESA	Application accepted Modified on: 06/02/2024
	Processing report	Completed Modified on: 06/02/2024

Below you will find an overview of your requests for a grant.
When your request for a grant is not yet submitted, click on "Details" to proceed.

Current grants

Grant	Period	Status	Decision	Progress
International University Partnership Fund (STIR) 2023- 2024	01/09/2024 until 01/02/2025	In progress	Final approval	Step 1 of 3 (More info) Details