

# Application Guideline International Research Experience Program Summer 2025



TECHNISCHE  
UNIVERSITÄT  
DARMSTADT

## 1. Register [here](#) to start your online application.


### Authentication

**Login**

Email\*

Password\*

Please type the characters shown in the picture\*



[Show another picture](#)  
[Play audio](#)

Captcha is required to avoid spam login.

[Forgot your password?](#)

**Registration**

First name\*

Surname\*

Email\*

## 2. Finish the registration.

After receiving a confirmation email (may take up to 15 minutes) confirm your email address and login into your account.

## 3. Start a new application.

### Portals

Start your application here with the "Application for Incoming Students" if you are a regular exchange student OR the "Application for incoming students - Unite! VECP" if you want to participate in a Unite! VECP.

For need general information about the application process for European (Erasmus) and Overseas exchange students please visit the website of [International Relations for incoming exchange students](#). **Please note that the maximum size for the upload is 4MB per file.**

#### For questions on the applications please contact:

**Tanja Torres Alberich** - Europe including Russia & Turkey [europe-incomings@zv.tu-darmstadt.de](mailto:europe-incomings@zv.tu-darmstadt.de)

**Christian Tischer** - Asia, North & Latin America, Australia, New Zealand [overseas-in@zv.tu-darmstadt.de](mailto:overseas-in@zv.tu-darmstadt.de)

**Unite VECP** - [unite-vecp@zv.tu-darmstadt.de](mailto:unite-vecp@zv.tu-darmstadt.de)

**ISU (International Summer University)** - [summer@zv.tu-darmstadt.de](mailto:summer@zv.tu-darmstadt.de)

The forms "Incomings BEFORE Arrival" and "Incomings AFTER Arrival" are NOT for students just starting their application. We will inform you by email when it is time to fill in those forms.

### Open procedures

Form	Status
Application for Incoming Students	<a href="#">Start</a>
Incomings BEFORE Arrival	(Not available)
Application for Short-Term Programmes for Incoming Students	<a href="#">Start</a>

## 4. Fill out the application.

Please fill out all requested information. After completion a downloadable pdf is generated. In the following there are some notes to help you with the form.

## If you're a non-EU citizen, please use your international passport as identity document.

### Identity document

A national ID card is sufficient for EU citizens, all others please upload a passport. If you do not yet have a passport, please upload proof of your passport application. You can also upload a blank page. However, please make an appointment to apply for a passport as soon as possible!

Document type*	<input type="text" value="Passport"/>
Number	<input type="text"/>
Issued by	<input type="text"/>

Make sure to choose IREP Summer as Short-Term Programme in the following three sections.

### i. Choose your Short-Term Programme

<input type="text" value="Online application"/>	<b>Choose your Short-Term Programme</b>
<input type="text" value="Choose your Short-Term Programme &gt;"/>	<b>Short-Term Programme*</b> <input type="text" value="IREP Summer"/>
<input type="text" value="Personal information"/>	<b>Information for IREP Applicants</b>

### ii. Current studies and requested stay

<input type="text" value="Online application"/>	<b>Current studies and requested stay</b>
<input type="text" value="Choose your Short-Term Programme"/>	<b>Exchange details</b>
<input type="text" value="Personal information"/>	<b>Choose your Short-Term Programme*</b> <input type="text" value="IREP Summer"/>
<input type="text" value="Emergency contacts"/>	<input type="checkbox"/> ok
<input type="text" value="Current studies and requested stay &gt;"/>	Research projects are available in almost every department and faculty at Technical University of

### iii. Relevant Documents to be Uploaded

<input type="text" value="Online application"/>	<b>Relevant Documents to be Uploaded</b>
<input type="text" value="Choose your Short-Term Programme"/>	All the uploaded documents must be in PDF format and not larger than 5 MB.
<input type="text" value="Personal information"/>	<b>Choose your Short-Term Programme*</b> <input type="text" value="IREP Summer"/>
<input type="text" value="Emergency contacts"/>	Academic transcript of records (Bachelor + Master)* <input type="text" value="Choose File"/> No file Chosen ⓘ
<input type="text" value="Current studies and requested stay"/>	Letter of Motivation* <input type="text" value="Choose File"/> No file Chosen ⓘ
<input type="text" value="Language skills"/>	Recommendation Letter* <input type="text" value="Choose File"/> No file Chosen
<input type="text" value="Relevant Documents to be Uploaded &gt;"/>	Project Choice and Approval* <input type="text" value="Choose File"/> No file Chosen ⓘ
<input type="text" value="Declaration of Consent"/>	CV/Resumé* <input type="text" value="Choose File"/> No file Chosen ⓘ
<input type="text" value="Submit Application"/>	