

Notice on item 3.2 – Guidelines of the University of Passau on the granting of individual funding for habilitation candidates for the independent administration of funds – Habilitation Fund in accordance with the resolution of the University Executive dated 18 December 2019 as amended by 24 May 2023

Only research-related expenditure from DR 40 may be paid from the resources of the habilitation fund. Purchases must be agreed in advance with the Finance/Purchasing Department. Expenses for business trips and training courses must be applied for in writing in advance to Department VIII/4 (Cross-departmental Personnel Service) and settled.

Specifically, this includes:

- Material expenses for purposes of academic teaching and research, such as office supplies, literature, computer expenses (hardware and software), printing and copying expenses
- Personnel expenses for student assistants
- Expenditure for travel on official business or for training measures

Please note that the **printing costs of the habilitation thesis are not considered research-related expenses and therefore cannot be covered by the Habilitation Fund!**

Exception: For **external habilitation students** the procurement of hardware and software is excluded!

If you have any questions, please contact Section VII/2 (University Budget)

<https://www.uni-passau.de/verwaltung/finanzen/> [German content].