

# Guidelines

## Financial Support for External Courses

### External Courses

SSPH+ PhD students can apply for funding of external courses that are essential for their studies but not offered by the SSPH+ PhD Program. The financial support per student depends on the funds available and the number of courses funded previously.

### Funding

SSPH+ funding covers all or part of the course fees. It does not cover travel costs, accommodation or conference fees.

### Application

Please send the **signed application form for funding of external course** - together with a course description or a link to the course - to the SSPH+ PhD program coordination office ([phdph@ssphplus.ch](mailto:phdph@ssphplus.ch)) **prior** to registering for a course. The office will generally inform you about the decision within two weeks.

### Reimbursement

After you have completed the course, please send **the reimbursement form, a copy of the course certificate and a proof of payment** to the coordination office. Reimbursements can only be made after all needed documents have been sent to the coordination office.