

FAQs FOR STUDENTS INTERESTED IN THE FEMTEC GMBH CAREER- BUILDING PROGRAMME

Status: April 2023

1. What is the Career-Building Programme?

The Career-Building Programme is designed for three semesters and prepares female STEM students specifically for professional practice and future management tasks. In terms of content, the programme consists of several modules: in the summer and winter schools, training on current topics from professional practice, career development and career building is offered. Excursions to the partner companies of Femtec GmbH provide the opportunity of establishing contacts at an early stage. Individual career advice and membership of the lively Femtec Network contribute to your personal and professional development.

2. When do the schools take place?

The bi-annual schools of the Career-Building Programme usually start in March and September and continue for a week. The schools of the first two semesters finish with a four-day excursion. A total of three consecutive and interrelated schools will be completed.

The current school dates can be found on our website.

3. Which services are provided by Femtec?

Femtec offers you the following benefits:

- Free seminars, workshops and excursions
- Exclusive contacts and career entry opportunities with partner companies
- Participation in an Innovation Lab project
- Individual support and consultation until your career entry
- Membership of the Femtec Network
- Access to the Femtec Alumnae e.V.

In addition, Femtec GmbH takes care of the bus transfer between the excursion locations. Femtec will also cover the costs for accommodation and meals such as breakfast and lunch during the excursion period.

4. What are the scholarship holders' costs?

The accommodation in Berlin, as well as meals and transport, are to be organised and provided independently by the scholarship holders. This also applies to the journey to the first excursion location as well as the journey home on the last day. Some partner universities offer partial scholarships to cover travel and accommodation costs. Please contact your local university coordinator for further information.

5. What does Femtec expect and require from the scholarship holders?

With the Career-Building Programme we would like to encourage and support you during your studies and your career start. We are committed to ensuring that more talented young women successfully complete their studies and are successful and take joy in their careers. In return, Femtec expects its scholarship holders to actively participate and engage in the programme. Participation in the first school and field trip week is mandatory to take part in the Career-Building Programme. It is also required that scholarship holders are matriculated at one of our partner universities for the entire duration of the programme. If the mandatory conditions are not met, this may lead to exclusion from the programme. We expect a high level of engagement from you, which will also be shown to you by all participants in the Femtec network.

6. Who can apply?

The Career-Building Programme is aimed at female students at RWTH Aachen, TU Berlin, TU Braunschweig, University of Bonn, TU Dresden, FAU Erlangen-Nürnberg, Karlsruhe Institute of Technology, and University of Stuttgart who are studying in STEM faculties. You should be in the master's or diploma programme (no doctorate degree), about 1.5 years before graduation. It is necessary that all scholarship holders are matriculated at one of the partner universities for the duration of the Career Building Programme. English skills have to be at level B2, German skills are welcome, but not required.

7. I am not studying at a partner university of Femtec GmbH. Can I still apply?

Unfortunately, students from other universities cannot apply.

8. How do I apply for the Career-Building Programme?

You can apply for the programme twice a year in spring or autumn (usually April/October). The exact dates will be announced in advance on the Femtec website. You can apply online using our application tool.

9. Where does the assessment centre take place?

The assessment centres are conducted online via Microsoft Teams with one appointment per university location.

10. What can I expect at the assessment centre?

The AC lasts approximately three quarters of a day during which you are invited to attend an interview as well as individual and group exercises. In addition to representatives of the respective partner university, company representatives and alumnae will be present as observers. There will also be an opportunity to meet current scholarship holders and the other applicants, as well as ask questions so you can get to know us better, too.

11. Can I postpone my participation in the schools?

The Career-Building Programme is designed for a standard duration of 13 months. Please apply only if you are able to participate in the next school, which would be your first one (the upcoming school dates can be found here: <https://www.femtec.org/en/programmes/career-building-programme/school-dates/>). The second or third school might be postponed in individual cases (e.g. due to study or work-related stays abroad), which would prolong the programme. Such a postponement is possible a maximum of two times in the duration of the entire programme participation. Please note that the first school cannot be postponed. If you are unable to attend the first school, you will be excluded from the programme. For detailed questions regarding the conditions of participation, you can find the current examination regulations in our downloads section: <https://www.femtec.org/en/programmes/career-building-programme/downloads/>.

12. What happens to my data?

With your application you agree to the use of your data within the following guidelines:

- Your application for the Career-Building Programme takes place via our digital platform Femtec Campus. The data you enter there can only be viewed by employees of the Femtec coordinator at your university and by employees of Femtec GmbH until the end of the pre-selection period (usually one week after the application deadline).
- In case you receive a rejection after the pre-selection, your data will be deleted.
- Until the end of the selection phase, your data will only be available to the people involved in the selection process. These are employees of Femtec, your university and our partner companies who will participate in the assessment centre as observers. You can find the current partner companies on our website.
- In case you are rejected after the assessment centre your data will be deleted after the end of the selection phase.

13. Any further questions?

If you have any further questions regarding your application, do not hesitate to contact our Talent Manager Elisa Bußkamp (elisa.busskamp@femtec.org).