



Juli 2026

Dear applicant for a **DAAD-ALECOSTA** scholarship to pursue **master studies**,

The DAAD-ALECOSTA cofinanced programme is offered to university lecturers from the five national Costarican universities, members of CONARE: **Universidad de Costa Rica (UCR)**, **Instituto Tecnológico de Costa Rica (ITCR)**, **Universidad Nacional (UN)**, **Universidad Estatal a Distancia** and **Universidad Técnica Nacional (UNED)**. Lecturers from these universities, who wish to obtain a master degree in Germany can apply for a cofinanced scholarship. The application period is from **July 24th 2026 to October 15th, 2026**.

Process and step by step instructions on how to use the DAAD Portal to apply for personal funding:

1. Registration in the DAAD portal:

Please register in the DAAD Portal by clicking here: www.meindaad.de/

Detailed instructions on how to register for an application can be found here: <https://www.meindaad.de/en/help/how-do-i-register-for-an-application/>

The rest of the application process follows - as indicated in the application instructions (from "Personal data"). Application instructions: <https://www.meindaad.de/en/help/how-can-i-submit-my-application/>

2. Starting the application:

from **July 24, 2026** is the programme **ALECOSTA Master 27** open for applications under following link:

[APPLY NOW for ALECOSTA Master 27](#)

The fields **Funding programme**, **Country of residence**, **Target country** and the **Commencement of funding status** will be filled in automatically.

Please follow the steps 1 to 6 filling out the application form.

At step 7, please upload the required attachments, which are your application documents.

Kindly note: the attachments must be converted into PDF-files before uploading them in the portal; your documents must be submitted in English or in German; you do not have to forward hard copies to the DAAD.



Required documents:

1. Full curriculum vitae in tabular form
2. Letter of motivation (1 - 3 pages)
3. **Information form about your preferred master programmes** attached to this message.
4. You can register for **up to 5** university programmes.
5. Letter of acceptance from the host university, or proof of application, or screenshot indicating application deadline
6. Latest university degree certificate (original document) and translation in English or German (unofficial translations are accepted)
7. Final grades certificate of your university degree (original document) and translation in English or German (unofficial translations are accepted)
8. English language certificate (not older than 3 years) according to requirements of the preferred master programme(s) (e.g. TOEFL, IELTS).
9. German language certificate (Test DaF or DSH) if the chosen master programme(s) has/have this language requirement
10. List of publications or other relevant documents if applicable
11. One recent reference from a university teacher which provides information about your qualifications (not older than 6 months) *

*In case you submitted the letter of recommendation to the Information Center in San José, this will be forwarded by the IC to the DAAD, so you do not need to upload it.

The DAAD portal will be open for applications **from July 24 to October 15, 2026**. All documents must be submitted during this period. The portal will be closed on October 15 at 12:00 p.m. Central European time.

Please also note that the DAAD Portal will be the main operative instrument regarding the communication between you and your DAAD contact persons.

Please do not hesitate to contact us: Grettel Gonzalez your contact person at IC in San José: gonzalez@daad.de or Juan Carlos Rendón Valencia, your contact person at the central office from DAAD rendon@daad.de if you have further questions.

If you have technical questions or problems to submit documents (software issues, forgotten passwords), please contact our Portal hotline at: portal@daad.de.

Very kind regards / Saludos cordiales
Your DAAD team

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