



The following document is a translation of the original German 'Deutschlandstipendium' guidelines. It is provided for information purposes only. Legally binding is only the German text.

Guidelines on the application and selection procedures in the framework of the federal scholarship programme *Deutschlandstipendium* as at 18 April 2018

On the basis of the German Act on the Creation of a National Scholarship Programme or German Scholarship Programme Act (*Gesetz zur Schaffung eines nationalen Stipendienprogramms*, StipG), adopted on 21 July 2010 (published in the Federal Law Gazette BGBl. I p. 957), last amended through section 74 of the Act on 29 March 2017 (BGBl. I. p. 626) in conjunction with the Ordinance on the Implementation of the German Scholarship Programme Act (*Verordnung zur Durchführung des Stipendienprogramm-Gesetzes/Stipendienprogramm-Verordnung*, StipV), adopted on 20 December 2010 (BGBl. I. p. 2197), amended through section 2 of the Ordinance on 29 November 2011 (BGBl. I. p. 2450), the Senate of the Friedrich Schiller University Jena adopted the following guidelines on 17 April 2018:

1. Objective of the scholarship

Objective of the scholarship programme is to support and promote highly talented students who can be expected to demonstrate or who have already demonstrated outstanding performance in their studies, and professional activity.

2. Eligibility

2.1 Students who are or will be enrolled at the Friedrich Schiller University Jena are eligible to apply for a scholarship according to these guidelines if they can prove that—based on their background and previous performance—extraordinary academic performance and achievements can be expected during their studies.

2.2 Not eligible to apply for a scholarship according to these guidelines are students who receive other talent- or performance-based funding from a German or foreign institution amounting to €30 per month or more.

2.3 The scholarship holder must be enrolled as a student at the Friedrich Schiller University Jena for the entire duration of the scholarship; section 6 subsections 3 and 4 StipG remain unaffected.

2.4 A legal claim to receive a scholarship does not exist.



3. Call for applications and submission of applications

3.1 The number of scholarships available—where applicable indicating their earmarking—and the selection criteria shall be announced by the Head of the Division Student Affairs upon prior consultation with the competent Scholarship Committee on the website of the Friedrich Schiller University Jena pursuant to the section 5.3.

3.2 A scholarship can only be awarded upon application, which has to be submitted in due form by the closing date, and which includes all documentation and proof as required in the respective call for applications.

4. Type, amount and duration of the scholarship

4.1 The scholarship generally amounts to €300 per month. The scholarship is paid on a monthly basis as a non-repayable grant.

4.2 In general, scholarships are initially awarded for the duration of one year. The funding period always begins with the beginning of a semester.

4.3 Scholarships are awarded irrespective of applicants' income.

4.4 Earmarked funding for a scholarship, e.g. for students of specific subjects or study programmes, is marked as such in the call for applications, and will be awarded accordingly.

5. Application, selection, and awarding procedures

5.1 Applications for a scholarship must generally be submitted online and by the cut-off deadline mentioned in the call for applications.

5.2 The application must include the following supporting documents:

- application form;
- curriculum vitae in tabular form
- certificate of student status or letter of admission;
- university entrance qualification (e.g. copy of a secondary school leaving certificate or equivalent); if the qualification was obtained outside of Germany: a German translation of the certificate, and conversion of the grades into the German grading system;
- where applicable, certificates of previously obtained university degrees;
- where applicable, proof of completed academic work;
- where applicable work or internship certificates and proof of additional skills and competencies or other voluntary work or commitment to a social cause.

5.3 The Scholarship Committee of the Senate selects the scholarship holders on the basis of the application and supporting documents submitted. The Committee consists of the members of the Senate's Committee for Academic Affairs, the Equal Opportunities Officer, and the Head of the Division for Student Affairs, the latter also being responsible for administering the business of the



Committee. The Scholarship Committee may consult a representative of the private sponsors in an advisory capacity. To prepare its final decisions, the Committee may appoint expert committees whose members should include representatives from all those faculties that are primarily concerned with the subject matter in question.

5.4 Scholarships are awarded based on talent and performance. Pursuant to the respective call for applications, special commitment and dedication to a social cause, the willingness and readiness to accept and take on responsibility, and special social, family, or personal circumstances resulting, for example from the family's background or an immigration background, may be taken into account in addition to performance and achievements completed by the time of application, and the applicant's personal development.

5.5 When accepting the scholarship, the scholarship holder commits to:

- immediately informing the competent persons of all changes that may have consequences for the scholarship; these include, but are not limited to: the intention of transferring to a different study programme or university; if the scholarship holder will not be able to complete the chosen study programme in the standard duration of study successfully; or if the scholarship holder intends to discontinue or drop out from their studies;
- submitting proof of suitability and/or performance as specified by the Friedrich Schiller University Jena for the funding period.

5.6 Applications approved by the Scholarship Committee are subject to further approval by the Vice-President for Learning and Teaching, who then grants the scholarships.

6. Continuation of funding

Pursuant to section 5, applicants must reapply and undergo the application procedure again for a continuation of funding. In the framework of this process, the committee will assess the talent and performances demonstrated during the past funding period.

7. Coming into effect and abrogation

These guidelines shall come into effect on 18 April 2018. At the same time, the guidelines on the application and selection procedures in the framework of the national scholarship programme of 1 February 2011 shall cease to apply.

Jena, 18 April 2018

A handwritten signature in blue ink, appearing to read 'K. Bartholmé'.

Dr Klaus Bartholmé
Head of Administration and Finance (*Kanzler*) of the Friedrich Schiller University Jena