

REGULATION FOR THE AWARDING OF SCHOLARSHIPS WITHIN THE FRAMEWORK OF THE NATIONAL SCHOLARSHIP PROGRAMME (TUD-VERGABEORDNUNG DEUTSCHLANDSTIPENDIUM)

of 25 June 2012

The regulation rules the implementation of the National Scholarship Act (National Scholarship Act - StipG) of 21 July 2010 (BGBl. I, p. 957), last amended by Act of 21 December 2010 (BGBl. I, p. 2204), and the Regulation for Implementation of the National Scholarship Act (Stipendienprogramm-Verordnung – StipV) of 20 December 2010 (BGBl. I, p. 2197) at TU Dresden.

On the basis of Art. 13(5) Cl. 1 Saxony University Act (SächsHSG) of 10 December 2008 (SächsGVBl. p. 900), last amended by Cl. 21 of the Act of 15 December 2010 (SächsGVBl. p. 387, 400), the vice-chancellor's office issued the following regulation:

Art. 1 Object and purpose of the sponsoring

In order to sponsor particularly gifted student applicants and students, of whom outstanding performance at university and in their career can be expected or are already produced TU Dresden awards scholarships within the framework of the National Scholarship Programme upon application.

Art. 2 Eligibility

- (1) The Scholarship Programme is aimed at particularly gifted and high-performing
 - a. applicants who want to enrol at the TU Dresden and meet the admission requirements as well as
 - b. students studying for a Diplom, bachelor, master or State Examination degree, who are registered at the TU Dresden.
- (2) The sponsored person has to be registered as student at the TU Dresden during the sponsoring period. His/her standard time to degree should not terminate within the scholarship period of one academic year each.
- (3) Students already receiving talent and merit-based financial support according to Art. 1(3) StipG or Art. 4(1) Cl. 1 StipG exceeding a monthly average of 30 EUR cannot be considered for the *Deutschlandstipendium*.

Art. 3 Announcement

- (1) The scholarships that are awarded are usually announced on the TU Dresden website and on notices at the faculties.
- (2) The announcement states the expected number of scholarships and if some of the scholarships are subject-specific. The maximum number of granted scholarships depends on the means provided by the Federal Government in a staggered process and the funds raised in addition from private sponsors by the university.

- (2) The announcement contains further details concerning:
- a. form of the application and where to apply to,
 - b. documents the applicant need to provide,
 - c. application deadline and how the selection process is organised as well as
 - d. amount of the scholarship and scholarship period.

Art. 4 Application and selection process

- (1) The application for a scholarship takes place until the application deadline (cut-off limit) described in the announcement by completing an application form. The application form also contains a declaration if another scholarship is received and if so, at which amount and a declaration of consent for processing personal data during the application and selection process.
- (2) Students studying for a double degree have to decide which of their course they use for application. Students with two majors and students studying for teaching profession at grammar schools or middle schools are assigned to the faculty of their first subject chosen at registration. Students studying for teaching profession at primary schools and vocational schools are assigned to the Faculty of Education.
- (3) An application consists of an online application and sending in of a postal application. The postal application documents must contain:
- signed print-out of the online-application form;
 - curriculum vitae in tabular form;
 - confirmation of enrolment (*Immatrikulationsbescheinigung*) or for applicants for the first semester online application form or copy of the confirmation of online application in case of a NC-study programme;
 - motivational letter, which describes why the applicant tries to get the scholarship, which are the applicant's academic/career goals and how and if s/he is commits socially/voluntarily;
 - for applicants for the first semester: a copy of their university-entrance certificate;
 - for applicants for the first semester for a bachelor, Diplom or State Examination degree and students studying for a bachelor, Diplom or State Examination degree up until their third semester: a copy of their university-entrance certificate and proof of their academic performance so far; foreign certificates or other transcripts of records need to be accompanied by a certified translation into German or English;
 - applicants for a bachelor, Diplom or State Examination degree and students studying for a bachelor, Diplom or State Examination degree from their fourth semester: proof of their academic performance so far; foreign certificates or other transcripts of records need to be accompanied by a certified translation into German or English;

- applicants for a master's degree and students studying for a master's degree: a copy of their bachelor's degree and proof of their academic performance so far;
- proof of other talents and performance, e.g. awards and prizes, placements, social commitment etc.

The postal application needs to be handed in completed to the place stated in the announcement.

(4) The scholarships are awarded according to performance and talent of the applicants. The performance-oriented selection criteria depend on the study phase of the applicant:

- a. Applicant is studying within the initial phase of the course (up until the third semester of a bachelor, Diplom or State Examination degree):

The selection is mainly influenced by

- aa. the average mark of the university-entrance certificate of applicants for the first semester considering the single marks of subjects relevant to the chosen subject or the special qualification entitling to study at the TU Dresden;

- aa. the average mark of the university-entrance certificate of students up until the third semester as well as the number of ECTS credits earned at the date of application or the average of all marks available at the date of application according to the appropriate study regulations.

- b. Applicant is studying within the second half of his/her degree (from the fourth semester of the first degree):

The selection is mainly influenced by the number of ECTS credits earned at the date of application or the average of all marks available at the date of application according to the appropriate study regulations; generally weighted marks according to the ECTS credits of completed modules should be taken as a basis;

- c. Applicant is studying for a master degree:

The selection is mainly influenced by the mark of the bachelor's degree. If the bachelor's degree is not yet available, the average of all marks available at the date of application will be sufficient; if credits at the master degree have already been obtained the number of ECTS credits earned at the date of application or the average of all marks available at the date of application according to the appropriate study regulations influences the selection in addition to the mark of the bachelor's degree.

(5) When looking at the potential of single applicants in addition to performance criteria as described in Art. 4(4) of this regulation the following will be taken into account as well:

- a. particular success, awards and prizes, previous employment and work placements;
- b. extracurricular commitment, such as a voluntary job, social or political commitment, commitment in higher education policy or participation in associations or societies;

- c. special personal and family circumstances, such as illnesses or disabilities, care of own children, especially as a single parent, or close relatives in need of care, employment in family business, employment besides studying, family background or a migration background as well as
- d. the content of the motivational letter.

Criteria mentioned in Art. 4(5 a – c) of this regulation are only taken into consideration if they are proven and described efficiently.

Art. 5 Allocation formula

- (1) Up to two thirds of the scholarship which are granted by TU Dresden every calendar year can be subject-specific. This concerns professional criteria such as the allocation of the scholarship holders to particular courses or to faculties or central units.
- (2) If possible applicants of all faculties or central units should be considered when awarding scholarships. For this proportional shares are taken on the basis of the number of registered students (without PhD-students) per faculty or central unit. The number of subject-specific scholarships according to Art. 1 is credited against the proportional shares of the faculties. If the number of subject-specific scholarships exceeds the proportional share of one faculty the proportional share of the other faculties' scholarships will be reduced accordingly.

Art. 6 Selection committee, Awarding decision

- (1) In preparation of the awarding decision the scholarship holders are selected by the appropriate faculty or central unit. The relevant committee (selection committee) in the faculties or central units is either the faculty council or the comparable body at the central units or a committee asked by the faculty council or the comparable body at the central units. In this committee all member groups should be represented. Decisions are based on the majority of votes of attendees. In case of equality of votes the vote of the committee's chairman decides.
- (2) The selection committees of the faculties or central units can invite representatives of the private sponsors according to Art. 2 StipG. The representative may participate in committee meetings as an advisory member particularly to prepare the awarding decision for subject-specific scholarships.
- (3) The selection committees of the faculties or central units make awarding suggestions. These suggestions contain a list of applicants who should be sponsored as well as a written explanation for the selection made.
- (4) The vice-chancellor's office approves the scholarships based on the awarding suggestions of the faculties or central units.

Art. 7 Amount and duration of the sponsoring

- (1) The scholarship amounts to 300 EUR per month and is paid monthly as a non-repayable subsidy. In derogation of this a higher scholarship may be awarded according to Art. 5(1), Cl. 2 StipG, if the share of the private sponsor's fund for a single scholarship is higher than 150 EUR.

(2) The scholarship can be awarded up to and including the last semester of the standard time to degree (maximum sponsoring period). On reasoned request the sponsoring may be extended beyond the standard time to degree in accordance with Art. 7(1) StipG.

(3) The total sponsoring duration is regulated in the notice of approval. The scholarship is approved for two semesters initially (term of scholarship).

(4) The scholarship is not-income related and can be combined with payments through the federal student support BAföG.

(5) During subject-related stays abroad payment of scholarship will be continued at the same amount for the scholarship period.

(6) In case of vacation semesters, termination of and withdrawal from the scholarship the rules of the StipG apply.

(7) The scholarship does not constitute an employment contract; it is not liable to social security contributions, since it is not treated as income according to Art. 14 SGB IV. The scholarship is tax-free, subject to the conditions of Art. 3 Nr 44 ESTG.

(8) Taking up and pursuing paid employment should not prevent the scholarship holder from mainly devoting him- or herself to the purpose of the sponsoring. Details on this can be found in Art. 2(7) of the Regulations for the awarding of scholarships financed by budget and third-party funds.

(9) There is no legal claim for the scholarship and the scholarship services.

Art. 8 Termination

The scholarship terminates according to Art. 8 StipG at the end of the month when the scholarship holder

- a. finished the last exam;
- b. dropped out of university;
- c. changed the subject or
- d. de-registers.

Art. 9 Performance review and continuation

(1) Before the scholarship period terminates the appropriate selection committee (cf. Art. 6(1) of this regulation) reviews upon application of the scholarship holder, if the continuation of the scholarship beyond the scholarship period is justified. The vice-chancellor's office decides on the continuation on the basis of the appropriate selection committee's suggestion. Decisive for the continuation are the academic achievements of the previous sponsoring period. The applicant must have produced outstanding academic performance which can also be expected in the future. In addition, special personal or family circumstances under which this performance has been achieved as well as community or social commitment should be taken into account.

(2) The continuation of the scholarship is only possible if enough funding is available.

Art. 10 Obligations to cooperate

- (1) The applicants are obliged to cooperate on information necessary for the selection process. In particular, applicants need to give information on and provide proof of their eligibility.
- (2) The scholarship holders have to inform of all changes immediately in regard to their circumstances that are important for the awarding of the scholarship.
- (3) The scholarship holders have to submit proof of their academic achievements and eligibility as demanded by the university during the sponsoring period.

Art. 11 Coming into effect

This regulation comes into effect on the day after it is published in the Official Announcements of TU Dresden. At the same time the Regulation for the awarding of scholarships within the framework of the national scholarship programme (TUD-Vergabeordnung Deutschlandstipendium) of 19 July 2011 is invalidated.

Dresden, 25 June 2012

The Vice-chancellor of the Technischen Universität Dresden

Prof. Dr. Dr.-Ing. habil. Hans Müller-Steinhagen