



Guidelines of the EBS Universität für Wirtschaft und Recht for the Award of Scholarships under the National Scholarship Programme of the German Federal Government (Deutschlandstipendium)

**Issued by resolution of the Senate of EBS Universität für Wirtschaft und Recht
(hereinafter referred to as "EBS Universität") on 11.12.2018 and
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§ 1 Funding principle.....	2
§ 2 Scope of funding.....	2
§ 3 Eligibility for funding.....	3
§ 4 Funding period.....	3
§ 5 Selection committee	3
§ 6 Selection criteria.....	4
§ 7 Selection procedure.....	4
§ 8 Obligations of scholarship holders.....	6
§ 9 Termination of the scholarship.....	6
§ 10 Revocation	6
§ 11 Data protection	7
§ 12 Entry into force	7



§ 1 Funding principle

- (1) Talented students who can be expected to perform outstandingly in their studies or profession or who have already done so shall be supported by the Deutschlandstipendium.
- (2) The number of Deutschlandstipendium to be awarded shall depend on the number of students at the higher education institution and the applicable maximum funding quota determined by the Federal Government. At present, the maximum funding ratio is 1.5 percent of the students at a university.

§ 2 Scope of funding

- (1) The amount of the scholarship shall be 300 euro per month. One half of the scholarship comes from federal funds and the other half from private funding.
- (2) The Deutschlandstipendium is awarded once a year at EBS Universität.
- (3) Students who already receive a talent and performance-related material grant, which averages 30 euro or more per month, cannot receive a Deutschlandstipendium. Students who already receive a scholarship from EBS Universität in accordance with the valid scholarship regulations are thus excluded from the Deutschlandstipendium. A detailed tabular overview of the admissibility of receiving other scholarships simultaneously with the Deutschlandstipendium is available [here](#).
- (4) In order to avoid inadmissible double funding, EBS Universität reserves the right to conduct inquiries with the selected scholarship holders in order to ensure that they do not receive any further talent- or performance-related material funding pursuant to § 2 Para. 3 in conjunction with § 1 (3) StipG.
- (5) The scholarship may not be made contingent on any consideration for a private sponsor or on any employment relationship or declaration of intent with regard to a subsequent employment relationship.
- (6) The payment of the scholarship instalments is only possible to a domestic account.
- (7) The Deutschlandstipendium is awarded independently of income and can be combined with BAföG funding.
- (8) The number of scholarships will depend on the resources available. There is no legal claim to the award of a Deutschlandstipendium.



§ 3 Eligibility for funding

- (1) Applications may be submitted by all students of any subject who have started or will start with their studies at EBS Universität in the corresponding year of the scholarship award.
- (2) First-year students of part-time and further education courses are also eligible.
- (3) Doctoral students are not eligible for funding.

§ 4 Funding period

- (1) Funding lasts at least two semesters and covers a maximum of the standard period of study, so that the course of study must be at least two semesters within the standard period of study when the scholarship is accepted.
- (2) The payment of scholarship funding will not be continued during a leave of absence from studies. If studies are resumed following a leave of absence, the approval period will be extended corresponding to the duration of the leave of absence.
- (3) The scholarship will also continue to be paid during a subject-related stay abroad. The prerequisite for this is that the stay abroad is within the period of the scholarship approval.
- (4) The scholarship is generally granted each year on 1 September.

§ 5 Selection committee

- (1) For the selection and award of scholarships, EBS Universität convenes an:
 1. Administrative office: organisation and management of procedures such as
 - a) Formal examination of applications and forwarding to the selection panel;
 - b) Supporting the selection panel during the selection process;
 - c) Preparation of grant approval and support in providing information for federal statistics;
 - d) Maintaining the basic data of the private sponsors and the scholarship holders, funding documentation;
 2. Selection committee: members are
 - (a) Rector as Chairperson
 - (b) Vice Dean Education of EBS Business School or Vice Dean Teaching of EBS Law School (alternating annually)
 - (c) Head of Student Services
- (2) The selection committee shall select the applications eligible for funding on the basis of the selection criteria pursuant to § 6. In addition, a list will be drawn up of other applications to be placed in a specified order of priority if applications



included in the selection can subsequently be withdrawn or are not approved for any other reason.

- (3) Representatives of private sponsors may be appointed to the selection panel in an advisory capacity.
- (4) The selection panel concerned has a quorum if at least half of its members cast their votes. In the event of a tie, the Chairperson has the casting vote.
- (5) The selection committee shall grant the scholarships for an initial period of one year.

§ 6 Selection criteria

- (1) Applicants are eligible for an scholarship of EBS Universität if their previous performance indicates that they will successfully complete their studies.
- (2) In principle, the following selection criteria apply when awarding the Deutschlandstipendium:
 - (a) Fulfillment of the admission requirements for the respective degree programme at EBS Universität as an exclusion criterion;
 - (b) Successful completion of the admission procedure for the respective degree programme at EBS Universität as an exclusion criterion;
 - (c) Above-average school leaving certificate or above-average grades in the last two school semesters;
 - (d) Above-average first academic degree for applications for a scholarship for master's programmes;
 - (e) A high degree of personal, social and community commitment;
 - (f) Special achievements, awards and prizes or previous professional activity and internships;
 - (g) Special family or personal circumstances
- (3) Candidates may be invited to an interview.

§ 7 Selection procedure

- (1) The scholarship award must be published on the website and must include at least the purpose of the grant, the recipients, the award criteria and the application documents to be submitted, including the submission modalities.
- (2) The application deadline is regularly set at 31 July each year.



- (3) Scholarships shall be awarded by means of a selection procedure if the application is complete and submitted in due time. The scholarship holders are selected by the selection committee.
- (4) Applicants must submit the following documents electronically:
 - (a) Complete, tabular curriculum vitae
 - (b) Copy of the first school-leaving certificate to obtain the general qualification for university entrance (Allgemeine Hochschulreife) or overview of grades for the last two school semesters
 - (c) A copy of the undergraduate degree certificate to apply for scholarship for a master's degree
 - (d) Proof of a current GMAT (or equivalent) for application to a master's programme (not older than two years)
 - (e) Two-page motivation letter in German or English explaining the reasons for the application and presenting the high level of personal, social, volunteer or community commitment
 - (f) If applicable, letter of recommendation from an independent person in German or English language
 - (g) Proof
 - (i) A high level of personal, social, volunteer or community involvement;
 - (ii) Where appropriate, special achievements, awards and prizes or previous professional activity and internships;
 - (iii) Where appropriate, special family or personal circumstances
- (5) Applicants shall be informed of the outcome of the selection procedure in an appropriate manner as soon as possible after the decision has been taken. This can be in written or electronic form. Scholarships are granted on condition that private and public scholarship funds are available for the duration of the grant period.
- (6) The approval expires if the applicant does not matriculate at EBS Universität or sign the study contract within one week of being granted the scholarship. The same applies if applicants do not accept the scholarship in writing within one week after it has been granted.
- (7) The decision on the granting of a scholarship shall include the decision on the amount of the scholarship and the duration of funding. The decision shall also specify the exact time and type of proof required for a performance review of EBS Universität.
- (8) In order to extend the scholarship, the application procedure must be repeated.



§ 8 Obligations of scholarship holders

- (1) Scholarship holders must expressly acknowledge their obligations to cooperate before the start of the funding. If, despite a reminder, they do not recognise them in full, the Deutschlandstipendium expires.
- (2) By accepting the scholarship, scholarship holders undertake to pursue the purpose of the scholarship and their studies at EBS Universität with determination. This includes completing the course within the standard period of study. In addition, scholarship holders should be particularly concerned about the reputation of EBS Universität as a scientific university through their behaviour and demeanour.
- (3) Scholarship holders are obliged to cooperate and immediately report all circumstances relevant to the award of the scholarship.
- (4) During the eligibility period, scholarship holders undertake to submit evidence of suitability and performance to be determined by EBS Universität.

§ 9 Termination of the scholarship

The funding ends at the latest on successful completion of studies with the announcement of the overall result or at the end of the second month after the last examination performance. Otherwise, the scholarship ends at the end of the month in which the scholarship holder discontinues studies, changes the field of study or is exmatriculated.

§ 10 Revocation

- (1) Revocation takes place with a period of notice of at least six weeks to the end of a calendar month.
- (2) The award of the scholarship is revoked and the scholarship holder is obliged to repay the amount already given if the scholarship was obtained through incorrect or incomplete information. This claim to repayment is valid regardless of whether the grant amount has already been used or expended in full or in part.
- (3) The award of the scholarship shall be revoked if the scholarship holder violates the obligations set out in § 8 or if EBS Universität determines that the eligibility and performance requirements for the scholarship no longer exist.
- (4) The award of the scholarship may be revoked retrospectively, in particular in cases where double funding has been ascertained.



§ 11 Data protection

- (1) The scholarship holder agrees to the collection, storage and processing of the required personal data for the purpose of selecting and administering the respective scholarship. This may include data on the desired degree, previous education, the subject, the number of semesters, the number of grants already received, the award of BAföG grants and data that are absolutely necessary for assessing aptitude within the framework of the selection decision.

- (2) In all other respects, the statutory data protection provisions shall apply.

§ 12 Entry into force

This guideline shall take effect upon its publication.