

APPLICATION FOR THE AWARD OF A DEGREE COMPLETION SCHOLARSHIP FOR WORKING STUDENTS

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To the
Vice-Rectorate for Education at the
University of Klagenfurt
Universitätsstraße 65-67
9020 Klagenfurt am Wörthersee

Receipt stamp:

Submitted via the Admissions and Examinations Office

Family name, first name: _____	Matriculation No.: _____
Address: _____	Telephone No.: _____
Nationality: _____	
E-Mail address: _____	
Name of bank: _____	BIC: _____
IBAN: _____	
Degree programme: _____	Programme code: _____

I hereby apply for the award of a degree completion scholarship as a working student and at the same time I declare that I have read the corresponding regulation issued by the Rectorate and that the information provided in this form and in the enclosed documents is complete and correct.

The following documents are enclosed with this application (please mark with a cross):

Proof of employment (referring to the calendar year preceding the application). Permissible proof of employment:

- Students in dependent gainful employment: income tax assessment notice or the annual salary statement (*Jahreslohnzettel*) from FinanzOnline; the taxable income may not fall below the annualized marginal earnings threshold and may not exceed three times the annualized marginal earnings threshold.
- Self-employed students: income tax assessment notice or an affidavit from the student and his/her tax accountant, stating that the taxable income from gainful employment does not exceed three times the annualized marginal earnings threshold.
- Farmers: the notification concerning the rateable value of the agricultural property together with an affidavit from the student, stating that the taxable income from gainful employment does not fall below the annualized marginal earnings threshold and does not exceed three times the annualized marginal earnings threshold.

Confirmation of progress relating to work on a doctoral thesis issued by the supervisor

Confirmation of progress relating to work on a Master's thesis or diploma thesis issued by the supervisor

.....
(Place, date)

.....
(Student's signature)

Not for completion by the student!

1. Subject to tuition fees in the requested semester, regular student and in the case of third country applicant: Has exceeded the prescribed standard period of study plus two grace semesters

2. Proof of gainful employment provided: in the case of persons exclusively in dependent gainful employment, income does not fall below the lower income limit and does not exceed the upper income limit; in the case of employed and self-employed or exclusively self-employed persons, income does exceed the upper income limit

3. Maximum period of entitlement has not been exceeded

4. No application based on the statutory exemption requirements (Section 92 UG) requested/granted

5. Evidence of sufficient academic progress

6. Student earned at least 8 ECTS credits in the requested semester in the degree programme subject to tuition fees

7. Proof of progress relating to work on academic thesis (doctoral, Master's or diploma thesis) provided, if required

The requirements for the award of the degree completion scholarship have been met:

Yes

No **Item:**

Application for the award of a degree completion scholarship for working students

approved

not approved

**Comments
by the
Vice-Rectorate**