

ANNOUNCEMENT OF NEED-BASED SCHOLARSHIPS 2023

by the Rector of Studies

Students enrolled in regular studies at the University of Klagenfurt are eligible to apply for financial assistance **towards the cost of producing academic theses** (Diploma, Master's or Doctoral thesis) (**need-based scholarships between € 750 and € 3600**). The purpose of these scholarships is to provide financial support to students to assist with costs associated with the production of academic theses, incurred, for instance, during time spent abroad (travel and accommodation costs, participation at scientific conferences), by engaging in exhaustive literature research or by conducting empirical surveys, which are required for the thesis.

Support does not extend to the costs associated with physically producing the work (e.g. typing costs, printing and binding costs), expenditure on general means of production (e.g. office materials, PC, notebook, tablet, printer, scanner, paper, dictation device), the cost of meals (e.g. during time spent abroad), or travel expenses incurred by using a privately owned vehicle (no eligibility to receive the official mileage rate). Travel costs are calculated exclusively on the basis of the price of a second class rail ticket.

Students who meet the eligibility criteria and submit the documentary evidence as outlined below, are invited to apply for a need-based scholarship.

Application periods:

4th May up to and including 24th May 2023
and
5th October up to and including 25th October 2023

Application requirements (§ 66 in conjunction with §§ 2 to 4 StudFG - Austrian Student Support Act):

- **Regular degree student status** at the University of Klagenfurt, no co-registered students
- **Applications may be submitted by:**
 - Austrian citizens
 - Citizens of an EEA member state (incl. Switzerland) (§ 4 para. 1 and 1a StudFG)
 - Third-country nationals, stateless persons and refugees treated as equal (§ 4 para. 1b to 3 StudFG)
- **Application:**

Submission of a description of the unfinished academic thesis (Diploma, Master's or Doctoral thesis) together with a time schedule and a financial plan including a specified cost estimate for the completion.

Please note:

 - When planning your project and the related costs please pay attention to the deadline for the submission of the final report!
 - The active supervisory arrangement for the academic thesis must already be in place before the application for a need-based scholarship is submitted! Applications by doctoral students require a formally approved dissertation proposal (DISS1).
- **Assessment:**

Submission of an assessment by the supervisor concerning the statement of costs and indicating whether the student is expected to complete the academic thesis within the scheduled time and with above average success, based on past academic performance and her/his proposals for the execution of the thesis project.

➤ **Evidence of the favourable academic achievements to date:**

General confirmation of academic results relating to all examinations taken.

➤ **Compliance with the eligibility period (§ 18 StudFG):**

- In principle, the eligibility period comprises the **prescribed study period plus one additional semester (tolerance semester)**, which is required for the completion of Diploma examinations, Master's examinations, teacher qualification examinations or other examinations concluding a degree (e.g. oral defence) or a stage of studies.
- For students who have completed the first diploma examination of their diploma degree within the prescribed study period, the eligibility period within this degree programme is extended by one additional semester during the second stage of studies.
- In the event of a transfer to the new curriculum, the study period applicable in the old curriculum is duly considered when calculating the eligibility period.
- For the calculation of the eligibility period, the **summer semester 2020 is not taken into account** (§ 3 para. 1 COVID-19 Regulation on Student Support/ COVID-19-Studienförderungsverordnung –C-StudFV).

Extension of the eligibility period on good reasons (§ 19 StudFG):

The eligibility period shall be extended, if the student can prove that exceeding the prescribed study period was due to good reasons. Professional activity is not a valid criterion for extension.

What are good reasons?

- Illness of the student, certified by a specialist medical practitioner,
- pregnancy of the student (extension by one semester),
- care and raising of a child under the age of six (extension by a maximum of two semesters per child),
- officially determined degree of disability of at least 50 % (extension by two semesters),
- any unforeseen or unavoidable event which is not or only to a minor degree the fault of the student,
- completion of a military service, a community service, a voluntary social year, a memorial service, a peace and social service abroad, or similar (extension by one semester for every six months of service),
- maintenance proceedings against a parent liable to pay maintenance (extension by one semester),
- participation in official university-run mobility programmes.

➤ **Final report:**

The applicant is obliged to submit a report detailing the proper use of the need-based scholarship together with original invoices equalling the amount of the scholarship provided no later than three months after completion and submission of the academic thesis in question (§ 67 para. 3 StudFG).

In any case the report must be submitted within 1 year in the case of Diploma and Master's theses respectively within 2 years in the case of Doctoral theses. **25% (= 2nd instalment) of the approved scholarship will be retained until the submission of the final report incl. invoices.**

➤ **Possibility of reclaiming the scholarship, expiry of partial payments, place of jurisdiction:**

If the scholarship holder does not comply with the requirement to submit a report detailing the proper use of the scholarship amount within the specified period of time and/or if the funds granted are not used for the intended purpose and/or if the expenses actually incurred fall short of the awarded scholarship amount, the awarded scholarship amount or the difference will be reclaimed and/or the second instalment so far withheld will not be paid out or will be paid out at a reduced rate.

The court with exclusive jurisdiction for all legal disputes about or in connection with the reclaiming of distributed scholarship funds is hereby established as the court with material jurisdiction in Klagenfurt. Austrian law shall apply exclusively, to the exclusion of the international rules of reference.

The following documents must be attached to the application:

- description of the academic thesis,
- time schedule and financial plan including a specified cost estimate,
- assessment by the supervisor concerning the intended academic thesis, plans for execution, the scheduled time, the cost estimate and the academic performance,
- current confirmation of enrolment form (Studienblatt),
- general confirmation of favourable academic results relating to all examinations taken (to be printed via the student online portal),
- if applicable, proof of equal treatment in accordance with § 4 StudFG (for third-country nationals, stateless persons and refugees),
- if applicable, proof concerning possible study period delays in accordance with § 19 StudFG (when the prescribed study period is exceeded).

Incomplete applications or applications with missing documents cannot be taken into account when awarding scholarships. At the end of the submission deadline, no further applications can be accepted, without exception. The submission of missing documents is possible up to one week after the end of the submission deadline.

All applicants will be informed about the scholarship decision (accepted/rejected) by electronic means.

The **award of a need-based scholarship** is determined according to the funds allocated by the Federal Ministry. According to § 67 StudFG, **there is no legal claim** to the granting of a scholarship, even if the application conditions are met.

The application form and further information can be found online:

<https://www.aau.at/en/study/student-life/scholarships-grants/support-grant/>

Type of application:

The application documents must be submitted **in electronic form only**. Please **e-mail the full set of document** to ulrike.eder@aau.at before the deadline stated above.