

Statute for awarding the DAAD scholarship "Ukraine-Digital: Studienerfolg in Krisenzeiten sichern"

by the bbw University of Applied Sciences

Based on the project "Ukraine digital: Studienerfolg in Krisenzeiten sichern" of the German Academic Exchange Service (DAAD), by the selection committee appointed on 31.01.2024 by the bbw University of Applied Sciences the following statute is issued:

§ 1 Purpose of the scholarship

The DAAD scholarship "Ukraine Digital: Studienerfolg in Krisenzeiten sichern" is intended to support students at the Ukrainian State University of Railway Transport (UkrSURT) who were affected in continuing their studies due to the Russian war against Ukraine.

§ 2 Eligibility

- (1) The DAAD scholarship "Ukraine Digital: Studienerfolg in Krisenzeiten sichern" can only be awarded to enrolled students of the UkrSURT, who are not on vacation semester and whose remaining period of study is at least one semester.
- (2) Students are eligible for the scholarship if the scholarship is necessary for successful participation in the studies and for ensuring the livelihood, for example if they are refugee within their own country. The neediness must be made credible by the applicants. The number of scholarships is 15.
- (3) Applications for a scholarship are possible until 22.02.2024. If the maximum number of scholarships is not used up, there will be a second application deadline with a shortened funding period.

§ 3 Type and scope of the scholarship

- (1) The "online scholarship" is awarded as a non-repayable grant and shall amount to €200 per month.
- (2) The grant is awarded for the period from 01.03.2024 to 31.07.2024. The grant period begins on 01.03.2024 and ends latest on 31.12.2024.
- (3) If study-related stays abroad or an internship required by study regulations take place, the scholarship will continue to be paid for the approved period in the same amount. This also applies during lecture-free periods.
- (4) The stipend is not subject to social security contributions, does not constitute an employment relationship and does not constitute remuneration within the meaning of § 14 SGB IV. The stipend is tax-exempt under the condition of § 3 No. 44 EStG.
- (5) Funding is provided by the German Academic Exchange Service (DAAD) from the funds of the Federal Ministry of Education and Research (BMBF).

§ 4 Termination of funding

- (1) The scholarship ends without cancellation of the award notice at the end of the month in which the scholarship holder
 - a. has completed the last examination,
 - b. has abandoned the course of study,
 - c. has changed the field of study or
 - d. is exmatriculated.

§ 5 Revocation of funding

The scholarship can be revoked within a deadline of four weeks if the bbw University of Applied Sciences determines that the eligibility requirements from § 1 no longer apply. A retroactive revocation of the grant is possible in the case of double funding by a similar

scholarship.

§ 6 Further funding / evaluation

- (1) At the end of the program, an evaluation is to be carried out by the bbw University of Applied Sciences.
- (2) Further funding of the scholarships in accordance with § 3 No. 1 is possible. The requirements for further funding are regulated in § 10.

§ 7 Duty to cooperate

- (1) Applicants must provide the information and evidence necessary for the assessment of aptitude for the selection procedure.
- (2) Scholarship recipients must fulfill all required cooperation obligations.
- (3) The scholarship holders are obligated to immediately notify the bbw University of Applied Sciences of such circumstances that lead to the discontinuation of eligibility according to § 4.

§ 8 Application procedure

- (1) The awarding of the scholarship requires a written application, which must be submitted to the bbw University of Applied Sciences in due form and within the deadline together with the documents specified in Paragraph 4. Only complete applications submitted within the deadline and in due form can be considered for the scholarship.
- (2) The bbw University of Applied Sciences is entitled to demand appropriate evidence of its choice for the information provided in the application.
- (3) The announcement about the application begin is made on the websites of bbw University of Applied Sciences and UkrSURT and shall state the expected number of scholarships, if applicable the earmarking of the available scholarships, the application documents to be submitted, the form of the application and the office to which it is to be submitted, as well as the indication that incomplete applications and applications not submitted within the deadline and in due form will not be considered in the selection process.
- (4) The application must be accompanied by the following documents:
 - completed, printed and signed application form,
 - CV,
 - Certificate of enrollment or copy of admission letter if a certificate of enrollment is not yet available,
 - Current grade list with average grade and ECTS points achieved,
 - Copies of vocational training certificates, if applicable,
 - Copy of certificate with final grade of a degree already completed (Bachelor, Master, Diploma, etc.),
 - account statement of last 3 months
 - other supporting documents in copy (awards, certificates, prizes, other knowledge, etc.), which substantiate the listed information in the application form
- (5) Application documents must be submitted in either German or English.

§ 9 Selection criteria (first funding)

- 1) The scholarships are awarded by the selection committee within the framework of an overall assessment of the submitted documents with regard to suitability according to §§ 1, 2 (primary criteria). If the number of applicants exceeds the number of available scholarships, the awarding will be decided additionally according to the secondary criteria.
- 2) Secondary criteria are:
 - a. The performance of the applicants with a leverage of 70%. The performance is evaluated as follows:
 - (1) Performance The grade point average of previous academic achievements or the grade of the university entrance qualification. In addition to the absolute grade point average, the relation to comparable students or classmates is also considered as far as possible.
 - (2) For first-year students, the average grade of the university entrance qualification is valid, considering the individual grades relevant to the chosen field of study, or the special qualification that entitles the student to study in the program at UkrSURT.
 - b. Evidence of a social engagement with a leverage of 30%.
- 3) In the overall consideration of the applicants potential, personal or family circumstances such as illnesses and disabilities, caring for one's own children, especially as a single parent, or close relatives in need of care, involvement in the family business, gainful employment during studies, family origin or migration background should also be taken into account.
- 4) The selection committee may invite applicants for a personal interview; this applies if the number of applicants eligible for the scholarship exceeds the number of scholarships to be awarded.

§ 10 Selection criteria (further funding)

- 1) A further funding is planned for the period from 01.08.2024 to 31.12.2024. Those scholarship holders are eligible for further funding who:
 - a. received funding within the scope of the initial funding pursuant to §§ 9, 3 No. 2 of these statute and
 - b. participated in at least two modules (at least 60 % presence quote) offered within the project and
 - c. have achieved a grade point average of at least 70% in the examinations of the modules according to letter b)
 - d. Excused absences are not counted as absences within the meaning of letter b).
- 2) If scholars haven't met the requirements from No. 1, the applicants from § 11 No. 1 will receive the scholarship for the further funding period. The order of award determined by the selection committee in accordance with § 11 No. 1 shall apply.
- 3) Section 11 No. 3 shall apply to both the further funding pursuant to No. 1 and the funding pursuant to No. 2.

§ 11 Approval procedure

- 1) The appointed selection committee selects from the applications received, based on the selection criteria listed under § 9, 15 applicants who can be included in the funding and further 15 applicants who move up in a ranking determined by the selection committee, if applications included in the selection are subsequently withdrawn or other reasons arise that speak against funding. This also applies if the scholarship holders of the first funding no longer meet the requirements for further funding in accordance with § 10 No. 1.
- 2) The project management approves the scholarships based on the selection committee's selection decision for the further funding period.
- 3) The decision on the awarding of a scholarship is made by means of an approval notice. The granting of a scholarship includes the decision on the amount of the scholarship, the grant period and the duration of the funding.

§ 12 Selection committee

- 1) The selection decision will be made by the selection committee in a period of one week after application deadline.
- 2) The selection committee consists of:
 - a) One professor of the bbw University of Applied Sciences as a chairman of the selection committee;
 - b) one professor as a representative of UkrSURT;
 - c) one student each from Germany and Ukraine.
- 3) The selection committee has a quorum if the chairman and at least 2 voting members are present. Resolutions are passed with the votes of the majority of the members present; in the event of a tie, the chairman has the casting vote.


§ 13 Legal Entitlement and Legal Remedies

There is no legal claim to the award of the scholarship. Claims cannot be enforced.

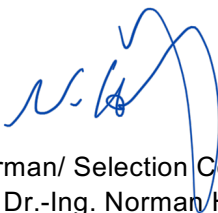
§ 14 Entry into force

This statute applies from 02.02.2024.

Berlin, February 02, 2024



Rector/ bbw University of Applied Sciences
Prof. Dr.-Ing. Gebhard Hafer



Chairman/ Selection Committee
Prof. Dr.-Ing. Norman Höltz