

## **Guidelines for the awarding of the**

*Come to Oldenburg - Grant*

## **of the Carl von Ossietzky University of Oldenburg**

### **§1 Purpose**

- (1) The Office of the President of the University of Oldenburg, represented by the International Student Office from Dezernat 3 (Student and Academic Affairs), will award six Come to Oldenburg-grants from student quality funds during the time period of 1.4.2016 to 31.3.2017 to Exchange Students from English-speaking partner universities. Each grant has a total value of 2.000 Euros and is to be used for costs related to the stay abroad (e.g. travel costs, housing, books).
- (2) The acceptance of the grant and the related conditions have to be confirmed by the selected students themselves.

### **§ 2 Selection**

The Office of the President of the University of Oldenburg, represented by the International Student Office from Dezernat 3 (Student and Academic Affairs), will decide on a jury composed of members of Career Services and the responsible persons for Internationalization within the faculties. The jury will be led by the International Student Office. All decisions will be recorded in the protocol.

### **§3 Awarding Criteria**

For the selection of the candidates the following criteria is decisive:

- quality of the study plan and its explanatory statement as well as the motivation of the applicants to study at the University of Oldenburg (5 Points)
- academic recommendation (3 Points)
- Financial need (2 Points)

Selection is dependent on a rank-list resulting from the points accumulated. In the event of a tie, the recipient will be chosen via lottery.

### **§4 Procedure**

- (1) All students of English speaking partner universities, who come to the University of Oldenburg within the framework of a cooperation agreement and were selected for exchange by their home universities, are entitled to apply.
- (2) In order to receive a grant, an application must be submitted. For the application documents an application form, a statement of motivation including a study plan, an academic recommendation and the application form for temporary enrolment is needed. The application has to be addressed within the application period to the International Student Office at the Carl von Ossietzky University of Oldenburg. The awarding committee decides on the awarding of the grant. A right to the grant does not exist.
- (3) The grant is meant to be used toward travel expenses or/and study related costs. The student is required to keep and submit all relevant receipts (e.g. travel bills, letter of confirmation, statement of the payment of rent). The International Office will reimburse the student's expenses up to 2.000 Euro based on these receipts.

#### **§5 Duties of the student**

- (1) By accepting this grant, the recipient is obliged to submit all required documents (declarations and proof of costs) within one month after the end of the stay abroad/internship to the International Student Office (Career Services, in the case of an internship). Bills, receipts, bank (transfer) statements or confirmation letters are acceptable proof of costs.
- (2) The student is required to hand in a written report of 3-5 pages to the International Student Office within one month of return.

#### **§ 6 Conditions and Funding Period**

- (1) The grant expires at the end of the funding period.
- (2) The grant expires within the funding period
  - (a) In case of an ex-matriculation.
  - (b) By commencement of full-time employment.
- (3) The grant is null and void if the recipient does not accept the funding.

#### **§ 7 Revocation of the grant**

The University of Oldenburg has the right to withdraw the grant either partially or in full, and request repayment, if the grant was awarded on the basis of false, misleading or incomplete information.

#### **§ 8 Cancellation of the grant**

The University of Oldenburg has the right to withdraw the grant either partially or in full, and request repayment, if

- (1) Obligations under § 5 are not fulfilled, or not fulfilled in a timely manner,
- (2) The recipient does not begin or prematurely ends the exchange program.

#### **§ 9 Coming into effect of the guidelines**

The guidelines will take effect on April 1<sup>st</sup> 2016 and shall apply until the expiration of the time frame listed in §1 (1).

Oldenburg, April 1<sup>st</sup> 2016

(originally signed)  
Prof.Dr.Dr. Hans Michael Piper