



Unofficial clean copy: *Public call for scholarships for citizens of the Cape Verde Islands to study in the Republic of Slovenia*; published on 12. 8. 2011 in the Official Gazette of the Republic of Slovenia (hereinafter referred to with OG), No. 64/11, including changes, published on 8. 6. 2012 in OG, No. 43/12.

Number: 1101-4/2011-4

In accordance with Article 6, paragraph 2, of the Act on Remodelling the Public Institution "Ad futura, Science and Education Foundation of the Republic of Slovenia, Public Fund" into the Slovene Human Resources Development and Scholarship Fund (Official Gazette of the Republic of Slovenia No. 51/09), the Business and Financial Plan of the Slovene Human Resources Development and Scholarship Fund for the year 2011 adopted by the Government of the Republic of Slovenia at its 131st regular session on 21 April 2011 and with the Rules on General Conditions Governing the Activities of the Slovene Human Resources Development and Scholarship Fund (Official Gazette of the Republic of Slovenia No. 91/09; hereinafter referred to as the SPP), the Slovene Human Resources Development and Scholarship Fund (hereinafter referred to as the Public Fund) is announcing the following:

Public call for scholarships for citizens of the Cape Verde Islands to study in the Republic of Slovenia

1. Subject matter of the call

The subject matter of this call is scholarships for up to two citizens of the Cape Verde Islands to study in the Republic of Slovenia.

The scholarship will be awarded for:

- **Tuition** for a one-year study programme of the Slovene language and for homogenous master¹ studies in medicine or other undergraduate or homogenous master study in subject area *72 Health* as per KLASIUS-P² in the amount of actual tuition, and
- **Living costs** in the amount of EUR 700.00 per month for the duration of the scholarship.

The scholarship covering living costs includes the costs of health insurance and accommodation as well as the costs related to the study programme.

Tuition is considered to be the amount paid annually by an individual to an educational institution for participation in the education programme, and does not include any other payments, mandatory or otherwise, made to the educational institution (registration fee, study materials, lab fee, health insurance, and other costs).

The scholarship covering tuition and living costs shall be granted for a one-year course in the Slovene language and homogenous master study of medicine or other undergraduate or homogenous master study in subject area *72 Health*³.

¹ Change (OG, 43/12): in section 1 *Subject matter of the call* the word "undergraduate" in second paragraph is replaced with "homogenous master"

² Change (OG, 43/12): in section 1 *Subject matter of the call* following text is added in second paragraph after the "medicine": "or other undergraduate or homogenous master study in subject area *72 Health* as per KLASIUS-P"

³ Change (OG, 43/12): in section 1 *Subject matter of the call* the text "for six years of medical studies" is replaced with "homogenous master study of medicine or other undergraduate or homogenous master study in subject area *72 Health*"

The scholarship covering living expenses shall also be granted for the period of time after the completed study programme until the actual completion of studies by obtaining a degree, but for a maximum period of 12 months after the conclusion of the study programme.

The scholarship recipient must start the program on 1. October of the 2011/2012 or 2012/2013 academic year.

2. The value of the call

The value of the call is estimated at EUR 100,000.00. Funding is provided from earmarked funds of the Public Fund.

3. Requirements of the call

A candidate must meet the following requirements:

1. He/she is a citizen of the Cape Verde Islands and is at the same time not a citizen of the Republic of Slovenia and will not obtain citizenship of the Republic of Slovenia during the entire duration of the programme that is the subject matter of this call,
2. He/she was nominated for this scholarship by the relevant institution of the Cape Verde Islands,
3. He/she will enrol in the homogenous master study of medicine or other undergraduate or homogenous master study in subject area *72 Health*⁴ at an accredited institution in the Republic of Slovenia within the scope of an accredited programme, and will obtain a publicly valid level of education and receive a publicly valid diploma upon the completion of the programme,
4. He/she will have, from the beginning of the programme that is the subject matter of this call, a valid Slovenian temporary residence permit for the purpose of study,
5. He/she will have a regular student status during his/her⁵ studies for the whole duration of the scholarship entitlement,
6. He/she will not receive any of the scholarships regulated by the Scholarship Act or other scholarships, grants or similar funding for studies under other regulations,
7. He/she will not be either in the Republic of Slovenia or abroad:
 - Employed,
 - Self-employed,
 - Registered as an unemployed person with the Employment Service of Slovenia or a relevant institution abroad.

The successful applicant must meet the above requirements throughout the duration of the scholarship.

The Public Fund will verify that the candidate meets the above requirements by checking the application and documentation as required in the next section of this call (see Section 4), as well as through a statement of the candidate and an official inquiry with the relevant institutions.

4. Documentation

A candidate must submit an **original, fully completed and signed application form**. Applications submitted without the application form will not be processed.

Enclosed with the above application form, the candidate must also submit the following documents attesting that he/she meets the requirements:

1. Certificate of citizenship and residence or a photocopy of a valid passport, which will be used by the Public Fund to establish citizenship and residence,

⁴ Change (OG, 43/12): in section 3 *Requirements of the call* in the point 3 of the first paragraph following text is added after the word "medicine": "or other undergraduate or homogenous master study in subject area *72 Health*"

⁵ Change (OG, 43/12): in section 3 *Requirements of the call* in the point 5 of the first paragraph the word "medical" is deleted

2. Document, issued by a Slovene higher education institution, stating that the candidate meets enrolment criteria for undergraduate or homogenous master studies in study area *72 Health* at this institution^{6,7}.

The documents mentioned in the previous paragraph can be photocopies, but the Public Fund reserves the right to request original documents; electronically issued documents are considered as copies. The Public Fund will not return submitted originals or certified copies.

Documents may be submitted in a foreign language, but the Public Fund has the right to request a translation into the Slovene language.

5. Selection procedure and criteria

The call for applications shall be conducted by a special commission in accordance with the provisions of the General Administrative Procedure Act. The commission is appointed by a decision of the Director of the Public Fund.

Under this call for applications, scholarships shall be awarded to two candidates meeting the requirements of this call in the order in which the Public Fund receives complete applications.

If more complete applications meeting the conditions are received on the same day, the selection will be made according to the criterion of the highest average grade achieved at the high school level⁸.

Applications received after the two available scholarships have been awarded will not be processed.

6. Power of attorney

A candidate living abroad during the procedure related to this call for applications may grant power of attorney to another person with residence in the Republic of Slovenia.

The power of attorney form is part of the documentation and is available at the website or the headquarters of the Public Fund. The authorisation submitted on such a form needs no certification by a notary. The power of attorney must be submitted in the original and be signed by both the candidate and the representative.

7. Processing of applications, contract and payments

The Public Fund will issue decisions on the outcome of the call to all candidates. After a decision has become final and the documents required in the decision have been submitted by the candidate, the Public Fund and the selected candidate shall conclude a scholarship contract.

The contract defines all the obligations of the scholarship recipient in accordance with the SPP. The payment of scholarship fees is carried out according to the regulations in the contract.

8. Accessibility of documentation

⁶ Change (OG, 43/12): in section 4. *Documentation* the point 2 of the second paragraph, which stated "The International Baccalaureate (IB) degree, including grades achieved" is changed so that it now states: "Document, issued by a Slovene higher education institution, stating that the candidate meets enrolment criteria for undergraduate or homogenous master studies in study area *72 Health* at this institution"

⁷ Change (OG, 43/12): in section 4. *Documentation* the point 3 of the second paragraph, which stated "The transcript of grades achieved according to the International Baccalaureate (IB) programme", is deleted.

⁸ Change (OG, 43/12): in section 5. *Selection procedure and criteria* in paragraph 3 the following text is deleted: "International Baccalaureate programme"

The call for applications, the application form and the power of attorney form are available at the website www.sklad-kadri.si or at the office of the Slovene Human Resources Development and Scholarship Fund, Dunajska 22 (6th Floor), Ljubljana, during office hours.

Office hours are Monday, Tuesday and Thursday from 9am to 3pm, Wednesday from 9am to 4pm and Friday from 9am to 2pm.

9. Deadline and submission of applications

The application (the completed and signed application form, including the required documentation) must be submitted to the *Javni sklad Republike Slovenije za razvoj kadrov in štipendije*, Dunajska 22, 1000 Ljubljana (**with the note: Call for Applications No. 116**).

The application may be submitted in person to the Public Fund's address during office hours or by post. The application must be sent by registered mail (R); the sending date is essential. Applications submitted via e-mail will not be considered.

The closing date is a rolling deadline starting on the day the call for applications is published in the Official Gazette of the Republic of Slovenia and continuing until two scholarships are awarded, but no later than 31 August 2012.

An application is considered on time if it is received prior to the closing date. Applications received after this date will not be processed.

The application is considered as complete if it is submitted on the application form and includes all required documents and information. Candidates whose applications are incomplete will be invited to supplement them. If a candidate fails to do so by the deadline stated in the invitation to complete the application, his/her application will not be processed. No administrative fees are charged for an application under this call, as per the Administrative Fees Act (Official Gazette of the Republic of Slovenia No. 106/10-UBP5).

Applications that fail to meet the requirements of this call for applications will not be processed. Applications submitted after both available scholarships have been awarded and before the closing date will not be processed.

An appeal against the decision will be dealt with by the Ministry of Labour, Family and Social Affairs. The applicant may file an appeal within fifteen (15) days after having been notified of the decision. In the appeal, the candidate must state in detail the reasons for the appeal. Appeals do not affect the signing of contracts with selected candidates.

10. Additional information

Additional information may be obtained from the website of the Public Fund www.sklad-kadri.si under the heading *Razpisi in objave*, by phone or in person at the headquarters during office hours: Monday to Friday from 9am to 12noon, and Wednesday between 2pm and 4pm – contact person: Darinka Trček, phone: +386 (0)1 434-10-88, e-mail: darinka.trcek@sklad-kadri.si.

Javni sklad Republike Slovenije za razvoj kadrov in štipendije
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