

## THIS IS AN UNOFFICIAL TRANSLATION

Warning: Unofficial translation represents an informative document. Original text in Slovene language forms the legal basis for any cases relating to this call for applications.

Number: 1101-1/2015-4

On the basis of Article 49 of the Scholarship Act (Official Gazette of the Republic of Slovenia No. 56/13 and 99/13 ZUPJS-C, hereinafter referred to as ZŠtip-1), Regulation of awarding of Ad futura scholarship (Official Gazette of the Republic of Slovenia No. 76/14: hereinafter referred to as Pravilnik), Business and Financial Plan of Slovene Human Resources Development and Scholarship Fund for the year 2015, adopted by the Government of the Republic of Slovenia on 16. 7. 2015, and revised Business and Financial Plan of Slovene Human Resources Development and Scholarship Fund for the year 2015, adopted by the Government of the Republic of Slovenia on 9. 9. 2015 Slovene Human Resources Development and Scholarship Fund (hereinafter referred to as the Fund) hereby announces the following

### **Public Call for applications for the award of scholarships to foreign nationals for study in Slovenia based on development agreements in the year 2015 (Call for Applications No. 196)**

#### **1. Subject-matter of the Call for Applications**

The subject-matter of this Call for Applications is the award of scholarships for education to a maximum of 3 (three) applicants, nationals of Ukraine, for postgraduate studies at higher education institutions in the Republic of Slovenia for individual level of education as follows:

- 3 scholarship for master's studies, or
- 2 scholarship for master's studies and 1 scholarship for doctoral studies, or
- 2 scholarships for doctoral studies.

Under this Call for Applications, it is not possible for an applicant to receive a scholarship for uniform master's study programme.

The scholarship is granted for the current or the following academic year, depending on the date of the application, until the completion of the programme. The decision to grant a scholarship for the current or following academic year is based on the actual commencement of studies. The scholarship covering living costs may also be granted for the period from the conclusion of the study programme to the attainment of a degree, but only for a maximum of 12 (twelve) months after the conclusion of the study programme.

The purpose of the call is to promote international education, to achieve a higher level of education for the citizens of partner countries and to acquire knowledge in priority areas, with the aim of returning the scholarship holder to a partner country in order to contribute to its long-term sustainable development.

#### **2. The amount of resources available for the call for applications and the amount of the scholarship**

The total value of the Call for Applications is EUR 100,000 for the entire period for which the selected applicants are awarded scholarships.

Scholarship is awarded for:

- Living costs in the amount of EUR 700 per month that is, as a general rule, transferred monthly. The scholarship covering living costs is intended for the costs of health insurance, accommodation and food, as well as for other costs related to studying in the Republic of Slovenia.
- Tuition fees in the set amount but not more than EUR 5.000,00 per individual academic year, that is, as a general rule, transferred in compliance with Article 56. of ZŠtip-1.

The tuition fee is the amount paid annually by an individual to an educational institution for participation in a selected study programme, and does not include any other mandatory or non-mandatory payments required by educational institutions, such as enrolment fees, the cost of study materials, laboratory insurance and other fees.

### **3. Conditions for participation**

Applicants must meet the following conditions:

- 3.1 They are nationals of Ukraine and are not at the same time nationals of Slovenia and in Republic of Slovenia did not acquire long-term resident status and will not obtain citizenship of the Republic of Slovenia throughout the duration of the studies subject to scholarship under the present call for applications;
- 3.2 They have been nominated for scholarships for the current call for proposal by a relevant institution in Ukraine;
- 3.3 They are accepted or enrolled at master's or doctoral programme at an accredited educational institution in the Republic of Slovenia for an accredited programme, whereby they will attain a recognised level of education and obtain a valid degree upon completing the programme;
- 3.4 The level of education obtained by the study from the previous point will be higher from the highest level they have already obtained at any previously finished studies or they will obtain at any studies they are about to finish,
- 3.5 They were not yet enrolled in the same year at the same or higher level of education,
- 3.6 They are not accepted or enrolled in uniform master's study programme,
- 3.7 They will have a valid permit for temporary residence in the Republic of Slovenia for the purpose of study that is subject to scholarship under the present call for applications, pursuant to Aliens act (Official gazette of Republic of Slovenia, no. 45/14- official consolidated text, 90/14, 19/15 in 47/15 – ZZSDT) and will also reside in Republic of Slovenia,
- 3.8 They will have student status in the Republic of Slovenia throughout the duration of the studies subject to scholarship under the present call for applications,
- 3.9 The study concerned is not organised in the form of distance learning or conducted only through occasional consultations in the Republic of Slovenia,
- 3.10 They will not be receiving state or Zois scholarship throughout the duration of the studies subject to scholarship under the present call for applications,
- 3.11 They will not be receiving any other scholarships or any other grants or similar funding for studies awarded under other regulations in Republic of Slovenia,
- 3.12 They will not be employed or self-employed in the Republic of Slovenia or abroad throughout the duration of the studies subject to scholarship under the present call for applications,
- 3.13 They will not be registered as an unemployed person with the Employment Service of Slovenia or with the relevant institution of this type abroad throughout the duration of the studies subject to scholarship under the present call for applications,
- 3.14 They will not obtain the status of manager in a corporation or a director of private institute throughout the duration of the studies subject to scholarship under the present call for applications,
- 3.15 On the first day of receiving scholarship they will not attain 28 years.

If the applicants will be granted scholarship under this call for proposal, they will have to meet the above mentioned conditions throughout the duration of the studies subject to scholarship under the present call for applications.

#### 4. Documentation

Applicant must submit an original, **fully completed and signed application form**.

The applicant who does not yet reside in Republic of Slovenia during the procedure related to this call for applications **must, when applying for scholarship, give the power of attorney** to a person with residence in the Republic of Slovenia for all the actions in the procedure of awarding scholarships, in accordance with point 6 of the present call for applications.

Applicants must also submit the following **documents to verify that they meet the conditions and criteria**:

- 4.1 Certificate of citizenship and residence in the applicant's country, issued by the relevant authority, or a copy of a valid passport, which will be used by the Public Fund to determine citizenship and residence in the applicant's country;
- 4.2 Letter of acceptance or proof of enrolment in a master's (second level) or doctoral programme (third level), issued by the relevant Slovenian higher education institution, including the full name of the programme and the academic year in which the applicant commences the programme on the tuition fees, if the tuition fees are charged to the applicant;
- 4.3 Letter of nomination issued by the relevant authority of Ukraine.

The documents referred to in the preceding paragraph may be photocopies. However, the Public Fund reserves the right to request original documents. Documents issued electronically are considered copies. The Public Fund will not return the submitted documents.

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

#### 5. Selection procedure and criteria

The procedure for this Call for Applications is conducted by an official in accordance with the provisions of the General Administrative Procedure Act.

Scholarships are awarded to applicants who meet the conditions in the order in which the Public Fund receives complete applications and until all the available funds have been expended or a maximum three available scholarships awarded, whichever is earlier.

Should several complete applications meeting the set conditions arrive on the same day and should the total amount of funds applied for exceed the funds available for this Call for applications; the selection will be conducted according to the criterion of the highest average grade achieved in the last fully completed education programme in which grades were awarded. In this case, applicants will be invited to submit a certificate verifying the grades awarded in the last fully completed educational programme with a numerical grading system and the official grading scale, including a legend, issued by the educational institution at which the candidate completed the educational programmes, or by another relevant institution.

The scholarship is awarded in the whole amount also to an applicant, that would, considering the available resources still available under the present call for applications, be granted just a part of scholarship.

Applications received after all available funds have been spent or a maximum three available scholarships have been awarded will be rejected.

## **6. Power of attorney**

Applicants living abroad during the procedure under this Call for Applications must grant power of attorney to a person residing in Slovenia. Applicants may not hold their own power of attorney.

The power of attorney form is part of the documentation and is available at the website or the head office of the Public Fund.

The power of attorney form must be submitted in the original and be signed by both the applicant and the trustee.

## **7. Deadline and submission of applications**

The Call for Applications has a rolling deadline, starting on its date of publication and continuing until all available funds have been spent or maximum three available scholarships awarded, whatever is earlier (closing date). If all funds are not used up by 31 December 2020, the call will be closed and applications will no longer be possible.

The application (the completed and signed application form, including the required documentation) must be sent to Javni sklad Republike Slovenije za razvoj kadrov in štipendije, Dunajska 22, 1000 Ljubljana (with a note on the envelope: Call for Applications No. 196).

The application may be submitted in person to the Public Fund during office hours or by post.

An application is considered on time if it is received before the closing date. If the application is sent by registered mail (R) the sending date is considered the date of receipt.

Applications received after closing date will be rejected.

An application is considered complete if it is submitted on the application form and includes all the required documents and information as set in this Call for application.

Applicants whose applications are incomplete will be invited to supplement them. If they fail to do so by the deadline specified in the invitation to complete the application, their application will be dismissed.

Applications sent by email, that will not be signed with a qualified digital certificate will not be processed.

In accordance with Article 28, item 26, of the Administrative Fees Act (Official Gazette of the Republic of Slovenia No. 106/10- official consolidated text, 14/15 – ZUUJFO in 84/15 – ZZelP-J), no administrative fees are charged for applications under this Call for Applications.

## 8. Decision process and contractual relationship

The Fund will issue decisions on the outcome of the call to all the applicants. The deadline for issuing the decisions is 60 days after the application that was been received under this call in due time has been complete.

After the positive decision has become final and the documents required in the decision have been submitted to the Fund by the applicants, the Fund and the selected applicants will conclude a scholarship contract.

As a general rule, the decision issued by the Public Fund requires proof of enrolment in the appropriate year of studies and academic year for which the scholarship has been awarded, and a statement or proof that a temporary residence permit has been obtained for the purpose of studies if these documents were not enclosed with the initial application, or other documents, if required.

The payment of the scholarship is only possible after the scholarship contract has been signed in line with Article 7. and 54. of ZŠtip-1.

For administration of payment of scholarship, obligations of scholarship holders as well as temporary suspension and termination of the scholarship contract the provision of chapter VI. and VII. and point 5. of IV. chapter of ZŠtip-1 shall apply.

## 9. Accessibility of documentation

The text of the Call for Applications, the application form and the power of attorney form are available at [www.sklad-kadri.si](http://www.sklad-kadri.si) or at the head office of the Slovene Human Resources Development and Scholarship Fund at Dunajska 22 (6th Floor), Ljubljana, during office hours.

## 10. Additional information

Additional information is available at the website of the Public Fund [www.sklad-kadri.si](http://www.sklad-kadri.si) under the heading Calls for Applications and 196. Public call (196. javni razpis), by telephone or in person at the Public Fund's head office during the following office hours: Monday to Friday from 9.00 to 12.00, and Wednesday also from 14.00 to 16.00. The contact person is Doris Sattler, telephone no.: +386 1 434 58 92, e-mail: [doris.sattler@sklad-kadri.si](mailto:doris.sattler@sklad-kadri.si).

### **Javni sklad Republike Slovenije za razvoj kadrov in štipendije (Slovene Human Resources Development and Scholarship Fund)**

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