



THIS IS AN UNOFFICIAL TRANSLATION

Warning: Unofficial translation represents an informative document. Original text in Slovene language as it was published in the Official Gazette of the Republic of Slovenia forms the legal basis for any and all cases relating to this call for applications.

In pursuance of paragraph 2 of Article 6 of the Act about remodelling public institution "Ad futura, Science and Education Foundation of the Republic of Slovenia, Public Fund" into the Slovene Human Resources Development and Scholarship Fund (OG of the RS No. 51/09), in accordance with the Business and Financial Plan of the Slovene Human Resources Development and Scholarship Fund for the year 2009, adopted by the Government of the Republic of Slovenia at its 33rd regular session held on June 24th, 2009, and with the Rules on General Conditions Governing the Activities of the Slovene Human Resources Development and Scholarship Fund (OG of the RS No. 33/08, 73/08) and the contract no. 1811-09-000118 dated July 29th, 2009, the Slovene Human Resources Development and Scholarship Fund (hereinafter referred to as the "Public Fund") is announcing the following

Public call for applications for scholarships for postgraduate studies of citizens of the Republic of Kosovo in the Republic of Slovenia

1. The subject of the call for applications

The subject of this call for applications are scholarships for citizens of the Republic of Kosovo for pursuing postgraduate doctoral studies in natural sciences, technology or medicine at higher education institutions in the Republic of Slovenia, specifically for:

- **tuition;** the highest granted amount of yearly scholarship for tuition for an individual year of study according to this call for applications shall equal 100% of tuition, but not more than EUR 3.000,00 per each academic year;

and

- **living expenses;** in the amount of EUR 625,00 per month.

Tuition is considered to be the amount paid annually by an individual to an educational institution for participation in the education programme. Tuition shall not include any other payments, mandatory or otherwise, made to the educational institution, such as costs of registration, study materials, memberships in organisations or clubs, contributions for the use of laboratory, health or other insurance and other costs.

The scholarship for tuition and living expenses shall be granted for the chosen postgraduate programme based on the specified duration of the programme in years; the scholarship for living expenses shall also be granted for the time after the completed programme until the completion of the studies with a successful oral defense of the final thesis, but for maximum 12 months after conclusion of the specified duration of the programme.

2. The value of the call for applications

The total value of the call for applications is EUR 151.800,00 for all years of study of the chosen candidates from the academic year, in which the scholarship has been awarded, onward for the specific postgraduate programme. Funds for this call have been provided in full by the Government of the Republic of Slovenia.

3. Conditions of the call for applications

A candidate must meet the following conditions:

- he/she is a citizen of the Republic of Kosovo, 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 study, for which he/she is applying for scholarship,
- his/her permanent residence is in the Republic of Kosovo and he/she resided in the Republic of Kosovo prior to the beginning of the study he/she is applying for scholarship for,
- he/she doesn't have a temporary residence outside of the Republic of Kosovo,
- he/she has not concluded undergraduate study in the Republic of Slovenia,
- he/she has been accepted or has enrolled in the first year of postgraduate doctoral studies in natural sciences, technology or medicine,
- the studies referred to in the previous indent shall take place under a publicly valid (accredited) study programme at a publicly valid (accredited) Slovene educational institution,
- he/she will be awarded a publicly valid diploma upon completion of his/her studies,
- he/she will have from the beginning of the study programme, for which he/she is applying for scholarship, a valid permit for temporary residence in the Republic of Slovenia for purpose of study,
- he/she will not come to the Republic of Slovenia under an academic exchange programme,
- he/she will have the status of student throughout the duration of the study programme, for which he/she is applying for scholarship,
- he/she will reside in the Republic of Slovenia for the whole period of his/her studies,
- the study concerned will not be conducted in the form of distance learning or mere consultations in the Republic of Slovenia,
- during the study concerned he/she will not be receiving any of the scholarships under Article 5 of the Scholarship Act (OG of the RS No. 59/07, (63/07-corrigenda, 40/09)), i.e. state, corporate or Zois scholarship,
- during the study concerned he/she will not be receiving any other scholarship or any other form of education grants under other regulations,
- during the study concerned he/she will not be employed or self-employed in the Republic of Slovenia,
- during the study concerned he/she will not be registered as an unemployed person with the Employment Service of Slovenia,
- the candidate has not previously concluded a scholarship contract with the Public Fund for the same study programme under a previous call for applications,
- during the study concerned he/she will not have and will not obtain the status of early stage researcher.

4. Documentation

A candidate must submit the **application form duly completed and signed**. Applications submitted without the application form will be dismissed.

Candidate who still lives abroad during the procedure related to this call for applications must, when applying, give the power of attorney to a person with residence in the Republic of Slovenia for all the actions in the procedure of awarding a scholarship, in accordance with the 6th chapter of this public call for applications.

A duly completed and signed application form and power of attorney must be submitted together with the documentation proving the fulfilment of the conditions and selection criteria:

1. a photocopy of a valid passport;
2. dully signed statement he/she holds a valid temporary residence permit (visa) in the Republic of Slovenia for the purpose of studying in accordance with Article 33 of the Aliens Act (OG of the RS No. 71/08 – UPB5, 47/09), in which he/she must state the date of issue and the number of this permit; if a candidate has not yet acquired such permit, he/she must submit an official certificate confirming the initiation of the procedure for obtaining such permit, issued by the diplomatic mission or embassy of the Republic of Slovenia abroad or responsible body in the Republic of Slovenia;
3. certificate from the respective authority of the Republic of Kosovo about a permanent residence in the Republic of Kosovo;
4. an enrolment or acceptance certificate to the postgraduate doctoral studies, issued by the relevant Slovene higher education institution;
5. the diploma of undergraduate studies;

6. a transcript of the records of all the grades achieved by the candidate during the last completed level of education;
7. a written confirmation of the annual tuition fee and duration of the studies to the name of the candidate, issued by a Slovenian educational institution;
8. confirmation by an educational institution in the Republic of Slovenia that the studies will be carried out fully in Slovenia.

Documentation from previous paragraph with exception of photocopy of a valid passport must either be original documents or certified copies. The Public Fund shall not return submitted originals or certified copies.

Documentation can be submitted in a non-Slovene language, but the Public Fund has the right to request a translation to Slovene language.

5. Selection procedure and delimiting criteria

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

Under this call for applications scholarships shall be awarded to the candidates fulfilling the conditions stated herein, based upon the order in which complete applications are received by the Public Fund, until the total amount available under this call for applications has been awarded.

If more than one complete application is received on the same day and the total amount requested by these applications exceed the remaining amount still available under this call for applications, the criteria of the higher average grade at the last completed education programme, which was graded with numerical marks, will be used for selection.

Applications of candidates, received after the available amount has been awarded in full, will be rejected.

6. Power of Attorney

Candidate who lives abroad during the procedure related to this call for applications must give power of attorney to a 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 at the headquarters of the Public Fund. The authorisation submitted on such form does not need certification by a notary.

Power of attorney has to be submitted in original.

7. Consideration of applications

The Director of the Public Fund shall issue all the candidates decisions relating to the outcome of the call for applications. 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 candidates shall conclude a scholarship contract.

8. Contract obligations

The scholarship recipient must regularly proceed to the next academic year and complete his/her studies until the date specified in the contract, and provide the Public Fund with the certificate of obtaining the postgraduate degree for which the scholarship has been awarded.

9. Accessibility of documentation

The call for applications, the application form and the power of attorney form can be obtained from the website www.sklad-kadri.si or at the office of the Slovene Human Resources Development and Scholarship Fund at Dunajska 22 (5th floor), Ljubljana, during office hours: Monday, Tuesday and Thursday from 9am to 3pm, Wednesday from 9 am to 4pm and Friday from 9am to 2pm.

10. Deadline and submission of applications

The application (the application form, duly completed and signed, together with the required documentation) must be submitted to the Javni sklad Republike Slovenije za razvoj kadrov in štipendije, Dunajska 22, 1000 Ljubljana (**adding a note: rd Call for Applications No. 73**).

The period of collecting applications is defined as an opened application deadline and starts on the day the call for applications is published in the Official Gazette of the Republic of Slovenia and continues until all available funds under this call for applications have been awarded.

The application can be submitted in person at the Public Fund's address, during office hours: Monday, Tuesday and Thursday from 9am to 3pm, Wednesday from 9am to 4pm and Friday from 9am to 2pm. The application is submitted in due time if the Public Fund receives it within the time limit for submission of applications. If the application is sent by registered mail, the day of posting is considered to be the day of receipt by the Public Fund.

The application is considered as complete if it is submitted on the requisite application form and contains all the required documents and information, as required by this call for applications. Candidates whose applications will be incomplete will be invited in writing to complete the applications. In case a candidate fails to complete the application within the time period determined in the request for completion, his/her application will be dismissed. Applications that will not meet the conditions of this call for applications will be rejected.

Appeal against the decision will be decided upon by the Ministry of Labour, Family and Social Affairs. The applicant can submit an appeal within fifteen (15) days after receiving the decision about his/her application. In the appeal the candidate must state in detail the reason for appeal. Entered appeal will not affect the signing of contracts with selected candidates.

In pursuance of the provisions of Paragraph 28, Point 26, of the Administrative Fees Act (OG of the RS No. 14/07-UBP3, 126/07), the application is exempt from fee.

11. Additional information

Additional information can be obtained from the Public Fund's website www.sklad-kadri.si under Scholarships and Grants -> Call for Applications No. 73, in person or by phone at the headquarters during official hours: Monday to Friday from 9am to noon, and Wednesday also between 2pm and 4pm – contact person: Darinka Trček, tel. +386 (0)1 434-10-88, e-mail: darinka.trcek@sklad-kadri.si.

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