

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 Article 6 of the Act about conversion of public institution "Ad futura, Science and Education Foundation of the Republic of Slovenia, Public Fund" in Slovene Human Resources Development and Scholarship Fund (OG of the RS No. 51/09) and in accordance with the Business Plan of the Slovene Human Resources Development and Scholarship Fund for the year 2010, adopted by the Government of the Republic of Slovenia at its 82rd regular session held on 13 May 2010, and with the Rules on General Conditions Governing the Activities of the Slovene Human Resources Development and Scholarship Fund (OG of the RS No. 91/09) (hereinafter referred to as "RGC"), the Slovene Human Resources Development and Scholarship Fund (hereinafter referred to as the "Public Fund") is publishing the following

Public call for applications for scholarships for doctorate studies of foreign citizens in the Republic of Slovenia in the academic year 2010/2011

1. The subject of the call for applications

The subject of this call for applications are scholarships for foreign citizens pursuing doctoral studies in natural sciences, technology or medicine at higher education level institutions in the Republic of Slovenia from academic year 2010/2011 onward, till the end of studies.

For classification of study field in the area of education classification KLASIUS-P of Statistical Office of the Republic of Slovenia (hereinafter referred to as SURS), available at <http://stat.si/doc.klasif/Klasius-P.pdf>, shall apply. The following categories of the classification KLASIUS_P fall into fields of natural sciences, technology and medicine:

- 4. *Natural Sciences, Mathematics and Computer Science*
- 5. *Engineering, Production Technologies and Civil Engineering*
- 6. *Agriculture, Forestry, Fischery and Veterinary Science*
- 72. *Health*
- 84. *Transportation Services*
- 85. *Environmental Studies.*

Interdisciplinary and other study programmes will be classified based on the publicly available information about the study programme. Distribution of credits, hours and courses, and if necessary also the purpose and scope of study programme, will be taken in consideration for classification of such programme into one of the areas as per KLASIUS-P. If both study fields will be equally represented, the study field more favourable for the candidate will be considered as predominant.

The scholarship is granted 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 3,000.00 EUR, for individual study year of doctoral studies,

and

- **living expenses**; in the total amount of 7.500,00 EUR for each year.

Tuition is considered to be the amount paid annually by an individual to an educational institution for participation in the education programme. Tuition does not comprise any other payments, mandatory or not, made to an 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.

2. The value of the call for applications

The total value of the call for applications is 500.000,00 EUR for all years of study of the chosen candidates from the academic year 2010/11 onward for individual doctoral programme.

The right to scholarship shall be granted from the study year that starts in calendar year 2010, onward, but no longer that till the end of the study programme, to which the candidate is enrolled. The candidate must enrol and start studying in the study year, in which he is enrolled, in the calendar year 2010.

3. Conditions of the call for applications

A candidate must meet the following conditions:

- he/she is 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 outside the territory of the Republic of Slovenia,
- he/she has not concluded undergraduate study in the Republic of Slovenia,
- he/she has been accepted or has enrolled for doctoral studies in natural sciences, technology or medicine in the academic year 2010/2011,
- 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 valid permit for temporary residence in the Republic of Slovenia for the study programme for which he/she is applying for scholarship,
- he/she shall not come to Slovenia under an academic exchange programme,
- he/she will have the status of student throughout the study period of the scholarship applied for,
- he/she will live in the Republic of Slovenia for the whole period of his/her studies, however exchanges abroad, if they are part of the study programme are allowed if they are not carried out in the student's home country,
- the study concerned is not organised in the form of distance learning or mere consultations in the Republic of Slovenia,
- during the study, for which he/she is applying for scholarship, he/she will not be receiving any of the scholarships based upon the Scholarship Act,
- during the study, for which he/she is applying for scholarship, he/she will not be receiving any other scholarship or any other form of education grants under other regulations in Republic of Slovenia,
- during the study, for which he/she is applying for scholarship, he/she will not be employed or self-employed in the Republic of Slovenia or abroad,
- during the study, for which he/she is applying for scholarship, he/she will not be registered as an unemployed person with the Employment Service of Slovenia or with the relevant institution of this type abroad,
- the candidate has not previously concluded a scholarship contract with the Public Fund for the same study programme at 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 **duly completed and signed application form and statement** that allows to the public fund the inquiries at the educational institution about his/her studies.

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 for awarding a scholarship, in accordance with point 7. of this public call for applications.

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

- 4.1. a photocopy of a valid passport;
- 4.2. documentation related to the residence in the Republic of Slovenia
 - a) for citizens of countries of European Economic Area: certificate confirming that request of issuing or renewal of certificate of declaration of residence has been filed;
 - b) for third country nationals: duly signed statement of acquisition of a permit for temporary residence 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 indicate the date and the number of issuing of this permit; if a candidate has not yet acquired this 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;
- 4.3. an enrolment or acceptance certificate for the academic year 2010/2011 for doctoral studies;
- 4.4. a confirmation of the status of doctoral student, in particular:
 - a) if the candidate is enrolling in a study of the 3rd Bologna cycle – confirmation of the educational institution that the student is being enrolled into such study,
 - b) if a candidate already holds a master's degree and is enrolling into research doctoral studies – confirmation from an educational institution that the student is accepted in the 3rd year of research doctoral studies,
 - c) if a candidate is enrolled in a postgraduate study in the academic year 2009/2010 and will not complete this study with a master's degree but he/she has already been granted a direct transfer to doctoral studies in the academic year 2010/2011 – confirmation from the educational institution that the student has been granted a direct transfer from master's to doctoral studies after completion of the first or second year of postgraduate studies,
 - d) if a candidate is enrolling in a four-year doctoral degree program after having completed undergraduate studies at an independent institution of higher education – confirmation by the educational institution of implementation of four-year doctoral study programmes;
- 4.5. the diploma of undergraduate studies;
- 4.6. the diploma of the last completed post-graduate degree, if the candidate completed it;
- 4.7. a transcript of the records of all the grades achieved by the candidate during the last completed level of education; if a candidate completed these studies outside Slovenia, he/she has to submit the official grade scale issued by the educational institution where the studies were completed; candidates that completed their studies in Croatia, Bosnia and Herzegovina, Serbia, Montenegro or Macedonia do not need to submit the official grade scale;
- 4.8. a written confirmation of the annual tuition fee and duration of the studies, issued by a Slovenian educational institution with the name of the candidate on it;
- 4.9. confirmation by an educational institution in the Republic of Slovenia that the studies will be carried out fully in Slovenia;
- 4.10. Supporting documents proving individual or joint authorship of published scientific articles:
 - a) for publications: a list of bibliographical units from a joint database Cobiss (if one exists in the candidate's country) or for each publication a photocopy of the first page of the articles, tables of contents and title of publications, from which the authors and catalogue record about the publication, with ISBN or ISSN number, are transparent (with translation into Slovene or English),
 - b) for active participation at a scientific conference: for each participation a photocopy of the title page and table of contents of the brochure on the contributions at the conference, from which authors and catalogue records about the publications, with ISBN or ISSN numbers, are transparent (with translation into Slovene or English);

Supporting documents, except from those under point 4.1 and 4.10 of the previous paragraph, must be either original documents or certified copies. The Public Fund does not return submitted originals or certified copies.

Supporting documents can be submitted in a foreign language but the Public Fund has the right to request a translation to Slovene language.

5. Selection criteria

The maximum possible number of points is 60. Points are awarded on the basis of the following two criteria:

a) Published scientific articles – 30 points

Only the articles, published in a scientific periodical publication or in an individual publication (monograph), that are not result of study obligations of the candidate shall be considered.

maximum number of points = 30	
Publication of scientific article in individual authorship in a national or foreign periodical or individual scientific publication (monograph)	each publication – 10 points
Publication of scientific article in joined authorship published in a national or foreign periodical or individual scientific publication (monograph)	each publication – 7 points
Active participation at a scientific conference (lecturing, poster, etc.) in individual or in joined authorship	each active participation – 3 points

To be taken into account for awarding points under this selection criteria, the article must fulfil the conditions of this call for proposals and be listed in the application form. Articles can only be considered for points if they were published or included in the joint database Cobiss (if one exists in the candidate's country) until no later than 15.09.2010.

If the candidate provides photocopies of the first page of specific article, table of contents and title of publications, from which the authors and catalogue record about publication are transparent, then such publication must have ISBN or ISSN number for this article to be taken into account for awarding points.

If the candidate provides a list of bibliographical units from a joint database Cobiss (if one exists in the candidate's country), the listed bibliographical units have to be categorised to be considered for awarding points under this criteria. This means it must be apparent from the list of the joint database that a specific article is categorized as scientific article or active participation at a scientific conference. Articles on the list that will not be appropriately categorized, will not be taken into account for awarding points.

b) Average assessment grade – 30 points

The points are assigned as follows:

- grade point average from including 6.0 to 7.0 - 0 points
- grade point average from including 7.0 to 7.6 - 5 points
- grade point average from including 7.8 to 8.0 - 10 points
- grade point average from including 8.0 to 8.8 - 20 points
- grade point average from including 8.8 to 9.5 - 25 points
- grade point average from including 9.0 to including 10 - 30 points

To calculate the average grade all grades from the transcript under Point 4.7 of the present document shall be taken into account. Grades obtained at educational institutions outside Slovenia shall first be

converted to the Slovene higher education scale and base on such conversion the average shall be calculated.

6. Selection procedure and delimiting criteria

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

The applications complying with the conditions of the public call shall be evaluated by the commission according to the criteria determined by this public call; the commission shall compile a priority list of the candidates on the basis of the points achieved, from the candidate with the highest to the one with the lowest score.

Among the candidates whose applications comply with the conditions of the public call, scholarships will be awarded to those with higher number of points achieved in respect of the public call criteria.

If several candidates have the same number of points, they will be additionally ranked by their average grade, on the basis of which points for successful studies were assigned.

7. Authorisation

Candidates who live abroad during the procedure related to this call for applications must give power of attorney to a person (trustee) 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.

Power of attorney has to be submitted in original and must be signed by both the candidate and by the trustee.

8. Consideration of applications, conclusion of contracts and scholarship payment

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 contract of scholarship.

Scholarship payment can only be executed after concluding the contract of scholarship.

Contract of scholarship is concluded in accordance with RGC.

9. Accessibility of documentation

The call for applications, the application form and the authorisation 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 (6th floor), Ljubljana, during office hours: Monday, Tuesday and Thursday from 9.00 to 15.00 o'clock, Wednesday between 9.00 and 16.00 and Friday between 9.00 and 14.00 o'clock.

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: za 91. javni razpis**).

The period of collecting applications starts on the day the call for applications is published in the Official Gazette of the Republic of Slovenia and continues until the expiry of the deadline, i.e. Wednesday **22. September 2010**.

An 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 can be submitted personally at the Public Fund's address, during office hours: Monday, Tuesday and Thursday from 9.00 to 15.00 o'clock, Wednesday between 9.00 and 16.00 and Friday between 9.00 and 14.00 o'clock.

Applications submitted after the expiry of the application period shall be dismissed.

An application is considered as complete if it is submitted on the requisite application form and contains all the required documents and information, as provided in this public call.

Candidates whose applications will be incomplete will be invited 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.

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 -> 91th Call for Applications, or at the headquarters or telephone number of the Public Fund, during official hours: Monday to Friday from 9.00 to 12.00 o'clock, and Wednesday also between 14.00 and 16.00 o'clock – contact person: Doris Sattler, tel. +386 (0)1 434-58-92, e-mail: doris.sattler@sklad-kadri.si.

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