

Application agreement for a Deutschlandstipendium from the Harz University of Applied Sciences

This application agreement should make it easier for you to apply for the Deutschlandstipendium at the Harz University of Applied Sciences. Please follow the instructions and read the instructions and the declaration of participation carefully.

1. Instructions

A complete on-line application includes the following documents:

- signed application agreement
- the transcript of records for the certificate of aptitude for higher education, for foreign transcripts of records – a translation that can be transferred to the German system and a conversion into the German grading system
- current grades overview (if you are in the 1st subject semester of your master's program, please enclose your bachelor's certificate)
- weighted average grade (available on request from the Admission and Registrar's Office)
- a tabular CV
- a letter of motivation not exceeding 2 pages
- current certificate of enrolment
- evidence of extra-curricular or extra-professional engagement, awards, prizes etc.

Please upload the signed application agreement to the appropriate place in the application portal and hand in the original in the University Communications and Marketing department.

2. Note on Data Protection

The personal data you enter here will be treated confidentially and will only be collected and processed for the selection of suitable applicants and for the implementation of the Deutschlandstipendium. The legal basis is § 10 StipG/[Stipendienprogramm-Gesetz] (German Scholarship Act). Under this legislation, applicants for the scholarship programme are obliged to provide the information required to check the performance and suitability requirements and to provide appropriate evidence. We are aware that some of the information is highly confidential. Some of the information (e.g. about illnesses, migration background) is also known as special personal data according to the Federal Data Protection Act/[Bundesdatenschutzgesetz]. Your data will always be treated as confidential. Of course, people involved in the selection process are also required to maintain confidentiality.

Statistics/Evaluation/Anonymisation

Pursuant to § 13 StipG, we are required to transmit scholarship data to the Federal Statistical Office for the recording of a federal statistics. This is done under a pseudonym, i.e. without notifying your name.

Samples to exclude double funding

In accordance with § 4 Para. 2 StipG, the Federal Ministry of Education and Research (BMBF) carries out samples of data for supported students to avoid double funding. For this purpose, the BMBF may query, store and compare the name, first name, date of birth, address and university location of individual sponsored students and compare them with data from other supporting institutions. The university is legally required to transmit this data. Once the sample has been carried out, the data will be destroyed. For this purpose, the data will be stored in the event of a scholarship being awarded for a period of six years after the end of the grant. If your application is not successful in this selection procedure, we will store your data for a maximum of 12 months in order to simplify re-application in the next selection procedure and, if necessary, to be able to take you into account in any follow-up procedure.

3. Statement of participation

I hereby assure that I have taken note of the relevant data protection statements. In particular, I have been informed that I myself determine the amount of personal data provided for the application for the Deutschlandstipendium. I have noted that it is up to me to decide which information I provide for the application. In addition, I declare my agreement that the personal data I provide in accordance with § 10 StipG will be processed by the Harz University of Applied Sciences for the purpose of granting a Deutschlandstipendium. I can revoke my consent at any time. If this consent is revoked, my data will be deleted immediately and the documents submitted will be destroyed in accordance with data protection law. Note: in the event that consent is not granted or is revoked, the requested scholarship cannot be granted or can no longer be granted.

Salutation:

First name:

Surname:

Date of birth:

Matriculation number: (if already available)

Correspondence address

Street, house number:

Postcode, city:

Country:

E-mail address:

Telephone:

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I hereby confirm that the information I have provided is correct and complete to the best of my knowledge. I am aware that there is no legal right to receive a Deutschlandstipendium. I hereby state that I will not receive any other talent and performance-related material support from a sponsorship organisation or any other domestic or foreign institution, whose financial support exceeds EUR 30 per month. Benefits under the BaföG (German Federal Training Assistance Act) do not count as other funding and can be obtained in addition to the Deutschlandstipendium. If incorrect information is provided, the Deutschlandstipendium can be reclaimed in whole or in part.

Place, Date

Signature