



UNIVERSITÄT
BAYREUTH

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The University of Bayreuth's guidelines for awarding scholarships in the *Deutschlandstipendium* programme

To regulate the awarding of scholarships under the Act on the Establishment of a National Scholarship Programme (Scholarship Programme Act - StipG) of 21 July 2010 (BGBl. I P. 957), last amended by Art. 74 of the Act to Dismantle Written Form Orders in Administrative Law of the Federation of 29 March 2017 (BGBl. I p. 626) in conjunction with the Ordinance on the Implementation of the Scholarship Programme Act (Scholarship Programme Ordinance - StipV) in the currently valid version, the University Governing Board of the University of Bayreuth issued the following guidelines on 15 March 2011, which were last amended by resolution of the University Governing Board on 28 April 2026:

1. Purpose of the scholarship

The purpose of the scholarship is to support talented students of the University of Bayreuth who can be expected to perform outstandingly in their studies or profession or who have already done so.

2. Eligibility

- (1) Funding can be given to those who are enrolled in a programme of study at the University of Bayreuth.

- (2) A scholarship is not awarded if the student receives another talent and performance-related material grant from the funding agencies funded by the federal government (30 euros per month or more).

3. Type and scope of funding

- (1) ¹As a rule, the amount of the scholarship is 300 euros per month; the scholarship is paid as a non-repayable grant. ²Of the 300 euros, 150 euros are borne by a private donor and 150 euros by the federal government.
- (2) ¹Scholarships should be granted for at least two semesters. ²The funding period generally begins on 1 October of each year.
- (3) Scholarships are awarded regardless of income and can be combined with BAföG funding.
- (4) There is no legal entitlement to the scholarship or the scholarship benefits.
- (5) If eligibility ceases, the scholarship can be cancelled by the University of Bayreuth at any time without notice.
- (6) The scholarship may not be made contingent on any consideration for the private donor, nor on any employee activity or declaration of intent with regard to any subsequent employee activity.

4. Application and selection procedures

- (1) ¹The University Governing Board of the University of Bayreuth announces the scholarships which are generally to be awarded for Winter Semester by announcing them in a suitable form in a generally accessible place, in particular on the website of the University of Bayreuth.
- (2) ¹The following shall be included in the announcement:
1. the estimated number of scholarships,
 2. the disciplines or areas for which there are scholarships available at the time of the announcement,
 3. the regular award period,
 4. which application documents are to be submitted in accordance with paragraph 4,

5. the form of application and the office to which it must be submitted,
6. the closing date for the submission of applications,
7. a note that only fully completed online applications will be considered; applications that are not submitted in full and in due form by the deadline will not be considered in the selection procedure.

²The announcement will indicate that applicants with severe disabilities will be given preferential treatment if their other qualifications are essentially the same. ³In addition, women should be expressly invited to apply.

- (3) ¹Applications must be submitted for the subject in which enrolment has been carried out or applied for. ²Please use the online application form provided by the University of Bayreuth for your application. ³For each student, only one online application will be considered; if several online applications are submitted, only the most recently submitted application will be considered.
- (4) ¹The following application documents, in particular, must be submitted online with the completed online application form for a scholarship:
1. page 3 of the application agreement, filled in and signed,
 2. letter of motivation not exceeding one page,
 3. CV,
 4. certificate of higher education entrance qualification or corresponding proof and, if applicable, proof of any other special qualifications required for the degree programme in question; in the case of a foreign higher education entrance qualification, both a translation that can be transferred to the German system and a conversion of grades into the German grading system,
 5. applicants who are currently enrolled in a degree programme: Performance overview of examinations taken, credit points earned, and (preliminary) final grade,
 6. for applicants for a master's degree in addition to master's students: additional certificate of the first degree and, if applicable, any further achievements required according to the admission and selection regulations for the master's programme.

²In order to verify that the selection criteria (No. 5 para 4) are met, the following application documents should also be submitted:

e.g., internship or work references, proof of any special awards or prizes, other skills and other involvement;

if the additional selection criteria are not substantiated, they will not be taken into account in the selection process.

³Further application documents may be specified in the call for applications or the application agreement. ⁴If the application documents are not in German or English, an officially certified translation in German must be enclosed.

- (5) Provided that sufficient funds are available and the continued eligibility for funding is confirmed already approved scholarships may be extended (continued funding). A prerequisite for this is the timely submission of an application for continued funding. The application must be submitted via the online application form provided by the University of Bayreuth. The aptitude and performance certificates in accordance with No. 6 (3) must be submitted together with the completed online application.

5. Scholarship selection committee

- (1) From the applications submitted in due form and time, the scholarship selection committee selects the applications that can be accepted for funding with the selection criteria according to paragraph 4, and further applications that move up in a waiting list determined by it, if applications included in the selection are subsequently withdrawn or not approved for other reasons.

- (2) ¹The scholarship selection committee consists of

1. a member of the University Governing Board as chairperson,
2. a representative of the Presidential Advisory Board for Equal Opportunities and Diversity Management,
3. two student representatives,
4. three representatives of the professors,
5. two external members.

²The members pursuant to sentence 1 nos. 1, 2, 4, and 5 of the scholarship selection committee are appointed by the University Governing Board for a term of two years, the members pursuant to sentence 1 no. 3 for a term of one year. ³A deputy shall be appointed for each member pursuant to sentence 1 nos. 2 to 4; reappointment is permissible. ⁴If a member or alternate member resigns prematurely, a new member or alternate member shall be appointed for the remainder of the term of office.

- (3) ¹The scholarship selection committee constitutes a quorum if - after all members were duly invited - the majority of the members eligible to vote are present; proxy voting, to be carried out in writing, shall be taken into account when taking attendance and determining the voting power of members. ²Decisions shall be made by a majority vote of the members present; in the event of a tie, the chairman shall have the casting vote.

- (4) ¹The selection criteria are

1. for first-year students
 - a) the average grade of the higher education entrance qualification with

special consideration of the individual grades relevant for the chosen subject of study, or

- b) special qualifications that entitle the bearer to study the relevant course at the University of Bayreuth,
2. for students who are already enrolled, the academic achievements to date (including the last completed semester), in particular the ECTS points achieved or the results of the intermediate examination; for students in a master's programme, also the final grade of the previous programme.

2In the overall assessment of the applicant's potential, the following should also be considered in particular:

1. special successes, awards and prizes, a previous professional career, or internships,
2. extracurricular activities or activities outside of one's subject area such as voluntary work, social work, university government, political involvement, or involvement in religious societies, associations, or societies,
3. special personal or family circumstances such as illnesses and disabilities, the care of one's own children, in particular as a single parent, or a close relative in need of care, cooperation in a family business, gainful employment during studies, family background, or an immigrant background.

6. Awarding scholarships

- (1) 1The University Governing Board awards the available scholarships on the basis of the selection decision of the scholarship selection committee; the period of award shall be at least two semesters. 2Scholarships shall only be awarded if the applicant declares that he or she will not receive any other scholarship beyond the limits of § 4 para 1 StipG.
- (2) 1The granting of a scholarship or the extension of an award includes the decision on the period for which the scholarship will be awarded, the amount of the scholarship, and the duration of the scholarship. 2The letter of award specifies the further proof of talent and performance which the scholarship holder must provide in order to enable the university to carry out the annual review of talent and performance, as well as the time at which such proof must be submitted.
- (3) Further proof of talent and performance may be required:
 1. Certificates of achievements within the framework of the applicant's studies (in particular examinations, internships, stays abroad, excursions), which provide information about the quality of the achievement;

2. A short report by a teacher who administered at least one examination;
 3. a brief description of the scholarship holder's personal development since being granted the scholarship or since their last examination, in relation to their studies, possibly including special personal or family circumstances.
- (4) If an application for continued funding is submitted in due time in accordance with No. 4 (5), a decision on the extension of the award will be made ex officio within the maximum funding period.
- (5) ¹The award and extension are granted in writing or electronically and are subject to the condition that private and public scholarship funds are available for the award period.
- (6) ¹The payment of the scholarship requires that the scholarship holder be enrolled at the University of Bayreuth. ²If the scholarship holder changes universities during the award period, the scholarship will continue to be paid until the end of the current semester in accordance with the previous award. ³The length of the semester at the University of Bayreuth is decisive. ⁴It is possible to apply for a new scholarship at a new university.
- (7) The scholarship is also paid during the semester break and, in deviation from paragraph 6, during a subject-related stay abroad.

7. Extension of the maximum funding period; leave of absence

- (1) ¹The maximum funding period is generally based on the standard period of study and can only be extended beyond the standard period of study in justified cases. ²If the duration of study is extended for serious reasons, such as disability, pregnancy, the care and upbringing of a child or a subject-related stay abroad, the maximum funding period can be extended upon application. ³No. 6 para 5 applies *mutatis mutandis*. ⁴An extension of the maximum funding period must be applied for in writing to the University Governing Board of the University of Bayreuth and must include a statement of the reasons.
- (2) ¹The scholarship is not paid during a leave of absence from studies. ²If you resume your studies after your leave of absence, the award period of the scholarship will be adjusted at the request of the scholarship holder. ³The period of leave will not be counted towards the duration of the grant.

8. Termination

¹The scholarship terminates at the end of the month in which the scholarship holder

The University of Bayreuth is not liable for inaccuracies or mistakes in this English translation. In case of doubt, the German originals are to be used in a court of law.

1. successfully completed his or her university education; this is the case if the overall result of the successfully completed part of the programme is made known to the scholarship holder, but no later than the end of the second month after the month in which the last examination element was completed
2. he or she withdrew from their programme of study,
3. he or she changed to a different programme of study, or
4. he or she is excluded from studies.

² If the scholarship holder transfers to a different university during the period of award, the scholarship terminates at the end of the semester for which the scholarship continues to be paid according to No. 6 para 6 or 7.

9. Cancellation

¹The scholarship shall be cancelled with at least six weeks' notice to the end of a calendar month if the scholarship holder has not fulfilled the obligation under No. 10 paras 2 and 3 or receives further funding contrary to § 4 para 1 of the Scholarship Programme Act or if the higher education institution determines during the assessment that the eligibility and performance requirements for the scholarship are no longer met. ^{2R}Retroactive cancellation of the award is possible in particular in the case of double funding and also in cases where the scholarship was awarded on the basis of false information provided by the scholarship holder.

10. Obligation to cooperate

- (1) Applicants must fulfil their obligation to cooperate which is necessary for the selection procedure, in particular to provide the information and evidence required for assessment of the eligibility and performance requirements.
- (2) The scholarship holders must immediately communicate any changes in the circumstances that are relevant to the award of the scholarship.
- (3) The scholarship holders must provide the University of Bayreuth with the data required to fulfil its obligation to provide information pursuant to § 13 para 2 No. 1 and para 4 of the Scholarship Programme Act.

11. Programme of events

¹The University of Bayreuth shall foster contact between scholarship holders and private

sponsors in an appropriate manner, in particular by means of special joint events. It must also be ensured in the design of the programme that the scholarship is not made dependent on any reward (cf. No. 3 para 6).