

*Please note, only the German version of this translation is legally binding.*

## **Scholarship Regulations**

### **Preamble**

<sup>1</sup>The Georg-August University of Göttingen Public Law Foundation – hereinafter referred to as the University of Göttingen – promotes young academics from all branches of study at the university by awarding scholarships. <sup>2</sup>Within the context of internationalization, the intention is to provide an incentive for graduates and academics from abroad, in particular, to begin or continue their doctoral or research projects in Göttingen. <sup>3</sup>The University Medical Centre of Göttingen (UMG) has its own scholarship programme on the basis of corresponding scholarship guidelines.

<sup>1</sup>The University of Göttingen has the chance to promote particularly talented and well-qualified young academics from Germany and abroad with its own university scholarships. <sup>2</sup>Doctoral and research scholarships may also be financed with third-party funds if the party providing the funds agrees to this. <sup>3</sup>These additional forms of doctoral and research funding are intended to supplement the existing funding instruments for young academics at the University of Göttingen.

<sup>1</sup>These guidelines have been compiled using the comparable regulations of the Deutsche Forschungsgemeinschaft (DFG). <sup>2</sup>Scholarships with external funding are conducted in accordance with the funding guidelines of the respective providers of the scholarships (e.g. Niedersächsisches Promotionsprogramm, graduate schools).

### **§ 1 Object**

(1) <sup>1</sup>The University of Göttingen promotes young academics by awarding doctoral and research scholarships. <sup>2</sup>Full-time, part-time and short-term scholarships are here possible.

(2) <sup>1</sup>In accordance with these guidelines, scholarships may be awarded to well-performing applicants worthy of support and may be awarded by a faculty, by the executive committee or collectively by the faculty or central scientific institution (Courant Research Centres, Lichtenberg-Kolleg) and the executive committee. <sup>2</sup>The funding may come from the budget managed by the respective parties (also in part, where applicable). <sup>3</sup>It is additionally possible for scholarships from third-party funds to be awarded with the agreement of the party providing the funds or from remaining, non-restricted third-party funds. <sup>4</sup>The funding of doctoral and research scholarships from tuition fees is not permitted. <sup>5</sup>Young academics from all of the academic disciplines represented at the University of Göttingen may be supported.

(3) <sup>1</sup> Doctoral scholarships of the University of Göttingen that have already been awarded may be topped up by third parties (e.g. industry). <sup>2</sup>The sum of the funding from the two sources here may not, however, exceed the value of a postdoctoral scholarship at the lowest level (see Appendix 1). <sup>3</sup>No obligations, constraints or restrictions on the part of the third party may be associated with support from third parties.

(4) It is not possible to donate a scholarship for direct family members or close relatives.

(5) <sup>1</sup> Specific grounds must be given for awarding a scholarship directly following an employee-employer relationship at the University of Göttingen (e.g. doctorate or habilitation exclusively for the purpose of gaining further academic qualifications). <sup>2</sup> Accordingly, an employee-employer relationship directly prior to the scholarship must be distinguished from the scholarship in such a way that no work may be demanded or accepted. <sup>3</sup> Awarding scholarships as an extension of employee-employer relationships that could not otherwise be continued is not permissible.

## **§ 2 Awarding of scholarships / Award committee**

(1) <sup>1</sup> A scholarship is awarded on the basis of a professional statement of reasons by the faculty board, by the executive committee or collectively by the faculty board and the executive committee; if applicable, the executive boards of centres and graduate schools are to be included. <sup>2</sup> The executive boards and the faculties may set up their own award committees which issue recommendations.

(2) <sup>1</sup> Short-term scholarships for international exchange are awarded by the director of Göttingen International Office (GI) and the executive committee member responsible. <sup>2</sup> The award committee here comprises:

- the supervisor for the project;
- the director of Göttingen International Office.

(3) The professional assessment of scholarships within the framework of the Brain Gain strategy for the future will be carried out, in the case of the Courant Research Centres, by the executive board of the appropriate Courant Research Centre and, in the case of the Free Floater Junior Research Groups, by the appropriate faculty or the executive boards of centres and graduate schools.

(4) <sup>1</sup> Short-term scholarships for visits to the Lichtenberg-Kolleg are awarded by the director of the Lichtenberg-Kolleg and the executive committee member responsible. <sup>2</sup> The award committee here comprises:

- the director of the Lichtenberg-Kolleg;
- the two deputy directors of the Lichtenberg-Kolleg;
- an associate of the Lichtenberg-Kolleg from a closely related field.

### § 3 Procedure / delimitation

(1) Scholarships must generally be advertised publicly within the university. <sup>2</sup>An advertisement in the Staff Information publication and on the internet is obligatory here. <sup>3</sup>Other forms of advertisement are possible. <sup>4</sup>Short-term scholarships are exempt.

(2) Besides doctoral scholarships and research scholarships, either full-time or part-time, there is the possibility of short-term scholarships for the international exchange of students, doctoral candidates and researchers between the University of Göttingen and partner universities or research institutions abroad with a duration of up to three months.

(3) <sup>1</sup>The prerequisite for a doctoral scholarship is that the applicant is enrolled at the University of Göttingen and has been admitted for doctoral studies. <sup>2</sup>The prerequisite for a research scholarship is proof of a PhD.

(4) The application documents for a **short-term scholarship** must include:

- the candidate's curriculum vitae in tabular form,
- a statement regarding the motivation for the project,
- a statement from the institution admitting the candidate or from the supervisor,
- university certificates and other verification (e.g. certificates of time spent abroad).

(5) The application documents for a **doctoral scholarship** must include:

- the candidate's curriculum vitae in tabular form,
- a synopsis of the planned project,
- a statement from the institution admitting the candidate or from the supervisor,
- university certificates and other verification (e.g. certificates of time spent abroad),
- proof of admission for doctoral studies (this must subsequently be handed in without delay and without needing to be requested if it is not yet available when the application is being made).

(6) The application documents for a **research scholarship** must include:

- the candidate's curriculum vitae in tabular form,
- a synopsis of the planned project,
- a list of publications, a copy of printed excerpts (if applicable),
- details on the applicant's funding to date from third parties (scholarships, third-party funded projects, etc.),
- a statement from the head of the institution admitting the candidate,
- a copy of the PhD certificate and a short summary of the PhD thesis.

(7) The requirements for submitting application documents for short-term, doctoral and research scholarships (e.g. structure, language, number of pages, online formats) should be adhered to.

(8) <sup>1</sup>The applications with the complete application documents are to be submitted in printed and electronic form (PDF format) to the institution advertising the scholarship within the deadline. <sup>2</sup>The need to submit printed documents does not apply if the advertisement offers an online application procedure.

(9) The candidate will be given notification as to an approval or rejection.

(10) There is no legal entitlement to the granting of a scholarship.

#### **§ 4 Amount of the scholarships and payment**

(1) <sup>1</sup>The amount of the scholarships is based on the applicable regulations of the DFG. <sup>2</sup>The rates of the DFG are regarded as maximum rates and scholarships may fall below these (see Appendix 1). <sup>3</sup>In addition to the basic amount of the scholarship, child allowances may be granted in order to promote equal opportunities. <sup>4</sup>Furthermore, allowances for material costs or publication costs are possible.

(2) <sup>1</sup>The scholarships are intended for the living costs of the recipient in order to enable him or her to carry out a doctoral or research project at the University of Göttingen; they may not serve to boost the scholarships of other funding bodies. <sup>2</sup>If a scholarship and a profession are to be combined, this is only possible in the form of a part-time scholarship, with the income being deducted from the basic amount of the scholarship. <sup>3</sup>To combine a scholarship with a profession, an informal application is to be made to the faculty responsible or to the executive committee. <sup>4</sup>Permission is required. <sup>5</sup>If, however, a scholarship and gainful employment are to be combined, it is necessary that the gainful employment take on a subordinate role to the scholarship (sideline job) and that the additional earnings do not exceed a monthly limit of 400 euros. <sup>6</sup>For this, no application is required.

(3) <sup>1</sup>Any earnings that the research activities generate for the scholarship holders will not be taken into consideration in calculating the scholarship provided they do not exceed 6,000 euros a year for the duration of the doctoral or postdoctoral scholarship. <sup>2</sup>The time from the beginning of the individual funding period applies here, as opposed to the calendar year. <sup>3</sup>In such cases, the earnings will not be deducted from the basic amount. <sup>4</sup>Income from assets is not taken into consideration as a general rule.

(4) Scholarships do not constitute employment and are exempt from tax in accordance with Article 3, clause 44 of the German Income Tax Act (Einkommenssteuergesetz) as amended, since they do not constitute remuneration within the meaning of Article 14 of volume IV of the German Social Security Code (SGB IV) as amended. <sup>2</sup>Furthermore, scholarships are exempt from social security contributions. <sup>3</sup>A person's own contributions to social security cannot be borne.

(5) Payment is made on the first of each month (including supplements, allowances and extra payments).

## **§ 5 Duration of funding / Scholarship extension / Child allowance**

(1) The duration of the funding of a doctoral or research project on the basis of these scholarship guidelines is generally a minimum of three and a maximum of 24 months, with the possibility of extending it for up to 12 months.

(2) In addition, scholarship holders can make use of the possibility of gaining an extension of up to 12 months beyond the maximum funding period stated in paragraph 1 if they are living in the same household as their child/children and the child/children is/are under 12 years of age.

(3) <sup>1</sup>For the first child born during the course of the scholarship, the maximum extension of the funding period is likewise 12 months for the (female) scholarship holder. <sup>2</sup>The scholarship extension of a further three months based on the statutory regulations for the legal protection of working mothers is included in these 12 months. <sup>3</sup>If a female scholarship holder has additional children during the course of the scholarship, the scholarship is extended by a further three months each time, based on the statutory regulations for the legal protection of working mothers, in addition to the possible 12-month extension which can be utilized only once.

(4) <sup>1</sup>Scholarship holders may receive a child allowance if they have one or more children aged up to 18 years (until 18th birthday). <sup>2</sup>The amount of the child allowance is based on the applicable rates of the DFG. <sup>3</sup>Benefits in accordance with the German Parental Allowance and Parental Leave Act (BEEG) as well as the regional child-raising laws as amended will be offset against the child allowance granted.

(5) <sup>1</sup>Part-time scholarships of up to 50% of the basic amount of the full scholarship can be awarded in order to give the scholarship holder the possibility of actually taking care of their children or continuing to pursue a profession within the meaning of § 4 para. 2, alongside the research activities. <sup>2</sup>It is also possible for a part-time scholarship to be awarded if family members who are verifiably in need of care are being cared for by the scholarship holder. <sup>3</sup>The duration of the scholarship is extended accordingly. <sup>4</sup>The basic amount, material cost allowance and child allowance are reduced in accordance with the scholarship reduction. <sup>5</sup>For a part-time scholarship, a written application should be made to the faculty responsible or the executive committee and the required pieces of evidence enclosed.

(6) The length of funding of a short-term scholarship is generally at least four weeks and a maximum of three months.

## **§ 6 Acceptance and obligations of the scholarship holder**

(1) Accepting a scholarship places the scholarship holder under the obligation

- to concentrate his or her efforts on the projects described in his or her study or work plan. Academic services in return and employee activities are not associated with the scholarship;

- to adhere to the rules of good scientific practice;
- to submit to the supervisor the agreed upon progress and final reports, without being asked, which comply with academic conventions and relevant standards;
- to participate in the activities of the programme and to report any difficulties in implementation in good time.

(2) In addition, the scholarship holder undertakes to inform the University of Göttingen – via the academic institution handling the scholarship – immediately if

- the research project is interrupted, modified, completed ahead of time or discontinued;
- he or she is being remunerated for his or her academic activities through contributions from third parties, or if an economic profit is being accrued by him or her or by a third party with his or her endorsement from the research project being funded;
- he or she is receiving a scholarship from another source;
- changes arise that are significant for the granting or calculation of the child allowance;
- any other changes arise in his or her personal circumstances that are relevant to the scholarship.

(3) Scholarship holders are obliged to take out health insurance.

### **§ 7 Withdrawal, revocation and reimbursement**

(1) In accordance with Articles 48 ff. of the German Administrative Procedures Act (VwVfG) as amended, the University of Göttingen may withdraw or revoke the granting of a scholarship.

(2) <sup>1</sup>The University of Göttingen may revoke the granting of a scholarship with future effect. <sup>2</sup>This particularly applies if grounds become evident that would seem to rule out the possibility of the doctoral or research project being successfully completed. <sup>3</sup>The decision about this is made by the relevant faculty responsible or the executive committee.

(3) <sup>1</sup>For cause, the University of Göttingen may revoke or withdraw the granting of a scholarship for the past. <sup>2</sup>Such cause exists if the scholarship has been obtained through the provision of incomplete or incorrect statements, the scholarship is not being used for the intended purpose or the obligations are not being met by the scholarship holder. <sup>3</sup>In this case, the scholarship must be paid back to the University of Göttingen.

### **§ 8 Handling of project data**

<sup>1</sup>Personally identifiable information necessary for processing the scholarship application will be electronically stored and processed by the University of Göttingen, if necessary. <sup>2</sup>The data protection regulations will here be observed.

### **§ 9 Publications and intellectual property rights**

(1) <sup>1</sup>The academic findings gathered within the framework of funding with a scholarship are to be published in an appropriate form. <sup>2</sup>The institution admitting the candidate is to be informed about any planned publication. <sup>3</sup>In the publication, reference is to be made to the funding through a scholarship by the Georg-August University of Göttingen and/or any providers of third-party funds, as applicable.

(2) <sup>1</sup>Insofar as findings arise within the framework of a research project funded with a scholarship that are eligible for intellectual property protection, the scholarship holder undertakes to report these to the University of Göttingen and to have the rights transferred to the University of Göttingen at the university's request. <sup>2</sup>In this case, the scholarship holders will be treated as employees of the University of Göttingen within the meaning of the German Employee's Inventions Act (Arbeitnehmererfindungsgesetz). <sup>3</sup>Any project-specific provisions relating to individual cases have priority as a general rule.

### **§ 10 Central scholarship programmes, different / supplementary programmes**

(1) The executive committee may decide on and advertise central scholarship programmes.

(2) Different and/or supplementary scholarship programmes of individual faculties should be based on these guidelines. <sup>2</sup>In this case, a written application and the approval of the executive committee are required for a faculty to set up its own scholarship programme, irrespective of the kind of funding. <sup>3</sup>Any faculty's own scholarship programmes that have been approved by the executive committee will be added to these guidelines as an appendix.

### **§ 11 Coming into effect**

These guidelines come into effect on the day after they have been announced publicly at the university in the Official Announcements of the Georg-August University of Göttingen.

## Appendix 1

### Applicable rates / maximum rates

<b>A1.1 Doctoral scholarships</b> comprise per month:		
a basic amount to be determined between	1,000 euros	and 1,365 euros

<b>A1.2 Postdoctoral scholarships</b> comprise a basic amount per month. The person's age is significant here:	
up to 30 years	1,365 euros
31 to 34 years	1,416 euros
35 to 38 years	1,467 euros
39 years and over	1,518 euros

<b>A1.3</b> The monthly rate of the <b>child allowance</b> for scholarships for doctoral and postdoctoral students is:		
with one child	400 euros	This is a fixed rate for which no documentation or accounting is required. <sup>1</sup>
for each additional child	100 euros	

<b>A1.4 Short-term scholarships</b> (4 weeks to 3 months) comprise for:		
doctoral candidates	1,000 to 1,365 euros	in each case this is in addition to expenses for travel and residence, in accordance with the applicable travel expense provisions
postdoctoral students	1,365 to 1,467 euros	
other academics	2,000 euros	

**In addition to a scholarship for doctoral and postdoctoral students, material and travel costs amounting to 103 euros per month (material cost allowance) are made available.**

<sup>1</sup> Benefits received by the scholarship holder in accordance with the German Parental Allowance and Parental Leave Act (BEEG) as well as the regional child-raising laws will be offset against the child allowance granted.