

GUIDELINES

FOR SCIENTIFIC SUPPORT GRANTED TO FOREIGNERS

Selection abroad

January 2011

The Konrad Adenauer Stiftung (KAS) promotes the scientific training of foreigners in the Federal Republic of Germany, both morally and practically, by means of scholarships. This support gives foreign university graduates the opportunity of gaining a German university degree, of obtaining a doctorate, or of improving their professional knowledge through post-graduate studies.

In this way, the KAS wishes to contribute to the education and training of junior scientists who will then fill executive and specialized posts in government and society, particularly in the areas of science, economy, politics, and administration, media and cultural affairs in their mother countries as well as in international organizations.

A GENERAL BASIC REQUIREMENTS

To be eligible for support, the following general requirements must be fulfilled:

- active socio-political involvement in the mother country;
- above-average scientific or professional qualifications;
- reliability of character;
- adequate command of the German language;
- willingness to put the knowledge and skills gained during the period of support to use to the benefit of the mother country.

B PRE-REQUISITES FOR APPLICATION AND APTITUDE

In general, graduates of all scientific branches who are not over 30 years of age at the time of application can apply for support.

It is not possible to support studies in the fields of medicine, dentistry or veterinary medicine.

I. Scholarship to obtain a German university degree

In principle, applicants must have completed at least four years of study at a university in their mother countries and should have passed a final examination which qualifies them to work in their chosen profession.

1. They must furnish proof of their scientific aptitude by having achieved good results at school, during their studies and in their profession; specifically they must provide:

- above-average university entry qualifications (proof of having achieved at least 80 % of the maximum possible points according to the school system);
- an above-average university diploma;
- scientific publications (if available);
- employment as a scientific assistant in a university institution (if possible).

2. Socio-political involvement in the mother country can be proved by active participation in the following fields:

- political parties or organizations
- education
- youth work
- higher education
- the church or church institutions.

Written assessments can be enclosed with the application.

II. Doctorate Scholarships

When applying for a doctorate scholarship, the following documents must be submitted in addition to those enumerated in paragraph B I.:

- a comprehensive analysis of the proposed thesis (a sketch of the problem to be treated, information on the working methods envisaged and a preliminary working plan and timetable) in German;
- independent reports by two university lecturers evaluating the professional aptitude of the applicant (certified translations)*.

III. Post-graduate Studies

Applicants wishing to engage in post-graduate studies (scientific specialization) must provide the following documents in German in addition to those specified in paragraph B I.:

- an explanation of their motivation for engaging in post-graduate studies;
- a comprehensive description of the contents of the post-graduate study course;
- a timetable for the completion of the intended post-graduate course;
- an independent report by a university lecturer evaluating the professional aptitude of the applicant (certified translation)*.

*) i.e.: the Photostat copy or the translation must bear an official stamp and signature (German or foreign authority, Embassy or consulate of the Federal Republic of Germany, university office, notary, certified interpreter) confirming that the Photostat copy is identical with the original. If several Photostat copies are stapled together, then each individual page must be officially certified.

C APPLICATION PROCEDURE AND SELECTION OF SCHOLARSHIP HOLDERS

I. Application

1. Anyone desiring support from the KAS must make personal application. Application forms can be obtained from KAS foreign representatives and directly from the KAS central office at the following address:

Konrad-Adenauer-Stiftung e.V.
- Begabtenförderung -
Postfach 1420
53732 Sankt Augustin

In countries with KAS foreign representatives, the application should be submitted to the foreign representative. If applicants reside in countries without KAS foreign representation, the application should be submitted directly to the KAS central office.

When applying for a scholarship, the following documents in triplicate should be submitted together with the completed application form:

- a detailed curriculum vitae (hand-written and typed) in the original and accompanied by a certified * German translation;
- an officially certified * Photostat copy of the school leaving certificate (university entry qualification) accompanied by a certified * German translation. This should be accompanied by a list of subjects examined and the marks awarded;
- an officially certified * Photostat copy of all university certificates and diplomas awarded, including the appropriate lists with grades awarded, together with a certified * translation into German;
- an official record of the scientific activities pursued on completion of studies. This record should comprise the nature, scope, and period of time devoted to these activities (e.g. teaching and research activities). The record should be provided in the original and with a certified* German translation;
- four photographs (passport size).

) For further information see () page 4

If the documents are not properly certified, then the application cannot be considered.

2. Candidates applying for a doctorate scholarship must also submit the documents listed in paragraph B II.

3. Candidates applying for post-graduate scholarships must also submit the documents mentioned in paragraph B III.

II. Selection

The KAS foreign representative or the KAS central office will make a preliminary selection from all applications received, based on the general basic requirements for support.

Those applicants with the best qualifications will be invited to a selection meeting.

The selection committee will make recommendations. A final decision on the granting of a scholarship will be made by the KAS when it is clear that the proposed studies can be undertaken in the Federal Republic of Germany. The KAS will notify the candidate of the decision.

III. Duration of Scholarship

The duration of a scholarship depends on the pre-requisites and the final goals of the course of study, as well as on the results achieved. In general, a scholarship is granted for a period of up to three years. A prolongation of support beyond this period can only be granted in exceptional circumstances when the final degree is necessary for employment in the mother country and it can be achieved in the foreseeable future.

The applicant has no legal claim as to the awarding of a scholarship nor to the prolongation of the period of support.

IV. Obligations of Scholarship Holders

On accepting a scholarship, the holder commits himself

- to utilizing the grant for a proper course of study and to provide appropriate confirmation of such to the KAS;

- to taking part in the seminar programme organized by the KAS and in the meetings arranged for the scholarship holders' group;
- to presenting his final diploma at the end of his course of studies and to submitting a report on his personal experiences.

V. Financial Support from the KAS

Scholarship Rates

Unmarried graduates will receive a monthly grant of

(Category II) EURO 750,00

Unmarried doctoral candidates of German Universities will receive a monthly grant of

(Category III) EURO 920,00

Married graduates and doctoral candidates, whose partners in marriage have an income in Germany will get a reduced stipend, if the partner has a monthly income of more than EURO 322,00.

Further Financial Support

For the husband or wife residing in the Federal Republic of Germany, a monthly family allowance of EURO 256,00

will be paid, provided that the spouse has a monthly income of less than EURO 322,00 and does not receive a scholarship grant.

To cover health insurance contributions partially, the scholarship holder will receive a monthly allowance.

**) The requirements have been met when:

- a) the final examination taken in the mother country has been recognized as being the equivalent of a German examination;
- b) the subject of the doctoral thesis has been established;
- c) a university professor has been appointed to supervise the proposed thesis.

D MORAL SUPPORT OF SCHOLARSHIP HOLDERS

On each university campus, scholarship holders receive professional and personal guidance from counsellors (lecturers) selected by the Konrad-Adenauer-Stiftung.

Foreign scholarship holders are integrated into KAS scholarship holder groups which exist on campus.

Tutors who work hand in hand with KAS counsellors and the scholarship holder groups, are there to help scholarship holders on campus; they can also be of assistance in legal and social matters.

In order to further and intensify their knowledge, all scholarship holders take part in KAS seminars intended to accompany courses of study and also covering all academic disciplines.

E WITHDRAWAL OF SCHOLARSHIP GRANTS

A grant can be withdrawn if it becomes known that a scholarship holder has provided incorrect information with his application or if it becomes known that he is not making sufficient effort to complete his studies, or does not fulfil his commitments during his period of scholarship.

F CO-OPERATION BETWEEN THE KONRAD ADENAUER STIFTUNG AND FORMER SCHOLARSHIP HOLDERS

With a view to establishing and maintaining permanent personal, professional, and socio-political contact with former scholarship holders, the KAS attaches great importance to the continuation of co-operation after the return of the scholarship holders to their mother countries.

To this end, the KAS will endeavour:

- to create, through its foreign representatives, discussion groups with former scholarship holders;
- to involve former scholarship holders in appropriate seminars and conferences;
- to keep scholarship holders informed about the activities of the KAS at home and abroad.

The KAS would greatly appreciate it if former scholarship holders would maintain active contact with KAS foreign representatives and the KAS central office, participate in the discussion groups and contribute to, and stimulate, KAS activities abroad.