

Guidelines for the award of scholarships at Leibniz University Hannover according to section 3 paragraph 1 subparagraph 8 of the Lower Saxony Higher Education Act (NHG) ("Landesstipendium Niedersachsen")

Section 1 – Object

Leibniz University Hannover awards scholarships to support talented students who have produced or are expected to produce outstanding results during studies.

Section 2 – Eligibility

Eligible candidates include those enrolled in an undergraduate programme (bachelor) or consecutive master's programme at Leibniz University Hannover that have not exceeded the prescribed standard period of study and have not taken leave of absence. Eligible candidates must submit an application for the scholarship and may not be in receipt of further funding from another source exceeding € 30 per month.

Section 3 – Scope of Funding

The scholarship amounts to € 500, which will be paid in full following the decision of the award committee and following approval and acceptance of the scholarship. There is no legal entitlement to the scholarship.

Section 4 – Application Procedure

Announcement of the scholarships occurs at the beginning of the winter semester by the Presidential Board in generally accessible locations, such as the LUH website. Here, the conditions that apply will be disclosed, as well as the number of scholarships available and application requirements, in addition to the address and deadline for submission. Applications that do not fulfil requirements with respect to form and/or deadline shall not be considered in the selection or award process.

Section 5 – Criteria

Scholarships shall be awarded to **particularly talented students**; primarily to

1. students from educationally underprivileged backgrounds¹, to "first-generation students"², as well as to
2. students who, due to fleeing, have particularly difficult starting conditions and general conditions for studying.

Supporting evidence must be provided in the form of an official, up-to-date transcript of marks ("Notenspiegel") from the Examination Office. The transcript of marks must be obtained in close proximity to the date of application.

Section 6 – Award Decision

The Presidential Board of Leibniz University Hannover holds a meeting to decide on the award of the scholarships. The Vice President for Teaching and Academic Programmes, their representative, and the member of staff responsible for Lower Saxony Scholarships will attend the meeting.

At this meeting, scholarships will be approved based on the list of proposed scholarship recipients. Minutes will document the decision of the award committee.

Section 7 – Approval

Approval of the scholarship will be notified in writing following the decision of the award committee. The accompanying confirmation of acceptance must be submitted by the stipulated deadline. The scholarship will then be processed and payment of the funds will be made to the bank account specified.

Section 8 – Obligation to Cooperate

Applicants must provide the documents and information necessary for the award process by the stipulated deadline. In particular, this applies to those required to assess fulfilment of requirements concerning eligibility and performance. If necessary, supporting evidence must be provided for further criteria. Applicants must provide notification of all changes in circumstances of significant relevance to the award of a scholarship.

Section 9 – Withdrawal of Scholarship

Approval of the scholarship will be withdrawn if the applicant fails to fulfil the obligation to cooperate or is in receipt of funding from another source exceeding € 30 per month.

These guidelines shall take effect from winter semester 2019/20.

¹ Neither parent has attained a qualification higher than a school-leaving certificate ("Hauptschulabschluss")

² Students that are the first in their family to study