

## THIS IS AN UNOFFICIAL TRANSLATION

Please note that this is an unofficial translation which is intended for information purposes only. The original text in Slovene provides the legal basis for any cases relating to this Call for Applications.

Number: 1101-9/2016-8

On the basis of Article 49 of the Scholarship Act (Official Gazette of the Republic of Slovenia Nos. 56/13 and 99/13 – ZUPJS-C; hereinafter referred to as the Scholarship Act), the Regulation on awarding Ad Futura Scholarships (Official Gazette of the Republic of Slovenia No. 76/14; hereinafter referred to as the Regulation), the Business and Financial Plan of Slovene Human Resources Development and Scholarship Fund for the year 2016, adopted by the Government of the Republic of Slovenia on 19 May 2016, Slovene Human Resources Development and Scholarship Fund (hereinafter referred to as the Fund) hereby announces the following

### Public Call for applications for scholarships for foreign nationals to study in Slovenia based on development agreements in the year 2016 (Call for Applications No. 222)

#### 1. Subject matter of the Call for Applications

The subject matter of this Call for Applications is the award of Ad Futura education scholarships to a maximum of 3 (three) applicants, nationals of Georgia, for post-graduate studies at higher education institutions in the Republic of Slovenia for the following levels of education:

- 3 (three) scholarships for master's studies, or
- 2 (two) scholarship for master's studies and 1 (one) scholarship for doctoral studies, or
- 2 (two) scholarships for doctoral studies.

Under this Call for Applications, an applicant may not receive a scholarship for an integrated master's study programme.

A scholarship is granted for the current or following academic year, depending on the date of the application, until the completion of the study programme. The decision to grant a scholarship for the current or following academic year is made taking account of the academic year in which an applicant commences his or her studies. A scholarship covering living costs may also be granted for the period from the conclusion of the study programme to the attainment of a degree, but only for a maximum of 12 (twelve) months after the conclusion of the study programme.

#### 2. The amount of resources available for the Call for Applications and the value of the scholarship

The total value of the Call for Applications is EUR 100,000 for the entire period for which the selected applicants are awarded scholarships.

A scholarship is awarded for:

- **Living costs** in the amount of EUR 700 per month, which is usually transferred on a monthly basis.

The scholarship covering living costs is intended for the costs of health insurance, accommodation and food, as well as for other costs related to studying in the Republic of Slovenia.

- **Tuition fees** in the respective amount, but not more than EUR 5,000.00 per individual academic year, which is generally transferred in compliance with Article 56 of the Scholarship Act.

The tuition fee is the amount paid annually by an individual to an educational institution for participation in a selected study programme, and does not include any other mandatory or non-mandatory payments required by the educational institution, such as enrolment fees, the cost of study materials, laboratory insurance, or other fees.

### 3. Conditions for participation

Applicants must meet the following conditions:

- 3.1 They are nationals of Georgia and are not at the same time nationals of Slovenia; they have not acquired long-term resident status in the Republic of Slovenia, and will not acquire citizenship of the Republic of Slovenia for the duration of the studies subject to scholarship under this Call for Applications;
- 3.2 They have been nominated for scholarships for this Call for Applications by the competent institution in Georgia;
- 3.3 They are admitted to or enrolled in a master's or doctoral programme at an accredited educational institution in the Republic of Slovenia for an accredited programme, whereby they will attain a recognised level of education and obtain a valid degree upon completing the programme;
- 3.4 The level of education achieved through the study programme referred to in the previous item will be higher than the highest level they have already achieved in any previously completed studies or they will obtain in any studies they are about to complete;
- 3.5 They have not yet been enrolled in the same year at the same level of education or higher;
- 3.6 They have not been admitted to, or enrolled in, an integrated master's study programme;
- 3.7 They will have a valid permit for temporary residence in the Republic of Slovenia for the purpose of study that is subject to scholarship under this Call for Applications, pursuant to the Aliens Act (Official Gazette of Republic of Slovenia Nos. 45/14 – official consolidated text, 90/14, 19/15, and 47/15 – ZZSDT; hereinafter referred to as the Aliens Act), and will also reside in the Republic of Slovenia; as a valid permit for temporary residence in the Republic of Slovenia is also considered a residence permit that is granted for other justified reasons or the issuing of which is in the interest of the Republic of Slovenia, in compliance with the provisions of Article 51 of the Aliens Act;
- 3.8 The study programme concerned is not organised in the form of distance learning or conducted only through occasional consultations in the Republic of Slovenia;
- 3.9 They will have student status in the Republic of Slovenia for the duration of the studies subject to scholarship under the present Call for Applications,
- 3.10 They will not receive a state or Zois scholarship for the duration of the studies subject to scholarship under this Call for Applications;
- 3.11 They will not be receiving any other scholarships, grants or similar funding for studies awarded under other regulations in the Republic of Slovenia;
- 3.12 They will not be employed or self-employed in the Republic of Slovenia or abroad for the duration of the studies subject to scholarship under this Call for Applications;
- 3.13 They will not be registered as an unemployed person with the Employment Service of Slovenia or other competent institution of this type abroad for the duration of the studies subject to scholarship under this Call for Applications;
- 3.14 They will not acquire the status of a manager in a corporation or director of a private institute for the duration of the studies subject to scholarship under this Call for Applications;
- 3.15 On the day of their first enrolment in an educational programme and the level of education for which they are applying for a scholarship, they have not yet reached the age of 28.

Applicants who are granted a scholarship under this Call for Applications must meet the above conditions for the duration of their studies subject to scholarship under this Call for Applications.

#### 4. Documentation

Applicants must submit the original **completed and signed application form**.

Applicants who do not yet reside in the Republic of Slovenia during the procedure related to this Call for Applications **must, when applying for scholarship, grant power of attorney** to a person with residence in the Republic of Slovenia for all actions in the procedure of awarding scholarships, in accordance with item 6 of this Call for Applications.

Applicants must also submit the following **documents to verify that they meet the conditions and criteria**:

- 4.1 Certificate of citizenship and residence in the applicant's country issued by the competent authority, or a copy of a valid passport, which will be used by the Fund to establish citizenship and residence in the applicant's country;
- 4.2 Letter of acceptance or proof of enrolment in a master's (second level) or doctoral programme (third level), issued by a competent Slovenian higher education institution, including the full name of the programme, the academic year in which the applicant commences the programme, and the amount of tuition fees if these are charged to the applicant;
- 4.3 Letter of nomination issued by the competent authority of Georgia.

The documents referred to in the preceding paragraph may be photocopies. However, the Fund reserves the right to request original documents. Documents issued electronically are considered copies. The Fund will not return the submitted documents.

Documents may be submitted in a foreign language, but the Fund reserves the right to request a Slovenian translation.

#### 5. Selection procedure and criteria

The procedure for this Call for Applications is conducted by an official in accordance with the provisions of the General Administrative Procedure Act.

Scholarships are awarded to applicants who meet the conditions in the order in which the Fund receives complete applications and until all the available funds have been spent or a maximum of 3 (three) available scholarships awarded, whichever is earlier.

If several complete applications meeting the set conditions arrive on the same day, and if the total amount of funds applied for exceed the funds available for this Call for Applications, the selection will be conducted by the criterion of the highest average grade achieved in the last fully completed educational programme in which grades were awarded. In this case, applicants will be invited to submit a certificate verifying the grades awarded in the last fully completed educational programme with a numerical grading system and the official grading scale, including the legend, issued by the educational institution at which the applicant completed the educational programme or by another competent institution.

A scholarship is awarded in the full amount also to an applicant who would, considering the resources still available under this Call for Applications, be granted only a part of a scholarship.

Applications received after all available funds have been spent or a maximum of 3 (three) available scholarships has been awarded will be rejected.

## 6. Power of attorney

Applicants living abroad during the procedure under this Call for Applications must grant power of attorney to a person residing in the Republic of Slovenia. Applicants may not hold their own power of attorney.

The power of attorney form is part of the documentation and is available on the website or at the head office of the Fund.

The power of attorney form must be submitted in the original and must be signed by both the applicant and the trustee.

## 7. Deadline and submission of applications

This Call for Applications has a rolling deadline, starting on its date of publication and continuing until all available funds have been spent or a maximum of 3 (three) available scholarships awarded, whichever is earlier (closing date).

The application (the completed and signed application form, including the required documentation) must be submitted to the Fund to the address *Javni sklad Republike Slovenije za razvoj kadrov in štipendije, Dunajska 22, 1000 Ljubljana* (with a note on the envelope: Call for Applications No. 222).

The application may be submitted to the Fund by post or in person during office hours.

An application is considered timely if it is received before the closing date. If the application is sent by registered mail (R), the sending date is considered the date of receipt.

Applications received after the closing date will be rejected.

An application is considered complete if it is submitted on the application form and includes all the required documents and information as per this Call for Applications.

Applicants whose applications are incomplete will be invited to supplement them. If they fail to do so by the deadline specified in the invitation to complete the application, their application will be dismissed.

Applications sent by email, and not signed with a qualified digital certificate, will not be processed.

In accordance with Article 28, item 26, of the Administrative Fees Act (Official Gazette of the Republic of Slovenia Nos. 106/10 – official consolidated text, 14/15 – ZUUJFO, and 84/15 – ZZelP-J), no administrative fees are charged for applications under this Call for Applications.

## 8. Decision process and contractual relationship

The Fund will issue decisions on the outcome of this Call for Applications to all the applicants. The deadline for issuing decisions is 60 (sixty) days after the receipt of a complete application.

After the positive decision has become final and the documents required in the decision have been submitted to the Fund by the applicants, the Fund and the selected applicants will conclude a scholarship contract.

As a general rule, the decision issued by the Fund requires proof of enrolment in the appropriate year of study and academic year, for which the scholarship has been awarded, and a statement or proof that a relevant temporary residence permit has been obtained if these documents were not enclosed with the initial application, or other documents, if required.

The payment of the scholarship is possible only after the scholarship contract has been signed, in accordance with Articles 7 and 54 of the Scholarship Act.

The provisions of chapters VI and VII and point 5 of chapter IV of the Scholarship Act shall apply to the administration of payment of scholarships, the obligations of scholarship holders, and the temporary suspension and termination of the scholarship contract.

## **9. Accessibility of documentation**

The text of the Call for Applications, the application form, and the power of attorney form are available at [www.sklad-kadri.si](http://www.sklad-kadri.si) or at the head office of the Slovene Human Resources Development and Scholarship Fund at Dunajska 22 (6th Floor), Ljubljana, during office hours.

## **10. Information on the merger of the Fund and the transfer of its cases**

In accordance with the Act amending the Public Guarantee and Maintenance Fund of the Republic of Slovenia Act (Official Gazette of the Republic of Slovenia No. 39/16; hereinafter referred to as ZJSRS-G), which shall apply as from 1 January 2017, the Slovene Human Resources Development and Scholarship Fund will merge with the Public Guarantee and Maintenance Fund of the Republic of Slovenia. From the date of the merger, the name of the new institution will be 'the Public Scholarships, Development, Disability and Maintenance Fund of the Republic of Slovenia'. The new institution will be given, inter alia, the rights and obligations, unfinished affairs, documentation and archive material, including all cases and scholarship contractual relationships and rights and obligations under this Call for Applications, and will be considered in legal transactions as the universal legal successor.

## **11. Additional information**

Additional information is available on the website of the Fund [www.sklad-kadri.si](http://www.sklad-kadri.si) under the heading 'Calls for Applications and Public Call No. 222 (222. javni razpis)', by telephone or in person at the Fund's head office during the following office hours: Monday to Friday from 9.00 to 12.00, and Wednesday also from 14.00 to 16.00. The contact person is Ms Doris Sattler, telephone: +386 1 434 58 92, e-mail: [doris.sattler@sklad-kadri.si](mailto:doris.sattler@sklad-kadri.si).

### **Javni sklad Republike Slovenije za razvoj kadrov in štipendije (Slovene Human Resources Development and Scholarship Fund)**

Dunajska 22, 1000 Ljubljana

Phone: +386 1 434 10 80

E-mail: [info@sklad-kadri.si](mailto:info@sklad-kadri.si)

Website: [www.sklad-kadri.si](http://www.sklad-kadri.si)