

Short summary of the

**Call for applications for the award of scholarship for Master studies of nationals of Western Balkans (Bosnia and Herzegovina, Republic of Montenegro, Republic of Kosovo, Republic of Macedonia and Republic of Serbia) in Slovenia for the year 2016**

for prospective students of Mathematics, Financial Mathematics and Theoretical Computer Science at UL FMF

**1.** The right to scholarship shall be granted from the study year to which the applicants will enrol in the academic year 2016/2017 onward until the end of the individual study programme. The applicants have to enrol and start studying in calendar year 2016.

**2.** The amount of the resources available for the call for application is EUR 200.000 for the entire period of study for which the selected applicants will be granted scholarship. The scholarship can be granted for maximum as many years as are officially defined by the programme or less, if the scholarship is granted for a higher year of studies.

The scholarship is granted for:

- Living costs: in the total amount of EUR 8.400,00 for each study year. The scholarship shall be paid as a lump sum, and

- tuition fee: the maximum granted amount of yearly scholarship for tuition fee for an individual year of study shall amount to 100% of tuition fee, but not more than EUR 3,000.00 for individual study year. Tuition does not comprise costs of registration, study materials, memberships in organisations or clubs, contributions for the use of laboratory, health or other insurance and other costs.

**3.** Applicants must meet the following conditions; if they will be granted scholarship under this call, they will have to meet these conditions throughout the duration of the studies subject to scholarship.

**3.1.** They are nationals of Western Balkans (Bosnia and Herzegovina, Republic of Montenegro, Republic of Kosovo, Republic of Macedonia and Republic of Serbia) with permanent residence outside Republic of Slovenia and are not citizens of Republic of Slovenia and did not acquire long-term resident status and will not obtain citizenship of the Republic of Slovenia throughout the duration of the studies subject to scholarship.

**3.2.** They are about to finish or already finished undergraduate studies at higher education institutions in one of the countries listed above.

**3.4.** They were not yet enrolled in the same year at the same or higher level of education of any educational programme. The level of education obtained by Master studies in Slovenia will be higher from the highest level they have already obtained at any previously finished studies or they will obtain at any studies they are about to finish.

**3.5.** 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 the present call, pursuant to Aliens act (Official gazette of Republic of Slovenia, no. 45/14-official consolidated text, 90/14; 19/15 in 47/15- ZZSTD).

**3.6.** They will have student status in the Republic of Slovenia throughout the duration of the studies subject to scholarship.

**3.7.** They will reside in the Republic of Slovenia throughout the duration of the studies, however exchanges abroad, if they are part of the study programme are allowed on the basis of prior consent of the Fund provided that they are not carried out in the student's home country.

**3.8.** They will not be receiving any other scholarships or any other grants or similar funding for studies awarded under other regulations in Republic of Slovenia.

**3.9.** They will not be employed or self-employed in the Republic of Slovenia or abroad throughout the duration of the studies.

**3.10.** They will not be registered as an unemployed person with the Employment Service of Slovenia or with the relevant institution of this type abroad throughout the duration of the studies.

**3.11.** On the first day of receiving scholarship they will not attain 28 years.

**4.** Applicants living abroad during the procedure under the present call for applications must grant power of attorney to another person (trustee) with residence in the Republic of Slovenia for all the actions in the procedure of awarding scholarships. Applicant and trustee cannot be the same person.

The power of attorney form is part of the documentation and is available at the website or the head office of the Fund. The Power of attorney has to be submitted in original and must be signed by both the applicant and by the trustee.

A duly completed and signed application form and power of attorney must be submitted together with the documentation proving the fulfilment of the conditions and selection criteria:

**4.1.** Certificate of citizenship and permanent residence of the applicant, issued by the relevant authority or a photocopy of a valid passport.

**4.2.** Certificate of the relevant institution or statement of the applicant confirming that request of issuing or renewal of certificate of declaration of residence for the purpose of study has been filed.

**4.3.** Certificate of admission or enrolment in master studies or doctoral studies for the academic year 2016/2017 issued by a Slovenian educational institution with the name of the applicant on it.

**4.4.** The diploma of undergraduate studies if the applicant has already finished it.

**4.5.** The diploma of the last completed post-graduate studies, if the applicant has finished it.

**4.6.** A transcript of records issued by the educational institution about:

- all grades the applicant achieved by 31. 12. 2015 at undergraduate studies, including the grade for his/her diploma, if the applicant already finished his undergraduate studies by 31. 12. 2015.
- these documents must be either original document or certified copies. The Fund does not return submitted originals or certified copies.

Applicants whose academic obligations at undergraduate study were not assessed with grades have to provide a certificate of the educational institution confirming this as well as provide a transcript of records issued by the educational institution about all grades achieved at high school including the grade achieved at the final or Matura examination, if the applicant passed this exam.

**4.7.** If the applicant finished the study from the previous point in Kosovo, he has to submit the official grade scale, issued by the educational institution where the studies were completed.

**4.8.** If the applicant claims points for publications, he has to provide supporting documents proving individual or joint authorship of published scientific articles:

- a)** for publications: a list of bibliographical units from a joint database Cobiss (if one exists in the applicant's country) or for each publication a photocopy of the first page of the articles, tables of contents and title of publications, from which the authors and catalogue record about the publication, with ISBN or ISSN number, are transparent (with translation into Slovene or English),
- b)** for active participation at a scientific conference: for each participation a photocopy of the title page and table of contents of the brochure on the contributions at the conference, from which authors and catalogue records about the publications, with ISBN or ISSN numbers, are transparent (with translation into Slovene or English);

Documents can be submitted in a foreign language but the Fund has the right to request a translation to Slovene language. All documents except those in Point 4.6 can be copies.

**5.** The applications are assessed and awarded points based on three criteria below. The maximum possible number of points is 100.

**a) Level of study – max 30 points**

For applicant enrolled in master studies (second level): 25 points

**b) Published scientific articles – max 30 points**

Only articles, published in a scientific periodical publication or in an individual scientific publication (monograph) with an ISBN or ISSN number that are not a result of study obligations of the applicant, shall be considered. To be taken into account the article must be listed in the application form. Articles can only be considered for points if they were published in printed or electronic form or included in the joint database Cobiss (if one exists in the applicant's country) until no later than 30. 9. 2016.

If the applicant provides a list of bibliographical units from a joint database Cobiss (if one exists in the applicant's country), the listed bibliographical units have to be categorised as scientific article or active participation at a scientific conference to be considered for awarding points under this criterion.

Points may be awarded for:

- Publication of scientific article in individual authorship in a national or foreign periodical or individual scientific publication (monograph): each publication 15 points
- Publication of scientific article in joined authorship published in a national or foreign periodical or individual scientific publication (monograph): each publication 10 points
- Active participation at a scientific conference (lecturing, poster ...) in individual or joined authorship: each active participation 3 points

**c) Average assessment grade – max 40 points**

To calculate the average assessment grade, all grades from the transcript requested under Point 4.6 shall be taken into account. Grades obtained at educational institutions outside Slovenia shall first be converted to the Slovene higher education grading scale. Based on such a conversion the average assessment grade shall be calculated to 4 decimal places and points awarded according to the scale below:

- Grade point average from including 6.0 to 7.0 - 0 points
- Grade point average from including 7.0 to 7.4 - 5 points
- Grade point average from including 7.4 to 8.0 - 10 points
- Grade point average from including 8.0 to 8.6 - 20 points
- Grade point average from including 8.6 to 9.2 - 30 points
- Grade point average from including 9.0 to including 10 - 40 points

**6.** If the applicants, whose applications comply with the conditions of the present call, are in total applying for lower amount of resources than available under this call, all the applicants complying with the conditions of the present call will be granted scholarship.

Otherwise the applications shall be evaluated according to the criteria described in Point 5. Based on such an evaluation a priority list of applicants shall be compiled. Scholarships shall be awarded to those with higher number of points achieved.

**7.** The deadline for submission of the applications is Friday, 7. 10. 2016. The application (the application form, duly completed and signed, together with the required documentation) must be sent to the following address:

Javni sklad Republike Slovenije za razvoj kadrov in štipendije  
Dunajska 22  
1000 Ljubljana

(with the note on the envelope: Call for Applications No. 202).

The application can be submitted also personally at the Fund's address, during office hours. An application is submitted in due time if the Fund receives it within the time limit for submission of applications. If the application is sent by registered mail, the day of posting is considered to be the day of receipt by the Fund.

Applicants whose applications will be incomplete will be invited to complete the applications. In case the applicants fail to complete the application within the time period determined in the request for supplementation of the application, their applications will be dismissed.

**8.** The Fund will issue decisions on the outcome of the call to all the applicants. The deadline for issuing the decisions is 60 days after the last application that has been received under this call in due time has been complete.

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. The payment of the scholarship is only possible after the scholarship contract has been signed.

**10.** Scholarship holder has to enrol regularly in higher year of studies and finish the studies in the deadline set in scholarship contract. After having finished the study the scholarship holder has to provide to the Fund the certificate that he has finished the study for which he was granted scholarship.

**11.** Additional information can be obtained from the Fund's website [www.sklad-kadri.si](http://www.sklad-kadri.si) under Scholarships and Grants -> Call for Applications No. 202, web address

<http://www.sklad-kadri.si/en/scholarships/call-for-application/n/scholarships-for-study-of-nationals-of-western-balkan-states-in-the-republic-of-slovenia-for-the-year/>

or at the headquarters personally or the telephone number of the Fund, during official hours: Monday, Wednesday and Friday from 9.00 to 12.00 o'clock, Wednesday also between 14.00 and 16.00 o'clock – contact person: Doris Sattler, phone no. +386 (0)1 434-58-92, e-mail: [doris.sattler@sklad-kadri.si](mailto:doris.sattler@sklad-kadri.si) or Petra Bajt, phone no. +386 (0)1 434-15-62, e-mail: [petra.bajt@sklad-kadri.si](mailto:petra.bajt@sklad-kadri.si).

Javni sklad Republike Slovenije za razvoj kadrov in štipendije  
(Slovene Human Resources Development and Scholarship Fund)  
Dunajska 22, 1000 Ljubljana  
tel.: +386 (0)1 434-10-80,  
e-mail: [info@sklad-kadri.si](mailto:info@sklad-kadri.si), website: <http://www.sklad-kadri.si>