University of Oldenburg mobility grant

Last revised on: 07.05.2019, to be applied from the application round of the 2019 winter semester

General applicable regulations

1. Target group and aim of the support programme
The mobility grant is available to all students at the University of Oldenburg. Ph.D. students and guest students are not supported. The programme is designed to promote the international mobility of students. Stays within the national borders of the Federal Republic of Germany are not supported.

2. Minimum duration of stay
A minimum stay of two weeks is required for the grant. Priority treatment is given to stays of more than four weeks (see Section 7).

3. Scope and structure of the academic programme
The grant was first awarded in the summer semester of 2012. Financed from study fees and from central study quality funds (since the winter semester 2014/15), a total of 150 grants are available per academic year.

4. Amount of grant
The amount of the grant is up to EUR 500 per stay. It is paid in two partial amounts of up to EUR 250 within two calendar months.

5. Purpose of the stay abroad
Students can apply for a grant for the following purposes:

- Study semester at a foreign university
- Internships abroad
- Other purposes relevant to studies

6. Parallel grants
The grant can be awarded in parallel to the support programmes listed below (any other programmes should be verified for combinability):

- As a travel grant to students who also receive the international BAFöG or a PROMOS scholarship.
- As a cost of living allowance for students receiving the Erasmus+ scholarship.
- Students can apply for a grant even if no other scholarship has been applied for.
7. **Criteria for selecting students (list of criteria)**

Students are selected according to a point system in which points are awarded for the criteria considered relevant for the award of contracts according to the gradations defined here.

I. **Study relevance criterion**
   - The stay abroad is considered particularly relevant for the degree programme if it is obligatory (as per the examination regulations, study regulations, the module handbook or the programme-specific annexes. All of these documents must be available in their current versions). The specific relevance is considered a plus in case of a tie. 2 points
   
   - The stay abroad is generally relevant for the study programme if a practical phase (internship) is obligatory (and this can be proven as described for the specific relevance). 1 point

II. **Criterion "Duration of stay"**
   - \( \geq 12 \) weeks 4 points
   - \( \geq 8 \) weeks to \( < 12 \) weeks 3 points
   - \( \geq 4 \) weeks to \( < 8 \) weeks 2 points
   - \( \geq 2 \) weeks to \( < 4 \) weeks 1 point

III. **Distance criterion**
   - Stays outside Europe 3 points
   - Stays inside Europe 2 points

IV. **Average grade criterion** (this criterion is only applied if more applications are received than there are grants available).
   - With an average of up to 1.50 3 points
   - With an average of over 1.50 and up to 2.50 2 points
   - With an average of over 2.50 and up to 3.50 1 points
   - With an average of up to 3.50 0 points

V. **Voluntary commitment criterion**
   Proven current volunteer work: 1 point

VI. **Criterion “Care”**
   Proven current obligation to provide care for children under 14 and/or care for family members: 1 point
VII. Criterion "Impairment/chronic illness"

Proved current impairment and/or chronic illness: 1 point

The selection committee reserves the right to consider students without additional grants/scholarships first (cf. Section 12).

8. Selection committee

The selection committee makes the choice from among the applications received. Its members include students from all schools. Only student members have a vote (1 vote per student). The committee has a quorum if at least 3 students are present. The deans of studies as well as the internationalization representatives of the schools can participate as consulting members. The selection committee regularly reviews the practicability of the criteria and the entire procedure and may decide on changes for the next award round. The criteria cannot be changed during the current proceedings.

9. Unspent funds

If funds are not spent in an application round, they will be passed on to the next award round, provided this is possible according to the guidelines for the distribution and use of study quality funds at the University of Oldenburg.

10. Premature termination of stay

In the event of early termination of the stay abroad, the student(s) are obliged to reimburse the grant received in full and without delay. Premature termination means that the student interrupts his/her stay abroad before the expiration of the fixed duration or before the end of at least two weeks without providing significant reasons or does not even commence it.

11. Applications

Applications must be submitted via the Stud.IP campus management system. In addition to the application, a valid enrolment certificate from the University of Oldenburg and a grade overview with information on the current average grade, further evidence (care, disability, raising children, etc.) can be uploaded. Furthermore, a confirmation of the planned stay is required in the form of one/several sound official document(s), e.g. the respective practical training agreement, a written confirmation by the training institution, the Erasmus+ agreement, the enrolment certificate of the foreign university or the like. The mobility grant is to be used to cover additional expenditure incurred during a study-related stay abroad. The amount and type of such additional expenses must be proven by the student. When accepting the grant, the student must also confirm in writing that it will be used to cover additional expenses incurred during the student's own study-related stay abroad.
12. Application deadlines
For the summer semester (stays beginning in the period from 01 January to 30 June), the
deadline is 15 April or the first working day thereafter. For the winter semester (stays starting
in the time period between 01/07 and 31/12), the deadline is 15 September or the first
workday thereafter, respectively.

The beginning of the stay counts for the allocation. It determines the applicable application
period. Applications submitted early will be kept for the next granting round. Applications
submitted late will not be considered (if in doubt about the speed of the postal service, please
contact us by e-mail). Retroactive applications are not acceptable, however, they will only be
considered if the number of applicants is not too high (cf. provisions stated in Section 13).

13. Retroactive application
If the stay has already started in the preceding semester – contrary to (12) – (applications for
summer semesters prior to 01/01 of a year and applications for winter semesters prior to
01/07 of a year), the respective application can be considered under the following
circumstances:

- The stay must extend to the current semester, i.e., it may not have ended before
  January or 1 July, respectively.
- In the preceding semester, the student did not submit an application (deadline
  missed or not observed etc.).
- Regular applications (stays starting after 01/01 and 01/07, respectively) are
given priority.

14. Multiple applications

Renewed application in the same award round. Multiple applications within the same
granting round: It is possible to apply for two different stays within the same semester
provided they differ temporally (consecutively) and spatially (crossing at least one national
frontier). The committee reserves the right to decide separately on doubtful cases. There is no
obligation to award a grant. Moreover, two grants can only be awarded in the same award
round if the number of applicants is not too high. A second grant within the same round is
only approved when all other applicants have received a grant and funds are still available. Up
to two stays per award round can be funded.

Multiple applications in different award rounds: The number of applications for mobility
grants is not limited insofar as they concern different stays. The committee reserves the right
to give priority to applicants who have not yet received a grant in the course of their studies.
Moreover, the committee reserves the right to decide on doubtful cases separately. There is no obligation for the commission to award a grant.

15. Incorrect data

If an examination of the application or residence certificate reveals that an applicant has submitted incorrect data from which they have gained an advantage, the applicant must be excluded from the application procedure. If information proves to be incorrect later, the grant must immediately be paid back in full with retrospective effect.

Oldenburg, 07.05.2019

Amendments

Amended on 28.07.2015, 24.09.2015, 05.11.2015 and 07.05.2019 by Sabine Matthé (coordinator for studies and teaching, School V) and Andreas Männle (International Office). The following alterations have been made:

- “Mobility stipend” has been replaced by “mobility grant”
- Change in Section 9, Unspent funds in accordance with the guidelines for distribution and use of study quality funds at the University of Oldenburg
- Change in Section 11, Applications: The mobility grant is to be used to cover additional expenditure incurred during a study-related stay abroad. The amount and type of such additional expenses must be proven by the student. When accepting the grant, the student must also confirm in writing that it will be used to cover additional expenses incurred during the student’s own study-related stay abroad.
- Change of the credit point system: 4 credit points are awarded for stays exceeding 12 weeks.
- Change of the credit point system: The criterion "average grade" is only applied if the number of applications exceeds the number of grants available. For this, the average grade counts; the ECTS grade no longer counts.
- Change in Section 11, Applications for the online procedure via Stud. IP
- Change of the time periods for the semesters and the application procedure