LEUPHANA
UNIVERSITÄT LÜNEBURG

FAQs on the awarding of the Lower Saxony state scholarship

Procedure and requirements

1. Who can apply for a state scholarship?

Leuphana University of Lüneburg awards the Lower Saxony State Scholarship to students in undergraduate Bachelor's and consecutive Master's degree programmes. Students enrolled at Leuphana University of Lüneburg in the winter semester from the third semester of the Bachelor's degree programme and students in consecutive Master's degree programmes as well as foreign students who are enrolled in undergraduate or Master's degree programmes at Leuphana University of Lüneburg and are seeking a degree are eligible to apply.

2. From how many semesters can I apply for a state scholarship?

In order to be able to determine the particular capabilities of the applicants, the following must be

- Students in undergraduate degree programmes with a first degree in at least the third semester,
- Students in a second degree programme at least in the first and
- Students in Master's degree programmes in at least the first semester be enrolled.

3. I have exceeded the standard period of study. Can I apply for a state scholarship?

Only students who have not exceeded the standard period of study plus two semesters of full-time or part-time study at the beginning of the winter semester in which the scholarship is awarded are eligible to apply. In the case of part-time study, the standard periods of study are extended in accordance with the scope of study. In justified cases of hardship (e.g. due to chronic illness), students in higher semesters may also be considered in the allocation procedure. In the case of multiple enrolments, only the first study programme accepted will be considered.

4. I am in a semester of leave. Can I apply for a state scholarship?

No. Applicants must not be in a semester of leave.

5. I am spending a semester abroad. Can I apply for a national scholarship? How can I apply in this case?

Yes, you can. Please do not forget any signatures required for digital documents. A transcript of records without a stamp is possible in this case.

6. How many credit points (CP) do I have to prove when applying?

Applicants must have completed at least 50% of the regular credit points for coursework in the semesters preceding the application.

7. How can I prove my CP?

Proof of performance must be provided in the form of the Leuphana University of Lüneburg Transcript of Records or a Bachelor's certificate for students in their first Master's semester and in the first semester of a second degree programme.

8. **My transcript of records does not yet show all the CPs I need to be able to apply for a state scholarship. How do I submit missing CPs?**

Alternatively, CPs still missing on the transcript can be evidenced by certificates of participation in the course and passing the examination by the lecturers.

9. **Do I have to write a letter of motivation to apply for a state scholarship?**

A short, informal cover letter in which you describe your request is sufficient. A letter of motivation is NOT required.

10. **I have already received a state scholarship or another scholarship in the past year(s). Can I then also apply for a state scholarship?**

It is of course also possible to apply for the state scholarship if you have already received other scholarships in previous years.

11. **I am currently receiving a scholarship, can I also apply for a state scholarship?**

This depends on the type of scholarship you are receiving. International students who already receive a scholarship under the scholarship programme for foreign students and students who are already being supported in the respective winter semester via scholarships that are paid over several months (e.g. Deutschlandstipendium) are not eligible for a state scholarship. However, if you have received a one-off book allowance as a scholarship, for example, you may apply for a state scholarship.

Eligibility criteria and proof thereof

12. **What are the eligibility criteria for a state scholarship?**

The scholarships are awarded on the basis of special achievements or outstanding aptitude. Other main criteria for funding are the family's educational situation and particularly difficult starting and general conditions for students due to flight.

As a secondary criterion, activities in student or academic self-administration as well as voluntary work and other special social circumstances can be taken into account as selection criteria. Special social circumstances apply, for example, to students who come from large families; who are restricted in their ability to study due to acute or chronic illness, single parenthood or caring for close relatives; or who are demonstrably in a strained financial situation. This year, the effects of the war in Ukraine will also be taken into account. In the case of foreign students, the degree of need is decisive if equivalent benefits are available. The OECD list of developing countries current at the time of the decision is used to assess need.

13. What is meant by "above-average grade point average"?

The above-average grade point average is calculated from all applications submitted and therefore varies from year to year.

14. What is meant by "family educational situation"?

The family educational situation affects students whose parents both have no school-leaving qualifications higher than a lower secondary school leaving certificate, as well as students who are the first in their family (parents) to start a degree programme.

15. What is meant by "first-generation students"?

Your parents must NOT have studied, i.e. other relatives (e.g. aunt or your siblings) may have studied.

16. My siblings are studying or have also studied. Can I still apply for a state scholarship?

Yes, you can also apply for a state scholarship if your siblings are studying or have already completed their studies.

17. One of my parents has started but not finished a degree programme. Can I then apply for a state scholarship?

Yes.

18. What requirements must students with refugee-related starting and general conditions fulfil?

You must be enrolled at Leuphana University in the winter semester. Participation in the guest auditor programme is not sufficient to receive the state scholarship.

19. How can I prove that I have a "refugee" background?

Proof of current refugee status must be submitted.

20. What time window of my voluntary work or activity in student or academic self-administration do I have to prove?

In the case of activities in student or academic self-administration and voluntary work, only activities that took place no more than 12 months ago can be taken into account.

21. How can I prove that I fulfil the eligibility criteria?

The fulfilment of the aforementioned funding criteria must be documented by the applicant with suitable evidence or confirmed in writing by the applicant.

22. Can I specify more than one basic requirement?

Yes, you can also state several basic requirements if this is an option for you. It therefore makes sense to give the Commission as many reasons as possible why you should receive the state scholarship.