

## **Application Agreement for the Deutschlandstipendium at the University of Bremen**

This application agreement is intended to make it easier for you to apply for the Deutschlandstipendium at the University of Bremen. Please read the information on data protection carefully and follow the steps indicated in the instructions exactly. Thank you and good luck for your application.

### **I. Information on Data Protection**

The personal data you provide here will be treated confidentially and will be collected and processed solely for the purpose of selecting suitable applicants and implementing the Deutschlandstipendium. The legal basis for this is Section 10 of the Stipendienprogramm-Gesetz (StipG - Scholarship Program Act). According to this, applicants for the scholarship program are obligated to provide the information necessary for the examination of the performance and suitability requirements and to submit the corresponding evidence. Your data will always be treated confidentially and, together with our IT service provider, who also manages the server of the online application portal, will be protected with up-to-date technical security measures. Your information contains personal data within the meaning of the European Data Protection Regulation (DSGVO). These are special categories of personal data within the meaning of Art. 9 DSGVO if, for example, they reveal ethnic origin, religious or ideological beliefs, physical or mental condition, or trade union membership.

Which of these details you provide is up to you: Tell us what qualifies you for the Deutschlandstipendium!

### **Statistics / Evaluation / Anonymization**

Pursuant to Section 13 of the Stipendienprogramm-Gesetz (German Scholarship Program Act), we are required to transmit scholarship data to the German Federal Statistical Office in order to compile federal statistics. This is done under a pseudonym, in other words, without communicating your name.

### **Spot Checks to Prevent Double Funding**

In accordance with section 4(2) of the StipG, the BMBF carries out random checks on the basis of the data of the funded students in order to avoid double funding. For this purpose, the BMBF may query and store the surname, first name, date of birth, address and university location of individual sponsored students and compare them with the data of other sponsoring institutions. The university is required by law to provide this data. After the sample has been conducted, the data will be destroyed. For these purposes, if a scholarship is awarded, the data will be stored for a period of six years after the end of the sponsorship. If your application is unsuccessful in this selection process, we will store your data for a maximum of 12 months in order to facilitate a renewed application in the next selection process.

## II. Instruction

The application for a Deutschlandstipendium of the University of Bremen for the winter semester 23/24 can only be made via the online application module in the period from August 01, 2023 - August 31, 2023. Please follow the four steps completely.

1. **Complete and submit the online application** at <http://www.uni-bremen.de/deutschlandstipendiat>. Registration is required, then you will receive the access data via eMail (valucon apps GmbH - your access data to the application portal).

**Please note: Up to and including August 31, 2023, 11:59 p.m., the online application including upload of the supporting documents (PDF files) must be completed**

2. **Please upload supporting documents as PDF files and name files according to this list. Other file formats will not be considered:**

- Curriculum vitae in tabular form
- Letter of motivation (max. 2 pages)
- Certificate of university entrance qualification
- Certificate of enrollment
- For first-year students: Letter of admission or confirmation of enrollment from the University of Bremen; this can be submitted by September 15, 2023.  
For new master's students: the letter of admission can be submitted by September 15, 2023.

**The following supporting documents (PDF) may supplement your application:**

- Study achievements - PABO certificate
- Professional qualifications and references
- Other qualifications and knowledge acquired
- Special awards and prizes at federal or state level
- Community, social or family commitment
- Proof of illness and/or disability that has had an aggravating or hindering effect on the previous educational biography or has an impact on the course of study

For more information on proofs and criteria, please visit:

<https://www.uni-bremen.de/en/deutschlandstipendiat/application>

3. **The statement of participation** is part of your application. Please complete it online in the application module. If you are selected for the scholarship, the document of the participation declaration will be sent to you by mail, which you then have to sign and return.

In the event of serious discrepancies between the online application and the application documents or grossly incorrect information, the applicant will be excluded from the application process; the same applies in the event of missing mandatory information or a missing declaration of participation.