

## Call for Applications Opportunity Mannheim Scholarship by the University of Mannheim Foundation

By means of Marie-Luise and Normann Stassen Foundation Scholarships and scholarships of the former Rheinhyp Unterstützungsfonds (RUFÉ), the University of Mannheim Foundation provides funding for first-year as well as advanced students at the University of Mannheim who have been and will keep facing financial difficulties. The purpose of the scholarship is to support financially disadvantaged students so that their economic circumstances do not interfere with the commencement or successful completion of their studies. The funding amount is determined on a case-by-case basis. Funding is granted for up to one year. Scholarship recipients may re-apply after the funding period has ended.

Eligible for application are first-year as well as advanced students of all schools and all semesters at the University of Mannheim. The decision to grant the scholarship is based on proof demonstrating that the student actively pursues his or her studies and proof of good academic achievements due to which successful completion of the program is to be expected. In addition to their economic situation, students' personal or family-related circumstances are considered. This includes, for example, acute crises, lack of support from the family, disabilities, illnesses or caring for relatives.

### **Only applications in due form and time containing all required documents will be considered:**

- Fully completed and signed application form
- CV (Curriculum Vitae)
- Letter of motivation (one to two A4 pages)
- Copy of your Higher Education Entrance Qualification
- Copy of your bachelor's degree certificate (if applicable)
- Copy of further degree certificates (if applicable)
- Current transcript of records including your average grade (if applicable)<sup>1</sup>
- Proof of your financial situation with appropriate supporting documents. Please indicate of all financial resources – including any financial support for example from your parents – available to you each month on the application form and assure the truthfulness of your indication (Table IV). The foundation can request the submission relevant proof after the application.<sup>2</sup>
- Official notice of approval or rejection regarding BAföG to state why the applicant does not receive BAföG.
- Proof of any personal, family-related, or health-related circumstances, if applicable and relevant for the application.
- Other documents (professional experience, vocational training certificates, prizes, awards, birth certificates of children, etc.), if applicable and relevant for the application. If these documents contain information that is not relevant to the application, it may be blackened. In the case of birth certificates, only the name of the child, the date of birth and the name of the applicant must be visible.

- If you are an international student: information on your residence permit.
- If you are an international student: information on how you plan to meet the financial requirements for a student visa.

The Selection Committee awards the scholarship in accordance with the scholarship's regulations. The Committee includes members of the scholarship donors. Please note the data protection information given in the application form.

Students already enrolled in a master's or a bachelor's program at the University of Mannheim can apply from 1 May to 31 May 2023 (date as per incoming postmark or email).

Candidates applying for a bachelor's program at the University of Mannheim can apply from 1 June to 30 June 2023 (date as per incoming postmark or email). Candidates applying for a master's program at the University of Mannheim are excluded from the scholarship program.

Applications are to be submitted to:

Stiftung Universität Mannheim

Subject: Opportunity Mannheim Scholarship

Schloss, Raum O 043

68131 Mannheim

It is possible to submit your application, including all the required documents, by email. In this case, please send all documents in time and in the order indicated as a single PDF file to:

[stipendium@uni-mannheim.de](mailto:stipendium@uni-mannheim.de)

Please keep in mind that if you send us an unencrypted email, potential risks to the confidentiality and unauthorised access by third parties cannot be ruled out.

**The award of the scholarship in the event of a successful application is dependent upon submission of the original and hand-signed declaration of consent of the applicant to collection, processing, and transfer of personal data.**

---

<sup>1</sup> Available at the express desk of the Student Service Center of the University of Mannheim

<sup>2</sup> The following documents can be requested:

- Bank statements and proof of income of the previous three months
- Detailed indication of all financial recourses (for example financial support of parents or other relatives, salaries, scholarships, housing benefit, subsistence payments, child benefit etc.),
- Notice of approval or rejection of the Federal Training Assistance Act (BAföG), to state why the applicant does not receive BAföG. If you are not eligible for BAföG, please state the reason of ineligibility.
- Proof of personal, family or health related circumstances, if these are relevant to the application.

All documents, including bank statements, must be translated into English or German. All amounts must be indicated in Euro and must be converted if necessary. If personal data of parents, or the partner are submitted, the respective persons must declare their consent to the collection, processing, and transfer of their data in writing and enclose this declaration of consent with the application. The corresponding declarations of consent can be found on page 9.