



The German version is solely and exclusively valid and legally binding

**Grant of a PhD Scholarship at Bonn-Rhein-Sieg University
of 27/09/2016, Version 5.01**

Preamble

The grant of an announced doctoral scholarship requires the execution of the related research project at Bonn-Rhein-Sieg University and the professional and scientific supervision by a professor of Bonn-Rhein-Sieg University. The scholarship shall enable the scholarship holder to concentrate predominantly on his research work. The scholarship is initially approved for 12 months. An extension of the approval period is possible for a maximum of 3 years with evidence of appropriate progress and fulfilment of the following conditions for approval, if sufficient financial resources are available and the research work is not finished. The scholarship can be distributed to six years in justified cases and upon request. The number and amount of scholarships depend on the resources available at the time of the initial assignment and on the outcome of the selection procedure.

1. Announcement and Selection Procedure

The announcement of scholarships is carried out in the public of the university, in particular on the websites of Bonn-Rhein-Sieg University.

The Equal Opportunities Commissioner and/or their representative and scientific representatives of the Graduate Institute form a selection committee and in principle decide together on the grant of scholarships. The Office of the President is represented by the Vice President for Research and Transfer or his/her representative. The representatives of the departments and institutes in the selection committee are appointed by the deans of the departments and the directors of the institutes.

The selection is primarily based on technical and social criteria. Thereby, the scientific excellence is of primary importance. Basis of the selection decision are the application documents submitted until the due day of application in the respective announcement as well as a personal presentation of the applicants before the selection committee.

2. Application Procedure

The following documents must be submitted:

- Cover letter which responds to the scholarships options (a) to (h). Multiple nominations are possible.
- Curriculum vitae

- Motivation letter for the PhD project, which in addition to the special professional suitability of the applicant clearly shows his/her social and economic background.
- Indication of when the PhD scholarship should be commenced at the earliest
- Academic and other certificates, in particular diploma or master's/bachelor's degree
- Information on the PhD project (max. 16 pages including illustrations):
 - Significant professional project description including objectives
 - State of research
 - State of own preliminary work
 - Work plan and schedule
- Statement about the conceptual association between the research work and the job subject is proved when the applicant carries out a further job up to 20 hours a week
- Statement of the supervising professor of Bonn-Rhein-Sieg University on professional and time feasibility of the PhD project as well as evidence of the necessary resources for it. The statement on professional and time feasibility of the PhD project in particular has to show comprehensibly:
 - Workplace (accommodation), confirmed by the dean/director of the institute, if applicable
 - Details about subsequent financing opportunities if it is foreseen that the research project will exceed the maximum funding period
 - Securing of the required equipment
 - Expert opinion on the submitted work plan and schedule
 - Professional and personal suitability of the applicant
- Confirmation of supervision of a university professor of the cooperating university where the PhD project is to be conducted (binding statement about the requirements respectively the performances still to be provided for the completion of the PhD, including the time frame, as well as submission of the PhD regulations of the department of the cooperating university).
- Statement as to whether and where further applications for financial support of the PhD project have been submitted.

The application documents must be sent in duplicate and in electronic form to the academic director of the Graduate Institute, who forwards them to the Equality Body and in the case of a doctoral scholarship of the Institute for Visual Computing or of the departments to the respective management of the Institute and/or department.

With the scholarship application, the applicant agrees to give a lecture in the selection process that initiates the scientific part of the PhD project. At this lecture, PhD students, research associates, and master students nearing the end of their studies may, in addition to the selection committee,

participate, provided that the applicant does not object the participation of the above listeners. Candidates in the same application process are excluded from the audience. If particularly sensitive contents of a lecture conflict with presenting it to other listeners than the selection committee, a special request which adequately justifies the particular situation is to be provided to the Graduate Institute six weeks before the application deadline.

3. Grant

It is the objective of the grant of a scholarship to economically support the scholarship holder at Bonn-Rhein-Sieg University.

The selected scholarship holder will be informed about the grant of the scholarship and the associated rights and obligations in writing.

The scholarship may be granted for a maximum of three years and must be commenced at least 3 months after delivery of the written approval.

4. Formal Status of Scholarship Holders

The scholarship does not constitute an employment contract with Bonn-Rhein-Sieg University.

It is not subject to the obligation to contribute to social insurance, as it is no consideration in accordance to § 14 SGB IV. The scholarship is not exempt from taxation when it does not fulfil the conditions of § 3 No. 44 EStG.

5. Support of Scholarship Holders and Participation in the Graduate Institute

The scholarship holder is supervised by a professor at Bonn-Rhein-Sieg University. She/he reports to his/her supervisor regularly about the progress of his/her work and is intensively advised regarding the continuation of the PhD programme.

The scholarship holder becomes a member of the Graduate Institute of Bonn-Rhein-Sieg University by accepting the scholarship and thus acquires the right and the obligation to accept offers of the Graduate Institute (PhD seminars and qualification modules).

6. Allowance

A monthly scholarship amounting to a maximum of 1200,00 EURO shall be paid mid-month.

7. Obligations of the Scholarship Holder

With the acceptance of the scholarship, the scholarship holder commits to

- mainly devote himself/herself to the PhD project. By the grant of the scholarship, Bonn-Rhein-Sieg University assumes that the scholarship holder does not hold down a job subject to social insurance exceeding 20 hours a week. In case of an additional work up to 20 hours a week the conceptual association between the research project and the job subject shall be proved. This statement is exposed by the supervisor.

- report annually (acceptably before the end of the eligibility period) on the progress of the PhD project achieved so far in written and oral form, especially on the intermediate results. A single copy of the written report and a copy in electronic format must be sent to the academic director of the Graduate Institute. Besides a recent statement of the supervising professor of Bonn-Rhein-Sieg University, this report and the oral presentation of it before the selection committee serves as a basis for a possible renewal of the scholarship, as long as the maximum eligibility period of 3 years is not exceeded. If changes to the general conditions, the work plan and schedule or the social and economic background have occurred (see details for No. 2), this too is to be attached to the report in writing and, if necessary, to be explained.
- annually report on the results achieved as a part of a lecture attended by PhD students and research associates (the Graduate Institute will provide convenient opportunities several times a year)
- make the results of the studies funded by the grant available to the public and thereby refer to the sponsorship by Bonn-Rhein-Sieg University.
- immediately inform the Graduate Institute if he/she receives financial support for his/her PhD project from other scholarship programmes or has been promised by any other scholarship provider.
- immediately inform the Graduate Institute when the PhD project is interrupted, modified, completed or prematurely cancelled or the schedule of the PhD project submitted in the application is at risk.

By accepting the scholarship, the scholarship holder agrees

- that his/her name and his/her PhD thesis will be published. Publication may be objected on request.

Bonn-Rhein-Sieg University reserves its right to

- reduce or stop the scholarship, if the PhD project is not started by the scheduled date or is interrupted, modified or cancelled,
- reduce or stop the scholarship, if the scholarship holder is provided with financial support for the PhD project by other scholarship programmes,
- stop the grant of the scholarship because of discontinuation of the grant criteria and/or because the existence of an important reason,
- supplement or adapt the Guidelines for the Grant of PhD Scholarships with effect for the future.

Signatures:

Sankt Augustin,

Prof. Dr. H. Ihne, President

Prof. Dr. R. Herpers, academic director of the Graduate Institute and director of the Institute for Visual Computing