PROCEDURE FOR APPLYING FOR, GRANTING AND PAYMENT OF PROFESSION-BASED SCHOLARSHIP IN 2015/2016 ACADEMIC YEAR

Approved on the basis of subsection 2 of section 3 of Government of the Republic Regulation No. 178 ‘Types and Amounts of Student Scholarships and General Terms for Grant Thereof’ dated 20 December 2013, clause 11 of section 32 of the Statutes of the University of Tartu adopted by Resolution of 28 May 1999 of the Council of the University of Tartu and clause 11 of subsection 2 of section 12 of the Statutes of the University of Tartu adopted by Regulation of 21 July 2014 of the Senate of the University of Tartu and approved by Resolution No. 18 of 29 July 2014 the Council of the University of Tartu.

I. Applying for profession-based scholarship
1. The purpose of the profession-based scholarship is to motivate students to study full-time in areas of priority for the state.

2. The University will pay the profession-based scholarships in the following curricula:
   2.1. scholarships financed from the ‘IT Academy’ programme: Bachelor’s and Master’s studies of computer science, Master’s studies of software engineering;
   2.2. scholarships financed from the European Social Fund (ESF) of the European Union. Curricula in group A: Bachelor’s and Master’s studies of computer engineering; Master’s studies of robotics and computer engineering; Bachelor’s and Master’s studies of materials science. Curricula in group B: Master’s studies of biomedicine; Bachelor’s and Master’s studies of physics; Bachelor’s studies of geology and environmental technology; Bachelor’s and Master’s studies of gene technology, Bachelor’s and Master’s studies of computer science; Bachelor’s and Master’s studies of chemistry; Bachelor’s and Master’s studies of mathematics; Bachelor’s and Master’s studies of mathematical statistics; Master’s studies of software engineering.

3. A student of a curriculum specified in clause 2 is eligible to apply for the profession-based scholarship if the student:
   3.1. is a citizen of Estonia or resides in Estonia on the basis of a long-term or temporary residence permit or a permanent or temporary right of residence;
   3.2. studies full time;
   3.3. is not on academic leave;
   3.4. has not exceeded the standard period of study of the curriculum;
   3.5. has completed the curriculum cumulatively to at least 30 credit points per semester or is a first semester student;
   3.6. had no negative study results in the semester preceding the application for the scholarship.

4. In order to apply for the scholarship, the student submits an application in the autumn semester by 30 September and in the spring semester by 28 February.

II. Granting profession-based scholarship
5. The profession-based scholarship is granted for the autumn semester of the academic year 2015/2016 (September–January) and for the spring semester (February–June).
6. In order to grant a profession-based scholarship, the dean will form (a) committee(s). Starting from 1 January 2016 the vice dean for academic affairs will form (a) committee(s). If the dean has not appointed a vice dean for academic affairs, the dean will form the committee. Each committee must have at least one student member.

7. The committees decide on the granting of the profession-based scholarship for the autumn semester of the academic year 2015/2016 by 10 October 2015 and for the spring semester by 10 March 2016.

8. The profession-based scholarships will be granted in curricula of group A specified in clause 2.2 to up to 50 percent and in curricula of group B to up to 30 percent of the students. In curricula specified in clause 2.1, scholarships financed from the ‘IT Academy’ programme will be granted to up to 20 percent of the students and, in addition, scholarships will be granted to up to 30 percent of the students from the financing of the profession-based scholarships of the European Social Fund (total of up to 50 percent of the students).

9. The committee draws up the ranking list of students who have applied for the profession-based scholarship and meet the criteria set out in clauses 3 of this regulation. Separate ranking lists will be drawn up in the autumn semester of students who have applied for and who have been matriculated in the university in the 2015/2016 academic year and of students who have been matriculated earlier.

10. The ranking list is drawn up based on the weighted average grade over all the credit points of the study results of the applicant in the previous semester. To students matriculated in the autumn semester of the academic year 2015/2016, the profession-based scholarship of the autumn semester is granted on the basis of the admission ranking list.

11. If multiple applicants have equal results in the ranking list drawn up on the basis of clause 10 of this regulation, preference (in this order) is given to the applicant who has:
   11.1. higher weighted average grade over all study results throughout the entire period of study;
   11.2. cumulatively completed the curriculum to a greater extent;
   11.3. had fewer negative results throughout the entire period of study;
   11.4. achieved outstanding results in their field, successfully participated in professional competitions or contests or been socially active. The committee has the right, where necessary, to request from the student documents and data that allow assessing the student’s outstanding results in the field of study and social activities.

12. When ranking applicants based on clause 11.4, the committee relies on data submitted by the student, which serves as the basis for assessing the student’s outstanding professional results, successful participation in professional competitions or contests and social activities.

13. When drawing up a ranking list of the first-semester students of the Bachelor’s curricula in the event of equal admission score, preference is given to students with a higher result in the state examination in mathematics or in the entrance exam.

14. A student who has been granted the scholarship specified in clause 2.1 will not be granted the scholarship specified in clause 2.2.
15. The names of the students who receive the profession-based scholarship financed from the ‘IT Academy’ programme will be disclosed on the homepage of the university.

**III. Payment of profession-based scholarship**

16. The amount of the profession-based scholarship is 240 euros per month in the Bachelor’s curricula specified in clause 2.1, 300 euros per month in the Master’s curricula specified in clause 2.1 and 160 euros per month in the curricula specified in clause 2.2.

17. The University will pay the profession-based scholarship for the previous month of study on the basis of an order of the dean by the 10th of each month, except the profession-based scholarship for September, which will be paid no later than on 20 October 2015, and the profession-based scholarship for February, which will be paid no later than on 20 March 2016.

18. The payment of the profession-based scholarship to a student who has gone on academic leave will be terminated. The last profession-based scholarship will be paid for the full month of study preceding the beginning of the academic leave. If a student who went on academic leave returns from academic leave in the same semester in which the profession-based scholarship was granted to the student, the payment of the profession-based scholarship will resume as of the month of study following the date of cessation of the academic leave.

19. A student who is on academic leave is entitled to the profession-based scholarship if the student completes the curriculum and has a moderate, severe or profound disability, is a parent or guardian of a child of less than three years of age or a disabled child of less than 16 years of age or is on academic leave in connection with completing conscription or alternative service. If a student has gone on academic leave, the payment of the profession-based scholarship will be discontinued and the scholarship will be paid for the full month of study preceding the beginning of the academic leave and the profession-based scholarship will be paid for the months of the academic leave within one month after the end of the semester. The amount of the profession-based scholarship payable for the months of academic leave will be differentiated on the basis of the volume of curriculum completed during the semester of academic leave.

20. If the student is deleted from the matriculation register, the payment of the profession-based scholarship is terminated. The last profession-based scholarship is paid for the full month of study preceding the deletion from the matriculation register.

21. If it is identified that the student submitted false information to get the profession-based scholarship, the payment of the scholarship is terminated immediately. The student loses the right to get profession-based scholarship in the academic year in which the payment of the scholarship was terminated and in the following academic year. The university has the right to reclaim the profession-based scholarship from the student.

22. A student who received the profession-based scholarship financed from the ‘IT Academy’ programme must refer to the IT Academy programme in all articles and presentations related to studies to notify the public.