



Based on Art. 3.2. of the University of Nova Gorica Scholarship rules no. 112-1/2011 dated 12/06/2023 The University of Nova Gorica (hereinafter: "University") announces:

Call for applications for scholarships of the *Scholarship Fund* of the University of Nova Gorica for the academic year 2023/2024

1. Scholarships are available for the following study programmes:

- Master degree programme in *Environment*
- Master degree programme in *Physics and Astrophysics*
- Master degree programme in *Materials Science*
- Master degree programme in *Leadership in Open Education*
- Master degree programme in *Viticulture and Enology*
- Master degree programme in *Media Arts and Practices*
- Bachelor degree programme in *Digital Arts and Practices* (3rd year)

2. Amount of funds available for scholarships

The total approximate amount of funds available for scholarships according to this application call is EUR 126.000.

Scholarships for the academic year 2023/2024 amount to EUR 3.000 for each year of study, until the completion of the educational programme. The selected scholarship recipients will be awarded scholarships for the academic year 2023/2024. Provided that the candidates meet the progress conditions, they can receive the scholarship until completing the programme. If they need to suspend their studies for justifiable reasons (e.g. because they become parents or suffer from a prolonged illness), their scholarship payments are discontinued and suspended. The payments of the rest of the scholarship resume after the end of the period of suspension for justifiable reasons.

3. Conditions for eligibility of the candidates and content and manner of preparation of the application

3.1. Eligibility conditions

To be eligible for the Fund's scholarships, students must meet the following conditions:

- In the academic year for which the scholarship is made available through a call for applications, they will have enrolled by October 27th 2023 as full-time students for the first time in the first year of an undergraduate or graduate academic programme, *or*
- they have a University of Nova Gorica student status and in the academic year for which the scholarship is made available through a call for applications will have enrolled by October 27th 2023 in any of the higher years of an undergraduate or graduate academic programme, following a regular progression to the next year, *and*
- they are EU citizens, *or*
- they are citizens of Norway, Iceland, Liechtenstein or Switzerland, *or*
- they are citizens of countries with which Slovenia has an international agreement on cooperation in education, *or*
- they are foreign citizens with permanent residence in Slovenia and they or at least one of their parents or guardians are taxpayers in Slovenia, *or*

- they are individuals granted international protection or international protection applicants in accordance with the International Protection Act (*Official Gazette of the Republic of Slovenia*, No. 22/16), and
- they are not employed and
- they are not exempt from paying tuition fees for fee-paying programmes.

3.2. Continuous scholarship funding

During the period of the scholarship, the scholarship holder must satisfy all the study requirements stipulated in the programme, regularly progress to a higher year of study, and successfully complete the study programme within 12 months of the end of the last semester.

4. Application evaluation and selection of candidates

4.1. Application evaluation criteria for undergraduate students:

	CRITERION	Maximum no. of points
	Applicant's suitability a) First-year students: <ul style="list-style-type: none"> • Grade point average achieved to date* <ul style="list-style-type: none"> ○ 4 or more 5,0 ○ 3 to 3.99 3,5 • Awards <ul style="list-style-type: none"> ○ International secondary-school awards and recognitions 2,5 ○ Other awards 1,0 • Motivation letter/ interview[#] 1,5 b) Higher-year students: <ul style="list-style-type: none"> • Grade point average achieved to date* <ul style="list-style-type: none"> ○ 9 or more 4,5 ○ 8 to 8.99 3,0 ○ 7 to 7.99 1,0 • Awards <ul style="list-style-type: none"> ○ International research, professional or art awards.... 2,5 ○ Other student awards and recognitions 1,0 • Motivation letter/ interview[#] 2,0 	10
	<p><i>*The grade point average to date, either in a secondary school (for first-year students) or a university programme (for higher-year students), is the sum of average grades in all course units divided by the number of the course units graded. If an individual course only has a descriptive grade (e.g. pass, fail), numerical grades 4 or 9 (pass) or 0 (fail) are used to calculate the average grade for that course.</i></p> <p><i>#Each candidate must include a motivation letter with their application to express their motivation for their chosen studies. In need of further clarification, the selection committee may contact the candidate for an interview, which can be conducted in person or remotely.</i></p>	

4.2. Application evaluation criteria for master's students:

	CRITERION	Maximum no. of points
	<p>Applicant's suitability</p> <p>a) First-year students:</p> <ul style="list-style-type: none"> • Grade point average achieved to date* <ul style="list-style-type: none"> ○ 9 or more 3,0 ○ 8 to 8.99 2,0 ○ 7 to 7.99 1,0 • Research and specialist publications or works of art <ul style="list-style-type: none"> ○ Research articles accepted for publication in international SCI, SSCI or A&HCI indexed journals, monographs or parts of monographs, or patents pending in Slovenia, and works of art accepted for international exhibitions and art events 1,5 ○ Other research or specialist publications and works of art displayed at Slovenian exhibitions and events 0,5 • Awards <ul style="list-style-type: none"> ○ International research, professional or art awards 2,0 ○ Other research, professional, art or university awards 1,0 • Motivation letter/ interview[#] 1,5 <p>b) Higher-year students:</p> <ul style="list-style-type: none"> • Grade point average in a master's programme** <ul style="list-style-type: none"> ○ 9 or more 3,0 ○ 8 to 8.99 2,0 ○ 7 to 7.99 1,0 • Research and specialist publications or works of art <ul style="list-style-type: none"> ○ Research articles published in international SCI or A&HCI indexed journals, monographs or parts of monographs, or patents pending in Slovenia, and works of art accepted for international exhibitions and art events 1,5 ○ Other research or specialist publications and works of art displayed at Slovenian exhibitions and events 1,0 • Awards <ul style="list-style-type: none"> ○ International research, professional or art awards 2,0 ○ Other research, professional or art awards 1,0 • Motivation letter/ interview[#] 1,5 <p><small>*The grade point average to date is the sum of average grades in all graded course units of a completed first-cycle academic programme (or secondary school in the case of a fast-track master's programme) divided by the number of the course units graded. If an individual course only has a descriptive grade (e.g. pass, fail), numerical grades 9 (pass) or 0 (fail) are used to calculate the average grade for that course.</small></p> <p><small>**The grade point average in a master's programme is the sum of average grades in all the graded course units of a master's (second-cycle) programme divided by the number of all course units graded. If an individual course only has a descriptive grade (e.g. pass, fail), numerical grades 9 (pass) or 0 (fail) are used to calculate the average grade for that course.</small></p> <p><small>#Each candidate must include a motivation letter with their application to express their motivation for their</small></p>	10

	<i>chosen studies. In need of further clarification, the selection committee may contact the candidate for an interview, which can be conducted in person or remotely.</i>	
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4.3. Scholarship Award Process

The applications are reviewed and evaluated by a five-member Scholarship Committee (hereinafter: the Committee), appointed by the Rector of the University.

The Committee only considers applications that have been received on time, and are properly labelled and submitted on the form prescribed.

Applications are considered to have been received on time if the University receives them by the deadline for submitting the applications specified in the call.

Applications that are not received on time, are incorrectly labelled, or are not submitted in the prescribed form, shall be rejected by a decision of the Committee.

If the University receives incomplete or improperly completed applications or applications without all the enclosures required, a written request is submitted to the applicants to complete them.

Applicants must complete their applications within 8 days after receiving the University's notification. If the applicants fail to do this within the deadline set or they again provide incomplete information, the Committee disregards the incomplete information provided and rejects the application.

In assessing the applications, the Committee determines for each application whether the applicant meets the requirements under Art. 3.1. of this application call.

To be awarded a scholarship, undergraduate programmes applicants must have obtained a minimum of 4.5 points on the basis of the criteria for assessing applicants' applications, and Masters programmes applicants must have obtained a minimum of 4.0 points. From among the applications of candidates fulfilling the conditions set out in Art. 3.1 of this call for applications and obtaining a sufficient number of points, the selection committee shall make a selection on the basis of the criteria for the evaluation of the applications of the candidates and in accordance with the decision of the Senate on the distribution of the number of scholarships per programme of study.

If applicants fail to meet these requirements, their applications shall be rejected.

The committee makes a selection among candidates who meet the conditions from Art. 3.1. of this call on the basis of the criteria for evaluating the candidates' applications and in accordance with the decision of the Senate on the distribution of the number of scholarships by faculties.

After the evaluation, for each Faculty, the Committee prepares a list of candidates for awarding the scholarship. Candidates are ordered in accord with the number of points achieved. Among equally evaluated applications, priority will be given to applications with a higher number of points according to the criterion of the average grade in previous education or studies. If it is still not possible to determine which of the evaluated applications should be selected, the application with the highest average score, calculated to two decimal places, shall be selected. If it is still not possible to determine which of the evaluated applications should be selected, the application that arrived at the University first is selected.

After the evaluation and selection procedure, the Committee prepares a list of scholarship awardees and proposes it to the rector for approval. Candidates who do not make it onto the list approved by the Rector will be rejected.

5. Application procedure and deadline for submission

To be awarded a scholarship, student candidates must submit **an application** which contains a completed and signed **Scholarship Application**, along with all necessary enclosures and a completed and signed form **Evidence of Applicant's Qualifications**, along with all necessary enclosures.

The University sets the deadline for the submission of applications **from the date of publication of the call** on the University's website or other means of public communication **up to and including 25.09.2023 at 12.00** (receipt theory). Applications received after this deadline will not be considered.

The application, including all required enclosures, must be sent to the University of Nova Gorica at the following e-mail address: studentska.pisarna@ung.si.

The application should be sent as a single compressed attachment (ZIP) to the e-mail, with the subject line "DO NOT OPEN - APPLICATION FOR THE CALL FOR FELLOWSHIPS 2023/24".

For the purposes of signing applications, a handwritten signature, a digital signature or a scan of the entire handwritten relevant page will be considered as appropriate. A scanned signature pasted as an 'image' into a document is considered inappropriate.

An application shall be deemed to be submitted on time if it is submitted by the date and time specified as the deadline for the submission of applications by candidates in Art. 5. of this call for proposals.

Untimely and incorrectly marked candidate applications are rejected by decision.

6. Applications opening

The opening of the applications will be carried out by the Committee. The opening of applications will not be public.

7. Notification of selection

Candidates selected for awarding the scholarship will be notified of the outcome of their application with a letter of decision. Candidates who will not be selected will also be notified of the decision.

Applicants will be notified of the outcome of their application by 20.10.2023.

Candidates who are eligible for accepting the scholarship and on October 27th 2023 fulfill one of the conditions from the first two items of Art. 3.1 of this call will receive a decision regarding the selection by the University and an invitation to sign a scholarship agreement in which the University and the scholarship awardee regulate in detail the mutual rights, obligations and responsibilities.

If the candidate does not respond to the invitation within 10 days or if he declines the scholarship, the application is considered to be withdrawn.

8. Complaint

The candidate can submit a written complaint to the selection decision at the University within 8 days after the decision has been announced. The application conditions and established criteria for evaluating applications cannot be objected to. In the written explanation, the candidate must clearly define the reasons for which the objection is filed and the evidence of his statements. The objection does not prevent the signing of contracts with the selected candidates.

The University Senate shall decide on the complaint which has been filed in time and by a person entitled to do so on the permitted grounds at its first subsequent meeting. The candidate must be informed of the decision within 5 working days of the decision being taken.

9. Call documentation

Application documents (text of the Application Call, the form - **Scholarship Application**, and the form **Evidence of Applicant's Qualifications**) are available at the university's website: <https://www.ung.si/sl/studij/studentski-vodnik/stipendije/> .

Interested parties can also pick up call documents at the University's Student Office during office hours until the application deadline.

10. Additional information and notification

All information regarding the Call for applications can be obtained by phone at (05) 3315 234 or in electronic form via the address: studentska.pisarna@ung.si.

Nova Gorica, 8.09.2023

prof. dr. Boštjan Golob

RECTOR