

**Call for Applications
for the Germany Scholarship (Deutschlandstipendium)
at Hof University of Applied Sciences**

Funding Year 2025/26

With the Germany Scholarship, Hof University of Applied Sciences supports talented students who are expected to achieve or have already demonstrated outstanding academic and professional performance. The scholarship is financed half by private sponsors (companies, foundations, or individuals) and half by the German federal government.

1. Benefits

A scholarship holder receives **€ 300 per month for at least one year and at most until the end of the standard period of study**. An extension is possible within the standard period of study.

2. Eligibility

a) Eligible applicants are:

- **First-year students** (an application is already possible if the applicant has applied for a study place at Hof University of Applied Sciences and admission is anticipated; proof is provided by submitting a printout of the application status from the applicant portal)
- **Students** enrolled at Hof University of Applied Sciences (Bachelor's and Master's programs)

b) **Double financial funding** through the Germany Scholarship and other merit-based scholarships is generally **excluded**. If an applicant meets the requirements for both the Germany Scholarship and another merit-based financial aid program, he or she must choose which scholarship to accept.

3. Number and Designation of Scholarships

Hof University of Applied Sciences may award up to **58 scholarships** for the winter semester 2025/26.

According to § 11 para. 3, sentence 3 of the Scholarship Program Act (StipG), up to two-thirds of the newly approved scholarships per calendar year may be tied to specific purposes defined by private sponsors.

As of April 8, 2025, scholarships designated for specific fields of study are available for the following programs:

- Computer Science / Business Informatics: 2 scholarships
- Computer Science: 1 scholarship
- International Management: 1 scholarship
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In addition, scholarships without designation are available, i.e. they may be awarded to students of any faculty and degree program. To comply with § 11 para. 3, sentence 3, one-third of all scholarships must remain non-designated. As of April 8, 2025, **three** such scholarships are available.

4. Funding Period

Scholarships are awarded for two consecutive semesters (winter and summer semester) as long as the standard period of study is not exceeded. A scholarship may be renewed for another funding period for the same student. A new application is required.

5. Application Procedure

- a) The application form must be completed online via the Hof University homepage at:

<https://www.hof-university.de/studierende/studienfoerderung/stipendien/deutschlandstipendium/onlinebewerbung-deutschlandstipendium.html>

If required, the documents listed under section 6 must also be uploaded as PDF files and attached to the application.

- b) Applications for the winter semester 2025/26 may be submitted during the following period:

April 15, 2025 – June 30, 2025

Incomplete applications or applications submitted after the deadline will not be considered!

6. Required Documents

- Fully completed **application form (online)**
- **Motivation letter** (max. two pages) explaining the applicant's reasons for applying. If applicable, the letter should also describe special personal or family circumstances (e.g. illnesses or disabilities, care of own children – especially as a single parent – or dependent relatives in need of care, work in a family business, part-time employment alongside studies, family background, or migration background).
- **Curriculum vitae (CV)** in tabular form
- **For first-year students and current students:**
Copy of the **university entrance qualification**; for master craftspeople and professionally qualified applicants, a copy of the relevant graduation certificates
- **For current students *additionally*:**
Current **transcript of records** (including grades already published for courses completed in the semester prior to the funding period)
- **For Master's students *additionally*:**
Copy of the graduation certificate of the qualifying undergraduate program preceding the Master's program
- **For international students:**
Copy of the **university entrance qualification** and, if applicable, the **graduation certificate of the qualifying undergraduate program** preceding the Master's program (a translation compatible with the German system and conversion into the German grading system is required)

- **Certificate of enrollment** at Hof University of Applied Sciences (first-year students may submit this later if the application is submitted before enrollment)
- **Employment/education contract** or employer's confirmation of part-time employment during studies
- For **dual study program students: employer's approval** that the applicant may apply for the Germany Scholarship and participate in the award ceremony and other events with sponsoring companies
- **Written proof of other achievements and qualifications** (e.g. awards, prizes, previous professional activities, internships)
- **Written proof of active extracurricular and non-academic involvement** (e.g. voluntary work, social, community, university-political or political engagement, active participation in religious communities, associations, or clubs)
- If applicable: **copy of children's birth certificates**
- If applicable: **proof of caregiving responsibilities** for a close relative
- In case of severe disability: **copy of the disability ID card**
- In case of severe illness: **medical certificate**

7. Selection Criteria

The selection committee bases its decision on the criteria set out in § 2 of the Scholarship Program Regulation (StipV).

a) The **applicant's performance and talent** are considered.

For **first-year students**, proof is provided through:

- the **grade point average of the university entrance qualification**, with particular emphasis on subject-relevant grades, or
- the **special qualification** granting access to higher education at this university, and
- if applicable, results from an **aptitude assessment examination** at Hof University of Applied Sciences.

For **enrolled students**, proof is provided through academic achievements to date, in particular **ECTS credits** earned, considering the duration of studies completed by the applicant; for Master's students, also the final grade of the previous program. The usual grading practices of the specific field of study are taken into account.

b) When assessing an **applicant's overall potential**, the following will also be considered:

- **outstanding achievements, awards, and prizes**; previous professional experience and internships
- extracurricular or non-academic **engagement**, such as voluntary work, social, community, university-political or political engagement, or involvement in religious communities, associations, or clubs
- special **personal or family circumstances**, such as illnesses or disabilities, childcare responsibilities (especially as a single parent), dependent relatives in need of care, work in a family business, part-time employment during studies, family background, or migration background

8. Selection Procedure

- a) The university administration makes a preliminary selection from the applications submitted in due form, on time, and with all required documents. Applications with sufficient prospects of success are presented to the selection committee.
- b) The selection committee decides on the awarding of scholarships. For unsuccessful applications, the committee establishes a ranking based on the selection criteria. If approved scholarships are not accepted, they are awarded to other applicants according to this ranking.
- c) The decision will be communicated to the successful applicant in writing through a notification of award. Scholarships are formally presented during a ceremonial event attended by scholarship holders and sponsors.

9. Reapplication

Renewal of a scholarship for another funding period for the same student is possible, but **requires a new application**. The following documents are required:

- Fully completed **application form**

- **Motivation letter** (approx. two pages) explaining the applicant's reasons for reapplying. If applicable, the letter should also describe special personal or family circumstances (e.g. illnesses or disabilities, childcare responsibilities – especially as a single parent – or dependent relatives in need of care, work in a family business, part-time employment alongside studies, family background, or migration background).
- **Curriculum vitae (CV) in tabular form**
- **Current transcript of records** (including grades already published for courses completed in the semester prior to the funding period)
- **Certificate of enrollment** at Hof University of Applied Sciences

Other documents listed under section 6 must be included unless they have already been submitted in their current version to Hof University of Applied Sciences in the course of applying for the ongoing scholarship.

Please note: Applications that are incomplete or not submitted on time will not be considered!

10. Legal Basis

- **Law to Establish a National Scholarship Program (Stipendienprogramm-Gesetz – StipG)** of July 21, 2010, as amended
- **Ordinance on the Implementation of the Scholarship Program Act (Stipendienprogramm-Verordnung – StipV)** of December 20, 2010, as amended
- **Guidelines** on the Awarding of the Germany Scholarship at Hof University of Applied Sciences of June 29, 2011, as amended

All available on the Hof University of Applied Sciences website: www.hof-university.de

11. Further Information

Further information on the Germany Scholarship can be found at:

- Federal Ministry of Education and Research (BMBF) Germany Scholarship
website: <http://www.deutschland-stipendium.de>
- Contact **person for scholarship applicants:**

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