

## Call for applications Family scholarship of the University of Siegen

Balancing studying and family cause many students considerable stress. Writing the final thesis also often poses a particular burden. The University of Siegen's family scholarship therefore aims to support students studying for a Bachelor's or Master's degree with family responsibilities in financially difficult situations while obtaining their degree.

### 1. Who can submit applications?

Students with family responsibility attending the University of Siegen in the final semester of their degree being in a financially difficult situation are eligible to apply. The term "family responsibility" in this case is defined as the care of minor children in one's own household, a pregnancy, as well as the primary caregiving responsibility for one or more relatives.

Before submitting an application, applicants are obliged to have a personal interview with the Family Service Office. An appointment must be made at least one week before the application deadline.

### 2. What is considered eligible?

Considered eligible will be students who:

- (1) Have a minor child/children to care for in their own household, are pregnant and/or care for and look after a first or second-degree relative in need of care (spouse or first or second degree relative) (degree of care and plausible and comprehensible presentation that the care is the main responsibility),
- (2) are in the final semester of their degree program,
- (3) are writing their thesis or can demonstrate a comparable workload and
- (4) are therefore in financially difficult situations.

In addition, criteria such as previous academic achievements and the prospect of a successful degree can also be used.

### 3. How much is the funding?

In the case of the care and supervision of a minor child/children, the monthly subsidy amount is based on the number of minor children:

Pregnant Students:	300,00 €
Students with one child:	380,00 €
Students with two children:	430,00 €
Students with three or more children:	480,00 €
When caring for and looking after a relative in need of care:	430,00 €

### 4. For how long and in what form is the funding paid?

Approval is granted for one semester (6 months). In strictly limited cases, a follow-up application is possible (see guidelines). Funding may not exceed two semesters. Payments will be made monthly.

## 5. What are the deadlines for applications?

- Interview with the Family Service Office at least one week before the application deadline
- Application deadline for the summer semester by 1 March
- Application deadline for the winter semester by 1 September
- In case of pregnancy, an application is also possible outside the deadlines

## 6. What must the application for funding contain?

To apply, the following documents must be submitted in form of a summarized electronic document (PDF) or in printed form by mail:

- (1) Short cover letter
- (2) Completed application form
- (3) Proof of registration of the thesis and of all required examinations passed. If the thesis has not yet been registered at the time of application, it is possible to submit proof of registration at a later date. Funding then begins with proof of registration. Students who are in their final semester at the time of application and have already completed their dissertation will be asked to provide evidence of the final semester and any outstanding achievements or examinations. The comparable workload to a final thesis must be clearly presented so that the particular workload is clear. This can be included in the cover letter of the application.
- (4) Proof of parenthood (e.g. birth certificate) or proof of care (degree of care and a plausible and comprehensible statement that the applicant is the primary caregiver) or proof of pregnancy and the expected date of delivery.

Applications should be sent to the Family Service Office:

By E-Mail: [familien-service.gleichstellung@uni-siegen.de](mailto:familien-service.gleichstellung@uni-siegen.de)

By Post:

Family Service Office of the University of Siegen

Adolf-Reichwein-Str. 2

57076 Siegen

## 7. Who decides?

The family scholarship awarding committee meets twice a year (in the event of pregnancy as required). The decisions of the committee will be made after reviewing all applications received. Information on the commission's decision will be sent to the applicants by e-mail, approximately within 4 weeks after the deadline for applications.

Members:

One staff member of the Family Service Office, the Equal Opportunities Commissioner, 2 members of the AStA (at least 1 of them from the Social Department), as well as 2 members of the Senate Commission for Studies and Teaching.

## 8. Notes

- Support can only be granted within the limits of available funds.
- There is no legal entitlement to funding.

- Furthermore, the associated guidelines for the allocation of funding within the framework of the family scholarship of the University of Siegen must be observed.