

## - Important advice and FAQ -

In 2022, BAYHOST has the opportunity to award additional scholarships under the Taras-Shevchenko-Program for German courses at Bavarian universities to prospective students and students from Ukraine. The scholarships will be awarded primarily to Ukrainians who are already in Germany as refugees or who will come to Germany as refugees and want to study at a Bavarian university. In addition to students, high school graduates with Ukrainian citizenship are also eligible to apply. The scholarships include the course fee, accommodation organized by the course organizer, pocket money or meals at a Bavarian university. The costs of travel and, if required, insurance have to be covered by the scholarship recipients themselves. In addition, the recipients receive advice on study opportunities in Bavaria as part of the language course.

### As an applicant for a Taras-Shevchenko-scholarship by the Free State of Bavaria you need to

- have Ukrainian citizenship.
- be able to state your plans of studying in Bavaria.
- be able to prove German language skills of at least A2-level.
- have reached 18 years of age at the time of the application. Exceptions are possible with parental consent and a contact person in Germany, if available.

### Course overview and assignment

The following Bavarian universities with whom we are in contact currently offer these German courses, for which scholarships can be awarded (subject to availability):

University	Date 2022*	Course level**	Program***
<a href="#">LMU München</a>	02.08.-27.08.2022	A1-C2	Summer German Language Course (in attendance)
<a href="#">LMU München</a>	05.09.-29.09.2022	A1-C2	Intensive German and Study Preparation (in attendance)
<a href="#">OFU Bamberg</a>	03.08.-27.08.2022	B1-C2	International Summer University (in attendance)
<a href="#">Universität Bayreuth</a>	09.08.-01.09.2022	B1-C2	Bayreuth Summer University for Intercultural German studies (in attendance)
<a href="#">KU Eichstätt-Ingolstadt</a> (no more places available)	17.07.-05.08.2022	A1-C2	KU Summer School (in attendance)

\* Course dates including arrival and departure.

## Taras-Shevchenko-Scholarships of the Free State of Bavaria for German courses Ukraine 2022

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\*\* The Bavarian universities offer courses at various language levels; the application for a BAYHOST scholarship required at least level A2 German skills.

\*\*\* Additional fees for specialty courses as well as the cultural program / excursions (if offered) are not included in the scholarship.

**You are welcome to indicate a course preference in your application in the online form and also refer to it in the letter of motivation. In addition, it is also possible to participate in two courses in succession (e.g. first course in August and second course in September). Please also indicate this in your application. We will try to take your course preference into account as much as possible, but due to fixed course contingents, we may have to distribute among the various course locations.**

### Deadline for the application

**Applications are accepted in a continuing basis (as long as scholarships are available)**

Scholarship applications are screened in their order of receipt; within one to two weeks you will receive the selection result by email. We recommend applying early as there are a limited number of scholarships available and courses start as early as mid-July / early August.

### The following documents are required:

1. an **online application form** that is filled in completely (Please fill in the form [here](#) via StipSys; all additional documents are to be uploaded via StipSys as well)
2. **letter of motivation** concerning your participation in a German language course in Bavaria, in which you also state your **plans on studying in Bavaria** (1-2 pages, in German or English)
3. a **tabular CV** in German or English
4. proof of **previous degrees** (if available, e.g. high school diploma, university degree or grades obtained so far.)
5. a photocopy of your **passport**
6. **proof of German proficiency of at least A2-level** (any certificate / letter proving your achieved level of German proficiency)
7. Optional: proof of internships, additional qualifications and / or voluntary experiences

You do not need to have your documents and transcripts translated or certified legally.

**If you encounter any difficulties during your application (e.g. acquiring the necessary documents), please contact us instantly at [vogl\[at\]bayhost.de](mailto:vogl[at]bayhost.de) – we will try to find a solution for you.**

### Advice regarding the online application form

You can find the link to the online application form here:

<https://stipsys.uni-passau.de/public/application.xhtml?PID=418>

Please click on this link and follow the instructions in the questionnaire. As part of the application form you will be asked to give information on your CV (Curriculum Vitae), incl. grades and reports. Therefore, you might need relevant documents at hand when filling in the application form. Please upload all required documents (see points 2 to 7 above) as a PDF in the online form before submitting.

Please note that a good application takes time, so please take the necessary time and peace that is required to complete the application form. If you have the relevant documents at hand when filling in the form, it should take you about 15-20 minutes to complete it.

After you have fully completed the form and submitted it, you will receive an email confirmation of your successful application. Please make sure to remember the password you will have to choose for the registration on StipSys, as you may need it again later on.

### FAQ list

1. Who can apply?
2. Do I need to have reached A2 level German language skills for the application?
3. Which grading system should I indicate in the online-application form?
4. Where do I have to send the additional documents to?
5. Is it really not necessary to translate or certify my documents legally?
6. What kinds of proof of my German language skills are accepted?
7. What language should I write the letter of motivation in?
8. What should be considered in my CV?
9. Do I have to register for the language course at the same time?
10. What costs are covered by the scholarship?
11. What are my obligations if I am awarded a scholarship?
12. What do I have to consider regarding the Covid19 pandemic?
13. Who can I contact regarding questions or problems?
14. What happens to my data after the scholarship selection?

#### 1. Who can apply?

Students or high school graduates with Ukrainian citizenship who would like to study at a Bavarian university and improve their German language skills. The scholarships are primarily awarded to Ukrainians who are already in Germany or have come to Germany as refugees.

German language skills of at least A2 level are required for an application.

## **2. Do I need to have reached A2 level German language skills for the application?**

Yes, this is the minimum application requirement. The A2-level must be completed by the time of application. Please submit a proof of your language skills.

## **3. Which grading system should I indicate in the online-application form?**

You don't have to convert your grades into the German system. Just insert your grades according to the system of your home country.

## **4. Where do I have to send the additional documents to?**

All documents will be uploaded as an attachment in the StipSys online form. It is not necessary to send documents via email or mail.

## **5. Is it really not necessary to translate or certify my documents legally?**

No. Normal copies are sufficient. In case you already have translations of your documents, you are welcome to submit them additionally.

## **6. What kinds of proof of my German language skills are accepted?**

Any certificate or official letter confirming that you learn or speak German is accepted, e.g. TestDaF, OnDaF, proof from the Goethe-Institute or other language schools and universities. Thereby, it is important that the proof shows your achieved level of German language skills (i.e. B1, B2, C1, C2).

## **7. What language should I write the letter of motivation in?**

In German or in English. If you are already advanced, try to write the letter of motivation in German as much as you can. It's always good to show you tried.

We won't be strict about grammatical or spelling mistakes. It would, on the other hand, seem strange, if you were a beginner of German language and wrote your motivation in perfect German...

More important is that your letter is comprehensible and convincing. The letter of motivation is an essential part of the application, so of course you need to have a good argumentation. Whether you write it in German or in English is your choice according to your knowledge of German.

## **8. What should be considered in my CV?**

The CV should be tabular and start with the most recent event (chronologically backwards). Blocks: Personal data, education, work experience, language skills, other commitment (voluntary work, leisure activities, etc), additional to your subject related activities / qualifications (seminars, conferences etc.). This structure can vary. Complete every block by adding short explanations e.g. about the key aspects of your studies. A possible model format can be found at:

<http://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions>

You don't have to use the Europass-Templates for your CV and are welcome to create your own design. This is just an example.

### **9. Do I have to register for the language course at the same time?**

No, only if you would also want to participate in the course without a scholarship. In the case that you are awarded a scholarship from BAYHOST, there will be a place reserved for you in one of the language courses mentioned on our scholarship webpage. BAYHOST is going to register all scholarship holders for the relevant courses after the selection process.

Please note that BAYHOST is only in charge of the scholarships. If you have questions regarding the courses, you have to direct these to the respective course organizers.

### **10. What costs are covered by the scholarship?**

For attendance courses, the scholarship includes the course fee, accommodation, and meal allowance. The meal allowance is expected to be 16€/day for all course locations in 2022.

Travel expenses, international insurance as well as visa costs will not be reimbursed! Fees for excursions will only be covered if they are already included in the course fee.

Please note that some courses require a deposit for accommodation. This is not covered by the scholarship, so you should plan for your own financial means. The deposit will be refunded before departure, provided there are no complaints (e.g. damages) with the accommodation.

### **11. What are my obligations if I am awarded a scholarship?**

If you receive a scholarship and accept this, you are obliged to participate in and be present at the entire language course from beginning to the end. You are as well obliged to take out a health insurance for your stay in Bavaria. Please note that BAYHOST does not assume liability for your stay in Germany.

Further, scholarship holders are obliged to send a report on their stay in Bavaria via email to BAYHOST by 1<sup>st</sup> October 2022.

### **12. What do I have to consider regarding the Covid19 pandemic?**

Selected scholarship holders should keep themselves up to date with the existing travel regulations for entry into Germany with regard to the Covid19 pandemic and check in good time what proof (e.g. negative Corona test, vaccination certificate) is required for this. Information can be obtained from the [Federal Ministry of the Interior, for Construction and Home Affairs \(BMI\)](#) or from the German mission in your home country. In principle, we recommend a complete vaccination with a vaccine recognized in the EU; an overview can be found on the website of the [Paul Ehrlich Institute](#).

The respective language course organizer in Bavaria will also inform all sponsored persons about which pandemic-related requirements must be observed for participation in the course

### **13. Who can I contact regarding questions or problems?**

Should further questions arise when filling out the form or you encounter difficulties, please contact Ms Antonia Vogl (vogl[at]bayhost.de).

#### 14. What happens to my data after the scholarship selection?

In order to use your data for the scholarship selection, you will be asked for the following consent after filling in the BAYHOST-online-form:

*I consent that my personal data may be saved for the purposes of the scholarship selection, granting and administration according to the legal data protection regulations. Your application data will be only transferred to all relevant bodies for the scholarship implementation and will be deleted 1,5 years after the selection process in case your application is not successful. The other documents will be saved for the purposes of the scholarship administration and only be used with your consent or according to the legal data protection regulations. Furthermore, the [privacy declaration of the University of Regensburg](#) applies.*

If you would like to receive further information on BAYHOST activities, you can add an additional optional declaration of consent:

*I consent that the collected data may be additionally used for the purposes of informing about further BAYHOST programs (via e-mail). The consent in the above mentioned use of data can entirely or partly be withdrawn to the BAYHOST at any time and effectively for the future. The revocation has to be addressed to: BAYHOST, University of Regensburg, 93053 Regensburg, Germany. The consent is optional. Through the refusal of the consent or the revocation do not arise any disadvantages for the scholarship selection.*

BAYHOST, 9<sup>th</sup> of May 2022

Sponsored by:

Bayerisches Staatsministerium für  
Wissenschaft und Kunst



[Courtesy Translation – only the German version of this document is legally binding.]