

## **National scholarship program for foreign students, researchers, and lecturers**

### **Scholarship guideline for foreign students**

The purpose of the guideline is to provide the conditions and procedure for the payment of higher education scholarships for foreign students based on the national scholarship programme for foreign students, researchers, and lecturers approved by Directive No. 435 of the Minister of Education and Research of 29.10.2014. The implementation of the programme is organized by the Education and Youth Board (the Board).

#### **GENERAL PRINCIPLES**

1. The scholarship supports foreign students in their studies at the Estonian higher education institutions.
2. The scholarship can be applied for by foreign students who wish to study at an Estonian higher education institution in the degree studies or as an exchange student.
3. At the master's and Doctoral level, studies are supported in all fields. At the first level of higher education, scholarships can be applied for only in fields related to the Estonian language and culture.
4. Applications will be accepted from students with the citizenship in one of the countries listed in Annex 1.

#### **THE AMOUNT AND PAYMENT OF THE SCHOLARSHIP**

5. The scholarship can be used for both exchange studies and degree studies.
  - 5.1. The exchange student is paid a scholarship during the study period in Estonia according to the dates approved by the host higher education institution. The scholarship can be applied for up to ten months. The scholarship is paid for exchange studies lasting at least 30 days.
  - 5.2. Degree student scholarship is paid for 12 months of the academic year, except for the last nominal academic year, when the scholarship is paid for 10 months. The scholarship is awarded for a maximum of 12 months at a time. In order to apply for a scholarship in degree study, 75% of the volume to be completed according to the curriculum (cumulatively) must be completed by the end of the previous academic year.
6. The scholarship for the first level of higher education and master's and Doctoral studies are intended to cover the accommodation and transport costs of a foreign student.
7. Scholarship rates are established by the above directive of the Minister of Education and Research as follows:
  - 7.1. The rate of the scholarship of the first level of higher education and master's study is 350 euros per month.
  - 7.2. The rate of the scholarship for doctoral studies is equal to the rate of the Estonian doctoral student scholarship, which is 660 euros per month.
  - 7.3. Other costs are not covered.
8. The scholarship is paid in full months. A period of 30 days is considered a full month. If the studies do not last for a full calendar month, the scholarship is paid in an amount proportional to the number of days studied in that month.
9. The scholarship is paid to the host higher education institution, which arranges the transference of scholarship to the scholarship holder.

## **APPLICATION**

10. Applications are accepted once a year. The deadline for submitting the application is **September 1** (the possibility to submit in the environment closes automatically on September 1 at 23:59 Estonian time). The opportunity to submit an application opens one month before the deadline. The application is submitted by a student of a foreign higher education institution on an application form in English.
11. The application, which contains a motivation letter, must be submitted in the electronic application environment (<https://taotlused.edu.ee/>) with the following annexes:
  - 11.1. a copy of passport or ID card;
  - 11.2. a copy of the confirmation letter of the higher education institution regarding admission.
12. If the additional documents are not in Estonian or English, they must be provided with translations into either English or Estonian.
13. All documents must be uploaded to the application system. Documents signed on paper are submitted as scanned. The Board has the right to check the conformity of the submitted documents with the originals.
14. Applications that have not been accompanied by a confirmation of admission to an Estonian higher education institution by the application deadline will not be processed. In the absence of eligible candidates, the Commission reserves the right not to award the scholarship.
15. The Board has the right to request additional documents from the applicant and make inquiries to the higher education institution.
16. As an exception, it is possible to award a scholarship without an application if the scholarship holder has been appointed directly by the Ministry of Education and Research.

## **AWARDING A SCHOLARSHIP**

17. Applications are evaluated, and decisions on the award of scholarships is made by the Commission in accordance with the provisions of the Scholarship Guidelines and the Commission's rules of procedure. The Commission shall be set up by order of the Director-General of the Board.
18. Scholarship holders are approved by the decision of the Head of the Internationalization Department.
19. When evaluating the applications, the following will be taken into account at an equal weight:
  - 19.1. the deliberateness of the letter of motivation;
  - 19.2. the overall quality of the application.
20. Students from Group A countries listed in Annex 1 will be awarded 2 additional points in the assessment, and students from Group B countries will be awarded 1 additional point.
21. The details of the approved applicants will be forwarded to the host institution.
22. If the applicant does not start studies, he/she loses the right to the scholarship.

## **SCHOLARSHIP PAYMENT AND REPORTING**

23. The Board shall pay the scholarship to the host higher education institution within 21 days after the conclusion of the relevant agreement with the higher education institution.

24. Modification of scholarship periods after confirmation of the results of the scholarship is possible only with the written consent of the Board and provided that the total amount of the scholarship does not increase.
25. A report on the scholarships used shall be submitted to the Board by the host institution. A free-form report on activities and expenses shall be submitted in accordance with the deadlines specified in the agreement. Any unused scholarship will be returned.

ANNEX 1

**Group A countries:**

1. People's Republic of China
2. Greece
3. Poland
4. Czech Republic
5. Turkey
6. Latvia
7. Lithuania
8. France
9. Germany

**Group B countries:**

- |                             |                       |
|-----------------------------|-----------------------|
| 1. United States of America | 17. Republic of Korea |
| 2. Armenia                  | 18. Cyprus            |
| 3. Azerbaijan               | 19. Israel            |
| 4. Belgium                  | 20. Mexico            |
| 5. Brazil                   | 21. Moldova           |
| 6. Bulgaria                 | 22. Portugal          |
| 7. Egypt                    | 23. Slovenia          |
| 8. Philippines              | 24. Finland           |
| 9. Georgia                  | 25. Sri Lanka         |
| 10. Spain                   | 26. Great Britain     |
| 11. Croatia                 | 27. Thailand          |
| 12. India                   | 28. Tunisia           |
| 13. Indonesia               | 29. Ukraine           |
| 14. Italy                   | 30. Hungary           |
| 15. Canada                  | 31. Russia            |
| 16. Kazakhstan              | 32. Belarus           |