

**DE Internationales/
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Date: 2022-01-07

Call for Applications for DAAD STIBET Grants by Foreign Doctoral Students and Postdocs

Under the STIBET Program, Karlsruhe Institute of Technology (KIT) awards to doctoral students of all subjects the following grants financed by DAAD from funds of the Foreign Office:

- Graduation grants for foreign doctoral students,
- Grants for highly committed doctoral students,
- Contact grants for foreign doctoral students.

Target group:

The grants are awarded to foreign doctoral students (students of foreign nationality with a university entrance qualification acquired abroad) exclusively.

Requirements:

For awarding the grant to doctoral students, a doctoral agreement is required. Within six months upon the start of the grant, the doctoral candidate must be accepted by a KIT department with or without reservations.

Types of Grants:

Graduation Grants:

- Goal: Support of qualified doctoral candidates in the final phase of their doctorate.
- Requirements: Good (study) results of the doctoral candidates and prognosis of successful completion of studies within the next twelve months. The financial support is intended to enable foreign doctoral students, who are in financial distress without their fault, to concentrate on and complete their studies.
- Funding duration: The graduation grant can be awarded for a maximum of six months. An extension to a maximum of twelve months is possible in exceptional cases.

Grants for Highly Committed Doctoral Students:

- Goals: Support of qualified doctoral students and improving their integration and interconnections at KIT.
- Requirements: The doctoral students have reached good (study) results. In addition, they are highly committed in the international context at their university.
- Funding duration: The grant may be awarded for twelve months. In exceptional cases, an extension is possible.

Contact Grants:

- Goals: Support of qualified doctoral students and establishment and intensification of partnerships between KIT and foreign universities.
- Requirement: Contact grants may only be awarded to doctoral students from foreign partner universities or from foreign universities with which partnership agreements have been concluded or are planned.
- Funding duration: The grant may be awarded for a maximum of twelve months.

Amount and Duration of Funding:

The grant amounts to a maximum of EUR 1200 per month.

This amount is the maximum specified in the STIBET Program, which does not mean that it has to be paid in any case. Payment of smaller grants is possible as well. However, the amount should not be below EUR 250 per month. Deviations must be agreed upon with the DAAD in advance.

Which Documents Must Be Submitted When Applying for a Graduation Grant?

- [Coversheet](#).
- Support letter including the prognosis of a successful doctorate within the next twelve months, the presumable date of completion of the doctorate (inclusive of defense), and the period of support needed.
- Motivation letter by the doctoral student, including a description of his / her personal situation as well as milestones and goals to be reached until defense of the doctorate.
- Curriculum vitae of the applicant.
- Official acceptance letter for the doctorate by the department (validity of acceptance until the planned date of defense).
- Detailed description of the doctoral student's financial situation outlining why no other support is possible (by family members / spouse / institute).
- Account statements of the doctoral student for the last three months upon submission of the application.
- For non-EU citizens: Scan of the current residence title.

Application documents will be treated confidentially and used for the decision on the graduation grants exclusively.

Interested students are requested to send their application documents by email to the International Scholars and Welcome Office (IScO) of KIT's International Affairs Business Unit (INTL):

oliver.kaas@kit.edu.

Grant Decision:

The grant decision will be made by IScO together with the Equal Opportunities Office. Selection criteria include the availability of funding, scientific qualification and scientific achievements of the applicant (determination, broad knowledge, scientific productivity) as well as financial need.

For Which Durations Will the Grants Be Awarded?

1. Graduation grants: Six months. In individual cases, the period may be extended to twelve months.
2. Grants for highly committed doctoral students: Twelve months. In exceptional cases, an extension is possible.
3. Contact grants: Twelve months at the maximum.

May a Grant Be Awarded to the Same Person in Several Years in a Row?

Payments of grants for highly committed doctoral students may be extended beyond twelve months in the individual case. However, the extension shall not exceed the duration of the first grant. Contact grants are awarded once for the period of the exchange visit only. This applies analogously to graduation grants.

Are Doctoral Students Receiving a Grant under STIBET Allowed to Take up a Job?

Yes, they are in principle. In the individual case, this has to be agreed upon by the grant holder and IScO after consulting the DAAD. In case the gross income from this job exceeds the lump sum limit for part-time workers (a gross amount of EUR 450/month), the grant must be reduced by that amount. This limit applies to every month in which this side job is pursued. Pertinent legal provisions and in particular the provisions of fiscal and tax legislation must be noted. For a tax assessment, contact a tax advisor.

May Foreign Doctoral Students Receiving a Grant from Public Funds (e.g. DAAD, AvH, etc.) Be Granted Funding under the STIBET Program?

Yes, these foreign doctoral students may receive funding from the STIBET Program under the following conditions:

- In case doctoral students already receive a full grant, they may be supported as teaching and research assistants. In analogy to side jobs, a gross lump sum limit of EUR 450/month applies. The legal provisions and in particular the provisions of fiscal and tax legislation must be observed.
- In case doctoral students receive a partial grant, additional support up to the amount of a full grant is permitted.

May the Grant Be Awarded to Doctoral Students Who Stay at a University for One to Two Semesters Only, but Graduate in Their Home Country?

Yes. This is what the contact grants are for. Doctoral students from partner universities can be invited.

Obligations to Cooperate:

When applying for and receiving a grant, grants received for the same purpose from other sources must be indicated.

Grant holders are requested to submit a report on the effect of the grant on their doctorate to IScO upon the expiry of their grant. This report will then be published on the website of IScO.

Note the requirements of DAAD for funding under P14 2019 STIBET Doktoranden, status 04/2018 on the [website](#) of DAAD (in German only).

There is no legal entitlement to the grant.

Awarding of the grant is based on the Guidelines for Awarding Qualification, Research, and Mobility Scholarships at Karlsruhe Institute of Technology (KIT), official announcement No. 51 of September 23, 2020. The German version is available at https://www.sle.kit.edu/downloads/AmtlicheBekanntmachungen/2020_AB_051.pdf and applies, provided that no other rule is specified in this call or agreed upon separately.

Excerpts from the Guidelines for Awarding Qualification, Research, and Mobility Scholarships at Karlsruhe Institute of Technology (KIT) of September 23, 2020, official announcement No. 51:
(...)

§ 6 Revocation of a Grant

KIT is entitled to revoke the scholarship prematurely or to terminate the scholarship contract for important reasons. In such cases, the scholarship holder must repay to KIT any wrongly received scholarship payments. The scholarship can be revoked in particular, if

- a) the grant is based on incorrect or incomplete information provided by the scholarship holder,
- b) the scholarship holder receives financial support for the same project from public or private institutions,
- c) the scholarship holder carries out or takes up an activity that is incompatible with the scholarship,
- d) the scholarship holder does not use the scholarship in whole or in part for the intended purpose,
- e) the scholarship holder has violated the rules for safeguarding good scientific practice within the framework of the funded project and this has been asserted by KIT in a concluded proceeding according to the KIT Rules for Safeguarding Good Scientific Practice in the currently valid version, or
- f) the scholarship holder grossly violates his/her other duties arising from this scholarship.

Important reasons for revocation of the grant and, consequently, for termination of the grant agreement are, in particular, the discontinuation or reduction of KIT's funding by those providing third-party funds or the fact that the funds provided for this purpose are no longer available to KIT.
(...)

§ 12 Secondary Earnings

(1) Scholarship holders are obliged to concentrate on the purpose of their scholarships. The scholarship holder may take up a job if this does not impair the achievement of the purpose of the scholarship. This requirement is generally considered to be met if the time required for one or more jobs does not exceed one quarter of the regular collectively agreed working hours per week, based on full-time employment. The KIT checks whether such gainful employment endangers the fulfillment of the purpose of the scholarship. If so, the KIT reserves the right to terminate or interrupt the scholarship.

(2) KIT must be informed about the duration of the employment prior to the start of employment. After conclusion of the employment contract, a copy of the contract must be attached to the funding file.

(3) According to Article 1, par. 1, the rules on gainful employment do not apply if the scholarship holder who is engaged in gainful employment receives a scholarship from a third party, or if KIT merely pays the scholarship as a trustee for another institution that has made the funding decision.

(...)

§ 13 Status of Scholarship Holders

(1) Scholarship holders carry out research projects without being bound to the KIT instructions. The scholarship does not constitute any whatsoever employment relationship.

(2) Scholarship holders are responsible for the payment of taxes and social security contributions in Germany and abroad and indemnify KIT from all claims of third parties in this regard. Within the scope of the provisions of Article 3, No. 44 of the Income Tax Law (Einkommenssteuergesetz – EStG), a scholarship may in principle be tax-free and not subject to the progressivity proviso according to Article 32b of EStG. For domestic scholarship providers, the tax office responsible for the assessment of the scholarship provider's corporate income tax liability (for KIT – Finanzamt (tax office) Karlsruhe-Stadt) has to verify whether the conditions for tax exemption of the scholarship are met. Upon request of the scholarship recipient or his/her tax office, this tax office must issue a certificate

confirming that the requirements of Article 3, No. 44, cl. 3, a and b, EStG have been met, or must refuse to issue the certificate.

(3) The scholarship holder is responsible himself/herself for concluding a health or liability insurance.

(4) The following applies to accident insurance protection:

a) KIT scholarship holders who are on the premises of KIT on behalf or with the consent of KIT are ensured against the consequences of occupational accidents and diseases during their stay on the KIT premises. Scholarship holders are responsible for accident insurance coverage beyond this e.g., for commuting accidents.

b) KIT scholarship holders who are enrolled at KIT are legally insured against accidents during their education and training at the university. Accidents at work also include accidents on the route related to the insured activity to and from the place of work.

c) If the scholarship holders are employed at KIT, they may be insured against accidents while working as employees.

Otherwise, the scholarship holder is basically responsible himself/herself for accident insurance coverage.

§ 14 Handling of Personal Data

(1) KIT will report on the awarding of scholarships within the scope of the proof of use according to the guidelines for the use of funds of the third-party funding providers.

(2) For each scholarship, KIT shall forward one control notification to the competent tax office about the corresponding payment in accordance with the “Ordinance on Notifications to the Tax Authorities by Other Authorities and Public Broadcasting Stations” (Verordnung über Mitteilungen an die Finanzbehörden durch andere Behörden und öffentlich-rechtliche Rundfunkanstalten) as amended.

(3) It must be ensured that the persons concerned are adequately informed about the processing of their personal data for scholarship administration purposes. If in doubt, the Data Protection Staff Unit should be consulted. The same applies to the compliance with data protection regulations when personal data are transferred to third-party funding bodies.

§ 15 Obligations to Cooperate

(1) The scholarship holders must comply with all obligations to cooperate and provide the necessary evidence within the scope of the scholarship. This also applies to subsequent obligations to report.

(2) The scholarship holders must immediately inform about any changes in their personal and economic circumstances that are relevant to the awarding of the scholarship.