

REGULATIONS FOR FINANCIAL AID MASTER PROGRAMMES

Article 1. Basis for and scope of regulations

These regulations set out the procedural guidelines for financial aid to Master students through a scholarship programme.

Article 2. Scholarship programmes

The “The Hague University of Applied Sciences’ World Citizen Talent Scholarship” programme aims to enhance The Hague University of Applied Sciences’ international profile by strengthening and ensuring diversity in the international classroom. To this end, The Hague University of Applied Sciences – Academy of Masters and Professional Courses - will provide up to 3 one-off € 5,000 scholarships to Master students per year through this scholarship programme.

Article 3. Scholarship Awards Committee

1. Each year, the Management Team of the Academy of Masters and Professional Courses establishes a committee to assess student essays.
2. The Scholarship Awards Committee decides on all Masters scholarship applications on behalf of the Management Team of the Academy of Masters and Professional Courses.
3. Each year, the Committee prepares a report on its activities which is submitted to the Management Team of the Academy of Masters and Professional Courses.

Article 4. Requirements

1. The scholarship application procedure is open to prospective students who:
 - a. have submitted an application for enrolment in an International Master’s degree programme at The Hague University of Applied Sciences;
 - b. were not previously enrolled in a Bachelor’s or Master’s degree programme at The Hague University of Applied Sciences or the institution’s preparatory school;
 - c. have not previously received financial aid from The Hague University of Applied Sciences as part of a scholarship programme;
 - d. have not received a scholarship from another institution or organization. If another scholarship has been awarded the WCTS scholarship will be allocated to another student.
2. The prospective student must meet the requirements outlined in this chapter, and must have followed the procedures it describes.

Article 5. Essay assignment

1. The prospective student must write an English essay of between 950 and 1100 words. In this essay, the student must describe how he or she aims to contribute to The Hague University of Applied Sciences’ intercultural environment. The essay

must touch upon the issue of global citizenship, and describe how the student aims to apply his or her specific cultural background to contribute to The Hague University of Applied Sciences' intercultural environment.

2. By submitting the essay, the prospective student agrees to transfer the rights to his/her work to The Hague University of Applied Sciences.

Article 6. Scholarship application procedure

1. The prospective student may address scholarship applications to the Master Scholarship Awards Committee. This application must have been submitted by 31 March prior to the academic year to which the scholarship relates. Applications must be submitted by means of the appropriate form, which can be downloaded from The Hague University of Applied Sciences' website, and must be sent to master-scholarship@hhs.nl.
2. The prospective student must include the essay as referred to in Article 5 with his/her application.
3. The Master Scholarship Awards Committee will send the prospective student a confirmation of receipt and a description of the follow-up procedure as soon as possible.
4. Applications submitted after the aforementioned deadline will not be taken into consideration by Master Scholarship Awards Committee. If the Committee rules that the student has failed to adequately demonstrate force majeure, the Master Scholarship Awards Committee will declare the application inadmissible and duly notify the student of its decision.
5. If the application is incomplete, the prospective student will be granted until 31 March to provide the missing information. If the application has not been supplemented with the required information before this date, the Master Scholarship Awards Committee will declare the application inadmissible and duly notify the prospective student of its decision.

Article 7. Decision on the scholarship application

1. The Scholarship Awards Committee will assess the essay assignments on the basis of the following criteria:
 - a. compliance with the assignment as referred to in Article 5, paragraph 1;
 - b. use of the English language;
 - c. originality.
2. Based on the criteria described in paragraph 1, the Master Scholarship Awards Committee will select up to 2 prospective students. These students will be awarded a provisional scholarship. The Committee will duly inform these prospective students in writing within six weeks after expiry of the application period as referred to in article 6, paragraph 1.
3. The Master Scholarship Awards Committee will also select various runners-up. The Committee will duly inform these runners-up of their status and the resulting implications in writing within six weeks after expiry of the application period as referred to in article 6, paragraph 1.

4. The Scholarship Awards Committee will inform prospective students who have not been awarded a scholarship or selected as runners-up of the fact that they will not be eligible for a scholarship within six weeks after expiry of the application period as referred to in article 6, paragraph 1.
5. All results are final, and The Scholarship Awards Committee will not enter into any correspondence.
6. If a prospective student as referred to in paragraph 2 is refused admission, decides to withdraw his/her enrolment, or fails to meet the enrolment criteria or residential requirements at the start of the academic year, his/her scholarship will be terminated. The Master Scholarship Awards Committee will then decide which of the runners-up, as referred to in paragraph 3, will be awarded the relevant scholarship. The Committee will inform the prospective student of the fact that his/her scholarship has been terminated or awarded – as the case may be – in writing.

Article 8. Tuition fee waver

1. The scholarship will become definitive once the prospective student to whom it has been provisionally awarded has met all enrolment requirements, demonstrated to be legally residing in the Netherlands and has entered into a written agreement to pay the due amount of tuition fee.
2. Once the scholarship has been definitively awarded, the relevant amount will be waved from the tuition fee as being the last instalment.
3. If a scholarship recipient decides to deregister prematurely during the academic year for which he/she was awarded a scholarship, the scholarship will not be waved from the tuition fee.
4. Scholarship recipients are obliged to take part in scholarship programme evaluations conducted by The Hague University of Applied Sciences.

Article 9. Funding

Each academic year, a total of € 15,000 can be allocated for financial aid to eligible Master students through scholarships.

Article 10. Official title

These regulations may be referred to as “Regulations for Financial Aid Master Programmes”.

Article 11. Entry into force and evaluation

1. These regulations will enter into force on 1 January 2017.
2. The Management Team of the Academy of Masters and Professional Courses will ensure the timely evaluation of these regulations. This evaluation must have taken place by 31 December each year at the latest.