

**EXEMPTION FROM TUITION FEES FOR INTERNATIONAL STUDENTS WITH EXCEPTIONAL ACADEMIC APTITUDE**

**ACCORDING TO THE STATUTE OF HOCHSCHULE OFFENBURG PUBLISHED ON 25 MARCH 2019**

*[ENGLISH READING VERSION – FOR INFORMATION ONLY]*

Pursuant to § 6 Para. 4 Sent. 1 of Landeshochschulgebührengesetz (State University Fees Act) in the 1 January 2015 version (Official Gazette p. 1, hereinafter referred to as LHGebG), as amended by Art. 1 of the Act Amending the State University Fees Act and other laws of 9 May 2017 (OG p. 245) in conjunction with Section 19 (1) Sent. 2 No. 10 of Landeshochschulgesetz (State University Law) in the version of 20 April 2014 (OG p. 99), last amended by Art. 1 of the Act on 13 March 2018 (OG p. 85), the Senate of Hochschule Offenburg adopted the following statute on 20 March 2019:

**§ 1 – Objectives of the Statute**

Pursuant to § 6 Para. 4 and 5 LHGebG, Hochschule Offenburg can exempt a limited number of international students from their obligation to pay tuition fees for international students completely or partially if it considers them to be particularly gifted. This statute specifies the procedure for determining international students' exceptional aptitude, the procedure for selecting students, and the scope of the exemption.

**§ 2 – Announcement; Selection Committee; Competences**

(1) The rectorate shall decide every six months at the beginning of each semester whether exemptions are to be announced and, if so, how many, and shall announce the decision.

(2) The rectorate shall appoint a selection committee consisting of the following five members entitled to vote to determine particular giftedness and to select the students to receive an exemption: the Prorector for Academic Affairs qua their office, the head of the International Office, two members of the University's teaching staff, and one student of the University. The Prorector for Academic Affairs chairs the committee. The members serve a one-year term.

(3) The Equal Opportunities Officer shall be a member of the selection committee in an advisory capacity. The selection committee may consult other experts in an advisory capacity, such as degree-program directors or heads of examination boards.

(3)[sic] The selection committee decides on the applications submitted by students within the required deadline and form and prepares a proposal. Resolutions shall be passed through a majority vote.

(4) On the basis of the selection committee's proposal, the rectorate shall decide which students shall be exempted from paying tuition fees.

### § 3 – Eligibility to Apply and Determination of Exceptional Aptitude

(1) Students enrolled at the University are eligible to apply from the second semester of the respective degree program onwards.

(2) Acting on an application, the selection committee determines exceptional aptitude through the examination results in the degree program in which the student applicant is enrolled. Particularly gifted students are those who can prove their academic progress, measured in ECTS credits, within the intended time, and who have achieved clearly above-average, outstanding examination results in their course of study, both in terms of their individual grades and their average grade.

(3) Submitting an application is the responsibility of the international student; the University is not obliged to inform them of the possibility of submitting an application.

### § 4 – Selection from the Pool of Particularly Gifted Students

(1) The selection from the pool of particularly gifted students is based on social criteria. Priority will be given to students who are nationals of a country which is a signatory to the European Union Partnership Agreement 200/483/EC of 23 June 2000, or who are nationals of a country which according to the United Nations is one of the world's least developed countries. If further exemptions are possible due to a missing or insufficient pool of such applicants, the other students to be exempted shall be selected subsequently from the applicant pool of other nationalities.

(2) Within the two groups and overall as well, the selection committee shall consider aspects of gender equality with comparable aptitude. Students with children and those who can prove that they have spent a considerable amount of time at the University volunteering for other students will receive a bonus.

### § 5 – Application Form and Deadline

(1) Students must submit their application to the University on or before September 15 for the following winter semester, and on or before March 1 for the following summer semester, using the application form provided by the University and enclosing the following documents:

- (a) the Transcript of Records
- (b) a copy of an official identity document proving nationality
- (c) if applicable, documentation of children to be cared for
- (d) if applicable, documentation of volunteer work at Hochschule Offenburg

#### § 6 – Exemption Notice; Scope and Duration of the Exemption

- (1) Students who become exempted from the fee for international students will receive a written notification. The exemption is subject to the condition that the legal basis for it does not change. There is no legal entitlement to an exemption.
- (2) Exemption is granted in the amount of 1,500 euros per semester.
- (3) The exemption takes effect from the semester for which the application was made. It is granted for a limited period of two semesters. Reapplication is possible.
- (4) A tuition fee already paid despite effective exemption will be refunded by the University.

#### § 7 – Effective Date

This statute shall be effective the day after its publication. The first selection round will take place for the 2019/20 winter semester.

Offenburg, 25 March 2019

*[Rector's signature]*

Professor Dr.-ing. Dr. h. c. Winfried Lieber

Rector