

JOSIP JURAJ STROSSMAYER UNIVERSITY OF OSIJEK



ORDINANCE
on conditions and manner of exercising rights for awarding
student scholarships and grants
at Josip Juraj Strossmayer University of Osijek

Osijek, October 2014

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Based on Article 65 and 230 of the Statute of Josip Juraj Strossmayer University of Osijek, the Senate of the Josip Juraj Strossmayer University of Osijek adopted at their 1st session of the academic year 2014/2015 held on 28 October 2014 under paragraph 4 of the Agenda this

ORDINANCE
on conditions and manner of exercising rights for awarding
student scholarships and grants at
the Josip Juraj Strossmayer University of Osijek

I. GENERAL PROVISIONS

Article 1

Ordinance on the conditions and manner of exercising rights for awarding student scholarships and grants of Josip Juraj Strossmayer University of Osijek (hereinafter: Ordinance) shall specify the conditions and manner of exercising the rights for awarding student scholarships and grants at the University of Osijek.

Article 2

(1) For the awarding of the student scholarships and grants of Josip Juraj Strossmayer University of Osijek (hereinafter: the University) Croatian citizens in the status of regular students of the university and of the scientific-educational and artistic-educational constituent units of the University can compete under the conditions laid down in this Ordinance.

(2) Full-time students of university and professional studies referred to in paragraph 1 of this Article are full-time students (hereinafter referred to as students) of undergraduate university studies, graduate university studies, integrated undergraduate and graduate university studies and, undergraduate professional studies and specialist graduate professional studies.

Article 3

For awarding student scholarships and grants, students referred to in Article 2 of this Ordinance may compete in the following categories:

- A.) Scholarships for excellence
- B.) Scholarships for students who are active athletes
- C.) Scholarships for students in needs
- D.) Grants for students in needs

II. GENERAL CONDITIONS FOR AWARDING STUDENT SCHOLARSHIPS AND GRANTS

Article 4

For awarding student scholarships and grants students from Article 2 of this Ordinance can compete under the following general conditions:

- that they are Croatian citizens, as evidenced by a copy of one of the following public documents: certificate of citizenship, a decision on the acquisition of Croatian citizenship, passport (the page with picture) or a copy of both sides of the ID card
- that they have the status of a full-time student at the scientific-educational or artistic-teaching constituent unit of the University, as evidenced by verifying the application form for awarding scholarships

Article 5

Student scholarships and grants are assigned under the separate rankings for each specific category referred to in Article 3 of this Ordinance according to the specific conditions and criteria within each category.

III. SPECIFIC CONDITIONS AND CRITERIA FOR AWARDING STUDENT SCHOLARSHIPS AND GRANTS

Article 6

III. 1. A) Scholarships for excellence

(1) Scholarships for Excellence are awarded to outstanding full-time students studying at undergraduate university studies, graduate university studies, integrated undergraduate and graduate university studies and undergraduate professional studies and specialist professional graduate studies at the scientific-educational and artistic-educational university constituent units, who are extremely successful students in the current study under the following conditions:

- A1) For senior students to have acquired a minimum of 55 ECTS in the previous academic year and achieved a grade point average of all exams passed during the study according to which they enter the 10% (ten percent) of the most successful students who are studying, in accordance with the criteria of the parent scientific-educational or artistic and educational constituent unit at which they study.
- A2) For students of first-year undergraduate university and undergraduate professional studies and first-year integrated undergraduate and graduate study to find themselves on the ranking list of the 10% (ten percent) of the most successful candidates according to the requirements and criteria of the parent scientific-educational and artistic educational constituent unit (state graduation results and/or results of the classification process).
- A3) For students enrolled in the first year of graduate study to find themselves on the ranking list of the 10% (ten percent) of the most successful candidates according to the requirements and criteria of the parent scientific-educational or artistic-educational constituents at which they study (the results of the classification process or success/ arithmetic average score of all exams passed at the previous level of study).

(2) Scholarships for the category A in A1) A2) and A3) are awarded based on the criteria of excellence as follows:

- criteria for category A listed under A1) for students of higher years of undergraduate university and undergraduate professional studies and integrated undergraduate and graduate university study is the grade point average of all exams passed during the study ending on 31 October, in the academic year of the implementation of the competition for the awarding of student scholarships and grants, rounded to three decimal places. The

criteria for the awarding of student scholarships to the students of higher years of university graduate study is the average rating of all passed exams ending on 31 October, in the academic year of the implementation of the competition for awarding student scholarships and grants rounded to three decimal places at the same level of study.

- criteria for category A listed under A2) for students of the first year of undergraduate university and undergraduate professional studies and the first year of integrated undergraduate and graduate university studies is the success at the state graduation exam and/or classification process.

- criteria for category A listed under A3) for students of the first year of the university graduate study is the average grade score of all exams passed during the university undergraduate study, ending on 31 October, in the academic year of the implementation of the competition for scholarships and grants, rounded to three decimal places.

(3) Point value of the average grade score of all exams passed during the study will be determined with the number of points for each average grade as follows:

- from 4,800 to 5,00040 points
- from 4,600 to 4,79935 points
- from 4,400 to 4,59930 points
- from 4,200 to 4,39925 points
- from 4,000 to 4,19920 points

(4) During the evaluation, the preference will be given to students who also have other achievements to show during the study, such as Rector's Award, the Dean's Award/Head of Department's Award, other awards and prizes, and awards received during the study, published papers (scientific or professional), as well as successes in competitions on the national or the international level. For artistic studies, the realized public art performances, as well as works of art are taken into the account.

(5) Point value for other achievements during the study (prizes and awards) will be evaluated in the following manner:

- Rector's Award.....20 points
- Dean's/Head of Department's Award.....10 points
- Other prizes and awards received during the study, which are connected to the study5 points

(6) Competitions on the international or the national level, including sports competitions will be evaluated in the following manner:

National ranking events:

- won 1st place15 points
- won 2nd place.....10 points
- won 3rd place5 points

The international ranking competition will be evaluated as follows:

- won 1st place20 points
- won 2nd place.....15 points
- won 3rd place10 points

(7) Published papers will be graded in these categories: original research papers, review articles and professional papers published in journals will be evaluated in the following manner:

- Articles published in an internationally reviewed publication:
 - independent paper15 points
 - paper up to 3 authors12 points
 - paper of 3 to 5 authors.....10 points
- Articles published in a domestic reviewed publication:

- independent paper.....15 points
 - paper with up to 3 authors..... 10 points
 - paper of 3 to 5 authors.....8 points
 - Published professional paper:
 - independent paper 10 points
 - paper up to 3 authors8 points
 - paper from 3 to 5 authors6 points
- (8) Point value of artistic performances and art exhibitions is determined as follows:
- artistic performances/artistic pieces
 - award for public artistic performance.....15 points
 - award for an art piece 15 points
 - other forms of artistic presentations recognized by the Academy of Arts..... 10 points

(9) In the event that two or more students have the same total number of points, according to the average score of all exams passed during the study and the average score of other achievements during the study, the evaluation will be carried out according to the average score of the third decimal.

Article 7

Students who can not enter the competition for scholarships for excellence are those:

- who do not meet the requirements and criteria listed under A1), A2) and A3)
- who are in the final year of their studies (graduates)
- who have filed for the inaction of student obligations in the academic year of the implementation of the competition
- who are on a break from their studies
- students who are users of other scholarships

III.2. B) Scholarships for students who are active athletes

Article 8

(1) Scholarships for students who are active athletes are awarded to full-time students studying at the undergraduate university studies, graduate university studies, integrated undergraduate and graduate university studies, undergraduate professional studies and specialist professional graduate studies in the scientific-educational and artistic-educational constituent units of the University under the following conditions:

- 1st, 2nd or 3rd level categorization of athletes as evidenced by the decision of the Croatian Olympic Committee on the categorization of athletes

(2) Grants in this category are awarded according to the criteria as follows:

- for students who have enrolled in their first year of the undergraduate university study or undergraduate professional study there is a place on the ranking list according to the results they achieved at the state graduation and/or according the results of the classification process at the university enrolled by those students
- students of higher years of undergraduate university and undergraduate professional studies are evaluated according to the average of all grades during the study period rounded to three decimal places ending on 31 October of the academic year of the implementation of the competition for the awarding of student scholarships and grants

- for students who enrolled in the first year of graduate study or the specialist professional graduate study, the grade point average rounded to three decimal places is taken from the study that preceded the enrolled higher level year of study ending on 31 October of the academic year of the implementation of the competition for the awarding of student scholarships and grants
- for students of higher years of the graduate study or the specialist graduate study the grade point average rounded to three decimal places at the same level of studies is taken, ending on 31 October, of the implementation of the competition for the awarding of student scholarships and grants.

(3) In addition to the criteria listed in paragraph 2 of this Article additional achievements will be evaluated during the performance of studies: Rector's Award, Dean's/Head of Department's Award and other prizes and awards during the study.

(4) Point value of the grade average during the study period determines the number of points for the average score as follows:

- from 3,800 to 3,999 10 points
- from 4,000 to 4,299 15 points
- from 4,300 to 4,599 20 points
- from 4,600 to 4,799 25 points
- from 4,800 to 5,000 30 points

(5) Credits for other achievements during the study (prizes and awards) will be evaluated in the following manner:

- Rector's Award 20 points
- Dean's/Head of Department's Award 10 points
- Other prizes and awards received during the study, which are connected to the study 5 points

(6) In the event that two or more students have the same total number of points, the precedence in the awarding of scholarships will have the student who is in the higher level of categorization of athletes.

Article 9

Students who can not enter the competition awarding of scholarships for students who are active athletes are students:

- who are not categorized athletes
- who are in their final year of studies (graduates)
- who have filed for the inaction of student obligations in the academic year of the implementation of the competition
- who are on a break from their studies
- students who are users of other scholarships

III.3. C) Scholarships for students in social needs

Article 10

(1) Scholarships for students in need are awarded to full-time students of senior years of study at the undergraduate university studies, graduate university studies, integrated undergraduate and graduate university studies and undergraduate professional studies and specialist professional graduate studies in the scientific-educational and artistic-

educational constituents of the Josip Juraj Strossmayer University of Osijek for one of the above categories as follows:

- C1) students with lower socio-economic means
 - C2) students with disabilities
 - C3) students belonging to potentially vulnerable groups
- (2) A student with lower socio-economic means is a single full-time student/family member who is a beneficiary of social care.
- (3) A student with a disability is a full-time student with 60 percent or higher physical disability.
- (4) A student who belongs to other potentially vulnerable groups is a full-time student:
- living in families with three or more minor children
 - who is a parent
 - whose parent is a Croatian defender - 100% disabled
 - who is without proper parental care (students coming from foster families, children's homes and educational institutions; students without parents)
 - who is a user of constant support allowance in accordance with the law which regulates social care

Article 11

For all three categories listed under C1), C2) and C3) in the Article 10 of this Ordinance, full-time students, along with the general requirements from Article 4 of this Ordinance, must meet special requirements as follows:

- that they are full-time students enrolled in the 2nd or a senior year of university or professional studies
- that they have achieved a grade point average of all exams passed in the previous year that amounts to at least 3.00

Article 12

In addition to the requirements of Article 11 of this Ordinance, the students eligible for scholarships in the category C under C1), C2) And C3) should also meet the specific criteria for each listed category.

III.3.1. C1.) Students with lower economic means

Article 13

(1) For awarding the scholarships within these categories, students need to meet the following two criteria:

- that their average revenue generated per household member up to 70% of the minimum wage, which is determined by the appropriate regulation, as evidenced by a certificate of the tax office for all members of the joint household for the previous calendar year. For students whose members of the joint household are retired, the proof on the amount of paid pensions for the previous calendar year is the certificate of the competent authority for pension insurance.
 - they must submit a Statement about the members of the joint household (the joint household implicitly means the family or other community of persons who live at the same address of residence and pay for the costs of living regardless of relationship).
- (2) The grade point average of the previous year will be evaluated along with the point value of the criteria given in paragraph 1 of this Article, including additional accomplishments:

Rector's Award, Dean's/Head of the Department's Award and other prizes and awards awarded during the study.

(3) The point value according to the criteria of the average revenue realized per household member referred to in paragraph 1 of this Article will be evaluated in the following manner:

- Revenue per joint household member:
 - up to 10% minimum wage80 points
 - up to 20% minimum wage70 points
 - up to 30% minimum wage60 points
 - up to 40% minimum wage50 points
 - up to 50% minimum wage40 points
 - up to 60% minimum wage30 points
 - up to 70% minimum wage20 points

(5) Point value of the grade average in the previous year of study will be determined with the number of points for each average grade as follows:

- from 3,000 to 3,4999 points
- from 3,500 to 3,79910 points
- from 3,800 to 3,99911 points
- from 4,000 to 4,29912 points
- from 4,300 to 4,59913 points
- from 4,600 to 4,79914 points
- from 4,800 to 5,00015 points

(6) Credits for other achievements during the study (prizes and awards) will be evaluated in the following manner:

- Rector's Award20 points
- Dean's/Head of Department's Award.....10 points
- Other prizes and awards received during the study, which are connected to the study5 points

(7) In the event that two or more students in the category of students of lower socio-economic status have the same number of points, the precedence in the awarding of scholarships will have the student who has a lower income per member of the joint household.

III. 3. 2. C2) Students with disabilities

Article 14

(1) Students who are eligible to compete for awarding the scholarships within this category are the ones who have had their percentage of physical impairment determined by the Croatian Pensions Insurance as 60% or more.

(2) The evaluation will take into consideration the percentage of physical impairment and the success criteria in the study, the average score from the previous study year and the additional accomplishments: Rector's Award, the Dean's/Head of Department's Award and all the other prizes and awards achieved during the study.

(3) Points according to the level of physical disability:

- Percentage of the physical disability:
 - 60%40 points
 - from 61 to 80%60 points
 - from 81 to 100%80 points

(4) Point value of the grade average in the previous year shall be determined for the number of points as follows:

- from 3,000 to 3,4999 points
- from 3,500 to 3,79910 points
- from 3,800 to 3,99911 points
- from 4,000 to 4,29912 points
- from 4,300 to 4,59913 points
- from 4,600 to 4,79914 points
- from 4,800 to 5,00015 points

(5) Credits for other achievements during the study (prizes and awards) will be evaluated in the following manner:

- Rector's Award20 points
- Dean's/Head of Department's Award.....10 points
- Other prizes and awards received during the study, which are connected to the study5 points

(6) In the event that two or more students in the category of students with disabilities have the same number of points, precedence in the awarding of scholarships will have the student who has a higher percentage of physical impairment. Students with disabilities who are actively categorized athletes, as evidenced by the certificate issued by the Croatian Paralympic Committee on the 1st, 2nd or 3rd level of their categorization of athletes, will have an advantage over students with disabilities who are not actively categorized athletes.

III. 3. 3. C3) Students belonging to potentially vulnerable groups

Article 15

(1) A Student belonging to other potentially vulnerable groups is the student:

- living in the family with three or more children who are minors (whose siblings are of the preschool age or in the system of primary and secondary education),
- who is a parent,
- whose parent is a Croatian defender - 100% disabled,
- who is without proper parental care (students coming from foster families, children's homes and educational institutions; students without parents)
- who is a user of constant support allowance in accordance with the law which regulates social care,

(2) For awarding the scholarship within these categories, the students should be supported by the appropriate evidence as follows:

- A student living in families with three or more minor children (which are his siblings or in the pre-school age in the system of primary and secondary education) should have a copy of a birth certificate for a preschooler and a certificate of primary or secondary school attached as evidence.

- a student who is a parent or students who have children. In the event that both parents are studying, only one will be eligible for a scholarship, and he/she shall produce photocopies of birth certificate to function as evidence.

- a student whose parent is a Croatian defender - 100% disabled, should produce a decision of the competent institution for pension insurance as evidence.

- Students without proper parental care (students coming from foster families, children's homes and educational institutions; students without parents) who are eligible for this scholarship are students who were placed in foster care, children's homes or correctional institutions or are students without both parents, and who can provide as evidence the proper solution of the Center for Social Welfare, or the death certificate of both parents.

• A student who is a beneficiary of permanent social assistance allowance in accordance to the law which regulates social care, shall as evidence produce certificates issued by the Center for Social Welfare.

(3) The points for social conditions shall be distributed in the following manner:

- student living in a family with three other children 40 points
- student who is a parent 50 points
- student who's parent is a Croatian defender -100% disabled 60 points
- students without proper parental care (students coming from foster homes, families or educational institutions, students without both parents).....70 points
- Student who is a user of the permanent social assistance in accordance to the law which regulates social care..... 80 points

(4) Along with the point value of the criteria listed in paragraph 2, the average score on the previous year and additional accomplishments shall be merited: Rector's Award, the Dean's/Head of Department's Awards and other prizes and awards given to the student during the study.

(5) Point value of the grade average in the previous year shall be determined for the number of points as follows:

- from 3,000 to 3,4999 points
- from 3,500 to 3,79910 points
- from 3,800 to 3,99911 points
- from 4,000 to 4,29912 points
- from 4,300 to 4,59913 points
- from 4,600 to 4,79914 points
- from 4,800 to 5,00015 points

(6) Credits for other achievements during the study (prizes and awards) will be evaluated in the following manner:

- Rector's Award20 points
- Dean's/Head of Department's Award.....10 points
- Other prizes and awards received during the study, which are connected to the study5 points

(6) In the event that two or more students in the category of students who belong to potentially vulnerable groups have the same number of points, the precedence in the awarding of scholarships will have the student who has a higher number of points according to the social conditions referred to in paragraph 2 of this Article.

Article 16

Full-time students who fulfill all the listed conditions can apply for the category C of scholarships for students in need, to any of the three categories under C1), C2) and C3), but the right for awarding the scholarship can be achieved only by one basis.

Article 17

Students who can not enter the competition for scholarships under the category C for students in need are:

- students studying at their first-year of the university and professional studies
- students who do not meet the requirements and criteria listed under C1), C2) and C3)
- final year students (graduates)

- who have filed for the inaction of student obligations in the academic year of the implementation of the competition
- who are on their study break
- students who are users of other scholarships

III. 4.D Grants for students who are in social needs

Article 18

(1) Grants to students who are in a social need are awarded to full-time senior year students studying at the undergraduate university studies, graduate university studies, integrated undergraduate and graduate university programs, undergraduate professional studies and specialist professional graduate studies at the scientific-educational and artistic-educational constituent units of the Josip Juraj Strossmayer University of Osijek.

(2) Grants are awarded to students in order to cover the cost of their study (tuition) in the amount of 50% up to 100% of tuition fees, in a way that from the total number for the awarding of student grants, 50% is given to cover the amount of 50% of the tuition and 50% is given to cover the amount of 100% of the tuition.

Article 19

In order to receive the grant, along with the general requirements from Article 4 of this Ordinance, full-time students must meet the specific requirements as follows:

- that they are full-time students of the 2nd or a senior year of the university or the professional studies
- that they have achieved a grade point average of all exams passed in the previous year of at least 3.00

Article 20

(1) In addition to the specific requirements given in Article 19 of this Ordinance, students must meet the following two criteria:

- that their average revenue generated per household member is up to 70% the minimum wage, which is determined by the appropriate regulation, as evidenced by a certificate of the tax office for all members of a joint household for the previous calendar year. Students whose household members of the joint household are retired can prove this with a certificate by the competent institution for pension insurance denoting the amount of paid pensions for the previous calendar year.
- they must submit a Statement of members of the joint household (the joint household denotes a family or other community of people who live at the same address and pay for the costs of living regardless of relationship).

(2) Along with the point value of the criteria given in paragraph 1 of this Article, the grade average of the previous academic year will also be evaluated, as well as other additional accomplishments achieved during the study: Rector's Award, Dean's/Head of Department's Award and other prizes and award.

(3) Point value according to the criterion of the average realized revenue per household member referred to in paragraph 1 of this Article is evaluated in the following manner:

- Income per household member:
 - up to 10% minimum wage80 points
 - up to 20% minimum wage70 points

- up to 30% minimum wage60 points
- up to 40% minimum wage50 points
- up to 50% minimum wage40 points
- up to 60% minimum wage30 points
- up to 70% minimum wage20 points

(4) With the criterion of the material means, the criterion of success in the study, the average score on the previous year and additional accomplishments will also be evaluated: Rector's Award, the Dean's/Head of Department's Award and other prizes and awards achieved during the study.

(5) Point value of the grade average in the previous year shall be determined for the number of points as follows:

- from 3,000 to 3,4999 points
- from 3,500 to 3,79910 points
- from 3,800 to 3,99911 points
- from 4,000 to 4,29912 points
- from 4,300 to 4,59913 points
- from 4,600 to 4,79914 points
- from 4,800 to 5,00015 points

(6) Credits for other achievements during the study (prizes and awards) will be evaluated in the following manner:

- Rector's Award20 points
- Dean's/Head of Department's Award.....10 points
- Other prizes and awards received during the study, which are connected to the study5 points

(7) In the event that two or more students under this category have the same number of points, precedence in the awarding of grants will have the student who has a lower income per member of the joint household.

Article 21

Students who can not enter the competition for grants under the category D, for the support of students in social needs are students:

- studying at their first-year of the university and professional studies
- who do not meet the requirements and criteria listed under D
- final year students (graduates)
- who have filed for an inaction of student obligations in the academic year of implementation of competition
- who are on their study break
- students who are users of other scholarships and grants

IV. AMOUNT OF STUDENT'S SCHOLARSHIPS AND GRANTS

Article 22

(1) The funding for the awarding and payment of student scholarships and grants is being provided from the funds for scholarships and grants within the framework of Programed contracts and the Fund for Assistance to Students in Need (hereinafter: the Fund).

(2) The amount of student scholarships is determined by the Rector's decision in accordance with the resources allocated from Programed contracts and the Fund.

(3) The Rector may change the amount of student scholarships by a special decision on the monthly amount of student scholarships for each new calendar year.

(4) Student scholarships are paid monthly for one academic year beginning with the 1 October of the current academic year, and ending on 30 September of next academic year.

(5) Student grants for covering the costs of study (tuition) in the amount of 50% up to 100% of the tuition fee are awarded on a one-time basis.

V. IMPLEMENTATION OF A COMPETITION FOR AWARDING STUDENT SCHOLARSHIPS AND GRANTS

Article 24

The process of awarding student scholarships and grants is based on the principles of:

- **excellence and quality** – users of scholarship funds must justify this with their achievements in order to be awarded with the scholarships or grants,
- **social justice** - the awarding of resources takes into account the need to increase the access of higher education to students of lower socio-economic status,
- **transparency** – the students are given information on the conditions, manner and procedure for awarding of funds, and the feedback of decisions is always given to applicants,
- **impartiality and equality of the procedure** - for all applicants for awarding funds under this Ordinance, with no exceptions equal treatment is applied, and applications are assessed on the basis of criteria established by the independent expert assessment,
- **subsidiarity** – a full-time student can achieve the right to a scholarship or a grant under this Ordinance, if he/she has not achieved it on another basis,
- **efficiency** - the award procedure within the available resources will be carried out within a reasonable time, respecting the legal framework and ethical principles of the University.

Article 25

(1) Student scholarships and grants are awarded on the basis of publicly announced competitions.

(2) The public Competition for Awarding Student Scholarships and Grants (hereinafter: competition) is announced on the basis of the Decision of the University Senate once a year for each new academic year.

(3) The competition is implemented by the Commission for awarding student scholarships and grants (hereinafter referred to as the Commission) appointed by the Senate of the University. The Commission consists of five (5) members, of which there are two representatives of teachers and two representatives of students, proposed by the Student Union of the University. The president of the Commission is the Vice-Rector for education and students.

Article 26

(1) The competition is published on the website of the University and on the website of the scientific-educational and artistic-educational constituent unit of the University.

(2) A student can apply to the competition only in one of the categories listed in Article 3 of this Ordinance.

(3) Applications must be submitted on the application form
- *Application Form Ascholarship for excellence*

- *Application Form B..... scholarship for active athletes*
- *Application Form Cscholarship for students in need by category: C1), C2) and C3)*
- *Application Form Dgrant for students in need*

(4) The forms A, B, C and D are an integral part of this Ordinance and are published on the website of the University.

(5) The application form for the competition, which the student and the scientific-educational or the artistic-educational constituent unit have completed and which was certified by the scientific-educational or the artistic-educational constituent unit, is to be sent by mail with an indication of the category described in the Article 3 of this Ordinance to which the student is registering with the attached documents and the evidence on meeting the requirements of the competition.

(6) Applications are considered valid if they were submitted with full documentation within the period for submission of applications determined by the competition.

(7) Applications containing an incomplete and a sloppy completed registration form, and uncertified as well as incomplete applications that are not submitted within the prescribed period will not be considered.

(8) The amendment of documents delivered as an attachment to the application received outside the specified time limit for submission of applications will not be considered.

(9) The documentation submitted with the application will not be returned to the applicants.

Article 27

(1) After the expiration of the deadline for the submission of applications and the consideration of all proper and timely arrived applications, the Commission will propose the ranking list for each category referred to in Article 4 of this Ordinance under the conditions and criteria set out in Articles 4 to 21 of these Regulations, in accordance with the number of student scholarships and grants awarded for each category.

(2) The proposed ranking list of student scholarships and grants for each category will be drawn up by the Commission, which is obligated to submit to the Senate the final ranking list for awarding of student scholarships and grants within 15 days of the conclusion of the competition.

(3) The decision on the final ranking list for awarding student scholarships and grants for each academic year is adopted by the Senate.

(4) The decision of the Senate with the final rankings for awarding of scholarships and grants is published on the website of the University.

(5) The ranking list in paragraph 4 of this Article shall contain the following information: name and surname of the student, name of one parent, date of birth, the name of scientific-educational and artistic-educational constituent unit, and the year of enrollment into the scientific-educational or the artistic-educational constituent unit with the total number of points earned.

Article 28

(1) Students can submit a complaint to the Commission within a period of eight (8) days from the date of publication of the ranking list referred to in Article 27 of this Ordinance.

(2) The decision on the complaint will be issued by the Commission within eight days from the deadline for filing the complaint.

Article 29

(1) The University shall enter into a contract with each student which has been awarded with a scholarship or a grant based on the Decision of the Senate under Article 27 of this Ordinance, no later than 30 days from the date of publication of the results of the competition.

(2) The student recipient of the scholarship or grant shall sign the contract within the prescribed period. If the student recipient of the scholarship or grant does not sign the contract on awarding scholarships or grants within the prescribed period, it will be assumed that the student has given it up.

(3) The contract on the awarding of scholarships or grants determines the duration of the contract and the mutual rights and obligations of the University and the student.

Article 30

(1) The student can not receive any other scholarship or grant during the time prescribed by the contract or at the time of concluding the contract on awarding scholarships or grants.

(2) If the student received several scholarships or grants in the period in which he received the grant or the support of the University, or if he received any other scholarship or support on any other grounds, he is obligated to notify the University forthwith and return the amount of the received scholarship or grant to the University.

Article 31

The amount of money of the student scholarship or grant is paid to the giro bank account of the recipient of the scholarship.

Article 32

(1) The recipient of the scholarship or of the grant, pursuant to the provisions of this Ordinance, shall lose the right to the grant or the scholarship if he/she:

- terminates the study,
- loses the status of a full-time student,
- is found that he/she has submitted false and fraudulent information and documents in the course of the competition.

(2) The recipient of the scholarship shall, within fifteen (15) days, inform the University of the termination and the reasons for terminating the study and/or the loss of full-time student status. If the student fails to inform the University of the termination of studies or loss of fulltime status, the University reserves the right to request a full refund of the amount of the paid scholarships or grants.

(3) In the event that it is subsequently determined that the recipient of the scholarship or the grant qualified to receive the scholarship or the grant on the basis of inaccurate and false information and documents, the recipient of the scholarship or the grant is required to reimburse the University for the total amount of the paid support.

VI. ADMINISTRATIVE – PROFESSIONAL AFFAIRS

Article 33

Administrative and professional affairs of the publication and implementation of the Competition is conducted by the Department for Education and Students of the University, and the payment of scholarships and grants is performed by Department of Finance, Business Relationships, Investments and Construction.

VI. TRANSITIONAL AND FINAL PROVISIONS

Article 34

(1) This Ordinance was adopted by the Senate with a prior opinion of the Committee on statutory and legal issues.

(2) Amendments to this Ordinance shall be made in the same way that the Ordinance was adopted.

Article 35

Specifying nouns as male in this Ordinance shall not in any sense be interpreted as a basis for sexual/gender discrimination or for denoting a privilege.

Article 36

With the entry into force of this Ordinance, the Ordinance on grants and scholarships to students in need and disabled students at the Josip Juraj Strossmayer University of 27 December, 2013.

Article 37

This Ordinance will enter into force on the eight day from the day of publishing on the bulletin board and the web page of the University.

RECTOR

Prof. Željko Turkalj, PhD

Ordinance on the conditions and manner of exercising the rights of awarding student scholarships and grants of Josip Juraj Strossmayer University of Osijek was published on the bulletin board of the Josip Juraj Strossmayer University on 28 October 2014 and entered into force on 5 November 2014.

ACADEMIC SECRETARY

Zdenka Barišić, LL.M