

Application Form Kassel Scholarship

To apply for the Kassel Scholarship, please complete this application form truthfully and in full. Sign the form and send it along with the required supporting documents and the necessary testimonial to the Studierendenwerk Kassel (Kassel Student Union) preferably by mail (to kassel-stipendium@studierendenwerk.uni-kassel.de) in one PDF file (maximum size: 10 MB).

Please note that only complete applications received no later than 6 June 2025 will be considered.

You can find more information about the conditions for the award of scholarships on our website.

If you need help filling it out, our Social and Student Financing Counselling team is there for you.

1. Personal details

Surname	Form of address
First name	Date of birth
Nationality/ nationalities	Place and country of birth
Address	
Phone no.	E-mail
University	
Course of studies	Semester / expected end of studies
Language skills	

2. Questions about your migration or refugee background

The Kassel Scholarship is supporting students with a migration or refugee background in the 2024/2025 funding cycle. Please answer the following questions so that we can clarify whether you are eligible for a scholarship.

2.1. If you have German citizenship: Do either of your parents have a foreign nationality?

☐ Yes

☐ No

2.2. If you have German citizenship: Was either of your parents born abroad?

☐ Yes

☐ No

2.3. If you have German citizenship: Did you obtain it through naturalisation?

☐ Yes

☐ No

- 2.4. If you have German citizenship:
Do you have citizenship of any other countries? ☐ Yes ☐ No
- 2.5. If you do not have German citizenship: Did you obtain your
university entrance qualifications (e.g. Abitur) in Germany? ☐ Yes ☐ No
- 2.6. Do you yourself have a refugee background? ☐ Yes ☐ No
- 2.7. Do you have a residence permit for the purpose of studying
according to § 16b AufenthG? ☐ Yes ☐ No

3. Questions about your financial situation

The Kassel Scholarship helps students who are in need of financial support. The fact that you are entitled to BAföG (German student grant) or housing benefit is proof of your need for financing. Please answer the following questions so that we can clarify whether you are eligible for a scholarship. In addition, please present your financial situation in the table based on your **average** monthly income and expenses.

- 3.1. Do you receive BAföG? ☒ Yes ☐ No
- 3.2. Do you receive housing benefit? ☐ Yes ☐ No
- 3.3. Do you hold an accommodation entitlement
certificate ("§ 5-Schein")? ☐ Yes ☐ No
- 3.4. Do you belong to a community of needs according to
Social Security Code SGB II? (Benefits from the Job Centre
or Bürgergeld) ☐ Yes ☐ No
- 3.5. Average monthly income and expenses

Income		Expenses	
Support from your family	_____	Rent	_____
Temporary work	_____	Food	_____
BAföG	_____	Communication (e.g. phone)	_____
Housing benefit	_____	Clothing	_____
Other scholarships	_____	Learning materials	_____
Other	_____	Transportation/ car	_____
	_____	Healthcare	_____
	_____	Other	_____
Total	_____	Total	_____
	_____		_____

4. Further questions about your life situation

The Kassel Scholarship supports students who distinguish themselves through their ability and determination to successfully complete their studies despite challenging life circumstances. Please answer the following questions so that we can learn more about your life situation.

4.1. Do you have children of your own who live with you in the same household?

☐ Yes

☐ No

If yes, how many and how old are they?

4.2. Do you have a disability or chronic illness?

☐ Yes

☐ No

4.3. Do you care for family members alongside your studies? (This does not include bringing up a child)

☒ Yes

☐ No

4.4. Has one of your parents gained an academic degree from a German university?

☒ Yes

☐ No

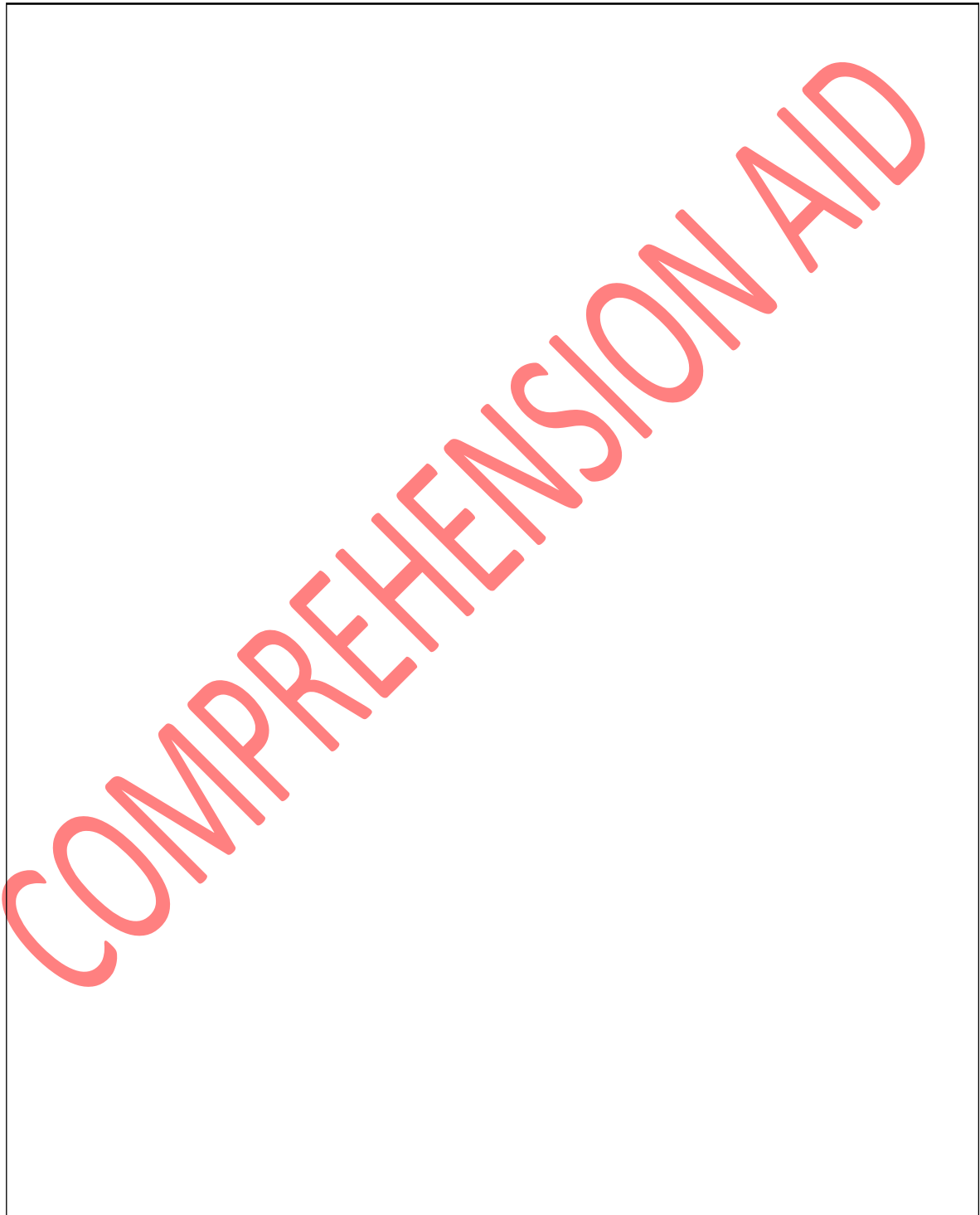
5. Volunteering / Social commitment

How and with which organization do you volunteer, since when, even now? Briefly describe your activity.

COMPREHENSION AD

6. Cover letter

Please describe your personal and study situation below. In particular, please give details of your migration or refugee background as well as your financial need and explain why you think you should receive the Kassel Scholarship. Are you socially involved or have you perhaps acquired special skills? (this text field at a maximum!).



7. Please enclose the following documents separately with your application:

- ☐ Up-to-date “9 BAFöG certification”
 - ☐ A copy of your ID card, passport or passport replacement or, if you have a refugee background, a copy of the proof of your residence status (e.g. residence permit, tolerated stay, etc.)
 - ☐ A completed, signed and up-to-date testimonial
 - ☐ BAFöG, housing benefit or ALG II unemployment benefit notification (if you answered “Yes” to one of questions 3.1 to 3.4)
 - ☐ Current photo (common image format such as jpeg etc.)

By signing and submitting the application, you declare that you have provided the information to the best of your knowledge and that it is complete. False statements will result in loss of the scholarship and payments already made to you being reclaimed. The Studierendenwerk Kassel AöR reserves the right to ask for further supporting documents.

Signature

- ☐ I have read and acknowledged the privacy policy on the website (as of May 2024).

Declaration of consent pursuant to Article 7 of the General Data Protection Regulation (GDPR)

By signing this form, I consent to my personal data and my photo being processed for the purposes of the Kassel Scholarship. This consent is voluntary and can be withdrawn at any time with future effect.

Signature

Consent to being contacted

We wish to inform our Kassel Stipendium holders regularly about news, such as current events, new students who are being assisted, or other relevant information regarding the Kassel Stipendium. To enable that, we need your consent to contact you preferably by e-mail, and we therefore ask you to give us your consent by completing and signing this form.

Your contact data

Surname

First name

Street / house
number

City / postal
code

Phone no.

E-mail

You can revoke your consent at any time with immediate effect in writing by sending an e-mail to kassel-stipendium@studierendenwerk.uni-kassel.de.

Date, place

Signature

We need the information below from you so that the Kassel Stipendium can be disbursed. Please complete and sign this form and return it to us by e-mail to

kassel-stipendium@studierendenwerk.uni-kassel.de

Surname

First name

Your bank details

Name of the
account holder

IBAN

BIC

Name of the Bank

Responsible tax
office*

Tax number or
tax identification
number

* Which local tax office (Finanzamt) applies to you depends on your primary residence. Please make sure to provide us with this information, as the Studierendenwerk is obligated to notify the local tax office of the scholarship payment. The tax office responsible for you will be notified of this payment in accordance with the Mitteilungsverordnung (Notification Ordinance) of September 7, 1993 (BGBl. I p. 1554, BStBl. I p. 799), last amended by Article 8 of the Ordinance of December 19, 2022 (BGBl. I p. 2432). Please be mindful of your tax record keeping and declaration obligations. You can find the full text of the Mitteilungsverordnung here, for example: <https://www.gesetze-im-internet.de/mv/MV.pdf>

Without the information about your local tax office, the scholarship cannot be disbursed.

Place, Date

Signature