

GUIDANCE DEUTSCHLANDSTIPENDIUM

APPLICATION FOR PROLONGATION

General Information

Every Deutschlandstipendium scholarship recipient with a year-long scholarship who fulfils the requirements may apply for an extension at the BTU office responsible for the scholarship programme. This applies to:

1. An extension within the normal study period (**normal study period = maximum period of financial support**);
2. An extension of the maximum period of financial support according to §7 of the "Law for the creation of a national scholarship programme (Scholarship Programme Law – StipG)";
3. An extension within the normal study period if prolonged due to involvement in student government;
4. A leave of absence for a study-related foreign residency, such as ERASMUS or STUDEXA.

Information on extending the maximum period of financial support according to §7 StipG

If the period of study is extended due to a serious reason, such as a handicap, pregnancy, caring for or raising a child, or participating in a study-related residence abroad, then the maximum period of financial support may be extended upon application.

Documents

1. a written explanation with the reason for requesting an extension
2. your current Transcript of Records
3. filing of your Enrolment Certificate for the following winter semester at the BTU Cottbus-Senftenberg by the **15th August** of the year in which the application is filed without further prompting from the office handling the application for an extension
4. if applicable, a confirmation from Student Services that the normal study period is being extended due to involvement in student government

5. other certificates, such as confirmation of a handicap, pregnancy or parental leave
6. Certificate for a residency abroad, such as with the ERASMUS or STUDEXA programmes.

Application

The application is formless (first of all via e-mail). Required is the filing of a written explanation by the **15th April** with the reason for requesting an extension. Late and incomplete applications will not be considered. Applications absent of the signature of the applicant will not be accepted.

Please direct your applications before deadline to:

Abteilung Lehre und Studium
Zentrale Studienberatung
Ms. Astrid Buse
Platz der Deutschen Einheit 1
03046 Cottbus

Decision

Applicants receive written responses no later than September of the year in which applications for extensions were filed (financial support begins in October).

Extensions are permitted up to a **maximum of two semesters** when all of the requirements are fulfilled and on the condition that the necessary funds are authorized. It is possible to re-apply for an extension when one still fulfils the requirements. The extension comes into effect at the start of the following winter semester.

A scholarship ends in any case with the completion of a degree programme. Students who intend to join a master programme after completing the Bachelor degree have to apply for Deutschlandstipendium again.

Contact:

Department of Academic Affairs
Central Student Advisory Office
Mrs. Astrid Buse

phone: +49 (0) 355 69 3511

e-mail: deutschland-stipendium@b-tu.de

Website:

<https://www.b-tu.de/studium/informationen-beratung/finanzierung/stipendien-und-stiftungen/deutschlandstipendium>

Further Information:

<https://www.deutschlandstipendium.de/index.html>