

Scholarship Statute for Master's Programmes in English

Tallinn School of Economics and Business Administration of TUT

1. General provisions

1.1 The Statute provides the principles of awarding scholarships to students in the following master's programmes taught in English (hereinafter scholarship) at Tallinn School of Economics and Business Administration, TUT (hereinafter TSEBA): *International Business Administration, International Relations and European-Asian Studies*.

1.2 The Scholarship Statute and amendments to it shall be established by the dean of TSEBA.

1.3 The elections for a scholarship shall be organised by the committee for awarding MA programme scholarships (hereinafter scholarship committee). The scholarship committee shall be nominated by the dean of TSEBA.

1.4 One scholarship is 100% of the reimbursements of study costs during two years of studying at nominal study load.

1.5 TSEBA shall finance the scholarship awards according to the structure of actual reimbursements of study costs for the above curricula.

2. Award and payment of scholarships

2.1 Scholarships will be awarded to:

1) one international student residing in Estonia who is starting to study *International Business Administration* full time at TUT.

2) one international student residing in Estonia who is starting to study *International Relations and European-Asian Studies* full time at TUT.

2.2 The following requirements for the candidates shall be taken into consideration in scholarship awards:

2.2.1 Past academic progress of the student candidate;

2.2.2 Social activeness of the candidate;

2.2.3 Scientific importance of the idea of the candidate's planned research (master's thesis).

2.3 Applications for the scholarship shall be made by international student candidates, supplemented by a reference letter from an instructor of the university which she/he graduated previously.

2.4 The candidate shall enclose with the scholarship application the following documents:

2.4.1 Argumentation of the scholarship application (1-2 pages to open the research topic and indicating social activeness of the applicant);

2.4.2 *Curriculum vitae*;

2.4.3 Study scores at the previous study level;

2.4.4 Reference letter.

2.5 Deadline of the applications is 31st May.

2.6 The scholarship committee shall examine all applications submitted by the deadline and shall select by open vote one candidate for the scholarship in *International Business Administration* and *International Relations and European-Asian Studies*.

2.7 The scholarship committee has a quorum when more than half of its members are present. The candidate who receives the highest number of affirmative votes shall be considered elected. The committee's decision is subject to approval by the dean of TSEBA.

2.8 Scholarships shall be paid by the TSEBA dean's office in four parts: after the student has registered for the first, the second, the third and the fourth semester subjects in the TUT study information system.

2.9 A prerequisite for the 2nd, 3rd and 4th payment of the scholarship is that the 1st, 2nd and 3rd semester curriculum is fully completed.

2.10 Award of scholarship related problems shall be settled by the scholarship committee.