

## **Information** **on applying for financial aid from the Ecumenical Emergency Fund**

Dear Student,

we are very pleased that this information is in your hands!

### **What is the Ecumenical Emergency Fund?**

The Ecumenical Emergency Fund provides financial aid to international students in times of hardship. This aid enables them to concentrate on their studies and on the more difficult study phases such as intermediate examinations (Vordiplom), internship and subject examinations (Fachprüfungen).

### **Where do the funds come from and how is the application procedure carried out?**

The financial aid is made possible through donations and offerings collected from Protestant churches and dedicated individuals for - among other things - helping people from less developed countries. There is also money from church taxes in the emergency fund.

We forward your application to the respective committees for processing, where a decision is made about your application, based on specific criteria. As this aid does not involve state funds, no one can claim a legal right to it.

### **Who can apply?**

Students from countries included on the DAC-List of ODA/BMZ [http://www.bmz.de/de/zentrales\\_downloadarchiv/Ministerium/ODA/DAC\\_Laenderliste\\_Berichtsjahre\\_2018\\_2020.pdf](http://www.bmz.de/de/zentrales_downloadarchiv/Ministerium/ODA/DAC_Laenderliste_Berichtsjahre_2018_2020.pdf), who are currently studying at a university in Hamburg are eligible to apply for this aid. It is not important what your religion is.

### **What documents are required when applying for financial aid?**

Please do not let the following list unsettle you – we are here to assist you!

1. **A written request** for financial aid with a detailed explanation of why you are filing an application – with name, date and personal signature
2. **Curriculum Vitae** in tabular form
3. **Completed personal data sheet** (please request this from the Ecumenical Emergency Fund office)
4. **Residence status**
5. **All bank statements from the last 3 months**
6. **Certificate of matriculation**
7. **Personal study plan** (details of your planned course of study)
8. **Evaluation or certification of how well your studies are proceeding** – issued by the International Office at your university
9. For **repeat applications** we require **proof** of your current personal **commitment to development issues**

10. For **repeat applications: proof** of passed exams
11. In the event of **illness**, enclose a **medical certificate** with your application

**Please contact us should you require any assistance during the application process.**

**Important:** Please note that your application can only be taken into consideration when all relevant documents have been received.

**Further information regarding your documents:**

**for 7.:** Your **personal study plan** should document the current position of your studies and show their expected future progress. In this regard, a consultation meeting at the international office at your university or with any of your professors could be helpful.

**for 10.:** One way of providing evidence of your personal commitment to development issues is regular attendance at ESG activities, e.g. the ESG International Evening ([www.esg-hamburg.de](http://www.esg-hamburg.de)) This commitment can also be confirmed by attending **STUBE** or **W3** events (the programs are available at our office or under [www.stube-nord.de](http://www.stube-nord.de)). Other possibilities are involvement with ASTA, tutoring activities and other development-policy events or projects. You can also enquire from Eine-Welt-Netzwerk about development-policy offers and take part in them – see [www.ewnw-hamburg.de](http://www.ewnw-hamburg.de) .

**On completion of your studies it is important that you send us a copy of your diploma.** We require this copy so that we can submit new requests for funding. This way, the Ecumenical Emergency Fund can continue to provide financial assistance to international students in the future - also see the “mandatory statement” on the personal data sheet.

We would like to encourage you to pass on this information to other international students, who you know would be eligible for aid from the Ecumenical Emergency Fund.

We thank you in advance for your trust, understanding and commitment to development policy issues. Furthermore, we look forward to seeing you in our office. Please make an appointment.

With regards

*Claudia Bröker*  
*Counselling for International Students*



Many international students feel lonely or excluded and their longing for home and family is large. Therefore we would like to invite you to actively make use of the ESG offers. Simply come to one of the ESG Evenings (always Tuesdays during the semester from 6 - 8 p.m.). You will meet other international students here (perhaps even from your country) at:

**Grindelallee 43, Sauerberghof, Haus D.**

Alternatively, you can check our homepage and see whether any of our offers interests you. Find more information under [www.esg-hamburg.de](http://www.esg-hamburg.de).