

ESTONIAN ENTREPRENEURSHIP UNIVERSITY OF APPLIED SCIENCES
STATUTE OF MASTER'S SCHOLARSHIP PROGRAMME

Approved by the directive of the Rector of the EUAS

20 August 2018 No. 2.4.1-**122**

Amended: 20 July 2021

1. GENERAL PROVISIONS

- 1.1. The Statute of Estonian Entrepreneurship University of Applied Sciences (hereinafter 'EUAS') Master's Scholarship Programme regulates the principles and administrative bases of awarding scholarships within the EUAS Master's Scholarship Programme (hereinafter 'Programme').
- 1.2. The purpose of the Programme is to offer opportunities for development to the best applied higher education graduates of EUAS and to outstanding students of other higher education institutions, support the activities of the university's research groups and conduct research important to EUAS, AS Mainor, Ülemiste City and other cooperation partners.
- 1.3. There will be maximum of 5 tuition fee-free places allocated each academic year.
- 1.4. The free study place (hereinafter 'Scholarship') is awarded for up to two years by the decision of the EUAS Scholarship Committee (hereinafter 'Committee').
- 1.5. The Committee of up to five members is formed by the order of the Rector no later than one week before the submission deadline for scholarship applications.
- 1.6. The Committee has the right to not award a Scholarship if the submitted application does not receive a majority vote from the Committee.

2. APPLYING TO THE SCHOLARSHIP PROGRAMME AND ASSIGNING SCHOLARSHIPS

- 2.1. Students eligible for the application for the Scholarship have:
 - 2.1.1. graduated from a Bachelor's or applied higher education curriculum in EUAS or another higher education institution operating in Estonia;
 - 2.1.2 received the grade excellent (5) or very good (4) for their thesis;
 - 2.1.3. completed their studies with an average grade of at least 4.0.
- 2.2. To apply for a Scholarship, the application with a letter of motivation, a letter of recommendation and a Master's thesis proposal must be submitted up to the 15th August to the email address stipendium@eek.ee, unless stated otherwise.
- 2.3. The topic of the Master's thesis must be important and relevant to Ülemiste City and/or AS Mainor and/or EUAS and create direct or indirect value. Applicants will have to submit a preliminary draft of their Master's thesis proposal in the letter of motivation with a title and a brief description.
- 2.4. The Committee evaluates and examines all applications submitted by the deadline and selects potential scholarship holders. The Scholarship is assigned on the basis of the study results, the student's motivation to continue their studies, the Master's thesis proposal and the additional documents submitted with the Scholarship application. The candidates who receive the most votes from the members of the Committee will be selected.

- 2.5. The Committee will make a decision within 10 working days after the application submission deadline. The scholarship recipients will be notified of the Committee's decision in writing.
- 2.6. The students sign a Study Contract and a Scholarship Contract, of which the Statute is an integral part.
- 2.7. The Attestation Committee assesses the scholarship holders four times within the two years, based on clause 3.2 of the Statute.
- 2.8. The Attestation Committee is formed by the order of the Head of Master's studies and it has at least three members. The Attestation Committee assesses the completion of research results and the individual development plan, approves proposals for use of research grants and decides on the continuation of the Scholarship.
- 2.9. Potential problems related to assigning and cancelling a Scholarship will be solved and decided by the Committee.

3. SUPPORTING THE SCHOLARSHIP HOLDER IN THEIR RESEARCH AND VARIATIONS IN ACADEMIC REGULATIONS

- 3.1. In order to complete their Master's programme, the scholarship holder must achieve all learning outcomes of the curriculum, for which it is necessary to complete the compulsory subjects in the capacity of 70 ECTS in the curriculum (including the 25 ECTS specialty study module, the 19 ECTS economics module and the classes of the Master's programme in the capacity of 26 ECTS), a Master's thesis (25 ECTS), a Master's seminar (5 ECTS) and study and research activities described in the individual development plan in the capacity of 20 ECTS, which involves an estimated 500 hours of work by the scholarship holder.
- 3.2. An individual development plan (Appendix 1) is drawn up together with the supervisor in order to carry out study and research activities in the capacity of 20 ECTS, which may include the preparation of conference presentations and/or publications, studying academic literature, teaching and/or supervision, conducting research and/or as an exception, classes of other Master's curricula, which ensures the achievement of the learning outcomes described in the curriculum.
- 3.3. In addition to the usual rights and obligations defined in the regulations of study organisation, the scholarship holder's study contract and the supervisor's employment contract, the following is agreed upon:
 - 3.3.1. The scholarship holder:
 - 3.3.1.1. participates in the work of a research group related to the topic of their Master's thesis;
 - 3.3.1.2. presents the results of their research both in EUAS and publicly;
 - 3.3.1.3. distributes the published articles in public databases (e.g. ETIS) with reference to EUAS;

- 3.3.1.4. supervises theses related to their research topic and/or teaches as part of the Master's programme, as is agreed upon in the individual development plan;
- 3.3.1.5. takes responsibility together with the supervisor to carry out the study and research activities specified in section 3.2 of the Statute in the capacity of 20 ECTS;
- 3.3.1.6. writes their Master's thesis according to the terms specified in the section 2.3.

3.3.2. The supervisor:

- 3.3.2.1. plans, inspects, assesses and takes responsibility for fulfilling the individual development plan together with the scholarship holder;
- 3.3.2.2. supervises the scholarship holder in planning and preparation of the research study, meets with them regularly and involves them in the activities of the research group;
- 3.3.2.3. supports the scholarship holder in presenting and publishing research results, conducting supervision and/or teaching;
- 3.3.2.4. supervises the scholarship holder's Master's thesis.

3.3.3. EUAS:

- 3.3.3.1. assigns a supervisor (or co-supervisors, if necessary) to each scholarship holder, proposes and coordinates their topic of research (Master's thesis) with the scholarship holder and supervisor(s);
- 3.3.3.2. supports research activities and publication of results in terms of methodology, data processing and finding publication opportunities;
- 3.3.3.3. supports the research activities of the scholarship holder and supervisor in the amount of up to €2000 (two thousand) in one academic year. Participation at conferences (generally with the expectation of presenting), acquisition of specialist literature and other activities necessary to fulfil the individual development plan, including necessary expenses for carrying out research and expenses related to participation in international cooperation projects are eligible for the grant;
- 3.3.3.4. the Attestation Committee decides whether the research activity is eligible for the grant based on the individual development plan submitted by the scholarship holder.