

Study-and-work grant – Information for students



Etienne Sandjon,
student



What does the grant entail?

First and foremost, the grant provides funding amounting to €700.00/month for the first semester of the Digital Transformation master's programme at Dortmund University of Applied Sciences and Arts. In total, the grant amounts to max. €4,200.00 for the entire first semester (WS 2018/2019). A grant can only be awarded for a maximum of one semester.

During the grant period, grant holders can also take part in the training and qualification programmes adesso offers (see adesso's training programme <https://www.adesso.de/de/jobs-karriere/einstiegsmoeglichkeiten/gptw/weiterbilden.jsp>).

In addition to this, adesso provides grant holders with the opportunity to take part in a German language course at the adult education centre VHS Dortmund to ease integration. adesso will also pay for the course.

Can I gain additional practical experience at adesso alongside my studies?

Yes. The study programme at Dortmund University of Applied Sciences and Arts is designed so that students can study alongside their work, allowing them to work at adesso for up to 30 hours per week.

If agreed upon by both the grant holder and adesso, adesso can offer the grant holder to work up to 30 hours per week in the field of software development. For this purpose, a contract will be agreed with adesso independently of the grant. This is designed to fit alongside the study programme and is therefore restricted to the study period (max. four semesters in total).

Study-and-work grant – Information for students

Who is eligible to receive a grant?

The grant is awarded to qualified students on the basis of the application documents provided as well as an interview (via Skype). Foreign students who have applied for the Digital Transformation master's programme at Dortmund University of Applied Sciences and Arts for the winter semester 2018/2019 are eligible to apply. Grant support is conditional, based on acceptance into the aforementioned master's programme.

During the Digital Transformation master's programme, students will receive funding for a maximum of one semester each.

How can I apply?

Foreign students with a bachelor's degree in computer science, business informatics, geoinformatics or a comparable computer science-related field may apply.

All completed application documents must be sent by e-mail to jobs@adesso.de. To apply, go to: <http://www.adesso.de/study-and-work-grant>

Deadlines

It is advised that you send your documents to adesso as soon as possible for the grant allocation process. For information regarding the exact enrolment dates for the Master of Digital Transformation study programme, please contact the Faculty of Computer Science at Dortmund University of Applied Sciences and Arts. The application deadline for the adesso study-and-work grant is 31 October 2018. The adesso grant begins as soon as your application is approved during the semester period.

It is also possible to submit your application at any time after this date. You would then receive your grant in arrears during the following academic year.

Please contact us if you have any questions! jobs@adesso.de

Process

1. Student application documents accepted until 31 October 2018
2. Candidate selection process at adesso (round one)
3. Skype interview with the student – application (round two)
4. Final agreement between adesso and the student
5. Transfer of grant money

Study-and-work grant – Information for students

adesso contact person for foreign students:

adesso AG
Ms Gaby Ostermann
44265 Dortmund
Phone number: (+49-231) 7000-2409
E-mail: jobs@adesso.de
www.adesso.de

Contact person for the Master of Digital Transformation study programme at Dortmund University of Applied Sciences and Arts

Stefan Mehlich MSc
Faculty of Computer Science, Programme Coordinator
Dual study programme for software and systems engineering
Emil-Figge-Strasse 42 – 44227 Dortmund
Room EFS 42 C.3.37
Tel.: (+49-231) 755-8940
Tel.: (+49-231) 755-8932
sst-dual@fh-dortmund.de
stefan.mehlich@fh-dortmund.de
www.fh-dortmund.de/sst-dual

Application for an adesso study-and-work grant

I would like to apply for funding within the framework of the study-and-work grant.

Surname: First name:

Date of birth: Place of birth:

Course of study: Semester:

Areas of interest within course of study:

I have previously been awarded a grant:

Grant type: Period:

I have a job alongside my Digital Transformation master's studies:

Employer: Hours/week:

Semester address, if known:

Street, house no.: Postcode, town:

E-mail: Country:

Phone number:

Home address:

Street, house no.: Postcode, town:

Country:

Application for an adesso study-and-work grant

I have attached the following documents in the order listed below (please tick off):

- > This application form, including my signed cover letter
- > Motivation letter which expresses my interests as regards my studies (choice of subject area, career plans)
- > Tabular CV with photo
- > Transcripts (if these are self-generated, you may be asked to provide evidence in the event your application is successful)
- > If applicable, information about important curricular and extra-curricular activities; for example, part-time work, voluntary work etc.
- > Bachelor's degree; if this has not been issued at the time of application, it can be sent as a subsequent submission
- > Secondary school leaving certificate which serves as a qualification for university studies

I hereby acknowledge the terms and conditions of adesso's study-and-work grant:

Place, date:

Signature:

Application for an adesso study-and-work grant

Ms Gaby Ostermann
adesso AG
jobs@adesso.de

Dear Ms Ostermann,

I would like to apply for funding within the framework of adesso's study-and-work programme. I have read the terms and conditions concerning the awarding of the grant and I am aware of the objectives of the study-and-work grant. Where potential grant commitments may arise from the grant guidelines, I am prepared to take these on.

If there are any foreseeable changes to this, I will inform adesso as soon as possible. I am aware that the grant is only available for students actively participating in the 'Master of Digital Transformation' study programme at Dortmund University of Applied Sciences and Arts.

I consent to my personal data and application documents being electronically recorded for the purpose of the grant.

Place, date:

Signature:

In the event my application is successful, I consent to my name being published in connection with the grant.

Place, date:

Signature:

Please note:

All application documents, including this cover letter, must be sent to Ms Gaby Ostermann at **jobs@adesso.de**.

Guidelines for the awarding of the grant within the framework of the adesso study-and-work grant

1. Requirements

The Digital Transformation master's study programme at Dortmund University of Applied Sciences and Arts will begin in the winter semester 2018/2019. adesso offers qualified students a grant, which does not have to be repaid, for the first semester (six months) amounting to €700.00 per month.

Students must meet the Dortmund University of Applied Sciences and Arts application requirements for the study programme, be accepted into the Digital Transformation study programme and begin their studies in the winter semester 2018/2019 (starting 1 September 2018).

Applicants are expected to demonstrate above-average commitment, resilience and flexibility, to be able to work independently and responsibly, to have good professional qualifications and to possess strong communication skills and the ability to work in a team.

2. Conditions/obligations

Students who are awarded funding must complete mandatory courses required by the Faculty of Computer Science at Dortmund University of Applied Sciences and Arts and positively represent the university and adesso.

During the first semester (starting 1 September 2018), the student awarded the grant must regularly report back to adesso about the progress of their studies, at least on a monthly basis.

The student has the option to decide whether they would like to be contracted to work at adesso in the area of software development alongside their studies from the start of their study programme. This work is not mandatory and will only be arranged upon the interest of both parties. This opportunity would enable the student to finance their studies and provide them with initial practical experience. Additionally, there would be potential employment opportunities available for the student after they have successfully completed the study programme.

3. Development

On the basis of this agreement, successful applicants to the adesso study-and-work grant will receive monthly funding, after proving their commitment to ongoing study in the Digital Transformation programme, amounting to €700.00 a month for six months, which will be paid into a specified account.

Guidelines for the awarding of the grant within the framework of the adesso study-and-work grant

4. Eligibility and termination

There is no legal claim to awarding funding from the aforementioned grant. Both adesso and the student have the right to terminate the grant if the student leaves the study programme prematurely or the student does not actively participate in the study programme. In this case, the grant will be terminated with immediate effect. Grant holders are obliged to inform adesso immediately if they terminate their studies prematurely or are not actively participating in the study programme.

5. Reporting, photo approval

Grant holders agree that adesso may use any pictures of the recipients which are taken for the purpose of reporting.

6. Changes to these guidelines

adesso reserves the right to modify these guidelines. For this reason, it is important to keep up-to-date with this information, which can be found at:

<http://www.adesso.de/study-and-work-grant>