

Rules of the “Visegrad University Studies Grant” Programme

Under Article 20 of the Statute of the International Visegrad Fund (IVF) the Council of Ambassadors is issuing these conditions to determine the rules of the “Visegrad University Studies Grant”.

The “Visegrad University Studies Grant” (hereinafter only “Grant”) is a program of the International Visegrad Fund established to promote and support the development and launching of outstanding university courses or study programmes (further “courses/programmes”) that deal with specific phenomena explicitly related to the Visegrad Group countries. The Award is intended as a lump-sum, one-instalment grant awarded to the selected university departments, schools or faculties (hereinafter only “university”), which can document ready syllabus/curriculum of such a course/programme and confirm its planned long-term enrolment in a given curriculum.

Any public or private university in the world is eligible for the “Visegrad University Studies Grant”. The course/programme can be taught in any language. The course/programme is expected to secure for each semester of its enrolment at least 2 relevant guest lecturers from two different countries of the Visegrad Group.

Every applicant (university or faculty) is entitled only for one support within the “Visegrad University Studies Grant”. The “Visegrad University Studies Grant” is not mutually exclusive with but is independent of other programmes of the Fund, i.e. Grant Schemes and the *Visegrad Scholarship Programme*.

The course/programme needs to focus on specific phenomena of the four Visegrad countries and needs to explicitly mention “Visegrad” in its title.

The course/programme needs to be implemented within 24 months of the deadline at which the grant was approved. The starting of the course/programme is confirmed to the Fund in writing with a written confirmation by the statutory representative of the university.



The applicant applies using the application form of the Fund available at www.visegradfund.org and accompanies the application form with the compulsory annexes.

Compulsory annexes to the application form are as follows:

- A) Professional CVs of the course/programme coordinator, and/or its teachers.
- B) Extended syllabus of the course (or curriculum of the programme) in English, including detailed annotations of classes/modules and lists of required and additional readings (also possible to annex the course reader).
- C) Tentative letters of agreement from the guest-speakers.
- D) Letter from the Dean/Rector (head of the university) confirming the long-term enrolment of the course in the curriculum/study programme. In case of study programmes, accreditation (issued by the respective Education Ministry) of the programme is required (if not possible at the time of application, it may be submitted later, before the signing of the contract).

The application shall be sent in electronic version as well as by post (or shall be delivered personally) to the following address:

International Visegrad Fund
Kráľovské údolie 8
811 02 Bratislava
Slovak Republic
E-mail: curriculum@visegradfund.org

The Secretariat of the Fund shall register all applications in the order of their reception. The applicants shall be informed about the reception of the applications by e-mail. The secretariat of the Fund shall review the applications in regard to their compliance with the formal requirements. The Secretariat shall be entitled to verify the data provided in the applications. The deadline for applying (the latest date on the post stamp/latest date for e-mail correspondence or personal delivery) is 15 February each year.

The Executive Director shall review each application according to the Rules of the "Visegrad University Studies Grant". The Executive Director shall prepare a written statement in which he/she shall present his/her position on the eligibility of each applicant. The Executive Director shall provide the complete list of received

applications to the Council of Ambassadors no later than 14 working days after the deadline for applications.
The applicants shall be informed about the result no later than 8 weeks after the deadline.

The Council of Ambassadors shall at its session accept, accept with reservation or reject the project proposals recommended by the Executive Director. In case of acceptance with reservation, the given Applicant must accept the reservations of the Council of Ambassadors. The decision of the Council of Ambassadors shall be final. The decisions present no ground for legal proceedings and they shall require no detailed reasoning. In case of an approval of a project, the Council of Ambassadors shall authorize the Executive Director to sign the contract with the Applicant. Specimen of the application form is a part of these Rules.

The Executive Director has an obligation to inform the Applicants about the decision taken by the Council of Ambassadors. The project shall be deemed definitively approved after the contract between the Fund and the Grantee is concluded. Secretariat of the Fund shall have no obligation to return the application — nor any other documents, which are a part thereof — to the applicant.