

**Tallinn University procedure for applying for and awarding a scholarship under activity 2.2  
“Support for visiting doctoral students” of action 2 “Involvement of foreign master’s and doctoral  
students” of the ERDF Dora Plus programme “Internationalisation of research and higher  
education, supporting mobility and new generations”**

Archimedes Foundation (since 01.08.2020 The Education and Youth Board, hereinafter *HARNO*) has entered into a partnership agreement with Tallinn University (hereinafter *TLU*) for the implementation of the ERDF Dora Plus programme. Activity 2.2 budget of the ERDF Dora Plus programme is determined for each academic year by the annex to the partnership agreement concluded between HARNO and TLU.

The amount of the scholarship of activity 2.2 (hereinafter *scholarship*), the conditions for the payment of the scholarship and the proof of the eligibility of the scholarship are set out in the HARNO activity 2.2 guidelines. This procedure stipulates additional conditions by TLU for applying for and awarding the scholarship.

**1. RULES OF APPLYING FOR THE SCHOLARSHIP**

- 1.1. The scholarship may be applied for by a person (hereinafter *applicant*) who:
  - 1.1.1. at the time of the scholarship award is a doctoral student in an educational establishment recognised by their country of residence;
  - 1.1.2. is not a resident of the Republic of Estonia;
  - 1.1.3. has in the past three years not stayed in Estonia for more than one year in total, except in cases where during that period the applicant studied and completed a Master’s studies in an Estonian institution of higher education.
- 1.2. The scholarship may be applied for studies and research at TLU (hereinafter *study mobility*) for the duration from 30 calendar days to 10 calendar months.
- 1.3. The applicant’s supervisor during the study mobility at TLU shall be a lecturer/ research employee who has previous experience in supervising doctoral students or an internationally recognized creative person (in the field of arts).

**2. CONDITIONS FOR APPLYING FOR THE SCHOLARSHIP**

- 2.1. The application deadlines of the scholarship in TLU shall be 5 October, 5 December, 5 February and 5 May.
- 2.2. At the time the application is submitted, at least 30 calendar days must remain until the beginning of the study mobility.
- 2.3. TLU has the right to cancel the application deadlines if the scholarship budget of the respective academic year has been determined in full in the previous application rounds of the respective academic year. Information on cancellation of application deadlines is provided on the scholarship website <https://www.tlu.ee/en/dora-plus-scholarships/dora-plus-scholarship-visiting-doctoral-students>.
- 2.4. The applicant in cooperation with the TLU supervisor shall submit the following documents to the TLU Dora Plus programme coordinator in order to apply for the scholarship:
  - 2.4.1. An application for the scholarship signed by the applicant. The application form is available on the TLU scholarship website;

- 2.4.2. An individual work plan signed by the TLU supervisor describing the specific activities and their schedule for the period of the planned study mobility (up to a total of 2 pages);
- 2.4.3. A written consent to supervise the applicant signed by the TLU supervisor;
- 2.4.4. An official certificate issued by the applicant's home university of the applicant's doctoral studies;
- 2.4.5. A copy of the applicant's ID card/passport.

### 3. PROCESSING OF APPLICATIONS AND GRANTING THE SCHOLARSHIP

- 3.1. The applications are evaluated by the TLU Dora Plus Council, whose composition is approved and chaired by the TLU Vice-Rector for Research.
- 3.2. In evaluating the applications the expediency and purpose of study mobility, the connection of study mobility with the applicant's research, the importance of study mobility to the TLU and the existence of a research base in the TLU corresponding to the applicant's research topic shall be taken into account.
- 3.3. Scholarships are awarded within the given budget.
- 3.4. TLU Dora Plus coordinator informs the applicant and his/her TLU supervisor by e-mail whether the application has been selected for the scholarship or not.
- 3.5. The recipient of the scholarship signs a scholarship agreement with TLU.

### 4. NOTIFICATION

- 4.1. The list of scholarship holders is public.
- 4.2. The scholarship is financed by the European Regional Development Fund and the Estonian State. The scholarship holder is obliged to inform the public about using the scholarship in publications and presentations related to the study mobility. When referring to support from the European Union the dual logo of European Regional Development Fund shall be used (<https://www.struktuurifondid.ee/eng/application/layout-files>) or a written statement shall be made (e.g. "The research on which the article is based has been supported by the European Union from the European Regional Development Fund").