

Excerpt from Ministerial Order on the Danish State Education Grant and Loan Scheme Act (SU Act)

Ministerial Order no. 661 of 29/06/2009

Disclaimer: Please note that this is an excerpt from the SU Act. The text is a translation of the Danish version. In the event of discrepancies or ambiguity between this translation and the Danish version, the full Danish version shall prevail.

Part II

State Education Loan and Grant support for the PhD study before attainment of a Master's degree

Chapter 12

Form of support, support conditions, support amounts, administration, filing complaints, etc.

47. PhD students may be awarded a scholarship to complete their PhD studies (SU PhD scholarship), if they

1) have enrolled on a PhD study programme offered by an educational institution in Denmark or abroad before attaining their Master's degree, and
2) are Danish citizens or are eligible under an international treaty for PhD scholarships on equal terms with Danish citizens, or have been given the same rights to apply for financial support for studies in Denmark as Danish citizens by the Minister of Education. The Minister of Education may lay down specific rules to determine which PhD students are on equal terms with Danish citizens.

(2) The PhD scholarship cannot be awarded or will lapse, if

1) the PhD student receives other public support intended to cover his/her living expenses, with the exception of state education grants and loans awarded pursuant to Part I of this Act,
2) the PhD student has paid work in parallel with his/her studies outside of the limits laid down by the scholarship donor pursuant to S. 54(4),
3) the PhD student suspends his/her PhD studies,
4) the PhD student's enrolment expires or is terminated, or when
5) the PhD student attains the Master's degree.

(3) The PhD scholarship shall lapse also if a PhD student enrolled on a foreign PhD study programme does not engage actively in his/her studies or is not qualified to complete the programme.

48. A PhD scholarship pursuant to S. 47 (1) may be awarded by the educational institution in Denmark where the PhD student is enrolled. If the PhD student is enrolled at a foreign educational institution, a

scholarship pursuant to S. 47 (1) may be awarded by the Danish Research Academy or by the Secretariat of the Danish Rectors' Conference.

(2) The Minister of Education may give other institutions, councils, etc., permission to award SU PhD scholarships.

49. The PhD scholarship is awarded as a number of scholarship instalments per calendar month (support month) over a calendar year (support year), and also as supplementary PhD scholarship payments pursuant to S. 52.

(2) A scholarship instalment corresponds to the monthly scholarship rate for students living away from the parental home, as stipulated in Part I of this Act.

(3) The scholarship donor determines the number of awarded scholarship instalments to be paid to a PhD student at each level of the study programme. The minimum amount paid out per month is one scholarship instalment; cf, however, S. 52. Scholarship instalments are paid out at the start of each month.

(4) The payment of scholarship instalments will commence in the month in which the scholarship donor awards the scholarship, at the earliest, and no sooner than the month in which the PhD study programme begins after enrolment.

50. Up to 48 scholarship instalments may be awarded for PhD studies started before the attainment of a Master's degree. However, additional supplementary scholarship instalments may be paid out pursuant to S. 51 as well as supplementary PhD scholarship payments pursuant to S. 52.

(2) For PhD students enrolled only for parts of the PhD programme, scholarship instalments will be awarded for those parts of the programme which are completed by the students. The number of scholarship instalments specified in (1), above, shall be reduced by two scholarship instalments for each month's reduction of the duration of the study period.

(3) The scholarship donor may reduce the number of scholarship instalments pursuant to (1) and (2), above, if and to the extent that the PhD student has obtained a binding commitment from another provider to provide financial support not covered by S. 47 (2)(1), or to pay salary over the course of the studies.

51. A PhD student may be awarded supplementary scholarship instalments in the event of absence from the PhD studies due to illness which has verifiably delayed the studies. The student may be awarded supplementary scholarship instalments for up to a maximum of four months' absence within a period of 12 contiguous months.

(2) A PhD student who is a mother will be awarded supplementary scholarship instalments for up to 12 months in connection with birth or adoption. The Minister of Education may permit the mother to pass on one or more of the supplementary scholarship instalments to the father if he is a PhD scholarship recipient.

(3) A PhD student who is a father will be awarded supplementary scholarship instalments for up to six months in connection with birth or adoption.

(4) For each month falling under the stipulations in (1)-(3), above, the PhD student will be paid a number of scholarship instalments corresponding to the number of monthly scholarship instalments paid to the PhD student immediately before his/her absence due to illness or immediately before the birth or adoption. However, the student cannot be paid more than two scholarship instalments per month.

(5) The Minister of Education may lay down specific rules on supplementary scholarship instalments.

52. A PhD student who has been awarded a PhD scholarship may be awarded supplementary PhD scholarship payments in connection with study trips in Denmark and abroad, if such study trips are considered a part of the PhD study programme, and if the travel expenses are borne by the scholarship donor and constitute taxable income for the PhD student.

(2) Such supplementary scholarship payments will equal the travel expenses.

(3) The Minister of Education may lay down specific rules concerning the supplementary scholarship, including its payment, as well as rules specifying that the supplementary scholarship can or must be given by the educational institution where the PhD student is enrolled for the PhD programme, even if that educational institution is not the scholarship donor.

(4) The Minister of Education may lay down specific rules to identify the travel expenses which will entitle the PhD student to supplementary scholarship payments.

53. The PhD student shall inform the scholarship donor about his/her:

1) Name, address, personal ID code and citizenship.

2) Paid work in parallel with the PhD studies.

3) Binding commitment on

a) public financial support intended to cover his/her living expenses, except for state education grants and loans awarded pursuant to Part I of this Act,

b) other support for the studies, or

c) salary paid over the course of the studies.

4) Suspension of studies.

5) The number of PhD scholarship instalments previously paid to the PhD student by another scholarship donor.

(2) At the scholarship donor's request, the PhD student shall produce evidence to verify that any absence from the PhD programme is due to illness, or to verify birth or adoption.

54. The scholarship donor shall determine:

1) The content and form of applications, including applications in electronic form, documentation, etc.

- 2) Time-limits for submitting applications, documentation, etc.
- 3) How the scholarship will be paid out.
- 4) Any rules regarding students' paid work undertaken in parallel with the PhD study programme.
- 5) The type of information, etc., which must be submitted in written or electronic form.

55. The scholarship donor may obtain any information from public authorities and private institutions which is required to determine whether or not the applicant is eligible for a PhD scholarship. In this context, the scholarship donor may determine the kinds of information to be submitted electronically.

56. At the expiry of each support year, the scholarship donor shall submit the following information to the Danish Agency for Higher Education and Educational Support regarding PhD students who have received SU PhD scholarships during the support year in review:

- 1) The PhD student's name and personal ID code.
- 2) The number of PhD scholarship instalments paid to the PhD student during the support year.
- 3) Any amounts paid to the PhD student as supplementary PhD scholarship payments pursuant to S. 52.

(2) The Danish Agency for Higher Education and Educational Support may impose time-limits on the submission of information pursuant to (1), above.

(3) The Danish Agency for Higher Education and Educational Support may stipulate that any such information must be submitted to the Agency in electronic form.

57. When the educational institution where the PhD student is enrolled for the PhD programme is not the scholarship donor, the institution must inform the scholarship donor, if

- 1) the PhD student's enrolment expires or is terminated,
- 2) the student suspends his/her studies, or
- 3) the student is absent from his/her studies due to illness, birth or adoption.

57a. The Minister of Education may lay down rules on the electronic communication between the PhD student and the scholarship donor, including rules on the use of digital signatures or other secure personal identification, for instance in connection with SU PhD scholarship applications and submission of information, cf. S. 54 (1) and (5).

(2) The Minister of Education may lay down rules on the electronic communication between the scholarship donor and the educational institution or the Danish Agency for Higher Education and Educational Support. In this context, the Minister of Education may lay down rules on the use of digital signatures or other secure identification, including in connection with the submission of information pursuant to SS. 56 and 57.

58. Any scholarship instalments received by the PhD student shall be repaid if the student has disregarded his duty to inform the scholarship donor pursuant to 53 (1), or has otherwise received scholarship instalments against his/her better judgment.

(2) The scholarship donor may enter an agreement to receive repayment in the form of instalments. Such agreement on repayment in the form of instalments shall be repealed if the agreed payments are not made, regardless of any claim to this effect.

(3) Any outstanding balances shall accrue interest at the rate determined by the Danish Act on the interest payable on late payments. Such interest shall accrue once a year.

(4) Collection of any outstanding balance may be instituted according to the stipulations on retention of salary in Parts I and III of this act.

59. The scholarship donor shall decide in all matters of awarding and paying PhD scholarships. The scholarship donor's decision cannot be appealed to another administrative authority.

60. (Repealed)