

**Guidelines for the awards of scholarships by the Studienfonds des
Fördervereins der ifs internationale filmschule köln e.V.
to graduate students in the „Serial Storytelling“ master’s degree program**

1. The purpose of scholarships awards

By awarding scholarships, the Förderverein der ifs internationale filmschule köln e.V. aims to promote those graduate students in the „Serial Storytelling“ master’s degree program whose academic performance at ifs internationale filmschule köln gmbh (“ifs”) has been significantly above standard.

2. Number of scholarships to be awarded

The Studienfonds des Fördervereins awards a scholarship to one ifs graduate student from each starting track in the „Serial Storytelling“ master’s degree program. The scholarship begins in the recipient’s second semester of study.

3. Amount of award

The scholarship covers the tuition fee (€ 2,500.00 per semester) for a total of three semesters, beginning on the date the scholarship is awarded and ending on the date the student completes the „Serial Storytelling“ master’s degree program at the ifs (up to a total of € 7,500.00). For the duration of the scholarship, each recipient is also given a monthly allowance of € 500 to cover the living expenses (up to a total of € 9,000.00).

4. Eligibility and application

All second-semester students in the „Serial Storytelling“ master’s degree program at the ifs are eligible to apply for the scholarship. The Förderverein der ifs internationale filmschule köln e.V. calls for applications in the second semester of the master’s degree program. Students are informed by means of notices at the ifs and through the publication of application information on the ifs intranet and the ifs website.

Students must apply for the scholarship themselves and are not directly nominated by professors. To prevent anyone from receiving two types of support simultaneously, students may not apply if they are already receiving a scholarship or other talent-based or performance-based material support from a third party.

Applicants must submit their applications to the Förderverein der ifs internationale filmschule köln e.V. by the submission deadline. Applications received after the deadline will not be considered. Students must submit the following documents along with their application by email to foerdereverein@filmschule.de:

- A transcript of records
- Proof of above-average grades
- A recommendation by a professor at the ifs
- A recommendation by the Head of Studies at the ifs
- A letter of motivation written by the applicant
- A curriculum vitae

If the applicant wishes, he or she can also submit additional documents that demonstrate his or her outstanding abilities (e.g. a letter of recommendation from a non-related individual, copies of internship references etc. that are related to the master’s degree program at the ifs or to the topics addressed by the studies program). The Board of Directors of the Förderverein der ifs internationale filmschule köln e.V. can take these documents into consideration when selecting the scholarship recipients.

Applicants who intentionally give incorrect information will be excluded from the application process. All information will be treated confidentially. The Förderverein der ifs internationale filmschule köln e.V. will destroy the students' application documents after the selection process is completed and any legally prescribed retention periods have expired.

5. Selection procedure

A short list of suitable candidates that have been submitted will be made by the Board of Directors of the Förderverein der ifs international filmschule köln e.V. ("Board"). The Board holds personal interviews with these applicants in order to gain a comprehensive impression of the candidates' suitability.

The key criteria for an applicant's suitability are above-average academic performance as well as high motivation, dedication, and a willingness to excel in the „Serial Storytelling“ master's degree program at the ifs. The applicants' age, financial situation, completion of the basic course of study, and other previous training are not considered when scholarships are awarded.

The Board awards scholarships at its own discretion on the basis of an overall evaluation of the candidate's suitability according to the key criteria listed above.

6. Approval and duration

The Board awards the scholarship to the selected applicant ("recipient") for a total period of three semesters, i.e. until the recipient completes the „Serial Storytelling“ master's degree program at the ifs. If the recipient terminates the „Serial Storytelling“ program at the ifs during this period before earning a degree, the scholarship ends with the conclusion of the semester in which the recipient broke off his or her studies.

The details of the scholarship are regulated in a separate scholarship agreement between the Förderverein der ifs internationale filmschule köln e.V. and the recipient.

Applicants who are not selected for a scholarship will receive a rejection letter.

7. Obligations of the recipient and premature cancellation

Within four weeks after the end of each semester, the recipient must present the Board with a written report of the development of his or her studies during the semester in question as well as a transcript of records.

On the basis of these documents, the Board will decide whether the recipient's suitability and performance continue to meet the requirements for the scholarship. If the recipient's academic performance has considerably declined since the time he or she applied for the scholarship, the Board has the right to prematurely revoke the scholarship with immediate effect and terminate the scholarship agreement. The Board also has the right to prematurely revoke the scholarship with immediate effect and cancel the scholarship contract if the recipient fails to meet the aforementioned reporting obligations or does so after the deadline. This is also the case if the recipient intentionally or inexcusably fails to achieve the required academic performance or if there is some other important reason why the scholarship should be revoked.