

Funding guidelines Emergency Assistance of the AStA UdK Berlin

English version is only for reference.

In the event of discrepancies between the English and German versions, the German version shall prevail.

Foreword

For social responsibility and to alleviate social hardship, the University of Arts' General Student Committee plans to include in its budget a title from which students in significant financial need can apply for funding to cover recurring costs. We believe that it should be up to the state to enable students to study without financial hardship.

§ 1 Purpose of emergency assistance

The financial emergency aid of the General Students' Committee (AStA) of the University of the Arts Berlin (UdK) supports short-term students of the UdK, who are involuntarily in a financial emergency situation in which they are unable to make recurring, unavoidable payments from their own resources to prevent dunning, collection and termination proceedings. These are usually residential and health insurance costs. This also applies to clearly foreseeable emergency situations.

§ 2 Application for emergency assistance

Students of the UdK can submit a request for emergency help at the social department of the AStA of the UdK at any time. The signed application must be accompanied by a copy of at least the following:

1. certificate of registration (DE: Immatrikulationsbescheinigung)
2. ID card/Passport
3. complete account statements of the last three months
4. rental contract
5. if necessary proof of income

§ 3 Eligibility for funding

1. As a rule, students who fulfill at least one of the following criteria can be supported:

1. Students who have at least 1 child or are at least 12 weeks pregnant.
2. Students who have a restricted work permit.
3. Students who have been financially damaged by unforeseeable circumstances (housing fire, job loss, theft of study-related items of considerable value).
4. Students who are unable to provide for their own livelihood due to a mental or physical illness.
5. Other comparable hardship cases can be claimed.

(2) In addition, the following criteria must be fulfilled for a grant:

1. Students are supposed to use their own capital to compensate the payment obligations.
 1. after all deductions (e.g. rent, health insurance) a basic amount of 208,- Euro,
 2. a lump sum of 208,- Euro for each person who is liable to support the student,
 3. for blocked accounts, the actual unavailable blocked amount at the time of the application,
 4. upon application, a further part of the assets if this avoids undue hardship.

2. The student does not expect any inflow of money or significant monetary value (income) to cover his or her contractual or statutory recurring payment obligations at the beginning of the following month after application.

3. To the best of his/her knowledge and belief, the student has done everything possible to improve his/her financial situation.

§ 4 Emergency assistance procedures

1. The emergency aid is based on an individual case examination by the social department, AStA has no legal entitlement to emergency aid.
2. In the event of a renewed application, the previously submitted applications will be considered in the examination.
3. On the basis of the relationship between income and recurring expenditure over the last three months, the social services department draws up a recommendation on the approval and amount of funding. Costs for daily needs as well as income and expenses of persons living in a community of need are also taken into consideration in an appropriate form.
4. The representative of social department presents the case anonymously to the AStA plenum. The AStA plenum then decides by simple majority on the approval and amount of the subsidy.
5. In the case of approval, a payment in the appropriate amount is made directly to the student(s).

§ 5 Amount of emergency assistance

1. The maximum funding amount is 500 euros.
2. The emergency aid usually covers one-time housing and health insurance costs.

3. In justifiable exceptions, other payment obligations from legal or contractual obligations can be covered once.

§ 6 Inception

The funding guidelines for emergency assistance of the AStA of the UdK Berlin come into effect on the day following their confirmation by the student parliament on the basis of their submission by the AStA.