

**Statutes of the  
Social Fund of the  
Student Body  
of the Wildau University  
of Applied Sciences**

The Student Parliament of the Wildau University of Applied Sciences has passed a resolution in accordance with § 62 Para. 4 of the Law on Universities of the State of Brandenburg (BbgHG) in the version published on 18 December 2008 (GVBl. I p. 318), last amended by the law of 04 April 2013 (GVBL I/13, No. 11) at its meeting on 22.03.2022 adopted the following new version of the statutes for the social fund of the student body of Wildau University of Applied Sciences. These were notified to the President of Wildau University of Applied Sciences in accordance with § 15 Para. 3 BbgHG in a letter dated 28 March 2022.

|                                         |   |
|-----------------------------------------|---|
| Preamble .....                          | 2 |
| §1 Subject .....                        | 2 |
| §2 Application Requirements .....       | 2 |
| §3 Application Deadlines .....          | 3 |
| §4 Application Processing .....         | 3 |
| §5 Application Documents.....           | 4 |
| §6 Management of Funds .....            | 4 |
| §7 Amendment and entry into force ..... | 5 |

## Preamble

The aim of this statute is to relieve the students who, due to financial hardship, are unable to pay fees in accordance with the fee regulations of the Wildau University of Applied Sciences of payment in whole or in part, as well as to financially support social projects. An application for a grant can be made using the corresponding forms of the student council of the Wildau University of Applied Sciences.

### §1

#### Subject

- (1) For all students of the Wildau University of Applied Sciences who are members of the student body as defined by the statutes of the student body of the Wildau University of Applied Sciences dated 14.12.2006 (hereinafter referred to as students), contributions are levied in accordance with § 1 Para. 1 of the contribution regulations of the student body, which includes the contribution to the semester ticket. The amount of the semester ticket contribution is regulated in the VBB semester ticket contract between the students and the Verkehrsverbund Berlin-Brandenburg (VBB).
- (2) The social fund is fed by the self-administered money of the student body of the Wildau University of Applied Sciences
- (3) The student may be granted extraordinary assistance from the resources of the Social Fund in individual cases.

### § 2

#### Application Requirements

- (1) Students of the Wildau University of Applied Sciences who can prove that a special hardship within the meaning of Para. 2 and/or a social reason within the meaning of Para. 3 applies at the time of payment and makes it considerably more difficult for them to pay the required fees, their monthly income does not exceed the requirements within the meaning of Para. 4 and they do not have assets within the meaning of Para. 6.
- (2) The following are considered to be special hardship
  - a) complete an internship with at least 30 hours of work per week, provided that it is prescribed in the study regulations and/or no funding according to the BA- föG or no study funding in the sense of a scholarship or similar is available,
  - b) for students who, due to their age, do not receive support under the BAföG, provided they do not receive study support from another source in the form of a scholarship or similar,
  - c) or other comparable hardship in individual cases.
- (3) The following are considered social reasons for the refund of the semester fee
  - a) belonging to the groups of persons mentioned in § 30 paras. 1 to 5 SGB XII, or other comparable hardship in individual cases.
  - b) or other comparable hardship in individual cases.

- (4) Students must use all their income to raise the semester contribution. Income includes all income in cash, cash equivalents, public benefits under the SGB and other benefits such as scholarships. Benefits according to the provisions of the BAföG are fully considered.
- (5) The basic requirement used for calculation is based on the current BAföG. Added to this are:
- a) for students who do not live with their parents, the costs of accommodation, however a maximum of 325 euros.
  - b) For each dependent child living in the household, this amount is increased by 150 euros. Students live with their parents even if the room they live in is owned by the parents.
  - c) for students who meet the criteria specified in § 30 SGB XII, the additional need referred to there, based on the basic need.
  - d) for students, the costs for health insurance, long-term care insurance and private supplementary health insurance.
- (6) Assets are deemed to be all realisable assets pursuant to § 90 SGB XII in conjunction with the Ordinance on the Implementation of § 90 SGB XII.

### § 3

#### Application Deadlines

- (1) De The application for funding of the semester fee in accordance with these Statutes must be received by the office processing the application no later than **four weeks before the end** of the re-registration period for students who are re-registering or no later than four weeks after admission to studies for students who have been enrolled.
- (2) Applications for financial support in the amount of the semester fee in the event of hardship resulting from § 2 can be submitted on an ongoing basis.
- (3) Applications shall be approved in accordance with these Statutes within the limits of the funds available. In cases of particular hardship, which are assessed by the representatives of the Student Council, recourse is made to reserves.
- (4) The student is obliged to submit missing documents within ten working days of being requested to do so. If the deadline expires, the application will be rejected due to insufficient cooperation.

### § 4

#### Application Processing

- (1) The Student Council of the Wildau University of Applied Sciences or a body appointed by it is responsible for deciding on all applications for funding in accordance with these statutes. All personal data must be treated confidentially

- (2) The student shall be informed of the result of the decision in writing by the competent office. Reasons must be given for a rejection. The student can file a written objection against the application decision in the decision according to § 1 with the Student Council of the Wildau University of Applied Sciences within one month of receipt. A committee then decides on the objection and informs the student in writing of the reasons for the decision.

## **§ 5**

### **Application Documents**

- (1) Der The application is made using the form “Application for funding from the funds of the Social fund of the Wildau University of Applied Sciences.” It must be accompanied by a statement of reasons for the application, all supporting documents and a signed assurance that all the information provided is correct.
- (2) Evidence shall be provided by appropriate documentation such as:
- BAföG positive/negative decision,
  - Information about scholarships,
  - Half-orphan/orphan's pension notice,
  - Housing benefit positive/negative decision,
  - Wage payment voucher,
  - Maintenance certificate,
  - Account statements of all accounts and deposits for the last two calendar months,
  - Asset documentation,
  - Rental agreement and service charge statement,
  - Health insurance certificate,
  - Long-term care insurance certificate,
  - a.o.
- a copy of the Documents.

- (2) The application documents shall be destroyed ten years after the end of the application period.

## **§ 6**

### **Management of Funds**

- (1) The funds to be distributed shall be distributed as fully as possible among those students whose applications have been decided upon by the time specified in § 3 Para. 1.
- (2) In the event of an affirmative decision, the amount of funding is to be determined by the Student Council of the Wildau University of Applied Sciences. However, the amount of the benefit is limited to the amount of the current semester fees.

## **§ 7**

### **Amendment and entry into Force**

- (1) Die The amendment of the statutes requires a two-thirds majority of the statutory members of the Student Parliament of the Wildau University of Applied Sciences.
- (2) These Statutes shall enter into force on the day following their publication in the Official Notices of Wildau University of Applied Sciences.
- (3) Should individual provisions of these Articles of Association prove to be invalid or unenforceable in whole or in part or become invalid or unenforceable as a result of changes in legislation after the Articles of Association have been adopted, the remaining provisions of the Articles of Association and the validity of the Articles of Association as a whole shall not be affected thereby.