

Guidelines for the Fund for Iranian Students in Need at BOKU

§ 1 General Requirements

- (1) To be eligible for financial assistance from the Fund for Iranian Students in Need at BOKU, the student must:
 - be a full member of the student body at the University of Natural Resources and Life Sciences, Vienna.
 - holds Iranian citizenship or is particularly affected by the situation related to Iran.
 - is in need of social assistance within the meaning of these guidelines.
 - can demonstrate adequate academic performance at BOKU.
- (2) There is no legal entitlement to the granting of financial assistance.

§ 2 Social Need

- (1) Social need within the meaning of these guidelines exists when the monthly necessary expenses exceed the monthly disposable income. Special burdens resulting from the situation in the country of origin, Iran (e.g., loss of family support, limited access to financial resources, sanctions, uncertainty regarding residency status), must be taken into account in the assessment.
- (2) Income includes all funds received by the household of the applicant, as well as those of a partner living in the same household and the children, in particular:
 - Income from gainful employment, whether self-employed or employed
 - Income from renting, leasing, or capital assets
 - Financial assistance from the federal government, states, municipalities, or other organizations – child support and other regular contributions from parents or relatives
 - The loss or unavailability of income (e.g., due to international sanctions, economic crises, or legal restrictions) must be given appropriate consideration during the review.

- 3) Eligible expenses include, in particular:
- a) Actual housing costs
 - b) Study-related expenses, including non-refundable tuition fees
 - c) Costs for telephone, internet, radio, and television fees, as well as home insurance
 - d) Childcare costs (excluding tuition for private schools)
 - e) Child support payments for one's own children who do not live in the same household
 - f) Health insurance costs
 - g) Necessary travel expenses to and from the place of study
 - h) General living expenses (in particular food, clothing, medications)
 - i) Costs for study-related courses and language courses

Additional extraordinary expenses must be justified in writing in the application.

§ 3 Academic Performance

- (1) Adequate academic performance is deemed to exist if:
- at least 8 ECTS credits or 6 SWS were earned in the last two semesters.
 - for first-semester students, a confirmation of enrolment and proof of diligence
 - in cases of caregiving responsibilities or disabilities, proof of half of the specified course load is provided.
 - In the case of a previous (uncompleted) course of study in the last semesters, proof of academic progress from that course of study may also be used as evidence of academic progress.
- (2) Support from the fund may also be paid if an applicant cannot meet the criteria under paragraph 1, but it is evident that the person actively pursued a course of study in the past semester or attended a preparatory course.

§ 4 Application and Procedure

- (1) Applications must be submitted in writing via the Department of Finance to a dedicated email address of the Student Union of the University of Natural Resources and Life Sciences, Vienna.
- (2) The application must be accompanied in particular by:
- the fully completed application form, including the privacy policy
 - a copy of an official photo ID

- proof of income for all persons living in the household
- proof of any financial assistance received
- proof of child support payments
- If available: bank statements for the last three months for all accounts held in the applicant's name
- Confirmation of continued enrollment, academic transcript, and proof of academic progress
- Proof of disability, if applicable
- Proof of housing, insurance, and other relevant expenses

If certain documents cannot be provided for specific reasons (particularly due to international circumstances), this must be clearly explained in the application.

- (3) The decision is made by mutual agreement between the Department of Finance and the executive board of the Student Union at the University of Natural Resources and Life Sciences, Vienna.

§ 5 Budgeting and Amount of Support

- (1) The total budget for this fund is limited to a maximum of **10.000 Euro**.
- (2) Once the allocated budget funds have been exhausted, these guidelines shall cease to apply, unless a decision is made to replenish the fund.
- (3) The maximum amount of individual support shall be determined by the responsible bodies (Executive board and Finance Office) taking into account the total number of applications and the individual emergency situation and shall not exceed €800 per person.

§ 6 Entry into Force

These guidelines shall enter into force upon the adoption of the motion “Supporting Iranian Students in Distress at BOKU” by the University Student Council of the University of Natural Resources and Life Sciences, Vienna