

I. Latvian Scholarships for studies at the Latvian Higher Education Institutions (hereinafter – HEI) in the academic year 2017/2018

a) Application conditions

Scholarships for applicants from one country **may not exceed 10% from the total grant amount for study scholarships of the year in question.**

Language of instruction at Latvian higher education institutions is mainly Latvian, however there are a few study programmes offered in English (please visit the website: www.studyinlatvia.lv for more information).

Applications for bachelor's and the first level of professional higher education studies will be accepted from students who have successfully completed **at least one academic year** of studies (at their home HEI or at a Latvian HEI, if they already have been studying in Latvia) at the moment of application (February, March 2017).

Scholarships for bachelor's and master's studies are granted for one academic year – a time period up to 10 months (for PhD-students – up to 11 months).

Scholarship for master's studies in the study programmes of Latvian philology, Latvian literature, Latvian culture and Latvian history are considered to be priorities, thus a scholarship can be granted for two academic years, i.e. for the duration of the whole master's study programme.

If a student wants to continue her/his studies in Latvia for one more year, she/he has to re-apply for the Latvian scholarship. The Latvian scholarship can be awarded not more than for two consecutive terms to one individual (unless the studies are related to Latvian language, culture and history).

The academic year in Latvia lasts from 1st September to 30th June.

b) Application procedure (deadline 1st April 2017)

As of February 2017 on-line application form will be open to submit applications for Latvian scholarship for studies on the website www.viaa.gov.lv/scholarships. An applicant will have to register at the system and make a profile with a unique login and password. After that an application form can be filled in on-line and necessary documents can be attached to the form as well. The system will require following documents to be uploaded:

1. Curriculum Vitae (applicants are asked to use the Europass CV form).
2. Letter of motivation (including activities outside studies related to the study field in Latvia or in the home country, e.g. work in professional organisations, participation in scientific conferences, international projects).
3. Photocopies of diplomas of higher education and supplements or a transcript of records (if studies are not completed).
4. Copies of two letters of recommendation from academic staff members, signed within the last six months.
5. **A copy of a letter of the relevant Latvian HEI** confirming the foreigner's opportunity to study in the chosen study programme and informing about the language

of instruction (Latvian or other EU official language). Please contact the International Relations Department/Unit or Foreign Students Department/Unit of the Latvian HEI directly. List of contact persons of Latvian HEIs is available at:
www.viaa.gov.lv/scholarships

6. Study plan for duration of the scholarship. Please use the form which is available at:
www.viaa.gov.lv/scholarships

7. A copy of a certificate or other document certifying the language proficiency required for studies.

8. Copy of the ID (identification document) or passport.

All documents, which are not in Latvian or English, shall be translated into Latvian or English.

Any incomplete applications will not be considered.

If applicants are nominated by a competent authority of their countries – Ministry of Education, Agency for Education etc. –, they have to contact the authority and send application documents to the authority as well, if required.

c) Financial provisions

- The amount of the Latvian scholarship for studies is:
 - for bachelor's and master's students – **500 EUR** per month;
 - for PhD students – **670 EUR** per month.
- If the Latvian HEI requires a tuition fee for the chosen study programme, he/she can use the scholarship for covering of the tuition fee or for accommodation and meals. Please take into account that the amount of the scholarship is not high enough to cover both.
- Upon request, the host HEI provides the scholarship holder with a place in a dormitory or a guesthouse. Requests for accommodation in the international student dormitories must be submitted one month before arriving. In any month in which the foreign student is present in the territory of Latvia for less than 15 calendar days no scholarship is provided.
- The Latvian scholarship cannot be awarded concurrently with other scholarships.
- Travel expenses to the Latvian HEI and back to the country of origin are not covered by the Latvian scholarship.
- Scholarship holders are required to make their own arrangements for insurance coverage.

d) Evaluation of applications and information on results

All applications will be evaluated and the final decision on granting scholarships will be made by the evaluation committee of VIAA. Quality evaluation criteria are to find on the website: www.viaa.gov.lv/scholarships.

The list of accepted candidates will be published on the website of VIAA www.viaa.gov.lv/scholarships at the beginning of June 2017. All candidates will receive an official decision sent by e-mail in June 2017.

II. Latvian fellowships for research work in Latvian Higher Education Institutions in the academic year 2017/2018

a) Application conditions

Only academic and scientific staff of foreign higher education and research institutions are eligible candidates for the Latvian state fellowship for research.

The fellowships are granted for a time period of up to 5 months.

The academic year in Latvia lasts from 1st September to 30th June.

b) Application procedure (deadline 1st April 2017)

As of February 2017 on-line application form will be open to submit applications for Latvian fellowship for research at the website www.viaa.gov.lv/scholarships. An applicant will have to register at the system and make a profile with a unique login and password. After that an application form can be filled in on-line and necessary documents can be attached to the form as well. The system will require following documents to be uploaded:

1. Curriculum Vitae (CV) and list of academic publications (applicants are asked to use the Europass CV form).
2. Research plan for research work in Latvia.
3. Letter of motivation.
4. Photocopy of Master's diploma (including diploma supplement) or of a PhD-diploma.
5. Copy of a letter of recommendation from one academic staff member of home higher education or research institution, signed within the last three months.
6. **A copy of a letter of the relevant Latvian higher education institution or research institution**, confirming the foreigner's opportunity to do research work there. List of contact persons of Latvian HEIs is available at: www.viaa.gov.lv/scholarships
7. Copy of the ID (identification document) or passport.

All documents, which are not in Latvian or English, shall be translated into Latvian or English.

Any incomplete applications will not be considered.

If applicants are nominated by a competent authority of their countries – Ministry of Education, Agency for Education etc. –, they have to contact the authority and send application documents to the authority as well, if required.

c) Financial provisions

- **The amount of the Latvian fellowship is 30,00 EUR per day and 300,00 EUR for accommodation per month.**
- The fellowship holder is expected to remain in residence in Riga/ Latvia for the full duration of the proposed period. If she/he is absent from the host HEI

- more than 14 consecutive days, his/her fellowship will be cancelled.
- Upon request, the host HEI provides the fellowship holder with a place in a dormitory or a guesthouse. Requests for accommodation in the international student dormitories must be submitted one month before arrival. Alternatively, foreign researchers may consider renting an apartment in the city.
 - The Latvian fellowship cannot be awarded concurrently with other scholarships.
 - Travel expenses to the Latvian HEI and back to the country of origin are not covered by the Latvian fellowship.
 - Fellowship holders are required to make their own arrangements for insurance coverage.

d) Evaluation of applications and information on results

All applications will be evaluated and the final decision on granting scholarships will be made by the evaluation committee of VIAA in accordance with the following evaluation criteria:

- 1) Plan for the research work;
- 2) Motivation for the research work in Latvia.

Foreigners who apply for research work in the field of Latvian language, literature or culture, are awarded one additional point.

The list of accepted candidates will be published on the website of VIAA www.viaa.gov.lv/scholarships at the beginning of June 2017. All candidates will receive an official decision sent by e-mail in June 2017.

III. Latvian Scholarships for participation in summer schools in Latvia in 2017

a) Application conditions

Only students, academic and research staff of foreign HEIs are eligible for the Latvian scholarship for participation in summer schools.

b) Application procedure (deadline 4 May 2017)

Information on how to apply for the scholarship for participation in summer schools can be found on the website of the HEI in Latvia organizing the summer school. The website will give details on all the necessary documents:

1. Application form of the summer school.
2. Curriculum vitae.
3. Motivation letter.

The list of Summer schools in Latvia in 2017 will be published on the website of the agency at the end of February:
www.viaa.gov.lv/scholarships

c) Financial provisions

- The amount of the Latvian scholarship granted by the VIAA for summer school is **711 EUR per person** for the duration of the summer school.
- The scholarships will be transferred by the VIAA to the summer school organizers, no money will be handed out to the Latvian scholarship winners.
- The participants of the summer schools have to cover travel expenses from the country of origin to the summer school location in Latvia themselves.

d) Evaluation of applications and information on results

The final decision on granting scholarships will be made by the evaluation committee of VIAA. HEIs will inform all applicants on the results.

Contact address:

State Education Development Agency (Valsts izglītības attīstības aģentūra)
 Vaļņu iela 1, Rīga, LV-1050

Contact person:

Ms Aija Jakovica
 Senior Specialist
 International Cooperation Programme Unit
 Telephone: + 371 67814331, e-mail: scholarships@viaa.gov.lv