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# CAROLINE

ADMINISTRATION NEWSLETTER



UNIVERSITÄT  
HEIDELBERG  
ZUKUNFT  
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**Dear University members,**

The latest issue of our newsletter „Caroline“ provides information on current developments and new services of the university administration.

We wish you a good and productive end to the semester and a pleasant semester break.

Dr. Angela Kalous  
Vice-President Finance and Personnel

## LAW AND COMMITTEES DIVISION

Head  
Cornelia Stöcklein

### Tuition fees for international students and second degrees

The amendment of the Baden-Württemberg Tuition Fees Act (“Landeshochschulgebüh-  
rengesetz”) came into force on 17 May 2017. The law provides that international students  
will have to pay 1,500 euros per semester, of which 300 euros will be retained by univer-  
sities. Students doing a second degree will have to pay 650 euros per semester. Both fees  
will only be payable by students starting a new degree from winter semester 2017/18. EU  
and EEC nationals and doctoral students will be exempt from the tuition fees for interna-  
tional students. There will be several other exemptions. Heidelberg University is currently  
working on by-laws to specify the exemptions.

More information

- [www.uni-heidelberg.de/courses/prospective/fees/index.html](http://www.uni-heidelberg.de/courses/prospective/fees/index.html)

## HUMAN RESOURCES DIVISION

Head  
Senni Hundt

### New Human Resources System for Heidelberg University

The Human Resources Division together with the University Computing Centre will roll out  
a new human resources software. The software is expected to go live by the start of July.  
The old software does not meet the current technical and data protection requirements.  
The prospective system is already successfully in use at other universities in Baden-  
Württemberg. As all members of the Human Resources Division need to be involved in  
the transition, their availability for HR issues will be limited during the transitional period.  
Thank you for your understanding.

More information (only in German)

- [www.uni-heidelberg.de/md/zuv/personal/formulare/rundschreiben\\_nr.04\\_2017.pdf](http://www.uni-heidelberg.de/md/zuv/personal/formulare/rundschreiben_nr.04_2017.pdf)

## RESEARCH DIVISION

Head  
Dr. Sigurd Weinreich

### ERC opens call for Advanced Grants 2017

Experienced researchers with outstanding scientific achievements over the past 10 years  
may apply for ERC Advanced Grants. The budget is usually 2.5 million euros per project,  
in exceptional cases it may be up 3.5 million euros. Projects may run for up to five years.  
The call budget is 567 million euros, corresponding to about 245 Advanced Grants. The  
deadline for proposals is 31 August 2017, 5 pm.

Further information and contact data to make an appointment

- [ec.europa.eu/research/participants/portal/desktop/en/opportunities/h2020/topics/erc-2017-adg.html](http://ec.europa.eu/research/participants/portal/desktop/en/opportunities/h2020/topics/erc-2017-adg.html)

### Individual Fellowships

MSCA Individual Fellowships (IF) are aimed at experienced researchers planning a stay at  
a research institution or non-academic host institution in another country. The deadline for  
proposals is 14 September 2017.

Details

- [ec.europa.eu/research/participants/portal/desktop/en/opportunities/h2020/topics/msca-if-2017.html](http://ec.europa.eu/research/participants/portal/desktop/en/opportunities/h2020/topics/msca-if-2017.html)

## DFG funding opportunities for refugees

The German Research Foundation (DFG) is inviting the leaders of DFG projects and universities to take advantage of its funding opportunities available for scientists and academics who had fled their home countries. In December 2015, the DFG made funding options available. In all general research funding programmes offered by the DFG, supplemental proposals can be submitted for refugees and researchers at risk who have already completed a degree programme. Funding is available for individuals with a residence status in the context of an asylum-granting procedure that confirms a recognised threat. Supplemental proposals can be submitted for funding which allows refugees to be integrated in a project, especially guest funding, the Mercator module and staff posts. Proposals can be submitted informally at any time and should not exceed five pages (not including CV and bibliography).

Website DFG

- [www.dfg.de/en/research\\_funding/announcements\\_proposals/2017/info\\_wissenschaft\\_17\\_17/index.html](http://www.dfg.de/en/research_funding/announcements_proposals/2017/info_wissenschaft_17_17/index.html)

## Stays of visiting scientists during research projects

In third-party funded research projects, a funding provider may authorize allocating funds for expense allowances (travel and accommodation costs, daily allowance) related to the stay of a visiting scientist at Heidelberg University. Such expense allowances can also be paid from unallocated funds (e.g. overheads) and budgetary funds. To satisfy the requirements of the Budget Regulation (LHO) of Baden-Württemberg, payment orders need to be accompanied by a supporting document. The new form for stays of visiting scientists serves as a supporting document. Please attach this form to the payment order from now on.

Form

- [www.uni-heidelberg.de/md/zentral/einrichtungen/zuv/forschung/anlageao\\_gastaufenthalt\\_20170426.pdf](http://www.uni-heidelberg.de/md/zentral/einrichtungen/zuv/forschung/anlageao_gastaufenthalt_20170426.pdf)

## Further Information which is only available in German

Information on protection against theft at Safety Day 2017

- [www.uni-heidelberg.de/md/zentral/universitaet/beschaefigte/service/recht/kriminalpraevention.pdf](http://www.uni-heidelberg.de/md/zentral/universitaet/beschaefigte/service/recht/kriminalpraevention.pdf)
- [www.uni-heidelberg.de/universitaet/beschaefigte/service/sicherheit/sicherheitstag.html](http://www.uni-heidelberg.de/universitaet/beschaefigte/service/sicherheit/sicherheitstag.html)

Service agreement telework

- [www.uni-heidelberg.de/universitaet/beschaefigte/arbeitsumfeld/telearbeit/index.html](http://www.uni-heidelberg.de/universitaet/beschaefigte/arbeitsumfeld/telearbeit/index.html)

MINT Didactics Fellowship granted by Telekom Foundation

- [www.telekom-stiftung.de/de/fellowship-fachdidaktik-mint](http://www.telekom-stiftung.de/de/fellowship-fachdidaktik-mint)

Funding for project-based teaching from “Junior University”

- [www.uni-heidelberg.de/junge-uni/studierende-dozenten/index.html](http://www.uni-heidelberg.de/junge-uni/studierende-dozenten/index.html)

Artists' social security contribution

- [www.uni-heidelberg.de/universitaet/beschaefigte/service/ir/ksa.html](http://www.uni-heidelberg.de/universitaet/beschaefigte/service/ir/ksa.html)

### Imprint

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