APPLICANT INFORMATION SHEET

(Supplement to Application Form)

The scholarship programme maintained by THE EDWARD AND EVA UNDERWOOD CHARITABLE FOUNDATION was established to provide financial support to deserving students who would either have no access at all to education or would be forced to break off education without such support. Applications for scholarship can be considered only if the candidate doubtlessly proves full compliance with all the defined criteria as stated in the application form and/or hereinafter, with absolutely no exception.

In the following the basic conditions of scholarship as described in the application form are stated more precisely.

1. The acceptance of an applicant into the scholarship programme is subject to availability of funds and valid for one school year. Support is limited to the amount as awarded and shall serve the sole purpose to fill a gap occurring between the financial capability of an applicant's family and the actual costs for the intended or already ongoing education. The necessity of support must be demonstrated absolutely convincingly.

2. Any support shall primarily serve to settle tuition fees, registration fees and other miscellaneous fees typically invoiced by schools. These costs must demonstrably be inevitable, intrinsically tied to education and arise directly from education. In certain cases additional costs such as the expenses for books may be supported, provided these are invoiced by the school. The compliance with these preconditions must be proven by the applicant and explicitly certified by the Recommending Institution.

3. Applicants are obliged to make use of the appropriate educational resources available nearest to the family residence. Scholarship does not cover any expenses arising from attending an educational institution other than the nearest available to the family residence.

4. All release of support will be possible exclusively upon presentation of an enrolment certificate and corresponding invoices/receipts comprehensively meeting the formal requirements of fiscal authorities. All invoices/receipts must indicate the date of issuance, the type of service rendered, the person service was/is provided to and the date or period charges are due for. All invoices/receipts must be issued on official paper, indicate the address of the invoicing party and must be duly signed by the invoicing party. All invoices/receipts submitted for settlement must be original documents, no copies of invoices/receipts will be accepted. Nonnegotiable expenses cannot be considered.

5. Support is limited to the amount awarded as scholarship. All payments are effected directly to invoicing party's account, without exception. Bank transfer information enabling international money transfer (exact name of account, account number, name of bank, SWIFT-code) must mandatorily be provided together with all invoices submitted for settlement. Failure to provide complete and correct bank transfer data causes impossibility of payment leading to loss of support. All responsibility for timely submission of invoices including complete and correct bank transfer information remains with the applicant.

6. Failure to provide necessary documentation fully meeting all requirements as stated above under (4.); failure to provide correct bank transfer information as stated above under (5.); or failure to meet any optionally communicated deadline for the submission of invoices will result in loss of scholarship, irrespective of previous acceptance of applicant into the scholarship programme.

7. Any change of school after submission of the application is subject to approval by the Recommending Institution and therefore must be notified to them without any delay, together with an explanatory statement.

8. Scholars are advised to frequently communicate with the Recommending Institution in order to keep up with all relevant developments, particularly deadlines. The responsibility to maintain communication with the Recommending Institution remains with the scholar. Scholars enrolled at the same school are requested to team up in order to coordinate and combine communication with the Recommending Institution.