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Guidelines for awarding the Sibelius Academy Foundation's student grants

The guidelines are valid until further notice.

Purpose of awarding grants

- Grants are only awarded for purposes furthering the applicant's studies (e.g. master classes or summer courses, competition trips, certificate in education administration, studies that are carried out elsewhere but included in the student's degree).
- Grants cannot be awarded for purchasing instruments or related equipment. However, it is possible to award a grant for instrument repair and maintenance.
- Grants cannot be awarded for covering students' living expenses (housing, food, etc.). Note that grants for master classes must primarily be used for covering the course fee, and, if necessary, travel expenses.
- Grants cannot be awarded for master classes held by one of the applicant's own teachers.

Criteria

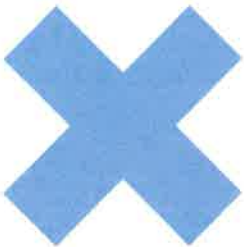
- Grants are awarded only to degree students who have registered their attendance for the academic year.
- Grants are primarily awarded for students whose studies have progressed well. Academic progress is determined by reviewing the annual accumulation of credits.
- Students who have started their studies in or before 2012 may be awarded grants only for justified reasons.
- When awarding grants, the University of the Arts Helsinki's strategy and the Sibelius Academy's operating principles must be taken into account.
- Grants are not awarded retrospectively.
- Grants are not awarded for exchange studies.

Basic guidelines

- The criteria for awarding these grants have to be equally applied to all candidates regardless of the applicant's department, programme or subject.
- Grants are awarded to students in all departments within the rules that the foundations have stated.

Other grants

- Applicants must be truthful in their answers to questions relating to other grants. For example, applicants must state in the application if they are applying for any other grants for the same purpose.



- Applicants must list all the grants that they have received during the last three years, regardless of the funding organisation.

Junior Academy

- Junior Academy students may, in some cases, be awarded travel grants if their travel costs are exceptionally high. Travel grants are not awarded for covering expenses for using the Helsinki metropolitan area transport.
- Junior Academy applicants' travel costs are not prioritised, as the affordable lessons given by the Sibelius Academy teachers are already considered a great support to Junior Academy students.
- Grants may be awarded to gifted Junior Academy students for covering master class fees.

After a grant is received

- The grant must be used for the purpose that it was awarded for.
- Students who wish to change the original purpose of the grant will have to obtain a written authorisation from the Dean (or the Dean's delegate) before using the grant.
- If the grant has been used for different purposes than what it was originally awarded for (and the student did not obtain a written authorisation to change the purpose), the student may have to refund the grant.
- The grant must be used within one year of receiving the grant. In exceptional cases (longer projects), the deadline is 2 years.
- Grant recipients must store the documents relating to the grant (including receipts, etc.).
- All students receiving a grant of EUR 1 000.00 or more must write a report detailing the use of the grant by March of the following year.
- In the case of smaller grants, all recipients must submit a report upon request.
- Failure to report may lead to rejection of any subsequent grant applications.

Helsinki, 23 November 2017

Kaarlo Hildén
Dean