

Please return with the required supporting documents to:

**Fondation Auguste van Werveke-Hanno**  
*(sous l'égide de la Fondation de Luxembourg)*  
c/o Ministère de l'Enseignement supérieur et de la Recherche  
18-20, Montée de la Pétrusse • L-2912 Luxembourg  
email: werveke-hanno@mesr.etat.lu

# Application for a scholarship from the Auguste van Werveke-Hanno Foundation

(under the aegis of Fondation de Luxembourg)

## Academic Year 2023-2024

The undersigned hereby applies for a scholarship from the Auguste van Werveke-Hanno Foundation for the above-mentioned academic year:

Name:

First name:

Identification number in Luxembourg:

Place of birth:

Address (Please tick the box next to the address that you would like us to use for further correspondence):

### Main residence

Street, number:

Postcode:

City:

Country:

Phone:

E-mail:

### Secondary residence (address "at the university")

Street, number:

Postcode:

City:

Country:

Phone:

E-mail:

Family status:

Nationality:

**Higher education:**

Current enrolment

Semester:  Bachelor Master PhD

Name of higher education institution:

Study programme:

Architecture

Fine Arts please indicate relevant area within Fine Art): 

In order to meet the eligibility criteria for a scholarship from the Auguste van Werveke-Hanno Foundation, the student has to be enrolled either full-time or part-time in a study programme corresponding to the criteria outlined in the attached terms and conditions of the Auguste van Werveke-Hanno Foundation scholarships.

Previous studies:

Name and location of higher education institution	Degree obtained	Start (month/year)	End (month/year)	Grade obtained

(If applicable) Interruption of study (length and reason of interruption) :

**Awards, grants or allowances previously obtained:**

Awarding institution	Name of award/grant/allowance	Amount awarded	Period (MM/YY - MM/YY)

**Extracurricular activities linked to the field of study:**

### Data protection clause

Please note that your personal data is processed by the Ministry of Higher Education and Research in accordance with applicable law on data protection, as detailed in the Ministry's confidentiality policy. The confidentiality policy of the Ministry of Higher Education and Research can be found under the following link (in French):

<https://mengstudien.public.lu/en/support/aspects-legaux/politique-confidentialite-mesr.html>

Contact: [dataprotection@mesr.etat.lu](mailto:dataprotection@mesr.etat.lu) .

### Privacy notice

This application form contains personal data, which is collected and processed by the Auguste van Werveke-Hanno Foundation (hereafter "the Foundation") and by the Ministry of Higher Education and Research in the framework of the administration of scholarship applications. Personal data is processed and stored for the duration that is necessary for the Foundation and the Ministry to fulfill their obligations and only to the extent necessary for the purpose of the processing.

According to Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, you have the right of access to, rectification or erasure of and limitation of processing of your personal data as well the right to object and the right to data portability.

To exercise your rights, you may send a request to the Foundation:

#### **Fondation van Werveke-Hanno (sous l'égide de la Fondation de Luxembourg)**

**c/o Ministère de l'Enseignement supérieur et de la Recherche**

18-20, montée de la Pétrusse

L-2912 Luxembourg

e-mail: [werveke-hanno@mesr.etat.lu](mailto:werveke-hanno@mesr.etat.lu)

You may also refer to the National Commission for Data Protection (Commission nationale pour la protection des données), headquartered at 15, Boulevard du Jazz L-4370 Belvaux.

### Photography

The awardees of the Auguste van Werveke-Hanno scholarships should be aware that they might appear in pictures taken at the award ceremony. These pictures as well as first names and names of the awardees are published on the websites of the Ministry of Higher Education and Research and of the Fondation de Luxembourg and, via the Government's Information and Press Service, in national media.

Awardees who do not want to appear in pictures or to have their picture and/or name and first name published in this framework, are requested to inform the Foundation in advance by e-mail to [werveke-hanno@mesr.etat.lu](mailto:werveke-hanno@mesr.etat.lu).

The undersigned hereby declares that he or she has read and understood the attached terms and conditions of the Auguste van Werveke-Hanno scholarship.

Place

Date

Signature \_\_\_\_\_

 Applications without signature will not be considered.

## Acknowledgment of receipt

### Section to be filled in by the candidate:

Name, first name:

Number, street:

Postcode, City:

Country:

### Section reserved for the Foundation:

The Auguste van Werveke-Hanno Foundation hereby acknowledges receipt  
of your application for an

## AUGUSTE VAN WERVEKE-HANNO SCHOLARSHIP

The reference of your application is **VW2023/** .....

(please quote this reference in all future correspondence)

The Foundation estimates that it will be able to inform you about the outcome of your application by

.....  
Your application cannot be considered, as you are not enrolled at least in the second year of higher education.

A first assessment of your application has revealed that the application file is incomplete.

You are kindly requested to provide the Foundation with the following documents, **together with a copy of this acknowledgment of receipt, by 1st December 2023:**

a copy of your ID card;

a current residence certificate;

a cover letter explaining your motivation and detailing your merits in the framework of your studies and outside of the strict framework of the latter, but in relation to your field of study;

a copy of your last higher education degree, if applicable;

an enrolment certificate for the relevant academic year;

transcripts of records of all previous study semesters in higher education in the fields of architecture/fine arts;

a portfolio following the criteria of the terms and conditions of the Auguste van Werveke-Hanno scholarship;

other: .....

Date

# Terms and conditions of the Auguste van Werveke-Hanno scholarship

## Application procedure

The application form is available at [www.mengstudien.lu](http://www.mengstudien.lu).

Applications should be submitted by **1<sup>st</sup> November** to the following address :

**Ministère de l'Enseignement supérieur et de la Recherche**  
**Fondation van Werveke-Hanno (sous l'égide de la Fondation de Luxembourg)**  
18-20, Montée de la Pétrusse  
L-2912 Luxembourg

email: [werveke-hanno@mesr.etat.lu](mailto:werveke-hanno@mesr.etat.lu)

## Application file

In addition to the completed application form, your application must contain the following documents:

- A copy of your ID card;
- A current residence certificate (only if you are not a national of Luxembourg);
- A portfolio providing information on extracurricular activities, such as participation in competitions, exhibitions or other activities related to your field of study. For the constitution of the portfolio, individual work should be preferred over group work. This document must not exceed 5 A4 pages. The Auguste van Werveke-Hanno Foundation reserves the right not to consider any additional pages.
- A cover letter explaining your motivation and detailing your merits in the framework of your studies and outside of the strict framework of the latter, but in relation to your field of study;
- If applicable, a copy of your last higher education degree;
- Transcripts of records of all previous study semesters in higher education linked to the study field for which you are applying for the scholarship;
- An enrolment certificate for the relevant academic year;
- Any other supporting document you deem useful to support your application.

Statements from teachers/professors regarding your study progress are considered an asset.

## Eligibility requirements

- Be a national or a resident of Luxembourg;
- Be enrolled full-time or part time in a course of study leading to a higher education diploma, title, certificate or rank following the law and regulations on higher education of the country where the title is conferred. The course of study must be recognized by the competent national authority as pertaining to its higher education system;
- Pursue higher education studies, at least in the 2nd year, in architecture or in one of the following areas: fine arts, advertising/multimedia, interior architecture/decoration, design;  
**Only students in architecture studies corresponding to the conditions defined in article 46 of the law of 28 October 2016 on the recognition of professional qualifications are eligible for this scholarship (<http://legilux.public.lu/eli/etat/leg/loi/2016/10/28/n2/jo>) ;**
- Not have previously obtained the Auguste van Werveke-Hanno scholarship.

## Selection criteria

Where the number of candidates exceeds the number of scholarships available, a selection is carried out on the basis of the quality of the portfolio submitted and the application in general, the motivation and extracurricular activities, academic results in the field of study, the level of study the candidate is at as well as a possible personal interview.

## Payment arrangements

The scholarship is paid in one single instalment.

## Cumulation

This scholarship can be combined with any other scholarship or grant.