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Ordinance of the École polytechnique fédérale de Lausanne on study grants

(EPFL Ordinance on study grants)

of 2nd August 2021

*The Direction of the École polytechnique fédérale de Lausanne,
based on Art. 25 of the ordonnance du 13 novembre 2003 sur l'EPFZ et l'EPFL¹,
hereby adopts the following:*

Section 1 General provisions

Art. 1 Object

The present ordinance governs the awarding of study grants by the École Polytechnique fédérale de Lausanne (EPFL).

Art. 2 Study grants

¹ Study grants are benefits in cash, made as one-off or periodic payments, which are allocated to individuals for their studies at EPFL and which, unless otherwise provided for in this ordinance, do not have to be reimbursed.

² EPFL awards two kinds of study grant:

- a. Social grants, intended for individuals experiencing financial difficulties;
- b. EPFL Excellence Fellowships, intended to promote studying at EPFL for individuals who have obtained excellent results in their previous studies.

Art. 3 Principles

¹ Study grants are not a right.

² The awarding of an EPFL study grant does not exempt the beneficiary from paying tuition fees and other user expenses.

¹ RS 414.110.37

Art. 4 Repayment

¹ If a study grant is wrongly awarded based on information that is false, incomplete, or unreported by the beneficiary, the beneficiary shall repay the amounts wrongly received and EPFL may, if justified by the circumstances, definitively refuse the future allocation of any study grant.

² If the beneficiary should interrupt their studies during the course of the year, they shall repay the amounts paid for the non-completed period.

Section 2 Social grant**Art. 5** Subsidiarity

Social grants are awarded on a subsidiary basis. They complete other sources of finance, namely the participation of people responsible for covering the student's expenses and cantonal grants or financial aid.

Art. 6 Applicants

¹ Any person enrolled at EPFL on a Bachelor's or Master's course can apply for a social grant; those enrolled in the Preparatory year course (CMS) can apply for a social grant in exceptional circumstances.

² Social grants are awarded first and foremost to students who meet one of the following conditions, from the first semester of study at EPFL:

- a. being of Swiss nationality or holding a C permit;
- b. having refugee or stateless person status within Switzerland;
- c. being the holder of a certificate in the sense of Art. 1 of the *ordonnance du 8 mai 1995 concernant l'admission à l'École polytechnique fédérale de Lausanne*²;
- d. having obtained the upper-level secondary education (level II) certificate in Switzerland while domiciled in Switzerland.

³ Study grants are then allocated, in order of priority, from the third semester of studies at EPFL:

- a. to students who were living in a country which received Official Development Assistance according to the list drawn up by the Organisation for Economic Co-operation and Development (OECD)³ before beginning their studies at EPFL;
- b. to other students.

² RS 414.110.422.3

³ The list can be consulted at the following address: www.oecd.org > Topics > Development > Development at OECD > The OECD Development Co-operation Directorate (DCD) > DAC List of ODA Recipients.

Art. 7 Transitional aid

¹ A social grant can be allocated to a student on a transitional basis until other sources of financing are paid by a third party as outlined in Article 5.

² If a grant or financial aid is allocated retroactively by a third party, the beneficiary shall repay partially or in full the amount of the social grant which was paid to him/her on a transitional basis. EPFL decides the amount to be repaid depending on the specific case.

Art. 8 Content and methods for submitting an application

The Vice President for Academic Affairs defines the content and methods for submitting an application. He/She publishes this information on the EPFL website.

Art. 9 Awarding of social grants

Social grants are awarded by the Vice President for Academic Affairs.

Art. 10 Awarding criteria

The Vice President for Academic Affairs shall notably take into consideration the following criteria for the awarding of study grants:

- a. the income of the applicant and of the people responsible for covering the applicant's expenses, taking into consideration the average wage in the applicant's main country of residence;
- b. the fortune of the applicant and of the people responsible for covering the applicant's expenses;
- c. the social and family situation of the applicant;
- d. any unexpected and sudden change in the social, family or financial situation of the applicant, or the situation of the people responsible for covering the applicant's expenses;
- e. the fact that the applicant has not fallen considerably behind in their study plan.

Art. 11 Amounts

¹ Each year, EPFL determines the total amount available for the awarding of social grants.

² The maximum monthly amount awarded to a beneficiary is CHF 2100.

³ The Vice President for Academic Affairs sets the amount of the grant based on the social, family and financial situation of the beneficiary and the people responsible for covering the beneficiary's expenses.

Art. 12 Duration

¹ Social grants are paid out for a maximum of ten months per academic year.

² They can be renewed each year upon request.

³ Payments shall stop in the following cases:

- a. the social, family or financial situation of the beneficiary or the people responsible for covering the beneficiary's expenses no longer justifies them;
- b. the beneficiary has fallen considerably behind in their study plan.

Art. 13 Reporting obligation

The beneficiary shall announce without undue delay any change in their social, family or financial situation or in the situation of the people responsible for covering their expenses, if this change could potentially alter the benefits allocated to him/her.

Section 3 EPFL Excellence Fellowships

Art. 14 Candidates

¹ Any person who has applied to study on a Bachelor's course at EPFL can be a candidate for an EPFL Excellence Fellowship for their studies if they fulfil one of the following conditions:

- a. being of Swiss nationality or holding a C permit;
- b. having refugee or stateless person status within Switzerland;
- c. being the holder of a certificate in the sense of Art. 1 of the *ordonnance du 8 mai 1995 concernant l'admission à l'École polytechnique fédérale de Lausanne*⁴;
- d. having obtained their upper-level secondary education (level II) certificate in Switzerland while domiciled in Switzerland.

² Any person who has applied to study on a Master's course at EPFL can be a candidate for an EPFL Excellence Fellowship for their studies.

Art. 15 Content and methods for submitting an application

The Vice President for Academic Affairs defines the content and methods for submitting an application. He/She publishes this information on the EPFL website.

Art. 16 Awarding of EPFL Excellence Fellowships

EPFL Excellence Fellowships are awarded by the Vice President for Academic Affairs.

⁴ RS 414.110.422.3

Art. 17 Awarding criteria

¹ The Vice President for Academic Affairs shall notably take into consideration the following criteria for the awarding of EPFL Excellence Fellowships:

- a. the excellent results achieved by the candidate in their previous studies;
- b. the candidate's qualifications;
- c. the candidate's motivation to study at EPFL.

² The Vice President for Academic Affairs shall also take into consideration the short presentation written by the candidate on their end-of-school independent project (*travail de maturité*), or failing this, an equivalent project, for the awarding of an EPFL Excellence Fellowship to a candidate enrolled on a Bachelor's course.

Art. 18 Amounts and certificates

¹ EPFL allocates Excellence Fellowships as it sees fit. EPFL determines the number of EPFL Excellence Fellowships to be awarded each year. The number of Excellence Fellowships is divided in proportion to the number of students between the section.

² The EPFL Excellence Fellowship for a student enrolled on a Bachelor's course is for an amount of CHF 10 000, paid out in several payments from the first semester of study.

³ The EPFL Excellence Fellowship for a student enrolled on a Master's course is for an amount of CHF 10 000 per semester for the standard duration of the course, paid out from the first semester of study.

⁴ A certificate attesting the payment of an EPFL Excellence Fellowship is presented to the beneficiary upon the final payment of the study grant.

Art. 19 Duration, suspension and cancellation

¹ EPFL Excellence Fellowships are awarded for the entire standard duration of the Bachelor or Master studies at EPFL. Their payment is suspended for the duration of paid internships or optional internships for the study plan, and for the duration of any leave.

² Once the first payment of the EPFL Excellence Fellowship has been made, the following payments can be suspended or cancelled if circumstances so justify it, namely if the beneficiary has fallen behind in relation to their study plan or obtains unsatisfactory results.

Section 4 Final provisions**Art. 20** Transitional provisions

EPFL Excellence Fellowships for Bachelor studies are awarded from the 2022-2023 academic year.

Art. 21 Entry into force

The present ordinance enters into force on 15th September 2021.

2nd August 2021

On behalf of the EPFL Direction:

President, Martin Vetterli
Director of Legal Affairs,
Françoise Chardonnens