

DG Interpretation bursaries

Do you want to become a conference interpreter?

→If yes, you may be eligible for a study bursary from the Directorate General for Interpretation.

IF

1. you are a national of an EU Member State or of one of the candidate countries (Albania, North Macedonia, Montenegro, Serbia or Turkey),
→**For British applicants:** *Please be aware that eligibility criteria must be complied with for the entire duration of the bursary. If the United Kingdom withdraws from the EU during the bursary period without concluding an agreement with the EU ensuring in particular that British applicants continue to be eligible, you may be liable to repay part of the bursary amount*
and
2. you already have a university degree or equivalent qualification, or are in the final year of a course leading to a university degree or equivalent qualification,

AND IF

1.
 - i) you have applied or intend to apply for a **full Master/postgraduate course in conference interpreting** offered for the year **2019-2020** by a recognised university or university-level institution. For courses that last more than one year, *only final year students will be eligible,*
and
 - ii) you need to pay/have paid a **tuition fee for academic year 2019-2020** (= final year of your Master/Postgraduate course)
→*Please note that you are not eligible to apply if your Master/postgraduate course is free of charge,*
2.
 - i) you are **registered** with one of the following **active languages** in your course:
Bulgarian, Croatian, Czech, Danish, Dutch, English, Finnish, French, German, Greek, Irish, Italian, Lithuanian, Maltese, Portuguese, Slovene or Swedish,
OR
 - ii) you are **registered** with one of the following **active languages** in your course, **with a retour into English, French or German:** Estonian, Hungarian, Latvian, Polish, Romanian, Slovak or Spanish,

AND your **passive languages** and/or **retour language** are in line with the preferential profiles as published [herewith](#).

→If you have any **additional languages** which would bring your combination in line with ‘the preferential profiles’ these may also be taken into account if proof is provided that this language knowledge is of an appropriate level (at least C2 CEFR) and has been tested (diploma or certificate) or confirmed by a qualified person/authority.

THEN you may apply for a study bursary from the Directorate General for Interpretation.

Selection procedure

1. In granting study bursaries, preference will be given to applicants offering [a language combination which is most suited to DG Interpretation's current and foreseeable needs](#). **Selection will be based on the applicant's language combination and on the assessment of the potential of the candidate.**
2. Eligible application files will be considered by the **Bursaries Evaluation Committee**, which will meet around the end of October 2019. The Committee will submit a list of possible beneficiaries to the Authorising Officer for award decision.
→The award decision is final; however, questions can be sent to: scic-bursaries@ec.europa.eu
3. All applicants will be informed of the outcome of the selection before the end of November 2019 and short-listed applicants will receive a bursary offer.
→All communication will be sent by e-mail or through the application platform.
4. The **bursary** will amount to the equivalent of the **tuition fee for academic year 2019-2020**, with a **ceiling amount of EUR 2 400**, and will consist of **one single payment**.
→If the tuition fee is not paid in euro, the bursary amount will be calculated following the average currency conversion rate of September 2019.

Please note that

1. a DG Interpretation bursary is intended as a contribution towards study expenses, but not necessarily covering all costs. It can be combined with additional funds provided by the university, by the Member State or by other public or private bodies;
2. DG Interpretation bursary holders can only benefit once from this scheme and may not benefit at the same time from other bursaries, allowances, salaries or other revenues paid directly or indirectly by the European Union;
3. EU-accredited interpreters (ACI) are not eligible to receive a bursary;
4. failing to attend the course on a regular basis or abandoning the course may make you liable to repay all or part of the bursary;
5. where the Master/postgraduate course is of more than one-year duration, **only final year students will be eligible**;
6. bursary beneficiaries commit themselves to applying for an inter-institutional accreditation test after completion of their Master/postgraduate, and to sitting it if invited to do so by the EU Institutions.

How to apply for a bursary?

A [privacy statement](#) applies to the collection of personal information via this form. By clicking on the link to the application form, your personal data will be processed as described.

Deadline for submissions: Tuesday 17 September 2019, before midnight (*Brussels time*)

Complete [here](#) the inter-active application form 2019/2020 (compulsory!) and **upload all the documents listed below:**

1. a copy of your passport or identity card (front and back);
2. a detailed CV, in French, German or English, listing all your qualifications. The use of the [‘europass’ template](#) is compulsory;
3. a short motivation letter (between 250 and 500 words), written in your mother tongue;
4. a scanned copy of the completed [university information form](#);
5. the form related to your [bank details](#), duly signed and dated (please read carefully the instructions given in the footnotes on the form);
6. the [legal entity](#) form, duly signed and dated (please read carefully the instructions given in the footnotes on the form), and
7. a copy of your last university degree.

The originals of the bank details form and the legal entity form should be kept by the applicant and sent to DG Interpretation upon request.

Please observe the deadline indicated. No application will be considered after this date.

DG Interpretation reserves the right to ask for complementary evidence related to any element of your application (e.g. copy of your university degree, proof of payment of tuition fees, etc.), at any time, including after the award decision and until three years starting from payment of the bursary.

In order to protect EU financial interests, the Commission may also carry out checks and audits to determine that the beneficiary is implementing the *action* properly and is complying with the obligations under the Bursary scheme.

The European Anti-Fraud Office (OLAF) has the same rights as the Commission, particularly the right of access, for the purpose of checks and investigations.

Under Council Regulation (Euratom, EC) No 2185/96¹ and Regulation (EU, Euratom) No 883/2013² OLAF may also carry out on-the-spot checks and inspections in accordance with the procedures laid down by Union law for the protection of the financial interests of the Union against *fraud* and other *irregularities*. The European Court of Auditors and the European Public Prosecutor's Office established by Council Regulation (EU) 2017/1939 ('the EPPO') have the same rights as the Commission, particularly the right of access, for the purpose of checks, audits and investigations.

The beneficiary must provide any information, including information in electronic format, requested by the Commission or by any other outside body authorised by the Commission. Information and documents provided as part of checks or audits must be treated on a confidential basis.

Additional information on those checks and audits can be found in section 3 of the implementing decision of the bursaries programme.

The [DG Interpretation 2019 work programme](#) on financial support for training in conference interpreting and the [implementing decision](#) related to the study bursary programme may be consulted.

Questions and all correspondence relating to the bursaries scheme should be sent to:

DG Interpretation Bursaries co-ordinator

e-mail: scic-bursaries@ec.europa.eu

Please mention in every e-mail *your full name*.

¹ Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities.

² Regulation (EU, Euratom) No 883/2013 of the European Parliament and of the Council of 11 September 2013 concerning investigations conducted by the European Anti-Fraud Office (OLAF).

Working for DG Interpretation

If you want to work as an interpreter for DG Interpretation, you will be required to pass an **inter-institutional accreditation test**.

Please note that receipt of a bursary does *not* confer an automatic right to be invited to sit a test.

Further information about these tests may be found on the following website: http://europa.eu/interpretation/accreditation_en.htm
