

Protocol for SSPF Scholarships Version 2025

Candidates and Process

- There is a certain limited SSPF budget available for cofinancing the yearly Space Studies Program (SSP) of the International Space University (ISU).
- There are several types of candidates who can apply for these additional SSPF scholarships:
 - o candidates working in the Dutch space community (with Dutch as well as non-Dutch nationalities) in the early stages of their (space) career (2- or 3-years working experience), and
 - o candidates, also in the early stages of their space-career with a Dutch nationality working abroad in a space-related organisation, faculty or company.
 - o when there is SSPF-budget left after the first 2 categories also students in their Master-phase can apply for funding.
- This protocol is primarily focused on SSP applications.
- Other international short duration space education programs can be considered by the SSPF Board on request.
- The deadline for SSPF applications is January 31st.

SSP Application

- The formal ISU application process is leading (www.isunet.edu).
- The formal ISU application criteria will be followed:
 - o Applicants are assessed based on their academic and professional qualifications and their achievements, as well as on their proficiency in English. The decision on admission is made by the ISU Admissions Committee.
 - o Applicants must have a bachelor's degree or the equivalent, including three years of studies as a minimum, awarded by an accredited university. Information on academic qualification equivalencies may be obtained from the ISU Admissions Office.
 - o Under exceptional circumstances, appropriate professional experience in fields relevant to the main academic content of SSP could be considered by the Admissions Committee as contributing to achieving the equivalence of the required academic qualification.
 - o Preference is given to applicants holding higher academic degrees and to applicants with professional experience in industry, government agencies or academic institutions.
- Applicants from ESA Member countries must request an ESA scholarship in the ISU application process.
- An interview may form part of the selection process.

Application for SSPF scholarship

- Candidates must send their application to SSPF as soon as they intend to participate in the upcoming SSP edition and at the latest before January 31st.
 - The following documents are required initially (www.sspf.nl):
 - o Application form
 - o CV
 - o Motivation letter (including applicant's oncoming contribution to the NL Space ecosystem)
- as soon as possible followed by:
- o ISU confirmation letter as result of the ISU academic acceptance process showing that the candidate fulfils the ISU acceptance criteria
 - o ISU decision letter with respect to a possible ESA scholarship
 - o Information about (potential) other co-sponsorships (employer, other sources, own) and approval to stream these finances via SSPF towards ISU.

SSPF Decision Process

- Based on the above-mentioned information, the number of applicants and available budget, SSPF will decide case-by-case about additional scholarships. Priority will be given to (young) professionals above master-phase students. Applications with equal background/ ranking will be prioritized into Netherlands nationals, ESA Member States nationals and non-ESA Member State nationals.
- Each individual recipient of a scholarship is requested to make a personal financial contribution.
- Employers whose staff receive a scholarship from SSPF are requested to contribute financially and invoices are addressed to the employer. In this case, the participant is not required to make a personal contribution.
- The deadline for the SSPF decision process is the 31st of March

In return for SSPF scholarships

- Participants will be asked to participate in a meeting with the SSPF Board to discuss what they can do to assist future work of the SSPF (e.g. serving as an ambassador for future SSP participants from the Netherlands, writing an article, or finding new sponsors).

Special conditions for non-Dutch nationals

- Scholarships for non-Dutch nationals will be considered as non-reimbursable for participants who continue to live and work/study in The Netherlands for at least three (3) years after the end of the programme. Those staying less than three (3) years agree to reimburse SSPF according to the following schedule, with the 1st of the month following the official end date of the programme serving as reference date:
 - participants who stay less than 1 year: 100% reimbursement
 - participants who stay less than 2 years: $\frac{2}{3}$ reimbursement
 - participants who stay less than 3 years: $\frac{1}{3}$ reimbursement
- The reimbursement must be completed within a period of one year, starting from the moment that the obligation of reimbursement becomes applicable.