

Leaflet – SUB Social Fund

Persons experiencing financial difficulties in general and applicants for financial aid through the SUB Social Fund in particular are encouraged to contact the person in charge of the SUB Social Fund and arrange a meeting if necessary. Contact details can be found at the end of the document.

Who is eligible to apply?

All members of the student body of the University of Bern (SUB), the doctoral members of the MVUB, mobility students, and students in CAS and MAS programs at the University of Bern are eligible to apply.

How much money can I receive?

The fund grants repayable, generally interest-free loans up to a maximum of CHF 6'000 per person and non-repayable scholarships up to a maximum of CHF 6'000, whereby loans and scholarships can be cumulated up to a total amount of CHF 10'000.

Do I have to repay the money?

In principle, loans are granted with an interest-free repayment. Only if the repayment would be demonstrably unreasonable, a scholarship is possible.

Which documents do I have to submit?

The documents to be submitted can be found in the application form under point 6.

What happens with my application?

The SUB board of the student body convenes the SUB Social Fund Commission, which will discuss your application. The Commission can invite you if there is any uncertainty and you can take part in the meeting on your request. After the application has been submitted, it usually takes two to three weeks for the commission to reach a decision. Any amounts awarded are then paid out within ten days of receipt of the signed contract.

Who gets to see my documents?

The documents can be viewed by the members of the SUB Social Fund Commission and the administrative assistant of the SUB Social Fund. The information is treated strictly confidentially and is deleted after the legal period of limitation.

What are my obligations?

With a loan, you are obliged to provide proof of enrolment and to report on your financial situation and study situation every semester within fourteen days of the start of the semester. The form for the semester report can be found on the website of the Social Fund. Loans must be repaid no later than two years after completing or dropping out of your studies.

Where can I find further information and the application form?

On the SUB homepage under Services & information, SUB Social Fund.

<<https://sub.unibe.ch/angebote/finanzielles/sozialfonds/>>

To whom do I address the application?

Enquiries as well as complete applications can preferably be sent by e-mail to the person in charge of the SUB Social Fund:

Sozialfonds, Studierendenschaft der Universität Bern, Lerchenweg 32, 3012 Bern.

<sozialfonds.sub@unibe.ch>