

**NOTICE FOR ONE (1) SCHOLARSHIP
FOR POSTGRADUATE STUDIES ABROAD
IN MEMORY OF
CONSTANTINE K. KYRIAKIDES**

Academic year 2017/2018

Kyriakides Georgopoulos Law Firm, within the context of its social corporate responsibility, and in memory of its co-founder Constantine K. Kyriakides, proclaims a Memorial Scholarship for the academic year 2017/2018, addressed to graduates of Greek law schools, who wish to complete postgraduate studies (Master's Degree) abroad. According to the pertinent decision of the Management Committee of Kyriakides Georgopoulos Law Firm, this financial aid is provided in memory of Constantine K. Kyriakides and is addressed to law school graduates who are in need of financial assistance and are distinguished for their acumen, their academic excellence, their integrity and intent to further innovate in the legal profession.

The scholarship is offered for the full or partial cover of tuition fees or subsistence for postgraduate studies aiming at the acquisition of a Master's postgraduate taught degree (LL.M. or M.Sc. or Master 2 or Magister Legum) at recognized and accredited by the Greek NARIC Universities abroad, and more specifically in the United Kingdom, France, Germany, Italy, Belgium or The Netherlands. Only applications for full-time programs, that precondition a stable and constant presence at the place of studies, will be accepted, to the exclusion of distance learning programs.

Upon the submission of the application for the scholarship, the applicant explicitly and unequivocally declares that he/she accepts the Terms and Conditions of the present Notice in its entirety.

Prospective candidates are kindly advised to read carefully the present Notice before submitting their application. Applications that do not meet the requirements set out in the present Notice, shall not be further assessed.

CONTACT DETAILS

KYRIAKIDES GEORGOPOULOS

LAW FIRM

28 DIMITRIOU SOUTSOU, 115 21 ATHENS

INFORMATION

tel. 210 8171500, fax: 210 6856657-8. Email address: scholarship@kglawfirm.gr

A.ELIGIBILITY CRITERIA

1. Applicants have to fulfill the following criteria, otherwise their application shall be rejected:

- a) Greek nationality;
- b) Age limit: Applicants must be borne after **01.01.1990**;
- c) A law degree of a Greek law school (A.E.I.) with an average grade of **7,5/10**

As a graduate, i.e. holder of a Greek law degree, is also considered the applicant that before the closing date for the submission of applications, shall submit a certification from the secretariat of the respective law school that he/she has successfully been examined in the entirety of the required courses and has fulfilled his/her duties and obligations necessary for the acquisition of this degree.

d) An official, unconditional and final offer (as the latter emerges from the correspondence of the applicant with the University at issue until 30/06/2017) for the attendance of a postgraduate degree at the University, whereby they shall pursue their studies and for which preference had been declared by the applicants within the context of their application for the scholarship. The pertinent decision devolves entirely upon the applicant. Commencement of the postgraduate studies has to take place within academic year 2017/2018, irrespective of the time that the results of the present Notice shall be made public or of the time, at which the scholarship shall be payable.

e) Applicants must have the necessary command of the official language used in the country of destination (or of the official language of the academic program they intend to attend), and must provide proof of the afore-mentioned language proficiency, which also depend on the language requirements of the University at issue.

Language proficiency may be proven in accordance with the rules stated by Greek NARIC at <http://www.asep.gr/asep/site/home/LC+Menu/FORIS/lpodigmata/prok.csp>

f) So far as male applicants are concerned:

- They must have fulfilled their military service obligations until 31/08/2017 or have been exempted therefrom or
- Have lawfully deferred their military service for a considerable time, necessary for the fulfillment of their postgraduate studies.

The scholarship may not be suspended or deferred for the purposes of fulfilling military service obligations.

g) Candidates have to substantiate the fact that they are in need of financial assistance for the purposes of pursuing postgraduate studies abroad.

2. The following categories of Greek law school graduates are excluded from candidature:

a) Those who already hold or are in the process of pursuing a postgraduate degree (Master's) at Universities in Greece or abroad;

b) Holders of any type of scholarship or financial assistance for the purposes of supporting their postgraduate studies abroad;

c) Members of KG Law Firm's personnel or first-degree relatives of the latter;

d) Graduates that are under an employment relationship or salaried mandate with public law entities or the public sector *stricto sensu*;

e) Graduates that at the time of the commencement of the scholarship, as it emerges from the pertinent certificate of the competent Bar Association, have already completed six (6) months as lawyers admitted to the competent Bar Association, after the completion of their traineeship and after having successfully passed the Bar exams and/or happen to be partners at a law firm.

Kyriakides Georgopoulos Law Firm reserves the exclusive discretion to annul the grant of the scholarship, if it is established -even ex post- that the aforementioned eligibility criteria were not fulfilled. In such case, any paid amounts to the scholarship holder shall be refunded.

B. APPLICATIONS' ASSESSMENT PROCEDURE

FIRST PART:

CANDIDATURE SUBMISSION-SELECTION OF CANDIDATES

A) Applicants have to submit before **31 May 2017** at the email address scholarship@kglawfirm.gr pdf copies of the following documents:

1. A personal, supporting statement of three hundred (300) words maximum;
2. A copy of the police identity card or passport in force of the applicant;
3. A detailed CV (2 pages maximum), in Greek. Thereby the following need to be referred to: Personal details, educational background, professional experience, language literacy, further capacities, awards/scholarships (if available) and participation in seminars (if available), publications (if available).
4. Transcript of the university degree, with the final grade on it as well as a certificate including a detailed break-down of all the grades.

Applicants who do not already hold their law degree by the closing date, may, initially, lodge solely the certificate encompassing their detailed grades. Subsequently and at the latest until **30 June 2017**, candidates who have already been shortlisted are obliged to deliver, on their own initiative, to KG Law Firm, the transcript of their law degree, with the final, average grade on it, otherwise their candidature shall not be further reviewed.

5. A proof of language proficiency in accordance with the rules stated by Greek NARIC at <http://www.asep.gr/asep/site/home/LC+Menu/FORIS/Ipodigmata/prok.csp>
6. Copies of the correspondence of the applicant with the University(ies) abroad, at which they intend to pursue postgraduate studies, i.e.: a) a written reply or email of the University addressed personally to the candidate and/or b) a copy of the filled in application addressed to the University at issue or c) a copy of the offer of a place made by the University at issue.
7. A solemn declaration of Law 1599/86 that: a) All the information/data included in the application are true; b) that in the case where the applicant is shortlisted, he shall have to deliver ratified copies of the documentation that have already been electronically submitted during the first part of the procedure; c) that he has not already undertaken or completed a Master's degree at a Greek University or abroad; d) that he does not hold or shall hold a scholarship and/or financial assistance by any third party and that in such case, he shall immediately notify KG Law Firm and e) that he is under no employment relationship or salaried mandate with public law entities or the public sector *stricto sensu*.

False declarations may result in criminal prosecution, as stipulated in Law 1599/86.

Applicants may only submit one application within the context of the present Notice. Otherwise, their candidature shall be rejected.

Submission of the application to KG Law Firm does not automatically entail its acceptance. SOLELY applications that fulfill the entirety of the criteria of the present Notice shall be shortlisted.

No modifications on the details/data encompassed in the application may take place after the lapse of the closing date, with the exception of delivering pending documents, as provided for documents Nos. four (4) and six (6)-as per above-.

Overdue applications submitted in any means (electronically, manually, by post or fax) shall not be considered whatsoever.

B) Each application shall be assessed on its own merits from the Assessment Committee of KG Law Firm and applicants that do not fulfill the criteria shall be notified that they have not been shortlisted.

SECOND PART: **SHORTLISTING AND DOCUMENTATION SUBMISSION**

A) Applicants who fulfill the criteria shall be notified by email (and in the case where they do not have an email account, by post) so as to send by post hard copies of the documentation, necessary for the eligibility of the application, as per above, numbered as 2, 4, and 5 as well as originals of the documentation numbered above as 1, 3, 6 and 7. Furthermore, shortlisted, during the first part of the procedure, candidates shall also have to deliver by post the following documentation:

1. Two (2) academic references (letters of recommendation) from members of the teaching and research staff of the Greek law schools who have a personal overview of the candidate's academic progress; said academic references need to be delivered by post by the candidate, himself, and need to bear the signature and seal of the academic referee or may be sent directly by the academic referees to electronic address scholarship@kglawfirm.gr.
2. Copies of awards, prizes at scientific competitions (such as moot courts) acquired personally or as part of a team and copies of any available publications.
3. Tax clearance certificate issued by the competent Tax Office for the personal taxable income or in case of dependants and married candidates, the family taxable income or certification of exemption from obligation to file a tax return.
4. So far as candidates that have already commenced and/or completed their traineeship at the competent Greek Bar Association:
A certificate of the competent Bar Association ("Pistopoiitiko Dikigorikis Ypiresias") from which the historic chain from the enrolment of the candidate to the competent Bar Association onwards emerges.
5. So far as male candidates are concerned:
A certificate concerning the status of their military service obligations (pending, suspended and/or completed).

*Documentation shall be enclosed in the pertinent envelope in the order described above (the documents required during the first part of the procedure shall be prioritized and documents required during the second part of the procedure shall follow). Documents must not be wrapped in plastic folders. Non-essential, additional documents, not hereby requested, shall not be taken into consideration.

**Should one document not be sent before the closing date set for the second part of the assessment procedure, the pertinent application shall be automatically withdrawn from the assessment procedure.

***Documents submitted shall not be returned.

B) Following an assessment of each candidature, the Assessment Committee shall further shortlist candidates that shall be invited to attend an interview in person. Applications that fulfill all the criteria encompassed in the present Notice shall be grouped per legal discipline.

C) Candidates that have been shortlisted during the second part of the assessment procedure shall be notified of the date for the interview over the phone or by email.

THIRD PART: **INTERVIEW**

A) Interviews shall be conducted by two Members of the Assessment Committee/KG Law Firm's Partners as well as by an external, Academic Counselor, who will either be a member of the teaching and research personnel of one of the three law schools in Greece or a well established legal practitioner.

B) Following the completion of the interviews, the Assessment Committee as well as the Academic Counselor shall reach a decision, on the basis of a plethora of criteria, which also include the level of the completed studies, the potential of the targeted studies as well as the general academic profile of each candidate, as all the latter emerge from the documentation submitted by each candidate and from their physical presence during the interview.

The Assessment Committee reserves the right to reject any application, even if the latter fulfills the entirety of the criteria. No legal mechanism for the review of the Committee's decisions is provided for, after the publication of the results of the selection procedure.

C) In case of a tie, candidates who demonstrated a need for financial assistance, for the purposes of pursuing postgraduate studies abroad, shall be prioritized.

D) Each candidate and the selected scholarship holder shall be notified of the final results by email.

FOURTH PART: **COMMENCEMENT OF THE SCHOLARSHIP AND SUBMISSION OF THE NECESSARY DOCUMENTS**

A) For the purposes of commencing the scholarship, the scholarship holder shall have to submit within the term determined by the Assessment Committee:

1. The final and unconditional offer of a place at the University abroad for the pursuance of a full-time postgraduate program degree, so that, subsequently, the scholarship may commence simultaneously with the academic year.
2. A program (syllabus) of the postgraduate degree that must belong *ratione materiae* to the legal disciplines hereby proclaimed and to the legal discipline declared as the preferred one by the candidate during the selection procedure.
3. A certificate issued by the University at issue or a pertinent brochure or an abstract from the website of the University at issue, whereby the overall term of the program, the cost that the program entails to each student and the overall, exact amount of the tuition fees (if applicable) are referred to.

B) The aforementioned documents/certificates have to be approved by the Assessment Committee so as for the commencement of the scholarship to become feasible. The commencement of the scholarship may only take place after the aforementioned documentation has already been submitted, the academic program (syllabus) has been approved by the Assessment Committee and the pertinent agreement

between, on one hand, the scholarship holder and, on the other hand, KG Law Firm has been executed. Otherwise, the scholarship shall be granted to the second best candidate.

C) Each candidate is obliged to pursue his postgraduate studies at the particular University and not to contravene or modify, in any way, the approved, by the Assessment Committee, postgraduate studies' program. In any case, the award of the scholarship is conditional upon the following; that the holder of the scholarship, within a month from the commencement of the scholarship, shall submit to KG Law Firm an official document, certifying that he has been enrolled at the said University as a full-time student.

C. DURATION OF THE SCHOLARSHIP

A) The duration of the scholarship is determined in months and is defined to last a minimum of twelve (12) months and a maximum of twenty-four (24) months, in the case of academic programs that provide for such a duration of studies. The date of the commencement of the scholarship is 15 September 2017.

B) Suspension of commencement or extension of the scholarship are not allowed, unless they are held to be necessary for extremely serious and unforeseen reasons, that have been duly notified to KG Law Firm.

C) KG Law Firm may unilaterally decide the discontinuation or revocation of the scholarship, when serious reasons necessitate this (e.g. the bad performance of the student and professional obligations non compatible with his academic duties).

D. SCHOLARSHIP TERMS AND CONDITIONS/SCHOLARSHIP REGULATION

DURING THE SCHOLARSHIP TENURE

1. The scholarship holder is obliged to be entirely devoted to his studies and to the chosen legal discipline as well as to abide by the hereby established Terms and Conditions.
2. The scholarship holder is obliged to execute a specifically designated agreement with KG Law Firm, where the main duties and obligations of the parties are defined.
3. The scholarship holder shall accept the publication of his identity and his intended postgraduate studies program within the context of KG Law Firm's public announcements. To that effect and in order to provide his consent, the scholarship holder shall execute the aforementioned specifically designated agreement with KG Law Firm.
4. During the tenure of the scholarship, its holder shall refrain from undertaking any employment or work (remunerated or not), unless the latter do not raise particular impediments to the undistorted conduct of his postgraduate studies and KG Law Firm is duly notified in writing.
5. The scholarship holder, during the entirety of his studies, shall be supervised, obligatorily, by a specific supervisor in Greece and abroad. The supervisor in Greece shall be the Academic Counselor that KG Law Firm has appointed, whereas the supervisor abroad shall be a member of the teaching

staff at the academic program selected and shall be supervising the dissertation of the scholarship holder (if applicable).

6. In the end of every academic semester, the scholarship holder shall:
 - i) Submit to his supervisor in Greece a detailed report on his academic progress, accompanied (if possible) by the pertinent academic certificates and
 - ii) Shall assure that his supervisor abroad sends to KG Law Firm a pre-set questionnaire filled in with the necessary information as to the academic and/or research progress of the scholarship holder.
7. The scholarship holder is obliged to make reference to his capacity as a KG Law Firm scholarship holder in his publications (articles, papers, presentations in conferences).
8. The scholarship holder shall refrain from emigrating from his place of studies without having notified his supervisor in Greece of his change of address; otherwise, this might be considered as resignation from the scholarship.
9. So far as scholarship holders that pursue their postgraduate degree at Universities, providing for tuition fees, are concerned:

The scholarship holder is obliged to submit within a term that shall be communicated to him by KG Law Firm a written attestation from the University which he attended and whereby he completed his postgraduate degree program that the entirety of the tuition fees have been fully paid.

AFTER THE SCHOLARSHIP TENURE:

The Scholarship holder within a term that shall be communicated to him by KG Law Firm has to:

- (i) Submit a final report on his postgraduate studies as well as a ratified copy of his postgraduate degree that he acquired in his capacity as a KG Law Firm scholarship holder and
- (ii) Donate to KG Law Firm's library copies of any publications made during the scholarship tenure as well as a copy of his dissertation (if applicable on the basis of the syllabus).

*Violation of the aforementioned terms and conditions, by which the scholarship holder is committed both during and after the scholarship tenure, unless in case of force majeure, automatically entails the obligation of the ex scholarship holder to refund the entire amount paid by KG Law Firm.

**KG Law Firm and the Assessment Committee reserve the right to modify or supplement at any time the present Regulation. In such case, the new Regulation shall produce legal effect from its evidenced notification to the scholarship holder.

Possible ad hoc issues emerging during the implementation of the scholarship programs not governed under the present Regulation may be regulated via decisions of the Management Committee or the Assessment Committee of KG Law Firm.

E. FINANCIAL PROVISIONS

1. The scholarship is consisted in the granting of a specific pecuniary amount, regardless of the country of destination or the actual duration of the specific academic program. The exact amount is determined annually by a pertinent decision of the Management Committee of KG Law Firm.
2. The pecuniary amount of the scholarship is predetermined and does not vary depending on whether compulsory tuition or College or registration fees are provided for or not within the context of a specific academic program. In the same vein, the specific pecuniary amount does not vary depending on living costs per country/city.
3. The scholarship holder shall make known via a solemn declaration to KG Law Firm any other financial assistance, salary, compensation (e.g. exemption from tuition fees, scholarship, award, teaching assistance position) he might be receiving from a University, research institute or other third-party source; in such case, KG Law Firm has the discretion to decide the maintenance, reduction or interruption of the scholarship, taking into consideration the actual financial situation of the scholarship holder in his place of study.
