

INSTRUCTIONS FOR RECIPIENTS OF GRANTS FOR DOCTORAL STUDIES (SPRING 2026)

As of April 30, 2026, grants made by the HSE Support Foundation sr. will be **for full-time study**. Grant money must be spent by **June 30, 2029**. Any grant money not spent by this date must be returned to the Foundation.

Any changes in addresses or bank contact information must be made to the HSE Support Foundation without delay. Grant recipients must also declare grants in their tax returns.

Payment of Grants:

To receive your grant payment, submit a payment request through the Foundation's online grant service "Create New Payment Request" no later than the last day of the month preceding the payment month. Grants are paid around the middle of each month. Grants are not paid in July.

The Foundation informs the taxman of all grants over 1.000 euros. Grants awarded by private foundations are tax-free up to the state's annual grant to artists. The grantee must inform the Foundation immediately of any other funding that he/she receives.

Working grants intended for full-time work require leave from regular salaried employment. Similarly, the grantee may not receive other working grants or other types of personal financial support. However, a small amount (25 % of salaried work time) is allowed during the grant period in order to enable occasional or part-time jobs. This doesn't affect the duration of the grant period.

The Foundation can stop the payment of a grant if criteria for awarding the grant have changed significantly due to the grantee. E.g. the grantee doesn't use the grant as intended.

Statutory social security for grant recipients:

Statutory pension, accident, and group life insurance premiums for grant recipients (some 14% of the grant) are included in the amount of the grant. The act applies to grants when the work in question lasts at least 4 months. Grant recipients are responsible for taking out insurance and paying the premiums. For additional information on social security in conjunction with grants see www.mela.fi.

Reports on grant use:

Grant recipients must submit a report on the use of their grant and on progress made in their studies by **June 30, 2027**. Such reports should be addressed to the Board of the HSE Support Foundation. Send by post to The HSE Support Foundation address or by email to ext-tuula.murremaki@aalto.fi

The **grant number** must be included in the report. The number can be found in the letter announcing approval of the grant and in the enclosed payment order form.

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THE HSE SUPPORT FOUNDATION SR

Salla Vainio
Managing director