

GUIDELINES OF PROCEDURE

for the

Banking Award Liechtenstein

These guidelines of procedure should help students through the application process and ensure a transparent and consistent procedure for all involved parties.

Vaduz, October 2017

A. Objective

The Liechtenstein Bankers Association and the Institute for Finance at the University of Liechtenstein together award an annual "Banking Award Liechtenstein" (Award). The award ceremony is jointly held at the University of Liechtenstein.

The Award is granted for theses that are both academically excellent and highly practice-oriented and relate to Liechtenstein. The Award is addressed to students and graduates of the bachelors and master's degree programmes in banking and finance at the University of Liechtenstein.

By sponsoring the competition, the Liechtenstein Bankers Association wants to support the Institute for Finance at the University of Liechtenstein to encourage its students to outstanding academic and practice-oriented achievements.

The award ceremony takes place in the winter term. The date for the award ceremony is jointly agreed upon by the Liechtenstein's Bankers' Association and the Institute for Finance. Application procedure and detailed information about the award ceremony can be found on University website at www.uni.li/bankingaward.

B. Application process

The Institute for Finance accepts theses that are submitted on time and are **rated as at least "good" (5,0)**.

Additionally, students are expected to submit the application form with the necessary documents.

More detailed information can be found on the University website at www.uni.li/bankingaward.

The submission deadline will be communicated to the students on time to ensure a smooth process.

C. Judging panel

The judging panel consists of:

- Three representatives of the Liechtenstein Bankers Association (the Liechtenstein Bankers Association appoints the reviewers to evaluate practice-orientation and the reference to Liechtenstein),
- Two representatives of the University of Liechtenstein (the university appoints two reviewers from its academic staff – professors from the Institute for Finance – to evaluate academic excellence),
- One external reviewer from another university (generally a known academic representative of the subject). The reviewer is appointed by the Institute for Finance and also evaluates academic excellence.

D. Evaluation process

The review group of the Liechtenstein Bankers Association evaluates the theses with regard to practice-orientation and reference to Liechtenstein. The review group of the University of Liechtenstein and the external reviewer evaluate the theses in terms of their academic excellence.

Both groups comply with the given evaluation scheme to ensure a transparent theses evaluation (see appendices 1 and 2). This procedure assures that all members of the judging panel act in accordance with the standardised rules.

E. Decision on the laureates

The selection of the winner takes place in graded procedure. Based on the submitted thesis abstracts, a selected judging panel nominates a number of theses. The entire judging panel finally determines the winner out of the theses, that were short-listed.

Both panel groups compile a separate ranking list for the nominated bachelor and master theses. Representatives of the Institute for Finance equally consolidate the sequences and make a final decision. The laureates are determined by the lowest ranking sum.

In case of a draw in any of the two groups of master or bachelor, a meeting will be arranged with one representative of each group, where a final decision will be made jointly.

Vaduz, October 2017

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