



NOTICE

for foreign applicants for scholarships to a Swiss university Special allocation programme for Central and East European countries

Academic year 2009-2010

In a special allocation programme, the Swiss government, through the Federal Commission for Scholarships for Foreign Students (FCS) is offering 15 - 20 scholarships for students from Central and Eastern Europe for the 2009-2010 academic year. These scholarships are intended for postgraduate students (those who have a school-leaving diploma from a university/college).

1. Aim

These scholarships aim to intensify scientific and cultural relations. Postgraduate students applying for such scholarships in the framework of a (future) collaboration between the academic institutions (institute, laboratory) in their home countries and Swiss institutions will be given the priority. Priority will also be given to fields of study which have a particular importance for both their countries and Switzerland and which could lead to a lasting collaboration between the two countries. The FCS will give particular attention to highly qualified candidates who excel academically and who have mastered one or more of the languages of instruction (German, French, Italian).

This programme is valid only for studies in Switzerland. It is not valid for on-the-job studies, part-time studies or correspondence courses. Nor does it grant scholarships in the arts.

2. Relevant countries

Candidates from the countries listed below will be considered:

ALBANIA, BELARUS, BOSNIA AND HERZEGOVINA, CROATIA, MACEDONIA, MOLDAVIA,
MONTENEGRO, SERBIA, UKRAINE.

3. Conditions

- Qualifications: Only highly-qualified candidates who have graduated from a university/college (postgraduate students) will be considered.
- Ages limit: The scholarships are awarded to candidates less than 35 years of age (1.1.1974 and younger).

- Contacts/confirmation: Before submitting his or her application, the candidate should make sure that the planned study programme or research project can be carried out at the university/college concerned by contacting a responsible for the postgraduate course or a professor in case of a research project. On making contact, the candidate will have to submit copies of the diploma with grades, a detailed study plan and a curriculum vitae. Should this contact not be made, the respective institution in the host country or the Swiss embassy can reject the candidature.

Universities may request additional information and/or set certain conditions to determine whether or not you qualify for admission. In some cases, e.g. for Master's programmes, you may also have to enrol directly with the university before the application deadline. No ESKAS scholarship funding will be provided for the preparatory programme if the university does not accept you for enrolment. In such cases, your scholarship application will be invalid. Furthermore, ESKAS will not pay any costs that you may incur in relation to the university admissions process.

- Cooperation/priority: Candidates applying in the framework of cooperation programme between the academic institutions (institute, laboratory, etc.) in their countries and those in Switzerland have the benefit of a certain priority.

On the other hand, the Swiss embassy or the relevant institution of the host country can reject candidates who are already in Switzerland or a third country. The CFS does not give them priority status even though the responsible authorities support them.

- Languages: Basically, a good knowledge of one or more of the languages of instruction (German, French, Italian) is necessary. Therefore the candidates must be able to present the pertinent language diploma. In doubtful situations, the candidate may have to take a language test upon applying at the Swiss embassy. Knowledge of English may also be required in certain cases.

- Length of scholarship: One academic year (nine months), as a rule non-renewable.

- Study location: In principle at all Swiss universities and Federal Institutes of Technology, as well as at the Universities of Applied Sciences named on page 5 (not including teaching colleges and arts schools such as music colleges or schools of design).

- Scholarship amount: CHF 1.920/ month (postgraduates)

- Fees: Federal Commission for Scholarships basically assumes none of the study fees. At present, the universities and Federal Institutes of Technology do not require scholarship holders to pay general university semester fees but do require payment of fees for postgraduate and master courses such as for the MBA. Should the Universities of Applied Sciences not waive the fees, it is up to the scholarship holder to arrange payment.

- Insurance: Every resident in Switzerland must be insured against sickness (except for dental care) and accident. Usually, the scholarship holders are insured through the FCS. Scholarship holders from EU and EFTA countries have special agreements. Last-minute changes are possible

- Travel costs: Scholarship holders must pay their own travel expenses to Switzerland and back.

4. Obligations

- Scholarship holders must live in Switzerland at the place where they are studying. They undertake to adhere to the directives of the FCS as well as the laws regarding the residence of foreigners in Switzerland and university regulations. The question of a scholarship holder possibly having his immediate family join him is a matter for the Federal Aliens Office, not the FCS. At the moment, such requests are granted only on a highly restrictive basis. In principle such requests are not possible in the first academic year.
- FCS scholarships cannot be awarded concurrently with other scholarships. Should the candidate obtain another scholarship or another form of financing such as payment for the post of assistant, the candidates must then give up the FCS scholarship.

5. Submitting requests

Application forms are available at the competent Swiss embassy.

The fully completed application documents should be handed over to the Swiss embassy in the corresponding country. For Belarus, the Swiss embassy in Warsaw is responsible; for Estonia, the Swiss embassy in Helsinki; for Latvia and Lithuania, the Swiss embassy in Riga and for Moldavia, the Swiss embassy in Kiev).

6. Deadline for submitting applications to the competent Swiss embassy

Deadline: December 15, 2008 providing the embassy has not set an earlier date.

The files of candidates must **be submitted to the embassy in triplicate** containing the following documents in the order indicated:

- a) FCS application form filled out in its entirety;
- b) photocopies of graduation certificate or equivalent;
- c) photocopies of certificates from universities/college attended and university diplomas with grades;
- d) two letters of recommendation from professors;
- e) precise details of studies or research plan to be realised in Switzerland and a letter of motivation;
- f) curriculum vitae;
- g) confirmation from a professor at the selected Swiss university or college which has undertaken to monitor the scientific progress of the study project; for postgraduate or master courses contact the course directorate and attach the reply or letter of acceptance
- h) photocopy of certificate attesting to good knowledge of German, French or Italian, unless already acknowledged in previous tertiary-school certificates ;
- i) one medical certificate (on the FCS form)

The above documents which are not filled out in German, French, Italian or English must be accompanied by a certified translation in one of these languages.

Incomplete or improperly prepared files will not be considered!

For matriculation at a Swiss university, the scholarship holder must supply the originals of the certificates and diplomas.

The decision whether the scholarship request can be considered is generally announced in May.

<p>Schweiz. Universitäten und Eidgenössische Technische Hochschulen Universités suisses et écoles polytechniques fédérales Università svizzere e Politecnici federali Swiss universities and Federal Institutes of Technology</p>

Universität Basel

<http://www.unibas.ch>

Universität Bern

<http://www.unibe.ch>

<http://www.int.unibe.ch>

Université de Fribourg

<http://www.unifr.ch>

<http://www.unifr.ch/mobilite>

Université de Genève

<http://www.unige.ch>

<http://www.unige.ch/intl/boursiers/>

Ecole polytechnique fédérale de Lausanne

<http://www.epfl.ch>

<http://www.epfl.ch/soc/social/bourses3eme.html>

Université de Lausanne

<http://www.unila.ch>

<http://www.unil.ch/ri/page12729.html>

Universität Luzern

<http://www.unilu.ch>

http://www.unilu.ch/deu/mobilitaet_4174.aspx

Université de Neuchâtel

<http://www.unine.ch>

Universität St. Gallen

<http://www.unisg.ch>

Eidgenössische Technische Hochschule Zürich

<http://www.ethz.ch>

<http://www.mobilitaet.ethz.ch/incomings/anmeldung/andere/bundesstipendium>

Universität Zürich

<http://www.unizh.ch>

<http://www.int.unizh.ch>

Università della Svizzera italiana

<http://www.unisi.ch>

<http://www.unisi.ch/index/servizi/mobilita.htm>

Fachhochschulen
Hautes Ecoles Spécialisées
Scuole universitarie professionali
Universities of applied sciences

Haute école spécialisée de Suisse occidentale	http://www.hes-so.ch
Berner Fachhochschule	http://www.bfh.ch
Fachhochschule Zentralschweiz	http://www.fhz.ch
Zürcher Fachhochschule	http://www.zfh.ch
Fachhochschule Ostschweiz	http://www.fho.ch
Fachhochschule Nordwestschweiz	http://www.fhnw.ch
Scuola universitaria professionale della Svizzera italiana	http://www.supsi.ch

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