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NOTICE

for foreign candidates for a Swiss university or arts scholarship

Academic year 2006/2007

Through the Federal Commission for Scholarships for Foreign Students (FCS), the Swiss Government grants foreign students university scholarships (Swiss universities, Federal Institutes of Technology). These scholarships are offered on the basis of reciprocity (fixed number of scholarships for each country) or within the frame of a scholarship pool (scholarships without fixed distribution by country), see page 6. They are intended for students who have graduated from university (postgraduates) and who, by staying in Switzerland, will be able to further their education and to undertake research work in the fields in which the Swiss universities are particularly active.

To a limited extent, scholarships are also offered for postgraduate studies at the Universities of Applied Sciences. This applies to the group of Western (AP-1) and Central and Eastern (AP-2) European countries included in the scholarship pool (see page 6, AP/Basis pool system). Students must have graduated from a university or university of applied sciences with at least a Bachelor Degree and enrol in Switzerland for studies at post-graduate level. This offer applies for the seven universities of applied sciences listed on page 7, not including teaching colleges. In the field of the arts (design/music), the conditions for arts students relating to the country offer apply (see below).

This program is valid only for studies in Switzerland. It is not valid for on-the-job studies, part-time studies or correspondence courses.

In the framework of a special allocation, scholarships for advanced arts students (without fixed distribution by country) are offered to the best applicants who are already at an advanced stage of their training. This offer is restricted to those countries with which there are scholarship programmes on the basis of reciprocity (see page 6 AR and BR).

The scholarships are offered in principle to foreign governments. The applications have to be submitted for a preliminary selection to the national institution in charge and the Swiss diplomatic representation in the student's country of origin. The Swiss diplomatic representation will thereupon forward the pre-selected applications to the FCS for definitive selection. Finally the Federal Department of Home Affairs awards scholarships on the advice of the FCS.

As part of a special allocation, the Swiss Government provides a number of additional scholarships to postgraduates from Central and Eastern European countries (pool system, no fixed number of scholarships for each country). The conditions are described in a special notice.

1. RELEVANT COUNTRIES AND RANGE OF SCHOLARSHIPS

1.1 Relevant countries

University scholarships are granted to candidates from both industrial and developing countries. The offer of scholarships from universities of applied sciences applies to students from European countries in the framework of the pool system. Arts scholarships are limited to countries offering reciprocal scholarship programmes (see page 6 AR and BR).

Countries which have received scholarship offers for the 2006/2007 academic year are listed on page 6 according to country group. The detailed conditions for scholarships vary according to the country group. Unless otherwise mentioned, the conditions mentioned below apply to all groups.

1.2. Study location

In principle, the recipients can study at any Swiss university or Federal Institute of Technology and the listed universities of applied sciences. For fine arts and music, scholarship holders can attend the respective public schools and conservatories.

1.3 Duration of the scholarship

The duration of the scholarship is for the nine-month academic year.

The scholarships for students of *country group A* (see page 6) in principle cannot be renewed. This rule is also applicable for fine arts and music (country group C).

Scholarships for students at universities and the Federal Institutes of Technology (country group B) may in principle be renewed for a second year at the most, provided that the academic results justify it, the extension is necessary, the university and the delegate of the FCS support it, and only if there is no other agreement with the responsible authorities of the host country. Only exceptionally and after a year of probation, the recipient may be granted an extension of the scholarship to undertake a doctorate. There are no scholarships available for undergraduate studies.

1.4 Scholarship amount

The scholarship amounts to a monthly payment of

CHF 1.600	for students who do not yet have a degree from a university/college (the B.A. and the B.Sc. degrees are not always recognized as university degrees)
CHF 1.820	for postgraduate students
CHF 1.820	for fine arts and music students
CHF 4.500	for the language course (3 months)

1.5 Fees

The 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 often require payment of fees for postgraduate courses such as for the MBA. Should the Universities of Applied Sciences and fine arts schools not waive the fees, it is up to the scholarship holder to arrange payment.

1.6. **Insurance**

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

1.7. **Travel expenses**

Recipients from European countries pay their own travel expenses to Switzerland as well as back to their country of origin.

Recipients from non-European countries pay their own travel expenses to Switzerland, but the FCS pays the return ticket (except for family members). However, return travel will not be offered if scholarship holders extend their stay in Switzerland beyond six months after completion of their studies, or if they take up employment pending the continuation of their studies or if they move to a third country.

2. **APPLICATION REQUIREMENTS**

2.1 The candidates must have a good performance capacity and a clear study goal. With the application they must hand in comprehensive and precise details about the theme and the orientation of the planned work. It should not involve on-the-job studies, part-time studies or correspondence courses.

In making their applications, the students should take into account the possibilities offered by Swiss universities. Information on the courses given at Swiss universities (see page 7) as well as schools for fine arts or music can be obtained on Internet. In their choice of study, candidates should keep in mind employment possibilities in their own country.

2.2 Before applying, candidates should find out whether the planned study programme or research project can be carried out in the university concerned by contacting a professor or those responsible for the postgraduate course. On making contact, the candidate will have to submit copies of the diploma with grades, a detailed study plan and curriculum vitae. Should this contact not be made, the respective institution in the host country or the Swiss embassy can reject the candidature.

In order to clarify admission, the universities can request additional information or set certain conditions.

2.3 Candidates who submit their applications within the frame of a cooperation program between the academic institution (institute, laboratory, etc.) of their country of origin and in Switzerland have 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.

2.4 Candidates must be under 35 years of age when applying (1.1.1971 and younger).

- 2.5 Proficiency in German, French or Italian is required for studies at a Swiss university or art institution. In some cases the candidate's knowledge of English will also be tested.

The Swiss embassy or consulate sets a preliminary language examination. If satisfactory language ability cannot be demonstrated, the candidature is basically turned down. If there is doubt whether the candidate can follow lectures in French or German without problem, the scholarship is granted only on the condition that the candidate take a preparatory language course in Fribourg from the middle of July to the middle of October. They will receive a scholarship for this course and are exempt from all course fees. Students who have the "Diplôme de langue" of the Alliance Française or the "DELFI 2" or the "Zentrale Mittelstufenprüfung" (ZMP) of the Goethe Institute or an equivalent diploma are exempt from attending the language course. A special regulation applies for eventual Italian courses.

3. OBLIGATIONS OF A SCHOLARSHIP HOLDER

- 3.1 Scholarships holders must live in Switzerland at their study place. They must comply with FCS directives, regulations concerning the residence of foreigners in Switzerland and with university / art institution regulations. The FCS does not have the authority to decide on the possibility of bringing the family of the scholarship holder to Switzerland. This is left to the Federal Aliens Police, which at present deals with requests very restrictively. As a rule, family members cannot be brought into Switzerland in the first year of study.
- 3.2 When accepting the scholarship, candidates may have to give their written agreement to return to their country after completion of studies in Switzerland.
- 3.3 Scholarships of the FCS cannot be awarded concurrently with other scholarships. If a scholarship holder has another scholarship or other financial support (salary), he has to turn down the FCS scholarship.

4. APPLICATION PROCEDURE

Usually, application forms can be obtained from the ministry of education or institution in charge of scholarships in the country of origin of the candidate or from the Swiss diplomatic representation. The Swiss representation will gladly supply further information if needed.

Deadline for applying for 2006/2007:

Applications for scholarships have to be sent to the national institution within the deadline (usually by the end of October of the previous year): 3 copies (for country groups A, BR and C) and 4 copies (country group BP). More information about the precise deadline can be obtained at the national institution or at the Swiss embassy.

Every application must contain the documents listed below in the order given:

- a) FCS application form usually supplied by the national institution in your country responsible for foreign scholarships; the Swiss representative will gladly supply the exact address;
- b) photocopies of secondary school certificates, or equivalents (not for arts studies);
- c) photocopies of certificates from previously attended universities/colleges and diplomas with grades; for arts students, photocopies of certificates and diplomas with grades of previously attended conservatories, music colleges or arts and crafts schools
- d) letters of recommendation from 2 professors;
- e) precise and detailed plan outlining the program of study or research you intend to do in Switzerland;
- f) curriculum vitae;
- g) confirmation from a professor at the intended Swiss university/college that the scientific supervision of the study project is guaranteed; for postgraduate or master courses, please contact the course directors and enclose the reply or the letter of admission;
- h) 1 health certificate (on the intended FCS form)
- i) other documents (language certificates, etc.).

Applicants for scholarships in the area of graphic and applied arts as well as music (only for arts students from country groups AR and BR) have to include the following additional details and documents:

- j) for painters, graphic artists and sculptors: photographs of 3 pieces of their work, rough drafts (with date of creation);
- k) for musicians: high-quality tape recordings of 3 different styles of music if the music involves interpreters and directors. Composers have to submit their scores.

If the above list of documents is not submitted in German, French, Italian or English, then an authenticated translation in one of these languages must be included

Applications, which are incomplete or badly prepared, will not be considered!

For admission at Swiss universities, the scholarship holders need the originals of the certificates and diplomas.

The FCS will inform you in May whether your candidature has been accepted or not.

5. OFFER OF SCHOLARSHIPS 2006/2007 ACCORDING TO COUNTRY GROUPS

A. EUROPEAN AND NON-EUROPEAN INDUSTRIALISED COUNTRIES

AR *Program based on reciprocity*

AR-1 Western European countries
Belgium, Ireland, Italy, Turkey

AR-2 Central and Eastern European countries
Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Romania, Russia, Slovakia, Slovenia (see also group AP-2)

AR-3 Non-European industrialised countries
Australia, Israel, Japan, South Korea, USA.

AP *Program based on a pool system*

AP-1 Western European countries
Austria, Denmark, Finland, Greece, Netherlands, Norway, Portugal, Spain, Sweden.

AP-2 Central and Eastern European Countries (except EU countries)
Albania, Belarus, Bosnia and Herzegovina, Bulgaria, Croatia, Macedonia, Moldavia, Romania, Russia, Serbia and Montenegro, Ukraine

B. NON-EUROPEAN DEVELOPING COUNTRIES

BR *Program based on reciprocity*

BR-1 Non-European developing countries
China, Mexico

BP *Program based on a pool system*

BP-1 African countries
Cameroon, Egypt, Ivory Coast, Kenya, Madagascar, Morocco, Senegal, South Africa, Tanzania, Tunisia.

BP-2 Asian countries
Bangladesh, India, Indonesia, Kazakhstan, Kyrgyzstan, Lebanon, Mongolia, North Korea, Singapore, Sri Lanka, Thailand, Uzbekistan, Vietnam.

BP-3 Latin American countries
Argentina, Bolivia, Brazil, Chile, Colombia, Cuba, Ecuador, Peru, Uruguay.

C. SCHOLARSHIPS FOR ARTS STUDENTS

All the countries mentioned under AR and BR.

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

Universität Basel

<http://www.unibas.ch>

Universität Bern

<http://www.unibe.ch>

http://www.int.unibe.ch/de/13_postgraduate.htm

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>

Université de Neuchâtel

<http://www.unine.ch>

www.unine.ch/accueil

Universität St. Gallen

<http://www.unisg.ch>

<http://www.exchange.unisg.ch/org/lehre/exchange.nsf/wwwPubInhalteEng/Incoming:+Programs:+Other+Programs?opendocument>

Eidgenössische Technische Hochschule Zürich

<http://www.ethz.ch>

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

Universität Zürich

<http://www.unizh.ch>

Università della Svizzera italiana

<http://www.unisi.ch>

Only AP Program based on a pool system (see page 6)

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