

# Fine Arts Scholarships – Borse di studio per artisti

Nel presente plico troverete i documenti seguenti:

- bando di concorso per la borsa sopraindicata
- linee guida per la vostra candidatura
- vademecum per richiedere ad un professore svizzero di farvi da supervisore

Tutto l'application package, ossia i moduli da compilare per la candidatura, possono essere scaricati dalla pagina seguente: <https://www.eda.admin.ch/content/countries/italy/it/home/dienstleistungen/stipendien.html>

## Procedura di candidatura

1. I candidati che soddisfano i criteri di eleggibilità elencati nel bando dovranno procurarsi tutta la documentazione richiesta in **triplice copia** (vedi voce "Application documents").
2. È necessario candidarsi anche online sul sito [www.esteri.it](http://www.esteri.it) (opportunità di studio - Borse di studio per italiani) prima di inviare la domanda con tutta la documentazione cartacea all'Ambasciata di Svizzera in Italia.
3. Invio della domanda in forma cartacea con tutta la documentazione in triplice copia, **compresa una copia della candidatura online**, all'Ambasciata di Svizzera in Italia (Via Barnaba Oriani 61, 00197 Roma).

La documentazione dovrà essere inviata in un'unica busta contenente tre dossier ben separati. Sulla busta della candidatura deve essere riportata chiaramente la dicitura "Borsa di federale - Artisti".

**I dossier incompleti o carenti non verranno presi in considerazione!**



## Swiss Government Excellence Scholarships

# Fine Arts Scholarships

**Academic year:** 2016-2017

**Country:** Italy

**Opening of the Call:** 01.10.2015

**Submission Deadline:** 08.12.2015

<b>Scholarship</b>	⇒	Swiss Government Excellence Fine Arts Scholarships for foreign students
<b>Offered by</b>	⇒	The Swiss Government through the Federal Commission for Scholarships for Foreign Students FCS
<b>Objectives</b>	⇒	To enable selected applicants to undertake Master studies or research in the Conservatories or Arts Schools affiliated to the Universities of Applied Sciences.
<b>Universities of Applied Sciences</b>	⇒	<a href="#">University of Applied Sciences Western Switzerland</a> / <a href="#">Bern University of Applied Sciences</a> / <a href="#">University of Applied Sciences Northwest Switzerland</a> / <a href="#">University of applied Sciences Eastern Switzerland</a> / <a href="#">Lucerne University of Applied Sciences and Arts</a> / <a href="#">University of Applied Sciences and Arts of Southern Switzerland</a> / <a href="#">The Zürcher Fachhochschule</a>
<b>Validity</b>	⇒	The Scholarship is only valid for full time Master studies or research in Switzerland. It is not valid for mixed programs (part time in Switzerland and part time in a third country).
<b>Target Group</b>	⇒	Highly qualified young artists from all artistic domains. Master scholarships are only offered to citizens of the countries with which Switzerland has a direct reciprocity agreement in the realm of arts scholarships.
<b>Duration</b>	⇒	The duration of the Master program (according to the ECTS credits). Starting in September.
<b>Amount and additional allowances</b>	⇒	The scholarship amounts to a monthly payment of 1'920 Swiss Francs. ⇒ For non-EU and non-EFTA grantees only: Mandatory Swiss Health insurance paid by the FCS. ⇒ A lump sum for air fare for non-European grantees only (provided at the end of the scholarship). ⇒ Special 300 Swiss Francs housing allowance (paid once at the beginning of the scholarship). ⇒ 1 year half-fare public transportation card. ⇒ Counseling and various trips, dinners and sight-seeing tours organized for Swiss Government Excellence Scholarship holders.

## Eligibility Criteria and specific conditions

- ⇒ Bachelor degree or equivalent degree.
- ⇒ The candidate must not be more than 35 years old at the moment of the application. There should not be a time lapse of more than 3 years between the Bachelor graduation and the beginning of the scholarship.
- ⇒ Applicants who are in Switzerland for more than 1 year at the beginning of the scholarship in September are not eligible.
- ⇒ Applicants must be in command of the necessary language skills required for the Master program.
- ⇒ Applicants who have already benefited from a Swiss Government Excellence Scholarship are not eligible to apply for a second scholarship.
- ⇒ **PLEASE NOTE:**  
The application for a FCS Fine Arts Scholarship and the application for admission by your chosen Swiss Conservatory or Art School (university of applied sciences) are two separate procedures. FCS Applicants have to document that they will be admitted by one chosen institution or that they are being considered for admission. Without such a document the application will be rejected.

## Application Procedure

- ⇒ The application package can be obtained by e-mail from the Swiss Embassy in Roma.
- ⇒ The deadline for the submission of applications is 08.12.2015
- ⇒ Applications have to be submitted in 3 sets with the indicated number of copies (hard copies only). The 1<sup>st</sup> set contains the original, signed documents and the attested translations. The other 2 sets are the copies of the 1<sup>st</sup> set. For details see the Application Guidelines available at your contact institution (see below).

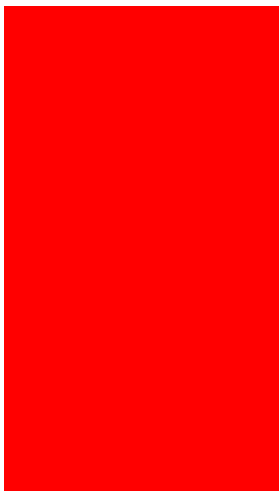
## Application Time Framework

- ⇒ Opening of the call: 01.10.2015
- ⇒ Application Deadline: 08.12.2015
- ⇒ Selection Interview, ask: Swiss Embassy
- ⇒ Beginning of the scholarship: 01.09.2016

## Application documents

(Please provide 3 sets of copies on A4 paper. Please do not staple the documents and/or put them into plastic sheets or binders).

- ⇒ The FCS 2016-2017 official application form (typed and printed). No handwritten forms will be accepted.
- ⇒ Copies of all university certificates and grade-sheets (all copies must be attested, and translated if originals are not in English, German, French or Italian. Attestations can be done by the University or a Government Officer.
- ⇒ 2 letters of recommendation from Professors in the applicants field (use exclusively the official reference form provided with the application package).
- ⇒ A confirmation letter from the chosen university of applied sciences (conservatory, art school) that accepted you or the proof that your admission is under consideration. This may be a conditional acceptance with a prior exam or other specific requirements.
- ⇒ A 2 page personal statement emphasizing the reason to study in Switzerland, the importance of the choice for your future career as well as your professional projects at the end of the scholarship.
- ⇒ A full curriculum vitae using the Europass model that you can download at the following address: [EUROPASS Model](#) (**this document is mandatory for fine arts applications**)



- ⇒ For painters, graphic artists and sculptors: copies or photos of 3 pieces of their work, rough drafts (with date of creation). **imperatively put a label with name, surname and country on the work. If such is not the case the application will not be taken into consideration.**
- ⇒ For musicians: high-quality CD of 3 different styles of music if the music involves interpreters and directors. Composers have to submit their scores. **Imperatively put a label with name, surname and country on the CD. If such is not the case the application will not be taken into consideration.**
- ⇒ A health certificate (use exclusively the official health certificate provided with the application package).
- ⇒ Each application set with two copies of the passport (main page with personal data).



### Contact institution for the application

- ⇒ Questions and application documents, have to be submitted at the following address:
- ⇒ Swiss Embassy in Italy  
Via Barnaba Oriani 61,00197 Roma
  
- E-mail: -
- Tel: 0039 06 809 57 341
- Web: [www.ambasciatasvizzera.it](http://www.ambasciatasvizzera.it)



### Summing up

- ⇒ The FCS 2016-2017 official application form with photo
- ⇒ Motivation letter (max. 2 pages)
- ⇒ A CV (Europass model)
  
- ⇒ Photocopies of certificates from previously attended university/colleges and diplomas with grades
- ⇒ 2 letters or recommendation professors in the artistic field (use only the official FCS form)
- ⇒ Confirmation letter from the chosen university of applied sciences (conservatory, art school)
  
- ⇒ For musicians: high-quality CD of 3 different styles of music if the music involves interpreters and directors. Composers have to submit their scores. Imperatively put a label with your name, surname and country on the CD.
  
- ⇒ For painters, graphic artists and sculptors: copies or photos of 3 pieces of their work, rough drafts (with date of creation). Imperatively put a label with your name, surname and country on the work.
  
- ⇒ A proof for “admission is under consideration” at the intended Swiss fine arts or music school or if applicable a confirmation letter/e-mail from a Professor that she/he will supervise the studies.
  
- ⇒ Medical certificate (use solely the official FCS form)
- ⇒ Two copies of passport



Schweizerische Eidgenossenschaft  
Confédération suisse  
Confederazione Svizzera  
Confederaziun svizra

Swiss Confederation

Federal Department of Economic Affairs,  
Education and Research EAER

Federal Commission for Scholarships  
for Foreign Students FCS

Academic Year  
2016-2017

Swiss Government Excellence Scholarships for Foreign Students  
at Swiss Higher Education Institutions

## Application Guidelines for Candidates for the Academic Year 2016-2017

**To prepare a successful application:**

Please read carefully and respect these guidelines exactly

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Further information : [www.sbf.admin.ch/scholarships\\_ENG](http://www.sbf.admin.ch/scholarships_ENG)

# About the ...

## Postgraduate scholarships

### Swiss Government Excellence Scholarships

Through the Swiss Federal Commission for Scholarships for Foreign Students (FCS), the Swiss Government grants foreign researchers postgraduate scholarships at Swiss higher education institutions (Universities, Federal Institutes of Technology and Universities of Applied Sciences, Fine Arts and Music Schools).

These scholarships are offered on the basis of reciprocity (fixed number of scholarships for some selected countries) or within the framework of a regional pool (scholarships without a fixed distribution per country).

The Swiss Government Excellence Scholarships are intended for highly motivated, competitive young researchers who have graduated from university (postgraduates). These scholarships will enable applicants to undertake research work in the fields in which the Swiss universities are particularly active.

## Read the FCS webpage

**Each country has a specific offer** of scholarships. Please go to the FCS webpage in order to see **which type of scholarship is offered to your country of origin**.

Click [FCS website](http://www.sbf.admin.ch/scholarships_ENG): [www.sbf.admin.ch/scholarships\\_ENG](http://www.sbf.admin.ch/scholarships_ENG)

## Submit in your country of origin

The applications have to be submitted for a preliminary selection to the national institution in charge and/or to the Swiss diplomatic representation in the applicant's country of origin. The Swiss diplomatic representation will then forward the pre-selected applications to the FCS for final selection.

# Application procedure

All year round

## Entry Points

The Swiss diplomatic representation in the country of origin of the applicant are the entry point for the Swiss Government Excellence Scholarships.

In August

## Release

Detailed information about the scholarship types available for your country, the eligibility criteria and the deadlines are online. Click [FCS website](http://www.sbf.admin.ch/scholarships_ENG): [www.sbf.admin.ch/scholarships\\_ENG](http://www.sbf.admin.ch/scholarships_ENG)

In the autumn

## Call for proposals

Get your application package from the Swiss diplomatic representation and prepare your dossier.

Before winter

## Submission deadline

The date for submission of the application varies from country to country. Please check on the [FCS website](http://www.sbf.admin.ch/scholarships_ENG).

In spring

## Selection

The results of the selection by the Federal Commission for Scholarships will be communicated at latest until the end of May.

In September

## Start of scholarship



# Preconditions

## Research interest

### Research proposal

Applicants must have a clear research goal. Research scholarship, Post-doctoral scholarship as well as PhD scholarship candidates have to submit a complete research proposal (max. 5 pages), **using exclusively the official research proposal form** provided with the application package.

**The research proposal is a central part of your application.** Please devote all the required attention to it.

## Host professor

### Academic supervisor

To have an eligible application package, the applicant wishing to undertake a research scholarship, a PhD scholarship or a Post-doctoral scholarship must find a professor in Switzerland willing to supervise their research project. A letter of invitation must imperatively be part of the application package.

**Failure to have a supervisor will result in the rejection of the application** by the relevant national institution in the host country or by the Swiss diplomatic representation.

## Two separate procedures for PhD scholarship applications

### For PhD applicants only – Please note!

The FCS application for a PhD scholarship and the application for admission by a Swiss university for a PhD study are two separate procedures. The admission to a PhD study at your chosen Swiss university is a *conditio sine qua non* for a potential attribution of a FCS scholarship – but not guarantee though for a positive decision by the Federal Commission for Scholarships FCS. It is the applicant's responsibility to manage both procedures in parallel.

# Scholarship types

Go to the [FCS webpage](#) in order to see which type of scholarship is offered to your country of origin

## Postgraduate scholarships

### Research Scholarships (12 months)

Intended for highly qualified postgraduate researchers from all academic fields.

- Master degree or equivalent
- Not older than 35 years old
- Letter (or e-mail) from a Professor from the Swiss host institution stating that they are willing to supervise the research.
- Research proposal including time frame

### PhD Scholarships (12 months up to 36 months)

Intended for highly qualified PhD students from all academic fields

- Master degree or equivalent
- Not older than 35 years old
- Letter (or e-mail) from a Professor from the Swiss host institution stating that they are willing to supervise the PhD thesis
- Admission to the PhD studies by the academic host institution
- Research proposal including time frame

# Scholarship types

## Postgraduate scholarships

### Post-doctoral Scholarships (12 months)

Intended for highly qualified post-doctoral researchers from all academic fields.

- PhD degree
- Not more than 5 years after the award of the PhD
- Letter (or e-mail) from a Professor from the Swiss host institution stating that they are willing to supervise the post-doctoral research.
- Research proposal including time frame

## Master scholarships

### Fine Arts Scholarships (12 months up to 21 months)

Intended for highly qualified fine art students from all artistic branches.

- Bachelor degree or equivalent
- Not more than 35 years old
- A proof for «admission is under consideration» at the intended Swiss fine arts or music school or if applicable a confirmation letter (or e-mail) from a Professor stating that they are willing to supervise the studies

## List of countries

This type of scholarship is available for the following countries only:

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Island, Israel, Italy, Japan, Latvia, Lithuania, Malta, Mexico, Netherlands, Poland, Portugal, Romania, Russia, Slovakia, Slovenia, South Korea, Spain, United States of America

# Duration of scholarships

## All scholarships start in September

It is not possible to start the scholarship in the Spring semester or any other time in the year.

### Not extendable

#### Research Scholarship

12 months (September – August) – no extension possible

Grant applications for stays lasting less than 9 months will not be treated as a priority.

Grant applications for stays lasting less than 6 months will be rejected.

### Extendable

#### PhD Scholarship

36 months at most (September – August)

The PhD scholarships are **not automatically extended**. Every request will be analysed according to the FCS criteria as well as the academic results.

### Not extendable

#### Post-doctoral Scholarship

12 months (September – August) – no extension possible

Grant applications for stays lasting less than 9 months will not be treated as a priority.

Grant applications for stays lasting less than 6 months will be rejected

### Extendable

#### Fine Arts Scholarships

12 months up to 21 months at most (September – August/ January or May)  
depending on the Master program chosen and the ECTS credits necessary

# Selection criteria

## Important selection criteria

### The 3 dimensions of selection criteria

The Swiss Government Excellence Scholarships are highly competitive. The following aspects of the application are considered mainly:

#### 1) The candidate

Her/his academic profile, the research capacity and motivation.

#### 2) The research proposal

It's originality and methodological soundness.

#### 3) The academic context

The quality and context of supervision and the potential for future academic cooperation.

## Strengthening cooperation

### Longterm perspective

Candidates submitting their applications within the framework of a cooperation program between their academic home institution, where they are at the moment and/or where they accomplished their education, and the Swiss university/institute have a certain priority.

# Study location

## Eligible host institutions

### Swiss public academic institutions

The Swiss Government Scholarships are granted for research in one of the Swiss public universities, Federal Institutes of Technology, University of Applied Sciences or Schools of music and fine arts. The fine arts and music scholarships are granted for studies in the public music academies, as well as art and design schools.

## Useful weblinks

Information on the universities, programs, and professors (see academic supervisors -> preconditions to apply) can be obtained on the internet sites of the Swiss academic institutions, on the portal [swissuniversities](http://swissuniversities) and on the database [Proff.ch](http://Proff.ch).

## Full-time research only

The scholarship is valid only **for full-time research in Switzerland**. It is not valid for on-the-job studies, part-time studies, correspondence courses or mixed programs (part time in Switzerland and part time in another country).

## Field work

The scholarship is meant for conducting research in the Swiss host institution. For Research as well as Post-doctoral scholarships there is no financial support possible by FCS. Special conditions apply for PhD students pursuing their PhD at a Swiss University and working in an academic field where fieldwork is indispensable.

## At max less than 12 months in Switzerland

### Coming to Switzerland

Scholarship applicants who are in Switzerland since more than 1 year at the beginning of the scholarship will not be taken into account by the Swiss diplomatic representation.

# Obligations

## **Living in Switzerland**

### **Place of residence**

The scholarship holders must live in Switzerland – in the canton at their study place. They must comply with the FCS instructions, regulations concerning the residence for foreigners in Switzerland and with the university/art institution regulations.

## **No family allowances**

### **Family and children**

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 and Cantonal Migration Offices, which at present deal with requests very restrictively. As a rule, the FCS does not provide any family allowance.

## **Notifying FCS about other grants**

### **Other grants**

In case you are awarded with another scholarship during your stay for the scholarship in Switzerland you are asked to notify the Federal Commission for Scholarships.

# Financial matters

	<b>Scholarship amount</b>
<b>Grants</b>	Research scholarship: 1'920.- Swiss Francs per month = 23'040.- CHF for 1 year PhD scholarship: 1'920.- Swiss Francs per month = 23'040.- CHF for 1 year Post-doctoral scholarship: 3'500.- Swiss Francs per month = 42'000.- CHF for 1 year Fine Arts scholarship: 1'920.- Swiss Francs per month = 23'040.- CHF for 1 year

	<b>Tuition fees and Master fees for artists</b>
<b>Semester fees</b>	The FCS does not pay for tuition and/or semester fees. In most cases the universities and the Federal Institute of Technology of Zurich (ETH Zurich) do not require scholarship holders to pay the semester fees (generally around 600 CHF per semester). In some cases the universities do not waive the PhD fees. In case the Universities and the Universities of Applied Sciences and Fine Art Schools should not waive the fees, it is up to the grantee to pay for the fees.

	<b>Health insurance</b>
<b>Insurance</b>	According to the Swiss law, every resident in Switzerland must be covered by a Health Care Insurance (except for dental care). Usually, the worldwide scholarship holders are insured by the FCS. Please note, scholarship holders from EU and EFTA countries have to come with their European insurance card and pay themselves the relative expenses.



# Financial matters

## Travel expenses

### Europe

Grantees from European and East/ Central European countries pay for their own travel expenses to Switzerland as well as back to their country of origin.

### Worldwide

Grantees from non-European countries pay for their own travel expenses to Switzerland, but the FCS pays an allowance (lump sum) for the return ticket at the end of the scholarship.

## Return allowance

### Allowance up to six month after the scholarship

However, the return allowance will not be paid if the scholarship holders extend their stay in Switzerland beyond six months after completion of their research, if they take up employment pending the continuation of their research or if they move to a third country.

# Preparing your application

**English, French,  
German, Italian**

**Three sets to be  
submitted:**

1st set original,  
attested, signed  
documents

2 other sets are copies

**Please respect this  
precise order from  
a) to m)**

## Four admissible languages

The application documents have to be submitted in **English, French, German or Italian**. If your documents are not in one of these languages, then **an authenticated translation** in one of these four languages must be included.

## Submitting 3 sets of documents – each in the precise order

Every application must include 3 sets (1 original plus 2 photocopies) of the following documents in the precise order. Please do not put the various documents into plastic sheets or binders. The FCS official application form has to be used (typed and printed; no handwritten form will be accepted).

- a) Curriculum Vitae (incl. List of academic publications)
- b) Motivation letter (max. 2 pages)
- c) For Research scholarships, PhD as well as for Post-doctoral scholarships:  
A complete research proposal (max. 5 pages), using exclusively the official research proposal form provided with the application package.
- d) For Research scholarships, PhD as well as for Post-doctoral scholarships:  
A copy of the confirmation from the professor at the intended Swiss University stating that they are willing to supervise the research. Please include a short CV of your academic supervisor.
- e) Photocopies of certificates from previously attended universities/colleges and diplomas with grades (attested copies, and translated if originals are not in English, French, German or Italian). Attestations can be done by the University or a Government Officer.
- f) For all scholarships: 2 letters of recommendation from professors (use the official FCS form only)
- g) A signed health certificate (on FCS form only)
- h) 2 copies of passport (main page with personal data) per application set

# Preparing your application

## Additional documents for Fine Arts Scholarships

**Three hard copies**

Applicants in the area of **painting, graphic and applied arts** as well as **music** have to include the following **additional** documents:

**Please respect this precise order from a) to m)**

- j) For **painters, graphic artists and sculptors**: copies or photos of 3 pieces of their work, rough drafts (with **date of creation**) Imperatively put a label **with name, surname and country** on your work.
- k) For **musicians**: High-quality CD of 3 different styles of music – if the music involves interpreters and directors. Composers have to submit their scores. Imperatively put a label **with name, surname and country** on the CD
- l) An admission/confirmation document proofing that the applicant is being considered for admission at the intended Swiss fine arts or music school. If applicable: A confirmation (letter or e-mail) from a professor at the intended Swiss fine arts or music school stating that they are willing to supervise the studies.
- m) A CV using the [Europass model](https://europass.cedefop.europa.eu/editors/en/cv/compose#) (this document is mandatory for Fine Arts Scholarship applications only. You can download the form at the following address: <https://europass.cedefop.europa.eu/editors/en/cv/compose#>)

**Thank you for your patience**

## Results follow until end of May next year

If the application is short listed by the national authority and/or the Swiss Diplomatic Representation it will be sent to Switzerland for the final selection by the FCS. The FCS will inform you by the end of May next year at latest whether your application has been successful or not.

# Finding your supervisor

## Where to find

### A prerequisite for the application

All Swiss Government Excellence Scholarships are supervised by a professor, usually listed in the database of "swissuniversities" [www.proff.ch](http://www.proff.ch).

The first step in the application process for the scholarship candidate is to find a professor at a Swiss academic institution **willing to act as their academic supervisor**.

The FCS encourages candidates to find their supervisor on their own. There is no specific support offered in this bottom-up matching process.

An application without a host professor is not complete and will therefore be rejected.

## Good to know

### Understanding the role of academic supervisors

Professors reported to the FCS that they are frequently contacted by scholarship applicants asking for support. Therefore the FCS secretariat issued a leaflet explaining the role of an academic supervisor for a Swiss Government Excellence Scholarship holder.

The FCS recommends to potential academic supervisors to support 1 - 2 applicants per year.

You find the leaflet "Will you be my supervisor?" enclosed in your application package. Feel free to use it when contacting your potential supervisor.

# Exclusion criteria

## Invalid applications

Your dossier will not be taken into consideration if it is in one of the following situations:

### Non eligible

- The applicant **does not fulfill the eligibility criteria** stated on the [FCS website](#) and in these application guidelines.

### Missing documents

- The application **does not include an invitation letter** (or e-mail) from a Professor in Switzerland willing to supervise the research in one of the Swiss academic institutions.

### Already in CH

- Applicants who are **in Switzerland for more than 12 months** at the beginning of the scholarship.

### Bad presentation

- The application is **incomplete**, does **not respect the guidelines**, does **not include the proper FCS forms**, is **not submitted threefoldly** in the correct order or is **badly prepared**.

### Non specific

- Applications **for 2 or more universities**.

### Rerun

- Applicants who have **already benefited** from a Swiss Government Excellence Scholarship are not eligible for a second scholarship.

### Careful preparation is worthwhile

- Incomplete or badly prepared applications will not be taken into consideration!

Secretariat FCS · ESKAS · CFBE  
Federal Commission for Scholarships for foreign students  
International Scholarships SERI  
3003 Bern

[www.sbf.admin.ch/scholarships\\_ENG](http://www.sbf.admin.ch/scholarships_ENG)

Eidgenössische Stipendienkommission für ausländische Studierende ESKAS  
Commission fédérale des bourses pour étudiants étrangers CFBE  
Commissione federale delle borse per studenti stranieri CFBS

[www.sbf.admin.ch/scholarships\\_DE](http://www.sbf.admin.ch/scholarships_DE)

[www.sbf.admin.ch/scholarships\\_FR](http://www.sbf.admin.ch/scholarships_FR)

[www.sbf.admin.ch/scholarships\\_IT](http://www.sbf.admin.ch/scholarships_IT)

Federal Commission for Scholarships for Foreign Students FCS

[www.sbf.admin.ch/scholarships\\_ENG](http://www.sbf.admin.ch/scholarships_ENG)

# Swiss Government Excellence Scholarships for Foreign Scholars and Artists

## «Will you be my supervisor?»

**You are a professor at a Swiss academic institution. Foreign students and postgraduate researchers contact you to ask if you will act as their academic supervisor and host professor. The following information may be useful before you reply to such a request.**

- The Federal Commission for Scholarships for Foreign Students FCS (abbreviated as ESKAS in German and CFBE in French) sincerely thanks all potential academic supervisors for attentively choosing their candidates for a Swiss Government Excellence Scholarship and for giving them careful support.

### **Scholarship applicants are looking for host professors**

- All Swiss Government Excellence Scholarships are supervised by a professor, usually listed in the database of “swissuniversities” [www.proff.ch](http://www.proff.ch). The first step in the application process for the scholarship candidate is to find a professor at a Swiss academic institution **willing to act as their supervisor**.
- The FCS encourages candidates to find their supervisor on their own. There is no specific support offered in this bottom-up matching process.
- The supervisor **evaluates the academic suitability** of a candidate and **must endorse the research proposal** (including the time-frame), which is a central component of the application.
- The applicant has to reach an agreement with the supervisor. The letter from the professor stating that they are willing to supervise the PhD thesis or the (post-doctoral) research is a mandatory element of each application for a Swiss Government Excellence Scholarship.
- An application without a host professor is not complete and will therefore be rejected.
- **The decision to act as academic supervisor or not is entirely up to you of course.**

### **The academic supervisor:**

#### **A success factor and a role with responsibilities**

- **If you agree** to act as host professor, you agree to supervise the scholarship holder during their whole research stay (12 months for research fellows and post-docs or up to 36 months for PhD students).
- During the scholarship holder’s stay in Switzerland, the Confederation together with the international relations office at your university and you as academic supervisor are responsible for them.
- As host professor **you agree to integrate the grantee into your team** and provide good research conditions (lab space and access to infrastructure). With the consent of the FCS, a supplementary salary to the scholarship grant is possible up to a certain level. Field research is possible under certain conditions and with co-financing. No co-financing though for attending conferences.
- **Major selection criteria** are the **quality of supervision** and the potential for future academic cooperation as well as the candidate’s academic profile, their research capacity, and the originality and methodological soundness of the research proposal. The FCS recommends that you **support 1 or 2 applicants per year only**.
- The Swiss Government Excellence Scholarships are prestigious and highly competitive. The expected success rate is around 15 to 20 percent.
- **A letter of sufficient scope from the host professor** should describe the research proposal, the relation to the candidate and possible future collaboration. A short CV from the host professor should be enclosed.
- Your thoughtfully drawn-up host letter **could be the decisive element in the scholarship application**.

## Application procedure

- Yearly release of the call in August. Preparation of application and submission in autumn. Peer reviews of applications during winter. Selection and announcement of decision in spring. Swiss Government Excellence Scholarships run from 1 September each year.

### Release of Programme for 180+ Countries

Applicants go to [www.sbf.admin.ch/scholarships\\_ENG](http://www.sbf.admin.ch/scholarships_ENG)

early August

### Call for Proposals

Applicants get the application package from the Swiss representation and start searching for an academic supervisor

this September

### Submission Deadline

Submission dates vary from country to country. Applications have to be submitted at the Swiss representation abroad

between September and December

### Selection

Applications are transmitted to Berne. Formal check, peer reviewing and decision by the Federal Commission for Scholarships FCS

until March and May

### Start of Studies

At the Swiss academic host institution with their academic supervisor/ host professor

next September

- Each year since 1961 the Swiss government has awarded **postgraduate scholarships** through the FCS to foreign scholars, now from over 180 countries. The following types of scholarships are offered: research fellowships, PhD- and post-doc-scholarships as well as Fine Arts scholarships (for selected countries only).
- Swiss Government Excellence Scholarship are awarded for a period of **12 months**. Only PhD scholarships can be extended (up to 36 months at most).
- Once the scholarship has come to an end, holders** are supposed to **return to their country of origin**. Finding employment in Switzerland after the end of the scholarship contradicts the intention of the Swiss Government Excellence Scholarship, which is to promote brain and talent circulation.
- For detailed eligibility and exclusion criteria please consult the information online** (see link below).

## Further information

Can be found at: [www.sbf.admin.ch/scholarships\\_ENG](http://www.sbf.admin.ch/scholarships_ENG)

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### Contact us

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