



SCUOLA
NORMALE
SUPERIORE

Call for Applications for the Co-Funding of Intensive Language Courses Abroad - 2021 Edition

§ 1 – SNS students can apply for up to 20 scholarships destined to the co-funding of foreign language courses of at least 3 weeks – or 2 weeks in case of intensive courses – held by international universities or international language schools **abroad** or **online**.

International students can also apply for intensive Italian or Latin courses offered by recognised language schools or Italian universities.

All candidates are kindly invited to send their application by **21st June 2021**, by submitting the document attached below (Annex A).

The chosen language course will preferably take place during Summer 2021, and must in any case end by April 2022. Successful candidates failing to send the certificate of attendance issued at the end of the course will be requested to refund the SNS of the first instalment of the scholarship.

Scholarships will consist in the individual reimbursement of enrolment, travel and relocation fees, up to a maximum amount of € 800.00 for courses held abroad, or just the enrolment fee up to a maximum amount of € 500.00 for courses held online.

The total number of scholarships to be granted and their distribution will be determined by the Inter-Faculty Mobility Commission.

§ 2 – Successful candidates choosing to follow a course abroad are required to keep constantly informed about and to abide by the norms for prevention from Covid-19, and to enquire about and accept the measures adopted:

- by the Scuola Normale Superiore for authorisation to travel abroad
- by the destination country in favour of people coming from Italy (or from their current place of residence)
- for people re-entering their place of residence from their destination country (e.g. quarantine, specific restrictions, etc.).

Successful candidates are also required to previously inform the competent SNS offices about their destination and the exact dates of their stay abroad and about any eventual variation.

They are also required to act quickly in order to return to the SNS or to their residence in case it is not possible to complete the mobility because of the Covid-19 emergency, keeping indemnified the SNS of any claims for additional expenses due to the special circumstances described above.

§ 3 – Potential candidates should fill the documents in Annex A and B and send them via email to protocollo@sns.it from their own SNS email account by the deadline specified in § 1.

The co-funded courses are considered an integration to the languages already studied at the SNS and inserted in the study curriculum. Applicants will be requested to list the language courses taken at the SNS. In order to apply for a foreign language studied outside of the SNS, candidates

must attach a certificate issued by a language school or a university's linguistic centre. All candidates must declare their language level and final grade obtained.

Candidates are also requested to declare any other form of contribution they have had access to for similar activities in previous editions of the current call and the foreseen expenses (enrolment fee and travel or relocation expenses) for the intensive course.

The scholarships offered by the present call are not compatible with any other kind of funding for the same activity offered by other public or private institutions, even if they cover only part of the course.

§ 4 – An Inter-Faculty Mobility Commission headed by the SNS Director or his Delegate will examine all the applications received and define a ranked list based on the following criteria (in order of importance):

- Relevance of the language course to the candidate's study and/or research curriculum. Priority will be assigned if the study of the chosen language is necessary for compiling the final thesis, as suggested by the thesis Supervisor or the teacher responsible for the candidate's study curriculum at the SNS (see Annex B);
- Never having been assigned and used a contribution for similar activities in previous editions of the current call. In case a contribution has been previously assigned but not used for *force majeure* reasons (such as Covid-19 restrictions), the candidate will not be penalised.

In case of equal merit, the ranked list for each language will take into account the candidates' productivity during the course and their final grade, which will be attested, upon request, by the language teacher for those languages taught at the SNS, and will be inferred by the certification attached to the application in all other cases.

§ 5 – The SNS Director or his Delegate will approve by decree the ranked lists and assign the scholarships.

Successful candidates will then receive in advance a first instalment covering the 60% of the scholarship amount calculated according to the foreseen costs. A second and final instalment will be paid based on documented costs, that have to be submitted at the end of the course.

At the end of the course, successful candidates must fill in Annex C and attach a certificate of attendance together with the original documentation of all the expenses, which will be reimbursed up to the maximum amount defined in § 1.

Failure to provide the above-listed documentation by **2nd May 2022** will result in the request of refund of the first instalment to the SNS. Students must inform the Internationalisation Office, by the above deadline, of any obstacle to the attendance of their course, and be exceptionally allowed to postpone it only if they can submit proof of said obstacle.

In case the total costs are inferior to the first instalment paid in advance, refund of the difference will be requested. In case they are equal, no second instalment will be paid.

§ 6 – For further information, please contact the Internationalisation Office (international@sns.it).



To the Internationalisation Office

I, the undersigned _____, enrolled in the ____ year of the Undergraduate / PhD course of the Faculty of _____ - email _____ - **apply for** a scholarship destined to the co-funding of a language course of at least three weeks, or two weeks in case of intensive courses, held by an international university or international language school **abroad**.

I declare (please tick and fill in the relevant options):

- that the present request is intended for the co-funding of an intensive course of _____;
- that the course I chose will take place (please specify if abroad or online) _____;
- that the foreseen costs of the course (enrolment + accommodation + travel) amount to € _____;
- that I have never benefited from similar contributions in previous editions of the current call;
- that I have already benefited from similar contributions (please detail the year and the scope of the contribution): _____;
- that I have attended an SNS language course of level _____ of the chosen language during the academic year _____;
- that I have attended a language course of level _____ of the chosen language at _____ during the academic year _____.

I attach (please tick the relevant options):

- letter of my thesis Supervisor attesting the necessity of the language course requested for my work on the final thesis;
- (**only for languages not studied at the SNS**) certificate of attendance of a course of the chosen language (complete with level of knowledge and final grade).

I commit:

in case of successful application, to provide the certificate of attendance of the chosen course and complete documentation of expenses as described in § 4 of the call, or to refund to the SNS the first instalment of the scholarship **according to the Internationalization Office instructions**.

Pisa / Firenze, _____

Signature _____



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LETTER BY THE THESIS SUPERVISOR / TEACHER IN CHARGE OF THE SNS STUDY CURRICULUM

I the undersigned, _____, teacher of _____
at the SNS, concerning the application for a scholarship destined to the co-funding of an intensive language
course of _____ presented by the student _____;

DECLARE

(please tick and fill the relevant options)

that I deem a course of _____ necessary to the candidate's study
and/or research curriculum for the following reasons (if necessary, please attach a separate paper):

_____;

that the language course is necessary for the compilation of the candidate's final thesis in
_____ and about: _____

that I am supervising.

Pisa / Firenze, _____



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Signature

Annex C

Pisa/Firenze, _____

To the Internationalisation Office

Subject: Final report for the co-funding of an intensive language course – year 2021.

I the undersigned _____ enrolled in the ____ year of the Undergraduate / Ph.D. course in _____ of the Faculty / Department of _____, having returned from _____ where I followed a course of _____ at _____ from _____ to _____,

ATTACH:

- certificate of attendance;
- original documentation of the expenses I incurred in for enrolment, travel and/or accommodation for a total amount of € _____.

ASK:

Issue of the balance of the scholarship to cover the expenses I incurred in and up to a total amount of € _____ (maximum € 800 for abroad and 500€ for online course).

I DECLARE:

That I am aware of the regulations set by the call for application regarding the need to refund to the SNS any difference between the first instalment and the documented expenses.

The candidate
