

Call for Applications for the Co-Funding of Intensive Language Courses Abroad 2022 Edition

§ 1 – Students of the Scuola Normale (hereinafter, “Scuola”) 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 – offered by international universities or recognised language schools abroad.

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

All potential candidates are kindly invited to send their application by **13th June 2022**, by submitting the document attached below (Annex A1 or A2).

The chosen language course will preferably take place during Summer 2022, and must in any case end by April 2023. Selected candidates at their last year of enrolment to the courses of the Scuola must attend the course and submit all the related documentation by the end of their study cycle.

Failure to provide certificate of attendance of the funded course and proofs of expenditure by the deadlines specified above will result in the request of refund of any amount already received.

Scholarships will consist in the individual reimbursement of enrolment fees and travel expenditures up to a maximum amount of Euro 800.

Students can apply for performing one of the following **activities**:

- 3) Linguistic immersion and integrative courses for foreign languages already studied at the Scuola (**Regular language course**);
- 4) Only for those languages that are not taught at the Scuola, linguistic immersion in a foreign language necessary for the candidate’s study and/or research activities, as confirmed by the thesis supervisor or by the teacher responsible for the study plan at the Scuola (**Specific language course**)

The final number of scholarships assigned for each kind of activity will be determined by the Interfaculty Mobility Committee based on the number of applications received for each category.

§ 2 – Potential candidates should fill the documents in Annex A1 or A2 and B and send them via email to protocollo@sns.it from their own SNS email account by the deadline specified in § 1.

Applications for **Specific language courses** must contain in attachment a language certificate issued by a school or a linguistic centre stating the level of linguistic skills obtained and final grade.

All candidates must declare any other eventual contributions they have received for similar activities in the past editions of this call.

All candidates are also required to declare any past mobility (under the Erasmus, SEMP, or International Exchanges calls) in a country whose official language is the same for which they are applying for co-funding.

The scholarships offered under 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.

§ 3 – An Inter-Faculty Mobility Commission, headed by the Director or his Delegate and composed of the Presidents of the Mobility Committees of each Faculty of the Scuola together with one student representative from each Faculty, will examine the applications received and define a ranked list for each of the activities listed in § 1.

The criteria adopted for ranking the applications will be the following (in order of importance):

Regular language courses:

1. Not having or having been assigned fewer contributions under the past editions of the present call, regardless of the language requested. PLEASE NOTE: any scholarships assigned, but not used due to force majeure (e.g.: Covid-19 restrictions, periods of suspension ex art. 20 of the Regulation concerning Didactics at the Scuola), will not be considered.
2. Not having benefited from an international mobility offered by the Internationalisation Office of the Scuola (international exchanges, Erasmus mobilities) in a country whose official language is the one the candidate is applying for.
3. Evaluation of the candidate's linguistic knowledge attested by the language Teacher of the Scuola.

Specific language courses:

1. Not having or having been assigned fewer contributions under the past editions of the present call, regardless of the language requested. PLEASE NOTE: any scholarships assigned, but not used due to force majeure (e.g.: Covid-19 restrictions, periods of suspension ex art. 20 of the Regulation concerning Didactics at the Scuola), will not be considered.
2. Not having benefited from an international mobility offered by the Internationalisation Office of the Scuola (international exchanges, Erasmus mobilities) in a country whose official language is the one the candidate is applying for.
3. Greater seniority in the current study cycle at the Scuola.

§ 4 – The Director or his Delegate will approve by decree the ranked lists, and scholarships will be subsequently assigned.

Successful candidates will then receive in advance a first instalment covering 60% of the scholarship maximum amount stated in § 1. The final instalment will be paid based on documented costs, that have to be submitted at the end of the course.

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.

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

Failure to provide the above-listed documentation by **2nd May 2023** will result in the request of refund of the first instalment.

Courses must therefore end and proof of expense be submitted by the above deadline.

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



Annex A1 – Regular Language Course

To the Internationalisation Office

Please cross out if irrelevant (for example like this) and fill in the relevant information

I, the undersigned, _____ student at the ____ year of the Ordinario – PhD course of the Faculty of _____ Email _____, **ask** to be assigned a scholarship for the co-funding of a **Regular Language Course** of at least three weeks, or two in case of intensive courses, offered by an international university or a recognised language school abroad.

I declare that

- The present application is intended for the co-funding of a course of _____ language;
- I have attended the language course offered by the Scuola at _____ level during the academic year _____;
- I have already/never benefited from a similar contribution under the _____ edition of the present call (*please specify the year(s) in which you have benefited from the contribution in case of positive answer*);
- I have already/never benefited from a mobility grand (under an Erasmus, SEMP, or International Exchange call) in a country whose official language is the one I am applying for; in case of positive answer, I declare that the mobility took place in (*please specify for each the country and the academic year*): _____, _____, _____,

I commit

In case of selection, to submit a certificate of attendance of the language course, or to proceed with the refund of the first instalment **as per instructions provided by the Internationalisation Office.**

Pisa / Firenze, _____

Signature



Annex A2 – Specific Language Course

To the Internationalisation Office

Please cross out if irrelevant (~~for example like this~~) and fill in the relevant information

I, the undersigned, _____ student at the ____ year of the Ordinario – PhD course of the Faculty of _____ Email _____, **ask** to be assigned a scholarship for the co-funding of a **Specific Language Course** of at least three weeks, or two in case of intensive courses, offered by an international university or a recognised language school abroad.

I declare that

- The present application is intended for the co-funding of a course of _____ language, **which is not available in the didactic offer of the Scuola**;
- I have already/never benefited from a similar contribution under the _____ edition of the present call (*please specify the year in which you have benefited from the contribution in case of positive answer*);

I attach

- A declaration by my thesis supervisor or teacher in charge of my study plan at the Scuola stating the importance of the language course requested for my studies;
- A certificate of attendance of a course of the language requested (stating the level of knowledge and final grade obtained).

I commit

In case of selection, to submit a certificate of attendance of the language course or to proceed with the refund of the first instalment **as per instructions provided by the Internationalisation Office.**

Pisa / Firenze, _____

Signature



Annex B – Specific Language Course

DECLARATION BY THE THESIS SUPERVISOR / TEACHER IN CHARGE OF THE SNS STUDY PLAN

I, the undersigned, _____,
 teacher of the course _____ at the
 Scuola Normale,
 in relation to the application submitted by the student _____ for
 the co-funding of an intensive course of the _____ language, **which is not
 available in the didactic offer of the Scuola**, in my capacity of:

- Thesis supervisor of the candidate
- Person in charge of the candidate's study plan at the Scuola;

Declare

- That I deem an intensive course of the requested language necessary for the candidate's study and 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, of which I am supervisor, in _____ and about _____

Pisa / Firenze, _____

 Signature



Annex C

To the Internationalisation Office

Subject: Final report for the co-funding of an intensive language course – year 2022.

I, the undersigned, _____ student at the ____ year of the Ordinario – PhD course of the Faculty of _____, having completed the course of _____ language offered by _____ in the period from _____ to _____

ATTACH

- Certificate of attendance;
- Proof of expenses for enrolment and travel (including accommodation) for a total amount of € _____.

REQUEST

The payment of the final instalment of the scholarship in relation to the proof of expenses submitted and up to the maximum amount of the scholarship I have been assigned.

DECLARE

To be aware of the regulations set by the call regarding my obligation to refund the Scuola of any amount exceeding documented expenses.

Pisa / Firenze, _____

The candidate
