

FTL, Istituto di Studi Filosofici

Application for the scholarship “Contributo Sociale”

Disclaimer: This file has been originally written in Italian. Original title “Domanda di contributo sociale”. The Italian version shall prevail over the English translation.

Common provisions for BAF and MAP

The application has to be submitted to the Social Contribution Commission of the Faculty of Theology of Lugano (FTL). To submit, please send to segreteria.isfi@usi.ch the following files:

- Filled and duly signed provisions for BAF or MAP scholarship.
- Filled and duly signed Application for the scholarship “Contributo Sociale”.
- A letter stating the economic need and justifying the application for the scholarship.¹
- The student's most recent tax return and, if the student is dependent from her/his family, the parents' income as well. If the certificate is from a foreign country, the letter of motivation should clearly state the total family taxable income and indicate where it is in the certificate.
- A transcript of records with the list of courses taken and grades obtained at FTL or grades obtained at the home (school or university) institution.

Please note that:

- In taking the decision, the commission takes into account the other scholarships received by the student. The student should inform the commission of any further scholarships they receive by the date of decision.
- No scholarship is awarded to BAF students enrolled in a semester after the sixth nor MAP students enrolled in a semester after the fourth.
- The scholarship cannot be combined with the student assistantship for the semester in which the student will be working as student assistant and the following semester.
- Requests received after the deadlines indicated in the following provisions will not be accepted.

¹ The student who at the time of application is waiting for the outcome of essays that she/he has already submitted and whose marks are necessary to satisfy the requirements stated below, should notify this in the motivation letter. The commission will decide on the scholarship only after the due checks of the marks on the relevant platforms.

Provisions for the BAF scholarship

1. Applications can only be submitted while enrolled in one of the semesters of the official duration of the BA degree (according to the Bologna System). Students enrolled in a semester after the sixth cannot apply.
2. Applications after the specified deadlines will not be accepted. Incomplete applications will not be considered.
3. In case of untruthful information, the commission can repeal its decision. If so, the student will have to pay the full academic fee for each year in which she/he received the scholarship.
4. The scholarship can only be assigned when the taxable income is below 60'000.- CHF.
5. The scholarship will not be granted during the second year of specialisations at the Faculty of Communication, Culture and Society or the Faculty of Economics at USI. Exceptions might be examined by commission.
6. Students who applied for a scholarship can defer the payment of the academic fee of the period for which the contribution is requested until the decision is taken. Students are required to pay the fee in accordance with the decision concerning the social contribution within 15 days after communication of the decision.
7. Students who receive a scholarship agree to work 20 hours per academic year at the Institute for administration, promotion, and research activities.

Renewal of scholarship

1. No automatic renewal of the scholarship is possible. The application should be resent every year. To reapply from the second year afterwards, students need to have acquired a minimum of 30 ects per year and an average mark of 8.5 out of 10.
2. The scholarship is not guaranteed, but subject to the financial availability of the FTL.

I declare that I have read and taken note of the scholarship's application provisions.

Date: _____ Applicant's signature: _____

Provisions for the MAP scholarship

1. Applications can only be submitted while enrolled in one of the semesters of the official duration of the MA degree (according to the Bologna System). Students enrolled in a semester after the fourth cannot apply.
2. Applications after the specified deadlines will not be accepted. Incomplete applications will not be considered, nor it will be notified that files are missing.
3. In case of untruthful information, the commission can repeal its decision. If so, the student will have to pay the full academic fee for each year in which she/he received the scholarship.
4. The scholarship can only be assigned when the taxable income is below 60'000.- CHF.
5. The scholarship cannot be combined with the student assistantship for the semester in which the student will be working as student assistant and the following semester.
6. Students who applied for the scholarship can defer the payment of the academic fee of the period for which the contribution is requested until the decision is taken. Students are required to pay the fee in accordance with the decision concerning the social contribution within 15 days after communication of the decision. If the applicant needs a visa, specific deadlines for the payment might apply.
7. The scholarship is not guaranteed, but subject to the financial availability of the FTL.

First-year MAP students:

Autumn semester (1st semester):

- Applications should be submitted to the ISFI secretary's office by the 15th of July before the start of the first semester,
- Students must meet all the requirements for admission to the Master programme (Bachelor degree obtained by July 15; English B2 language certification obtained),
- The scholarship is granted for one semester, but students can reapply the next semester.

Spring semester (2nd semester):

- Applications should be submitted to the ISFI secretary's office by the beginning of the semester (first day of classes in the academic calendar).
- Students must have acquired the 30 ECTS required by the study programme during the previous semester and must have a minimum average grade of 9 out of 10.
- The scholarship is semester-based.

In case of first enrolment during the spring semester (1st semester):

- Requests must be submitted to ISFI secretary's office by January 15,
- Students must meet all the admission requirements for the Master programme (Bachelor's degree obtained by December 31; English B2 language certification obtained),
- The scholarship is granted for one semester, but students can reapply the next semester.

For the renewal of the scholarship for the following semester, the requirements mentioned above for the 2nd semester will apply.

Second-year MAP students:

- Applications should be submitted to the ISFI secretary's office by the beginning of the semester (first day of classes in the academic calendar).
- Students must have acquired the 60 ECTS required by the study programme during the previous year and must have a minimum average grade of 9 out of 10.
- The scholarship is granted for one year.

**I declare that I have read and taken note of the scholarship's application provisions.
Social contribution scholarship's application**

Date: _____ Applicant's signature: _____

Application for the scholarship “Contributo Sociale”

Applicant's name and surname _____
Study programme at FTL _____
Type of scholarship requested ² _____

1) APPLICANT'S FAMILY (only if the student is dependent from her/his family):

Name:	_____	Name:	_____
Surname:	_____	Surname:	_____
Birth date:	_____	Birth date:	_____
Occupation:	_____	Occupation:	_____
Civil status:	_____	Civil status:	_____

2) APPLICANT'S SIBLINGS (only if the student is dependent from her/his family):

Name:	_____	Name:	_____
Birth date:	_____	Birth date:	_____
Occupation:	_____	Occupation:	_____
Name:	_____	Name:	_____
Birth date:	_____	Birth date:	_____
Occupation:	_____	Occupation:	_____

3) SPOUSE OR REGISTERED PARTNER:

Name:	_____	Date of marriage/registration:	_____
Birth date:	_____	Occupation:	_____

4) APPLICANT'S SONS/DAUGHTERS:

Name:	_____	Name:	_____
Birth date:	_____	Birth date:	_____
Occupation:	_____	Occupation:	_____
Name:	_____	Name:	_____
Birth date:	_____	Birth date:	_____
Occupation:	_____	Occupation:	_____

² The types of social contribution for the BAF are the following: Autumn and Spring Semester; Spring Semester.
The types of social contribution for MAP are the following: First year autumn semester; First year spring semester; Second year.
Please also specify whether this is a new application or a renewal.

5) CURRENT PROFESSIONAL ACTIVITY:

Occupation: _____
Job percentage: _____
Employer: _____
Gross annual salary: _____

6) SCHOLARSHIPS OBTAINED OR APPLIED FOR:

Entity, institute, foundation,
other: _____
Funding requested: _____
Funding obtained: YES NO Waiting for answer

7) COSTS OF THE STUDENT FOR HER/HIS STUDIES:

Expenses' description:			If yes, amount of costs
Accommodation:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	_____
Supply:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	_____
Travel expenses:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	_____
Study material:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	_____
Further expenses (specify):			
_____	YES <input type="checkbox"/>	NO <input type="checkbox"/>	_____
_____	YES <input type="checkbox"/>	NO <input type="checkbox"/>	_____
_____	YES <input type="checkbox"/>	NO <input type="checkbox"/>	_____
Total expenses			_____

8) OBSERVATIONS:

9) DECLARATION:

By signing the scholarship's application form, the applicant declares that she/he has given truthful information.

Date: _____ Applicant's signature: _____