



MASTER IN HUMAN RIGHTS AND CONFLICT MANAGEMENT

CALL FOR APPLICATIONS FOR 8 POSITIONS RESERVED TO NON EU CANDIDATES

A.Y. 2018/2019

ART. 1

The Master Programme

In accordance with Art. 3 of the School's Charter, the Scuola Superiore Sant'Anna - Institute of Law, Politics and Development - in Pisa, Italy, is offering a *Master in Human Rights and Conflict Management* for the academic year 2018/2019.

The Master will be held at Scuola Superiore Sant'Anna in Pisa and at dedicated venues for the internship, starting on January 14, 2019 and ending in Spring 2020. It will be a full-time programme, and the language of instruction will be English.

ART. 2

Academic credits

A maximum of 66 academic credits will be awarded upon successful completion of the Programme, subordinate to evaluation of results and regular class attendance, in accordance with the Rules and Regulations of the *Master in Human Rights and Conflict Management*. Degrees are awarded to students who attain a minimum of 60 academic credits.

ART. 3

Goals

The main *educational goal* of the *Master in Human Rights and Conflict Management* is the training of professionals able to:

- work in design, management and monitoring positions within the programmes promoted by national, regional, international or non-governmental organisations, for the purpose of protecting human rights and preventing, mitigating or solving conflicts;
- combine, in a dynamic, non-sequential way, critical knowledge and technical-operational knowledge as the key components of their service in complex situations;
- understand the mutual connections between the protection of human rights and conflict management, while possessing a sound legal and methodological background and practical-operational skills in such areas;
- keep into account the historical, geopolitical, economic, and gender dimension of intercultural relations as essential factors in their work assignments.

ART. 4

Teaching methodology and Phases of the Programme

The lecturers will adopt an intercultural perspective and a cross-disciplinary approach. Teaching methodologies will rely on the analysis of real situations and concrete examples, and will include a significant number of drills, simulations and/or role-plays.

The syllabus of the Master Programme, in addition to individual study and the preparation of a final dissertation or project work, will cover 400 hours of classroom lectures and a 480 hours' internship.

The didactic phase will consist of two modules: *Module one*, mostly theoretical and methodological, and *Module two*, mostly practice-oriented. Class attendance will be compulsory. Classes are usually held from Monday to Friday on a full time basis. For special sessions or in exceptional cases, classes might be held also on Saturday. Attendance of all courses is required, and students will need to pass a number of exams listed as "compulsory".



Two rounds of exams will be held during the didactic phase, at the end of *Module one* and of *Module two* respectively. Moreover, special exam sessions will be held at the end of, or during, specific courses. In order to be admitted to the internship and to be entitled to the final degree, it is mandatory to pass the final exam for courses identified as “compulsory”.

Furthermore, admission to the internship shall be subject to acquiring a minimum of **33 academic credits**, by passing the required examinations.

The goal of the internship is to supplement the classroom lectures with direct, hands-on experience within national and international institutions and organisations.

The rights and duties of the students of the Master Programme, as well as the relations between the students and the organizing institution, are regulated by the General Rules and Regulations of the Scuola Superiore Sant'Anna and by the Rules and Regulations of the *Master in Human Rights and Conflict Management*.

ART. 5

Dissertation or Project work

At the end of the Master Programme, students shall produce a written dissertation or a project work related to their internship experience and to the topics covered within the didactic phase of the Master Programme, which will be publicly discussed.

ART. 6

Places Available and Entry Requirements

The Master is limited to a maximum of 28 positions, 8 of which are meant for non EU candidates.

Applicants for the Master Programme shall:

- Have a three years (at least) university degree or equivalent, issued by a university institution or equivalent. Students who expect to attain such qualifications before December 31st 2018 are also eligible;
- Understand, speak and write English at least at level B2, as exemplified in the Common European Framework of Reference for Languages (Council of Europe).

ART. 7

Application Procedure

Applicants shall enter their application online, at www.humanrights.santannapisa.it, following the procedure described in the section “Application Process” in order to access the online application form. Applicants are strongly advised to carefully fill in all the compulsory fields, included the field devoted to the description of their motivational profile. In case of failure of the online application system, applicants are advised to contact the Master Secretariat via email to humanrights@santannapisa.it, as to receive instructions.

The following documents shall be enclosed with the application:

- ❑ **CV/ résumé;**
- ❑ **Transcript of all records of the BA degree** (or equivalent), with the marks of each single exam passed and, if applicable, the final mark, issued by the applicant’s University and written either in Italian, English, French, German, or Spanish; OR (*if applicable*) equivalent sworn-declaration, drawn up as per D.P.R. 445/2000. Applicants are advised that in case the BA degree transcript is missing, the application will be considered inadmissible.

The application deadline for the first round of the selection is set on **3rd July 2018**, while the application deadline for the second round is set on **18th September 2018**.

The second round of selection will be held only if there are still places available after the 1st round of selection.

Forged deeds and false statements shall be punished in accordance with the Criminal Code and any other applicable law. The Scuola Superiore Sant’Anna shall conduct random checks of the received statements.



ART. 8

Selection Process

Applicants will be selected by a Selection Committee. The selection process covers an assessment of the applicants' qualifications and, if deemed relevant by the Selection Committee, a telephone or a Skype interview.

The Committee will select the applicants by awarding up to 100 points to their qualifications and motivation, based on the following criteria:

a) Assessment of qualifications (up to 100 points):

- Academic curriculum (average of marks received at exams, mark of the graduation exam if applicable, consistency of the curriculum and dissertation with the contents of the Master Programme) up to 30 points;
- Motivational profile, up to 30 points;
- Relevant trainings in the sector, up to 14 points;
- Relevant professional experience in the sector, up to 10 points;
- Relevant volunteering experience, up to 8 points;
- Language skills (except English), up to 8 points;

Only applicants who receive an overall score of at least 60/100 points will be considered eligible for the Programme. All eligible applicants will be inserted in a merit list. The first 8 applicants on the list will be offered a position in the Master. The remaining eligible candidates will be contacted in accordance with the order of ranking, should any of the previously admitted candidates give up their place.

The Selection Committee will prepare the list of admitted and reserve students which will be published on the Master's website. The result of the selection will be notified to applicants by email in due time.

ART. 9

Tuition fee and Scholarship

The tuition fee for the full Programme is **7.500,00 euros**, payable in two instalments of 3.750,00 euros each. It covers the following: attendance costs and participation to field trips, didactic materials (mainly in electronic format), tutorship and lunches (on class and exam days), access to the School's facilities (including library and computer rooms) and the revenue stamp of 16.00 euros that shall be affixed to the diploma. Travel, accommodation in Pisa and during the internship are the responsibility of each participant.

An early bird discount is reserved for candidates applying for the first round of selection set on 3rd July 2018. For early birds, the course fee is **6.500,00 euros**, payable in two instalments of 3.250,00 euros each.

A limited number of partial waivers could be available, depending on financial availabilities, to citizens of non-OECD countries who are eligible for release of a visa for Italy. Selected applicants may apply for the partial waiver of the tuition fee by motivating their request in a detailed manner on their application form. Scuola Superiore Sant'Anna reserves the right to determine the amount of each contribution and the awarding criteria.

In accordance with art. 9 paragraph 2 of Decree No 68/2012, students with disabilities greater than or equal to 66%, recognized pursuant to art. 3, paragraph 1, of Law 104/1992, are exempted from the payment of the tuition fee. A reduction of 1.5% for each percentage point of disability is applied to those students with disabilities less than 66%. The student with disabilities who intends to make use of the exemption or reduction of the tuition fee shall attach a suitable certification in the on-line application.

ART. 10

Acceptance – Payment methods

Admitted applicants who wish to attend the Master Programme shall give confirmation of their acceptance by the deadline indicated in the admission letter. To confirm, they shall send either by fax (+39 050-882665) or by email (humanrights@santannapisa.it) the following documents:



- Letter of admission to the Master Programme, duly counter-signed for acceptance;
- Receipt of payment of the first instalment.

Payment methods:

- By bank transfer to UNICREDIT Banca di Roma S.p.A., branch of Pisa, P.za Garibaldi 1, IBAN: IT 32 0 02008 14006 000401272765, BIC/SWIFT: UNCRITM1G12, BENEFICIARY: "Scuola Superiore Sant'Anna di Studi Universitari e di Perfezionamento", description of payment: "No. of instalment (e.g.: 1st instalment), MHRCM2019, student's full name".

By the beginning of the Master programme, all admitted students holding academic qualifications obtained abroad (EU and NON-EU countries) are required to submit the following documentation by the deadline indicated to confirm attendance, in addition to the documentation referred to Art. 7:

- a copy of the original degree translated into Italian. The translation must be authenticated by the competent Italian Diplomatic Authorities of the country in which the institution that issued the educational qualification is located. No translation is necessary if the degree was issued in either English, French, Spanish or German;
- a "Certificate of Equivalence of Qualification" of the educational qualification obtained abroad issued by the competent Italian diplomatic or consular representations of the country in which the educational qualification was obtained;
- a certificate with a list of the examinations taken translated and authenticated by the same authorities.

In order to finalise their attendance to the Master Programme, before the beginning of the courses all students shall hand in to the Master Secretariat a revenue stamp of 16,00 euros to be affixed to the admission application in order to regularise the attendance in the Master Programme.

In the event of any student withdrawing from or dropping out of the Programme after confirmation of attendance, he/she will not be entitled to reimbursement of any amount paid. Moreover, he/she shall still be bound to pay any fees and expenses accrued up to the time of withdrawal.

The second tuition fee instalment shall be paid by **March 31st 2019**.

ART. 11
Degree Awarded

At the end of the Master Programme, the Scuola Superiore Sant'Anna issues a first-level University Master's Degree, pursuant to art. 3 of Ministerial Decree No. 270/2004, as subsequently amended. In order to obtain the degree, students must a) have attended the entire course regularly and successfully, in accordance with the requirements envisaged in the Disciplinary Regulations; and b) be up-to-date with the payment of the enrolment fee.

ART. 12
**Person responsible for the competitive entrance examination procedure,
personal data processing and prevention of corruption measures**

The Responsible of the U.O. Alta Formazione of the Sant'Anna School of Advanced Studies - Via Maffi, No. 27, 56127 Pisa - tel. 050/882645 - fax 050/882633 - e-mail: altaformazione@santannapisa.it, is the person responsible for the competitive entrance examination procedure referred to in this call for applications, pursuant to the provisions of art. 5 of Law No. 241/90.

Ms Roberta Chiordi is the person in charge of personal data collection. The personal data provided by the candidates will be processed mainly in an automated form and in a compliance with art. 11 of Legislative Decree No. 196/2003 ("Personal data protection code"), in order to manage the competitive entrance examination procedures. Furthermore, the data are rendered anonymous and may be used for statistical purposes. Providing the data is necessary in order to participate in the competitive entrance examination. The data subjects may, at any time, exercise the rights envisaged in art. 7 of the above-mentioned



Legislative Decree by writing to the Public Relations Office – Sant'Anna School of Advanced Studies – Piazza Martiri della Libertà, No. 33, 56127 Pisa – e-mail: urp@santannapisa.it.

The Sant'Anna School of Advanced Studies complies with the laws and regulations relating to the prevention of corruption (Law No. 190/2012) by applying the measures identified in the “Three-year prevention of corruption plan” published in the “Transparent Administration” section of the institutional website at the following address: www.santannapisa.it.