

MASTER IN HUMAN RIGHTS AND CONFLICT MANAGEMENT

CALL FOR APPLICATIONS FOR 14 POSITIONS RESERVED TO NON EU CANDIDATES

A.Y. 2017/2018

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 2017/2018.

The Master will be held at Scuola Superiore Sant'Anna in Pisa and at dedicated venues for the internship, starting on January 2018 and ending in Spring 2019. It will be on a full-time basis, and the language of instructions will be English.

ART. 2

Academic credits

A maximum of 67 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*. The diploma is awarded to students who attain a minimum of 60 academic credits.

ART. 3

Goals

The main *educational goals* of the *Master in Human Rights and Conflict Management* are as follows:

- To train high-rank professionals who will work in design, management and monitoring positions within the schemes and actions promoted by national, regional, international or non-governmental organisations, for the double purpose of protecting human rights and preventing, mitigating or solving conflicts.
- To train professionals who will combine, in a dynamic, non-sequential way, critical knowledge and technical-operational knowledge as the key components of an extremely professional service in complex situations.
- To train professionals who are aware of the mutual connections between the protection of human rights and conflict management, and who possess a sound juridical and methodological background and practical-operational skills in such areas.
- To train professionals who, in the design and management of actions and in decision-making processes, will keep into account the historical, geopolitical, economic dimensions as well as the 'gender' component and the complexity of the intercultural relations.

ART. 4

Teaching methodology and Phases of the Programme

The lectures covered by the Master Programme 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 high number of drills, simulations and/or role-plays.

The syllabus of the Master Programme, in addition to individual studying and the preparation of a final dissertation or project work, will cover 440 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 will be held from Monday to Friday on a full time basis. For special sessions or in exceptional cases classes will be held also on Saturday.

Exams will be held at the end of, or during, the specific courses. In order to be admitted to the internship and to be entitled to the final diploma, it is mandatory to pass the course's final exam for those courses whose credits are identified as compulsory.

Furthermore, admission to the internship shall be subject to acquiring a minimum of **33 academic credits**, by passing the due 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 School's facilities, 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, the 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.

The Project Work must be deposited in digital format in the archive of online theses of the Scuola Superiore Sant'Anna, respecting the timing indicated in the Rules and Regulations of the Master in Human Rights and Conflict Management, for subsequent publication.

The Project Work will be evaluated by a Commission appointed by Rector's Decree of the Scuola Superiore Sant'Anna. The discussion of the Project Work is planned for Spring 2019. Upon authorization of the Master's Director, students might be allowed to complete the Master programme at a later date, but in no case later than Autumn 2020.

ART. 6

Places Available and Entry Requirements

The Master is limited to a maximum of 28 positions, 14 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 2017 are also eligible;
- Understand, speak and write English at least at level C1, 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 <http://www.santannapisa.it>. Applicants are strongly advised to carefully fill in all the compulsory fields, included the field devoted to the description of their motivational profile.

The following documents must be enclosed with the online 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, or English, or French, or German, or Spanish;
- **Copy of passport or ID valid document.**

Citizens of non-OECD countries who wish to ask for a reduction of the Master tuition fee and are eligible to this effect under ART. 9 of this call shall fill in the appropriate section of the application form.

The application deadline for the first round of the selection is set on **4th July 2017**, while the application deadline for the second round is set on **4th September 2017**.

Applicants are strongly encouraged to apply in the first round as space in the class may be limited at the second round.

Forged deeds and false statements shall be punished in accordance with the Criminal Code and any other applicable law; the School shall conduct random checks of the received statements.

At any time the Administration, with motivated provision, may declare the exclusion of a candidate owing to lack of admission requirements.

ART. 8 Selection Process

The selection process covers an assessment of the applicants' qualifications and, only if deemed relevant by the Selection Committee, a telephone interview.

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

- 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 24 points;
- Motivational profile, up to 30 points;
- Relevant trainings in the sector, up to 16 points;
- Relevant professional experience in the sector, up to 16 points;
- Remarkable relevant volunteering experience, up to 5 points;
- Language skills (except English), up to 7 points;
- Publications if relevant to the Master Programme, up to 2 point.

Only applicants who receive an overall score of at least 60/100 points will be considered eligible for the Programme. Eligible applicants will be inserted in a merit list, according to which up to 14 positions will be offered to the applicants with the highest score in the list.

At the end of the process of the first round of selection, 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 timely notified to applicants by email. Persons on the reserve list will be contacted if space is made available and if their position on the reserve list is reached.

The list of admitted and reserve students of the first round of selection will be integrated, on the basis of merit, by the results of the second round of selection. Eligible applicants with the highest score in the unified merit list will be offered the remaining places in the class for non EU students.

If places in the class for non EU students are still available after the first and second round of selection, those places will be covered, on the basis of merit, by eligible EU candidates resulting from the selection process of EU candidates.

ART. 9 Tuition fee and Tuition fee waivers

The tuition fee for the full Programme is **7.500,00 euros**, payable in two instalments of 3.750 and 3.750 euros. 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 all School's facilities (including library and computer rooms), and the 16-euro revenue stamp that needs to be put on the final diploma according to Italian law. Travel, accommodation in Pisa and during the internship and any other expense are the responsibility of each participant.

The Master Programme offers two tuition fee waivers of €4.000,00, one to the non EU participant who receives the highest score out of the first round of selection and one to the EU participant who receives the highest score out of the selection of EU candidates.

Depending on financial availability, the Master Programme might offer a reduced tuition fee on the basis of merit, motivation and financial situation to citizens of non-OECD countries who are eligible for release of a visa for Italy. Applications for financial assistance will receive consideration only in connection with completed applications for admission to the *Master in Human Rights and Conflict Management*. 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 the following documents:

- Photocopy of valid ID document;
- 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 Bank 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), MAHRCM2018, student's full name".

Admitted students who are citizens of non-EU member states residing outside Italy shall contact the Italian Embassy in their country of residence (for the addresses please see: www.esteri.it/visti/index_eng.asp), as soon as they receive notification of admission, in order to apply for a *visa for study purposes*.

By the beginning of the Master, admitted students holding a qualification obtained abroad (EU and NON-EU Countries) are required to submit a copy of their original degree certificate along with a translation unless written in English/French/Spanish/German. Admission to the Programme for candidates holding a foreign qualification obtained in a non EU Country is in any case subjected to verification of the qualification held, which is carried out on the basis of the "Dichiarazione di valore in loco" ["Statement of Equivalence of Qualification"] issued by the local Italian diplomatic office, or, alternatively, of the Diploma Supplement. The Statement of Equivalence should contain the following information:

- 1) Legal status and nature of the issuing institution;
- 2) Admission requirements for the study programme resulting in that qualification;
- 3) Legal duration of the study programme and/or the overall commitment required of the student determined in credits (if available);
- 4) Value of the qualification for academic and professional purposes in the System/Country that issued it.

In order to finalise their attendance to the Master Programme, before the beginning of the courses all students shall hand out to the Master Secretariat a 16-euro revenue stamp, to be affixed onto their application. In the event of any student withdrawing from or dropping out of the Programme, after confirmation of attendance, he/she shall not be paid back any amount. Moreover, he/she shall still be bound to pay any fees payable up to the time of withdrawal. The second **3.750,00-euro** tuition fee instalment shall be paid by **March 31st 2018**.

ART. 11

Diploma Awarded

At the end of the Master Programme, those students who have regularly attended, have passed all the required examinations and paid the tuition fee will receive from Scuola Superiore Sant'Anna a Master Diploma (I Level), in accordance with art. 3 of the Italian DM no. 270/2004.

ART. 12

Personal Data and measures of prevention of corruption

In accordance with Italian Law n. 241/1990 art. 5, the Responsible for the Administrative Proceeding is the Responsible of U.O. Alta Formazione – Scuola Superiore Sant'Anna – via Maffi 27, 56127 Pisa – (phone +39 050 882645; e-mail: altaformazione@santannapisa.it). According to the Italian Legislative Decree n. 196/2003 art. 11 (Personal Data Protection Code) please note that the personal details collected by Scuola Superiore Sant'Anna, will be used solely for the purposes pertaining to the management of this Master Programme, in accordance with the applicable regulations. The person in charge of personal data collection

is Ms. Roberta Chiordi, Scuola Superiore Sant'Anna, Piazza Martiri della Libertà 33, PISA; (phone +39 050 883193; fax +39 050 883586. The interested party can assert his/her rights towards the "Scuola" in observance of Art. 7 of Legislative Decree 196/2003 by writing to Ufficio Relazioni con il Pubblico – Scuola Superiore Sant'Anna – Piazza Martiri della Libertà 33 – 56127 Pisa – email urp@santannapisa.it. The Scuola Superiore Sant'Anna operates in compliance with Law n.190/2012 concerning the prevention of corruption by implementing measures identified in the "Three-year plan for the prevention of corruption" published in the section "Transparent Administration" of the Scuola website at: www.santannapisa.it.