



UNIL MASTER'S GRANTS

To facilitate access to Master's degrees by students with qualifications from a foreign university, the University of Lausanne makes available around ten grants which are awarded on a competitive basis.

Programmes concerned

All UNIL master's degrees shown in the list on the website:

<http://www.unil.ch/enseignement/page23109.html> with the exception of the Master of Medicine, Master of Arts in Public Management and Policy, Master of Arts in Sciences and Practices of Education, and Masters of Advanced Studies (3rd cycle programmes).

Amount:

CHF 1,600.-/month from 15 September to 15 July, for the duration of the Master's degree only (one-and-a-half or two years maximum, subject to deductions for paid placements and exempt semesters, if any).

Duration

Grants are awarded for the regulation minimum period of the programme.

Deadline for applications

15 December for a Master's starting in the autumn semester or in the spring semester of the following academic year.

Required conditions

- The student must hold a qualification deemed equivalent to the UNIL Bachelor's degree.

Criteria governing the award of grants

These Master's grants are intended to subsidise:

- Students with a degree from a foreign university who wish to follow a UNIL Master's programme.
- Grants are reserved to students who distinguished themselves in their university studies and who have difficulty meeting their financial needs for the duration of the Master's.

All students benefiting from these grants must be registered with the UNIL. They are exempted from fixed registration fees for courses, except for semester fees of CHF 80.

Abandonment of the programme results in suspension of the grant.

Submission of applications: 15 December for a Master's starting in the autumn semester or in the spring semester of the following academic year.

The original application, complete, without recto-verso documents, and not bound, must be submitted within the specified time limit to the Office for Socio-Cultural Affairs, Unicentre, CH-1015 Lausanne.

Instructions and application: refer to the information and application shown on the website: <http://www.unil.ch/international/page82856.html>

Direction
 Service des Affaires socio-culturelles



“UNIL Master’s grants” applications must be sent exclusively to the Office for Socio-Cultural Affairs (they must not be addressed to the Admissions Office).

Consideration will not be given to incomplete applications. The UNIL will not inform students if any documents are missing, incomplete or not in compliance, and no further action will be taken regarding the “UNIL Master’s grant” application.

Application selection procedure

Candidates submit their applications to the Office for Socio-Cultural Affairs (SASC). Incomplete applications are returned to candidates and no discussion will be entered into. If the application is complete, it is examined by the University Rectorate which determines if the candidate is admissible. If the candidate is admissible, the application is forwarded by the SASC to the UNIL faculty responsible for the Master’s degree on which the candidate wishes to enrol. The Faculty selects applications and notifies the SASC of its opinion based on the candidate’s qualities, motivation and suitability for the Master’s programme. The SASC forwards shortlisted applications to the selection committee which will award grants to students meeting all criteria according to the available budget. Decisions are final.

The SASC informs candidates in writing of the decision taken by the UNIL at the end of March. In the “UNIL Master’s grant” form, candidates may choose to indicate that they wish to maintain their candidacy, in the event that a grant is refused, by financing their registration and stay by other means. The applications of candidates who **tick this box** and who do not obtain a grant are forwarded to the UNIL Admissions Office if they are admissible and if the Faculty responsible for the chosen Master’s has accepted them.

Admission to the Master’s foundation year

In some cases, faculties require candidates to complete a foundation course at the UNIL prior to joining the Master’s. This programme is not covered by the grant: candidates must therefore have sufficient funds to meet their needs and pay registration fees while enrolled on the foundation course.

Conditions for extending the grant

- The grant is awarded for the regulatory minimum period of the Master’s degree.
- At the end of the first semester, the beneficiary must in principle have obtained the 30 regulatory credits in order to continue claiming the grant.
- At the end of the first year, the beneficiary must in principle have obtained the 60 regulatory credits in order to continue claiming the grant.
- If the Master’s degree runs over a period of 2 years, at the end of the first three semesters the beneficiary must in principle have obtained the 90 regulatory credits in order to continue claiming the grant.
- An extension of 6 months maximum may be envisaged in exceptional circumstances provided the candidate submits a reasoned request as outlined below.

Requests for an extension stating reasons must contain the following documents:

- Brief report on current progress of the Master’s
- Programme of work for the period of the extension (6 months maximum)
- Letter from the course director of the Master’s degree and notification by the deanship of the faculty
- Detailed budget for the period of the extension.

Deadline for requests for extension:

- 31 March for the following autumn semester
- 30 November for the following spring semester.

The French version of the Regulation prevails.
Lausanne, 29 March 2012