

General conditions for the award of a Master's Excellence Grant

CHAPITRE 1 GENERAL REMARKS

Article 1 Definitions

¹ The University of Lausanne (UNIL) is represented by the following departments in relation to these general conditions:

- a. SASME: the Social Affairs and Student Mobility Office.
- b. SII: the Admissions Office.
- c. SRI: the International Relations Office.
- d. Faculty: the Faculty in which the Beneficiary is enrolled.

² The words below will have the following meanings in the context of these general conditions:

- a. Candidates: international students who have achieved excellent results in their previous studies and who submit an application to the Selection Process for the award of a Master's Grant.
- b. Beneficiaries: the Candidates whose applications are chosen by the Committee to receive a Master's Grant to pursue a Curriculum in the Faculty.
- c. Selection Process: the process of evaluating Candidates' applications resulting in the award of a Master's Grant to the best applicants.
- d. Master's Grant: an excellence grant aimed at promoting studying at UNIL to international students who have achieved excellent results during their previous studies.
- e. Committee: the Selection Committee responsible for evaluating Candidates' applications and selecting the best applicants. The Committee includes the heads of the SRI and SASME, along with Faculty representatives.
- f. Curriculum: the Master's curriculum chosen from the Faculty by the Beneficiary.

Article 2 Scope

¹ These general conditions define the conditions under which Master's Grants are awarded by UNIL.

² Any Candidate for a Master's Grant and any Beneficiary of a Master's Grant is deemed to have familiarised themselves with and accepted these general conditions.

³ Should these general conditions have been translated into one or more languages, they will be interpreted in accordance with the French version in the event of a contradiction or dispute over the meaning of a term or provision.

Article 3 Amendment

¹ UNIL reserves the right to amend these general conditions at any time, without notice.

² Candidates and Beneficiaries agree to comply with these general conditions and any subsequent regulation supplementing, amending or replacing them published online by UNIL.

³ Information concerning these amendments is communicated by the SASME by email.

Article 4 Principles

¹ Master's Grants are aimed at Candidates as defined in Art. 1 in order to pursue a Curriculum in the Faculty.

² They are awarded within the limits of the funds available allocated to said grants on the basis of the Selection Process defined in Art. 1.

³ The application process, conditions for the award and relationship between the Candidates and UNIL, and subsequently between the Beneficiaries and UNIL, are based on a contract governed by these general conditions between the Beneficiary and UNIL.

⁴ This contract is entered into by accepting the general conditions on submission of an application within the meaning of Art. 6 para. 4 to UNIL by the Candidate. A Candidate whose application is successful is known as a Beneficiary.

CHAPITRE 2 RELATIONSHIP BETWEEN THE CANDIDATE AND UNIL, AND APPLICATION PROCESS

Article 5 Competent authorities

¹ The Committee has authority to select the successful applications.

² Administrative follow-up of the applications is provided jointly by the SASME and the SII with regard to the preparation and verification of applications and conditions for registration on the Master's Curriculum, and then by the Faculty with regard to analysing the knowledge acquired during previous studies, in accordance with the admission conditions for Master's programmes.

³ Administrative and financial follow-up of the Beneficiaries of the Master's Grant is provided by the SASME.

⁴ Academic follow-up of the Beneficiaries of the Master's Grant is provided by the SASME.

Article 6 Conditions for participation in the Selection Process

¹ Only Candidates registered at a foreign university or who hold a qualification from a foreign university may take part in the Selection Process.

² International students who are already registered at UNIL may not take part in the Selection Process.

³ Candidates who already hold a Master's degree are eligible for a UNIL Master's Grant. However, priority will be given to Candidates who do not already hold a qualification at this level.

⁴ Candidates must submit their application on the internet via the UNIL website and accept these general conditions.

⁵ Candidates must pay the administrative fee of CHF 200 in advance to cover the cost of processing their application.

⁶ Candidates must submit their application in full, with its supporting documentation as indicated on the UNIL website, by 1 November at the latest. Proof of payment of the aforementioned fee must be included with the application.

⁷ The application will be rejected if it is submitted late or is incomplete, or if the administrative fee

has not been paid.

Article 7 Assessment and selection of applications

¹ Applications for a Master's grant are assessed and selected by the Committee, which has a wide degree of discretion.

² Successful applications are determined mainly on the basis of the following criteria:

- a. Academic quality of the application;
- b. Availability of the funds expected to finance the grants.

³ Where applications are of equal academic merit and there are insufficient funds to select two or more applications, priority will be given to faculties that are under-represented.

Article 8 Confirmation or rejection of application

¹ The SASME will notify the Candidates by email whether their application has been accepted or not.

² Candidates whose application is accepted are entitled to a Master's Grant according to the terms set out in these general conditions.

³ If their application is rejected, the email from the SASME will be deemed to terminate the contract. Administrative fees within the meaning of Art. 6 para. 5 will be retained by UNIL.

CHAPITRE 3 RELATIONSHIP BETWEEN THE BENEFICIARY AND UNIL

Article 9 Terms of award of the Master's Grant

¹ UNIL will pay the Master's Grant to the Beneficiary's account at the end of each month as soon as the latter is resident in Switzerland and while they remain in the country.

² The Master's Grant is awarded for the minimum period of the Curriculum according to the study regulations of the Faculty, school or institute responsible for the Master's programme concerned (three or four semesters) respectively.

³ Payment of the Grant for the current semester is subject to the Beneficiary communicating their examination results from the previous session or sessions.

Article 10 Amount of the Master's Grant

¹ The amount of the Master's Grant for the first year of the Curriculum is CHF 19,200.00, i.e. CHF 1,600.00 per month during the academic year and during the months of July and August preceding the second year (12 months).

² The amount of the Master's Grant for the second year of the Curriculum is a maximum of CHF 16,000.00, i.e. CHF 1,600.00 per month during the academic year (September to June: 10 months). If the planned Curriculum is only worth 90 ECTS credits, the amount of the Master's Grant for this year is CHF 12,000.00, i.e. CHF 1,600.00 per month during the first semester of the academic year (September to January: five months).

Article 11 Other benefits granted to Beneficiaries

¹ Beneficiaries are exempt from course enrolment fees and only pay the semester fee of CHF 80.00.

² Subject to availability at the Fondation Maisons pour Etudiants Lausanne (FMEL), the Beneficiary will be offered accommodation in one of its halls of residence. This offer is guaranteed provided that the Beneficiary takes the necessary steps to finalise their booking by the deadline they are given. Failing this, the offer of accommodation by the FMEL will be withdrawn. The type of accommodation, hall of residence and amount of rent cannot be guaranteed under any circumstances. The offer made to the Beneficiary will be subject to FMEL availability.

Article 12 Master's Grant and student mobility

¹ Beneficiaries may spend a period of time at another university during the Master's programme, unless otherwise stipulated in their Faculty's study regulations.

² Beneficiaries are eligible for a mobility grant. However, the Master's Grant will be suspended throughout the period spent at the other university.

Article 13 Undertakings by the parties

¹ The parties undertake to comply with the terms of these general conditions.

² In return for the payment of the Master's Grant, the Beneficiary undertakes to reside in Switzerland and pursue their Curriculum within the Faculty throughout the period of the Grant.

³ The SASME will monitor academic results in conjunction with the Faculty after each examination session.

⁴ The Beneficiary undertakes to report any significant change that could have an impact on their aforementioned contractual conditions.

CHAPITRE 4 FINAL PROVISIONS

Article 14 End of the contract and withdrawal of the Master's Grant

¹ The contract governed by these general conditions shall be terminated automatically in the event of:

- a. rejection of the application within the meaning of Art. 8 para. 3;
- b. departure from Switzerland, except in the case of a temporary period abroad;
- c. de-registration from UNIL;
- d. failure;
- e. award of qualification related to the Curriculum;
- f. a temporary interruption of studies subject to a suspension granted within the meaning of Art. 15;
- g. exceeding the minimum period of the Curriculum, subject to an extension applied for and granted within the meaning of Art. 16.

² In these cases, the contract will be automatically terminated from the date of the event for the following month. Subsequent payments of the Master's Grant will be cancelled.

³ UNIL may request the reimbursement of the amounts already paid in the event of a serious breach of the Beneficiary's contractual obligations.

Article 15 Suspension of Master's Grant

¹ The Master's Grant may be suspended by the Committee at the Beneficiary's request in the case of a temporary interruption of studies on legitimate grounds, for example full-time leave or time off for illness.

² The Grant will be paid again when the Beneficiary resumes their studies.

Article 16 Extension of Master's Grant

¹ An extension of the Grant at the Beneficiary's request, stating their reasons and supported by the Faculty, may be granted by the SASME for a maximum of one semester.

² No extension of the Grant will be offered following an extension to the period of study due to a

personal choice by the student, in particularly following a semester of study at another university.

Article 17 Severability clause

¹ Should one of the provisions of these general conditions prove null and void, incomplete or unenforceable, the validity of the other provisions will not be affected.

² In such a case, the invalid provision must be replaced by a valid provision that achieves the initial purpose of the contract in a legally admissible manner and whose content is as close as possible to the initial intention. The same applies to any missing information.

Article 18 Applicable law and place of jurisdiction

³ Only Swiss law applies in the event of a dispute.

⁴ The place of jurisdiction is Lausanne.