

Notice to candidates applying for a SDC/CIEA scholarship

Within the framework of its programme for technical co-operation with developing countries, the **Swiss Government** offers scholarships for vocational training in Switzerland.

1. General conditions

- a.) Scholarships are offered as a priority to the most underprivileged developing countries.
- b.) They are generally reserved for participants who have been trained within the framework of the Swiss Development Co-operation projects, and for those taking part in courses which it organises and finances.
- c.) Scholarships can be awarded only for training in sectors which are important to the development of the beneficiary country, and the training must concern spheres in which Switzerland can make a valid contribution to Third World people.
- d.) The scholarships are available for candidates who cannot be trained in their own country.
- e.) Scholarships are intended for further vocational training of middle and high-level staff. They are not available for basic training.
- f.) Scholarships are awarded preferentially to course-participants who already occupy a professional post and who will be able to continue in the same post at the end of their course.
- g.) The relevant authorities of the country concerned must approve the award of a scholarship.

2. Procedure for application

Application forms will be provided by the Swiss diplomatic or consular representative on request from the relevant Ministry or you may find them on our website: www.ciea.ch.

Two copies of the application form (each with a recent photograph of the applicant and photocopies of certificates, diplomas or degrees) are to be signed by the relevant Ministry, which should then forward them to the Swiss representative.

It is important that the candidate's information about his/her vocational training and present employment should **be as precise as possible**.

The SDC/CIEA may accept or reject applications for scholarships. Applicants must not travel to Switzerland before being notified of this decision.

3. Financial benefits of SDC/CIEA scholarships

The scholarship covers travel expenses, course fees, board and lodging in Switzerland, and some pocket money. However, the scholarship is not enough to pay for the maintenance of the scholarship-holder's family. The scholarship-holder must therefore travel alone to Switzerland, without his/her family.

The scholarship-holder is insured against sickness and accidents by the Swiss Government Personnel Medical Insurance Scheme, in accordance with its provisions.

4. The scholarship-holder's obligations

The scholarship-holder undertakes:

- a.) To work seriously so as to take full advantage of his/her course in Switzerland. The scholarship may be cancelled at any time should the conduct or work of the scholarship-holder be unsatisfactory.
- b.) To comply with the regulations concerning the residence of aliens in Switzerland, and in a particular to refrain from all political activity.
- c.) To comply with the instructions given to him/her by the SDC/CIEA.
- d.) To inform the SDC/CIEA of any change of address and of the date of his/her departure from Switzerland.
- e.) To remain in Switzerland until the end of his/her course.
- f.) To give the SDC/CIEA a final detailed report at the end of his/her course in Switzerland. This report is intended **only** for SDC/CIEA.
- g.) To return to his/her country when the scholarship expires, and to give his/her home community the benefit of the training received.

For its own part, the Government which proposes a candidate undertakes, during the candidate's course in Switzerland, to pay the candidate's salary according to current legislation, and to maintain his/her family by social security payments.

On the scholarship-holder's return home, the Government of the country concerned undertakes to reinstate the scholarship-holder in his/her employment and functions.

This Notice is sent both to the Government concerned and to the candidate.

Bern, December 2003 /hue