



PROGRAMA DE BECAS DE EXCELENCIA DE LA CONFEDERACION SUIZA 2017-2018

Código 20160258BINV

AUSPICIADOR:

El Gobierno de Suiza por intermedio de la Comisión Federal de Becas para Estudiantes Extranjeros (CFBE), la Confederación Suiza ofrece anualmente un Programa de Becas de Excelencia dirigido a jóvenes investigadores y científicos peruanos, el Programa de becas de excelencia de la Confederación Suiza 2017-2018.

Para realizar estudios en:

- 1) **Proyectos de Investigación** ("stages" de 12 meses como máximo sin posibilidad de prórroga, inicio en setiembre 2017). Dirigidas a investigadores de todas las áreas académicas que cuenten con grado de Maestría y con excelentes calificaciones.
- 2) **Doctorados-PhD** (12 meses a máximo 3 años de duración, iniciando en setiembre 2017). Dirigidas a estudiantes posgraduados de todas las especialidades, que posean el grado de Maestría.
- 3) **Posdoctorados** (12 meses, inicio en setiembre 2017, sin prórroga). Para investigadores de todas las especialidades que posean un Doctorado.

Se excluyen las Maestrías, las becas en campos artísticos y postulantes que ya hayan recibido antes una beca del gobierno suizo. Asimismo, los postulantes que residen en Suiza desde un año antes del inicio de la beca.

Para el caso de las becas tipo 1 y 3, no se dará prioridad a solicitudes de becas menores a 9 meses de duración y se rechazará solicitudes menores a 6 meses.

Las Becas ofrecidas se destinarán prioritariamente a jóvenes investigadores y científicos peruanos, con excelentes calificaciones, que hayan realizado estudios brillantes en el Perú, que cuenten con un diploma universitario (posgraduados) y que deseen efectuar una investigación en Suiza en campos en los cuales la Universidades Suizas, Escuelas Politécnicas Federales o altas Escuelas Especializadas ofrecen una atención particular.

Los candidatos deberán tener un amplio conocimiento del Francés, alemán, italiano o inglés (dependiendo del centro de estudio escogido).

Es necesario mencionar que no podrán ser tomados en consideración los expedientes de candidatos para las becas de tipo 1) (Proyectos de Investigación), o

tipo 2) (Doctorados – PhD) con más de 35 años de edad al momento de postular (Se considerará por lo tanto únicamente a los nacidos después del 1.1.1982).

Las informaciones precisas sobre las diferentes becas así como las condiciones de candidatura se encuentran disponibles en el sitio internet de la CFBE:
http://www.sbf.admin.ch/scholarships_eng

Todos los documentos para la solicitud están disponibles exclusivamente en inglés, seleccionando el Perú encontrarán una ficha especial para cada tipo de beca (Proyecto de investigación, Doctorado y Postdoctorado)

REQUISITOS:

- 1.- Presentar la documentación en Folder Manila.
- 2.- Llenar todos los formularios de PRONABEC que se encuentran en el sgte. link:
<http://aplicaciones.pronabec.gob.pe/bcanal/formulario/formatos>
(imprimirlos y adjuntarlos a su documentación)
- 3.- Dos (2) cartas de presentación del centro laboral o universidad. Una, dirigida al Director Ejecutivo del PRONABEC¹ y la otra, a la entidad auspiciadora de la beca.
- 4.- Formulario Oficial 2017-2018 de candidatura para Suiza. Este formulario debe ser solicitado directamente al PRONABEC enviando un correo electrónico a: mmayors@minedu.gob.pe (previa verificación de que cumplen con los requisitos fundamentales)
- 5.- Curriculum Vitae (redactado únicamente en el idioma de estudio).
- 6.- Carta de motivación (redactado únicamente en el idioma de estudio).
- 7.- Una propuesta completa de investigación (aproximadamente 5 páginas), utilizando el formulario oficial. Dicha propuesta deberá incluir necesariamente un cronograma y constituye el documento principal de la solicitud de beca.
- 8.- Copia de la carta (email) confirmando que un profesor de una institución universitaria de suiza está de acuerdo en supervisar el proyecto de investigación o la investigación de Doctorado PhD (Una solo Universidad, Escuela Politécnica Federal o Alta Escuela Especializas). **INCLUIR un CV corto del profesor asesor. La autoridad nacional competente o la Embajada de Suiza rechazarán el expediente si el candidato no ha establecido este contacto.** En caso de que el PhD se organice en un programa doctoral estructurado los candidatos deben adjuntar una carta de admisión o una prueba de que su admisión está siendo examinada. Los

¹ Lic. Sergio Bravo Cucci / Director Ejecutivo (e)

candidatos deben postular a la vez para la beca y para la Universidad Suiza escogida. Se trata de dos procedimientos diferentes que deben ser realizados simultáneamente.

9.- Dos cartas de recomendación con fecha reciente (originales) **de profesores en el campo de investigación del candidato, en formularios oficiales** DOC (en inglés) firmadas y selladas. Cada carta, fechada recientemente es **confidencial** y debe ser colocada en sobre cerrado.

10- Todos los diplomas universitarios **legalizados y traducidos** (certificados que contienen los cursos que el postulante ha efectuado durante sus estudios universitarios, **con las notas respectivas**, del grado de bachiller y título profesional).

Para la postulación a Investigaciones o Doctorados: Diploma de Maestría (con notas).

Para la postulación a Posdoctorados: Diploma de Doctorado o título (con notas) considerado equivalente. La solicitud de beca posdoctoral debe realizarse como máximo 5 años después de la obtención del Doctorado.

11.- Un certificado médico (**sólo para candidatos preseleccionados**, la Embajada entregara posteriormente este formulario)

12.- Certificados del idioma para el estudio elegido.

13.- Dos copias del pasaporte (página principal con los datos personales)

14.- Copia del DNI

Los eventuales gastos de expediente así como otros gastos vinculados a la inscripción a los Programas corren a cargo del candidato.

Los documentos no redactados en francés, alemán, italiano o inglés tendrán que ser traducidos y legalizados.

Los expedientes incompletos o mal presentados no serán examinados.

Se adjuntará al expediente el certificado médico, conforme al formulario **Certificat médical / Aerztliches Zeugnis**, en cuanto se compruebe que la candidatura reúne todos los requisitos exigidos por la Comisión Federal de Becas y haya sido preseleccionada. La Embajada de Suiza entregará posteriormente este formulario directamente al interesado.

Cabe mencionar que, aunque los candidatos reúnan las condiciones exigidas, la beca no será acordada automáticamente ya que la **decisión final compete a la**

Comisión Federal de Becas en Berna/ Suiza, que analizara los expedientes de todos los países de América Latina y otorgará sus Becas a los mejores postulantes, independientemente de su nacionalidad.

Nota:

Los interesados deberán solicitar el Formulario oficial de candidatura 2015/2016 directamente al PRONABEC enviando un correo electrónico a: MMAYORS@minedu.gob.pe (previa verificación de que cumplen con los requisitos fundamentales)

PRESENTACIÓN DE EXPEDIENTES DE POSTULACIÓN

La presentación del expediente es con una fotocopia adicional y un CD con toda la documentación contenida en el expediente.

Deberá presentarse en la oficina de PRONABEC ubicada en: Calle Tizano N°: 387 San Borja. Consulta adicional llamar a los Telf. 6128282 anexo 28272 28265.

No se devolverá documentos.

No se puede postular de forma simultánea a otras becas

FECHA LIMITE DE PRESENTACIÓN: 17 DE OCTUBRE 2016



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

Swiss Confederation

Federal Department of Economic Affairs,
Education and Research EAER
Federal Commission for Scholarships
for Foreign Students FCS

**Academic Year
2017-2018**

Swiss Government Excellence Scholarships for Foreign Students
at Swiss Higher Education Institutions

Application Guidelines for the Academic Year 2017-2018



To prepare a successful application:

Please read carefully and respect these guidelines exactly



10.06.2016

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Further information : www.sbfi.admin.ch/scholarships_ENG

About the ...

Postgraduate scholarships

Swiss Government Excellence Scholarships

Through the Swiss Federal Commission for Scholarships for Foreign Students (FCS), the Swiss Government grants foreign researchers postgraduate scholarships at Swiss higher education institutions (Universities, Federal Institutes of Technology and Universities of Applied Sciences, Fine Arts and Music Schools).

These scholarships are offered on the basis of reciprocity (fixed number of scholarships for some selected countries) or within the framework of a regional pool (scholarships without a fixed distribution per country).

The Swiss Government Excellence Scholarships are intended for highly motivated, competitive young researchers who have graduated from university (postgraduates). These scholarships will enable applicants to undertake research work in the fields in which the Swiss universities are particularly active.

Read the FCS webpage

Each country has a specific offer of scholarships. Please go to the FCS webpage in order to see **which type of scholarship is offered to your country of origin**.
Click [FCS website: www.sbf.admin.ch/scholarships_ENG](http://FCS.website: www.sbf.admin.ch/scholarships_ENG)

Submit in your country of origin

The applications have to be submitted for a preliminary selection to the national institution in charge and/or to the Swiss diplomatic representation in the applicant's country of origin. The Swiss diplomatic representation will then forward the pre-selected applications to the FCS for final selection.

Application procedure

All year round

Entry Points

The Swiss diplomatic representation in the country of origin of the applicant are the entry point for the Swiss Government Excellence Scholarships.

In August

Release

Detailed information about the scholarship types available for your country, the eligibility criteria and the deadlines are online. Click [FCS website: www.sbf.admin.ch/scholarships_ENG](http://www.sbf.admin.ch/scholarships_ENG)

In the autumn

Call for proposals

Get your application package from the Swiss diplomatic representation and prepare your dossier.

Before winter

Submission deadline

The date for submission of the application varies from country to country. Please check on the [FCS website](#).

In spring

Selection

The results of the selection by the Federal Commission for Scholarships will be communicated at latest until the end of May.

In September

Start of scholarship

Preconditions

Research interest

Research proposal

Applicants must have a clear research goal. Research scholarship, Post-doctoral scholarship as well as PhD scholarship candidates have to submit a complete research proposal (max. 5 pages), **using exclusively the official research proposal form** provided with the application package.

The research proposal is a central part of your application. Please devote all the required attention to it.

Host professor

Academic supervisor

To have an eligible application package, the applicant wishing to undertake a research scholarship, a PhD scholarship or a Post-doctoral scholarship must find a professor in Switzerland willing to supervise their scholarship research project. A letter of invitation must imperatively be part of the application package.

Failure to have a supervisor will result in the rejection of the application by the relevant national institution in the host country or by the Swiss diplomatic representation.

Two separate procedures for PhD scholarship applications

For PhD applicants only – Please note!

The FCS application for a PhD scholarship and the application for admission by a Swiss university for a PhD study are two separate procedures. The admission to a PhD study at your chosen Swiss university is a *conditio sine qua non* for a potential attribution of a FCS scholarship – but not guarantee though for a positive decision by the Federal Commission for Scholarships FCS. It is the applicant's responsibility to manage both procedures in parallel.

Scholarship types

Go to the [FCS webpage](#) in order to see which type of scholarship is offered to your country of origin

Research Scholarships (12 months)

Intended for highly qualified postgraduate researchers from all academic fields.

- Master degree or equivalent
- Not older than 35 years old
- Letter (or e-mail) from a Professor from the Swiss host institution stating that they are willing to supervise the research.
- Research proposal including time frame

PhD Scholarships (12 months up to 36 months)

Intended for highly qualified PhD students from all academic fields

- Master degree or equivalent
- Not older than 35 years old
- Letter (or e-mail) from a Professor from the Swiss host institution stating that they are willing to supervise the PhD thesis.

Exceptions: EPFL doctoral school candidates need the admission letter from EPFL. Doctoral school candidates for other institutions need a proof that they are being considered for admission (e.g. IHEID).

- Admission to the PhD studies by the academic host institution
- Research proposal including time frame

Postgraduate scholarships

Scholarship types

Postgraduate scholarships

Post-doctoral Scholarships (12 months)

Intended for highly qualified post-doctoral researchers from all academic fields.

- PhD degree
- Not more than 5 years after the award of the PhD
- Letter (or e-mail) from a Professor from the Swiss host institution stating that they are willing to supervise the post-doctoral research.
- Research proposal including time frame

Master scholarships

Fine Arts Scholarships (12 months up to 21 months at most)

Intended for highly qualified fine art students from all artistic fields.

- Bachelor degree or equivalent
- Not more than 35 years old
- A proof for «admission is under consideration» at the intended Swiss fine arts or music school or if applicable a confirmation letter (or e-mail) from a Professor stating that they are willing to supervise the studies

List of countries

This type of scholarship is available for the following countries only:

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Israel, Italy, Japan, Latvia, Lithuania, Malta, Mexico, Netherlands, Poland, Portugal, Romania, Russia, Slovakia, Slovenia, South Korea, United States of America

Duration of scholarships

All scholarships start in September

It is not possible to start the scholarship in the Spring semester or any other time in the year.

Not extendable

Research Scholarship

12 months (September – August) – no extension possible

Grant applications for stays lasting less than 9 months will not be treated as a priority.

Grant applications for stays lasting less than 6 months will be rejected.

Extendable

PhD Scholarship

36 months **at most** (September – August)

The PhD scholarships are **not automatically extended**. Every request will be analysed according to the FCS criteria as well as the academic results.

Not extendable

Post-doctoral Scholarship

12 months (September – August) – no extension possible

Grant applications for stays lasting less than 9 months will not be treated as a priority.

Grant applications for stays lasting less than 6 months will be rejected

Extendable

Fine Arts Scholarships

12 months up to 21 months **at most** (September – August/ January or May)

depending on the Master program chosen and the ECTS credits necessary

Selection criteria

Important selection criteria

The 3 dimensions of selection criteria

The Swiss Government Excellence Scholarships are highly competitive. The following aspects of the application are considered mainly:

1) The candidate

Her/his academic profile, the research capacity and motivation.

2) The research proposal

It's originality and methodological soundness.

3) The academic context

The quality and context of supervision and the potential for future academic cooperation.

Strengthening cooperation

Longterm perspective

Candidates submitting their applications within the framework of a cooperation program between their academic home institution, where they are at the moment and/or where they accomplished their education, and the Swiss university/institute have a certain priority.

Study location

Eligible host institutions

Swiss public academic institutions

The Swiss Government Scholarships are granted for research in one of the Swiss public universities, Federal Institutes of Technology, University of Applied Sciences or Schools of music and fine arts. The fine arts and music scholarships are granted for studies in the public music academies, as well as art and design schools.

Useful weblinks

Information on the universities, programs, and professors (see academic supervisors -> preconditions to apply) can be obtained on the internet sites of the Swiss academic institutions, on the portal swissuniversities and on the database Proff.ch.

Full-time research only

The scholarship is valid only **for full-time research in Switzerland**. It is not valid for on-the-job studies, part-time studies, correspondence courses or mixed programs (part time in Switzerland and part time in another country). During their scholarship grant holders are resident in Switzerland.

Field work

The scholarship is meant for conducting research in the Swiss host institution. For Research as well as Post-doctoral scholarships there is no financial support possible by FCS. Special conditions apply for PhD students pursuing their PhD at a Swiss University and working in an academic field where fieldwork is indispensable.

At max 12 months in Switzerland before start

Coming to Switzerland

Scholarship applicants who are in Switzerland since more than 1 year at the beginning of the scholarship will not be taken into account by the Swiss diplomatic representation.

Obligations

Living in Switzerland

Place of residence

The scholarship holders must live in Switzerland – in the canton at their study place. They must comply with the FCS instructions, regulations concerning the residence for foreigners in Switzerland and with the university/art institution regulations.

No family allowances

Family and children

The FCS does not have the authority to decide on the possibility of bringing the family of the scholarship holder to Switzerland. This is left to the Federal and Cantonal Migration Offices, which at present deal with requests very restrictively. As a rule, the FCS does not provide any family allowance.

Notifying FCS about other grants

Other grants

In case you are awarded with another scholarship during your stay for the scholarship in Switzerland you are asked to notify the Federal Commission for Scholarships.

Financial matters

Grants

Scholarship amount

Research scholarship:	1'920.- Swiss Francs per month = 23'040.- CHF for 1 year
PhD scholarship:	1'920.- Swiss Francs per month = 23'040.- CHF for 1 year
Post-doctoral scholarship:	3'500.- Swiss Francs per month = 42'000.- CHF for 1 year
Fine Arts scholarship:	1'920.- Swiss Francs per month = 23'040.- CHF for 1 year

Semester fees

Tuition fees and Master fees for artists

The FCS does not pay for tuition and/or semester fees. In most cases the universities and the Federal Institute of Technology of Zurich (ETH Zurich) do not require scholarship holders to pay the semester fees (generally around 600.- CHF per semester). In some cases the universities do not waive the PhD fees. In case the Universities and the Universities of Applied Sciences and Fine Art Schools should not waive the fees, it is up to the grantee to pay for the fees.

Insurance

Health insurance

According to the Swiss law, every resident in Switzerland must be covered by a Health Care Insurance (except for dental care). Usually, the worldwide scholarship holders are insured by the FCS. Please note, scholarship holders from EU and EFTA countries have to come with their European insurance card and pay themselves the relative expenses.

Financial matters

Europe	Travel expenses Grantees from European and East/ Central European countries pay for their own travel expenses to Switzerland as well as back to their country of origin.
	Worldwide Grantees from non-European countries pay for their own travel expenses to Switzerland, but the FCS pays an allowance (lump sum depending upon country of origin) for the return ticket at the end of the scholarship.
Allowance up to six month after the scholarship	Return allowance However, the return allowance will not be paid if the scholarship holders extend their stay in Switzerland beyond six months after completion of their research, if they take up employment pending the continuation of their research or if they move to a third country.

Preparing your application

**English, French,
German, Italian**

Three sets to be

submitted:

1st set original,
attested, signed
documents

2 other sets are copies

**Fill completely and
sign your documents**

**Thank you for
your patience**

Four admissible languages

The application documents have to be submitted in **English, French, German or Italian**. If your documents are not in one of these languages, then **an authenticated translation** in one of these four languages must be included.

Submitting 3 sets of documents – each in the precise order

Every application must include 3 sets (1 original plus 2 photocopies) of the following documents in the precise order. Please do not put the various documents into plastic sheets or binders. The FCS official application form has to be used (typed and printed completely; no handwritten form will be accepted).

Complete and signed applications are valid only

Please fill out the forms carefully and completely. Sign the form, your CV, your motivation letter and the research proposal.

Results follow until end of May next year

If the application is short listed by the national authority and/or the Swiss Diplomatic Representation it will be sent to Switzerland for the final selection by the FCS. The FCS will inform you by the end of May next year at latest whether your application has been successful or not.

Preparing your application

Research, PhD and
Post-doctoral
scholarship
applications

Documents for Postgraduate Scholarships

Every application must include 3 sets (1 original plus 2 photocopies) of the following documents in the precise order. Please do not put the various documents into plastic sheets or binders. The FCS official application form has to be used (typed and printed; no handwritten form will be accepted).

**Please respect the
precise order of
documents
from 1) to 9)**

1. Application form (provided with the application package)
2. Curriculum Vitae (incl. list of academic publications)
3. Motivation letter (max. 2 pages)
4. A complete research proposal (max. 5 pages), using exclusively the official research proposal form provided with the application package.
5. A copy of the confirmation from the professor at the intended Swiss University stating that they are willing to supervise the research. Please include a short CV of your academic host supervisor.
For research scholarship applications only.
Include as well a short CV of your academic contact person/ mentor at your home institution.
6. Photocopies of all certificates and grade-sheets from previously attended universities/colleges and diplomas with grades (The copies must be translated and attested if originals are not in English, French, German or Italian). Attestations can be done by the University or a Government Officer.
7. 2 letters of recommendation from professors (use the official FCS form only)
8. A signed health certificate (on FCS form only)
9. 2 copies of your passport (main page with personal data) per application set

Preparing your application

Fine Arts scholarship applications

Documents for Fine Arts Scholarships

Every application must include 3 sets (1 original plus 2 photocopies) of the following documents in the precise order. Please do not put the various documents into plastic sheets or binders. The FCS official application form has to be used (typed and printed; no handwritten form will be accepted).

Please respect the precise order of documents from 1) to 9)

1. Application form (provided with the application package)
2. Curriculum Vitae using the Europass model (this document is mandatory for Fine Arts Scholarship applications only. You can download the form at the following address: <https://europass.cedefop.europa.eu/editors/en/cv/compose#>)
3. Motivation letter (max. 2 pages)
4. For **painters, graphic artists and sculptors**: copies or photos of 3 pieces of their work, rough drafts (with **date of creation**) Imperatively put a label **with name, surname and country** on your work.

For **musicians**: High-quality CD of 3 different styles of music – if the music involves interpreters and directors. Composers have to submit their scores. Imperatively put a label **with name, surname and country** on the CD

(to be continued see next page)

Preparing your application

Fine Arts scholarship
applications

...continued

Please respect the
precise order of
documents
from 1) to 9)

5. An **admission/confirmation document** proofing that the applicant is being considered for admission at the intended Swiss fine arts or music school.
If applicable: A confirmation (letter or e-mail) from a professor at the intended Swiss fine arts or music school stating that they are willing to supervise the studies.
6. Photocopies of all certificates and grade-sheets from previously attended universities/ colleges and diplomas with grades (all copies must be attested, and translated if originals are not in English, French, German or Italian). Attestations can be done by the University or a Government Officer.
7. 2 letters of recommendation from professors (use the official FCS form only)
8. A signed health certificate (on FCS form only)
9. 2 copies of your passport (main page with personal data) per application set

Finding your supervisor

Where to find

A prerequisite for the application

All Swiss Government Excellence Scholarships are supervised by a professor. As non-binding resource the database of "swissuniversities" www.proff.ch may be helpful to you.

The first step in the application process for the scholarship candidate is to find a professor at a Swiss academic institution **willing to act as their academic supervisor** for the scholarship research project.

The FCS encourages candidates to find their supervisor on their own. There is no specific support offered in this bottom-up matching process.

An application without a host professor is not complete and will therefore be rejected.

Good to know

Understanding the role of academic supervisors

Professors reported to the FCS that they are frequently contacted by scholarship applicants asking for support. Therefore the FCS secretariat issued a leaflet explaining the role of a academic supervisor for a Swiss Government Excellence Scholarship holder.

The FCS recommends to potential academic supervisors to support 1 - 2 applicants per year.

You find the leaflet "Will you be my supervisor?" enclosed in your application package. Feel free to use it when contacting your potential supervisor.

Exclusion criteria

Invalid applications

Your dossier will not be taken into consideration if it is in one of the following situations:

- | | |
|--|---|
| Non eligible | <ul style="list-style-type: none">- The applicant does not fulfill the eligibility criteria stated on the FCS website and in these application guidelines. |
| Missing documents | <ul style="list-style-type: none">- The application does not include an invitation letter (or e-mail) from a Professor in Switzerland willing to supervise the research in one of the Swiss academic institutions. |
| Already in CH | <ul style="list-style-type: none">- Applicants who are in Switzerland for more than 12 months at the beginning of the scholarship. |
| Bad presentation | <ul style="list-style-type: none">- The application is incomplete, does not respect the guidelines, does not include the proper and completely filled FCS forms, is not submitted threefoldly in the correct order or is badly prepared. |
| Non specific | <ul style="list-style-type: none">- Applications for 2 or more universities and/or for more than one scholarship type. |
| Rerun | <ul style="list-style-type: none">- Applicants who have already benefited from a Swiss Government Excellence Scholarship are not eligible for a second scholarship. |
| Careful preparation is worthwhile | <ul style="list-style-type: none">- Incomplete or badly prepared applications will not be taken into consideration! |

Secretariat FCS · ESKAS · CFBE
Federal Commission for Scholarships for foreign students
International Scholarships SERI
3003 Bern

www.sbf.admin.ch/scholarships_ENG

06/2016 @Swiss_FCS

Eidgenössische Stipendienkommission für ausländische Studierende ESKAS
Commission fédérale des bourses pour étudiants étrangers CFBE
Commissione federale delle borse per studenti stranieri CFBS

www.sbf.admin.ch/scholarships_DE
www.sbf.admin.ch/scholarships_FR
www.sbf.admin.ch/scholarships_IT

Federal Commission for Scholarships for Foreign Students FCS

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