



FONDATION  
ZDENEK ET MICHAELA  
BAKALA

Photo

## SCHOLARSHIP APPLICATION

FOR A STAY AT A FOREIGN UNIVERSITY FOR

- A **DOCTORATE (PhD)**

- 1 OR MORE SEMESTERS ABROAD DURING A SWISS **DOCTORATE (PhD)** AT UNIGE, UNIL, EPFL, THE GRADUATE INSTITUTE, UNIVERSITY OF ZURICH, ETH ZURICH OR UNIVERISTY OF ST. GALLEN

### ENVISAGED PLACE OF RESEARCH ABROAD

<b>University's name</b>		
<b>University's address</b>		
<b>Duration</b> (number of months)		
<b>Period</b>	From	
	To	
<b>Name of the Doctorate/name of the program for the semester(s)</b>		

### COORDINATES

<b>Last name</b>		<b>First name</b>	
<b>Date of birth</b>		<b>Place of birth</b>	
<b>Nationality</b>		<b>Civil status</b>	
<b>Faculty</b>		<b>Registration No.</b>	
<b>Telephone</b>		<b>E-mail</b>	
<b>Female</b>	<input type="checkbox"/>	<b>Male</b>	<input type="checkbox"/>
<b>Street, n°</b>			
<b>ZIP Code</b>		<b>City</b>	
<b>Country</b>			
<b>Profession of father</b>			
<b>Profession of mother</b>			

### UNIVERSITY CURRICULUM

<b>Master's or equivalent degree obtained in</b>	
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### University studies

Course	
From which year to which year	
Establishment attended	
Qualification obtained	
Date and place where obtained	

### Other studies or abroad

Course	
From which year to which year	
Establishment attended	
Qualification obtained	
Date and place where obtained	

### Who is supervising your work?

Last name		First name	
Position			
Work address			
PUBLICATIONS: indicate any published articles or works (attach list if necessary)			

## LINGUISTIC ABILITIES

Mother tongue		
Foreign languages	Number of years studied	Level*
French		
German		
English		
Other (specify)		

\* please indicate the level according to the global scale of the European Language Portfolio:  
A1-A2-B1-B2-C1-C2 (cf. document annexed)

## PLANNED RESEARCH PROJECT ABROAD

<b>Chosen discipline</b>	
<b>Research program abroad</b> (enclose a detailed research project)	
<b>Date and status of the Foreign University Application and Admission</b> (confirmed/pre-confirmed)	

## REQUESTED SCHOLARSHIP (attach a detailed budget)

<b>Total research according to budget</b>	(USD/GBP/other)
<b>Other grants already obtained</b>	(USD/GBP/other)
<b>Personal funds</b>	(USD/GBP/other)
<b>Requested Scholarship</b>	(USD/GBP/other)

<b>Other grants obtained and confirmed in writing</b>	(USD/GBP/other)
<b>Other pending requests</b>	

<input type="checkbox"/>	<b>I hereby confirm that I do not currently have the sufficient financial means to finance the above mentioned costs.</b>
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### LONG STAYS OUTSIDE OUR COUNTRY

Country	Duration	Reason

<b>Have you already received a scholarship to research abroad?</b> (If yes, from which institution? Specify date and duration)	
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<b>Future plans</b> (profession, employment, etc)	
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<b>Names of two members of the teaching staff familiar with your project + contact details</b>	<b>1.</b>	
	<b>2.</b>	

<b>Extracurricular Activities</b>	
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BY HIS (HER) SIGNATURE, THE UNDERSIGNED CONFIRMS THAT ALL OF THE ABOVE INFORMATION IS COMPLETE AND TRUTHFUL.

IF THE GRANT IS AWARDED, HE (SHE) UNDERTAKES TO FOLLOW THE RESEARCH PROJECT ABROAD AS AGREED AND TO COMPLY WITH ALL REGULATORY CONDITIONS GOVERNING HIS (HER) STAY.

<b>Date</b>		<b>Signature</b>	
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### MANDATORY ENCLOSURES

**The present application form must be accompanied by the following numbered documents in English. Please make sure to respect the order indicated when you submit the application.**

1. the present "Scholarship application" duly completed, dated and signed
2. letter of motivation (max. one A4 page)
3. an Essay of max. two A4 pages discussing the following:  
"Given the ever-changing nature of Europe, and Switzerland's place in Europe and the World, in your opinion, what image of Switzerland needs to be promoted abroad and which messages delivered? Discuss how your personality, academic path and activity as well as your future stay abroad may (or may not) be in line with or even promote your image of Switzerland abroad."
4. curriculum vitae
5. 2 written recommendations from teaching staff ascertaining the quality of the chosen foreign university and program
6. detailed provisional budget in the local currency for the length of the stay abroad including Foreign University tuition fees and living expenses (examples to be found on the foreign university's website)
7. documents to ascertain the candidate's (and if applicable the student's parents) economic situation (such as for example official notification of taxes due, bank statements, certificate of work, other previous scholarship's grants received, parents' income and fortune confirmation, etc.)
8. certified copies of all university results obtained (with marks) with certificates or diplomas
9. official results of TOEFL or IELTS if required by the foreign university or confirmation of the foreign language level requested by the foreign university
10. official results of GMAT, GRE tests if required by the foreign university
11. copy of identity card or valid residential Swiss permit
12. proof of registration at the Swiss university during the last 3 years / 1 year for IHEID
12. copy of the Foreign University Admission or pre-admission

**One set of the full original application, not bound, without both sides of the page, to be submitted within the stipulated time limit to:**

Rue Général Dufour 24  
1211 Genève 4  
Mme Annik Baumgartner  
tel 022 379 75 36  
[Annik.Baumgartner@unige.ch](mailto:Annik.Baumgartner@unige.ch)

## UNIL

Service des affaires sociales et de la mobilité étudiante (SASME)  
UNIL-Centre  
Bâtiment Unicentre, bureau 221  
1015 Lausanne  
Mr. Cedric Rychen  
tel. 021 692 21 14  
[Cedric.rychen@unil.ch](mailto:Cedric.rychen@unil.ch)

## EPFL

Service des Affaires Estudiantines (SAE)  
Bâtiment Polyvalent BP 1245  
Station 16  
CH-1015 Lausanne  
Ms- Helen Fielding  
tel. 021 693 22 84  
[helen.fielding@epfl.ch](mailto:helen.fielding@epfl.ch)

## GRADUATE INSTITUTE

Graduate Institute  
132, rue de Lausanne  
Case postale 136  
1211 Genève 21  
Dr Laurent Neury  
tel. 022 908 62 61  
[laurent.neury@graduateinstitute.ch](mailto:laurent.neury@graduateinstitute.ch)

## UNIVERSITY OF ZURICH

University of Zurich  
Abteilung Internationale Beziehungen  
Rämistrasse 71  
8006 Zürich  
Ms Andrea Orbann  
[exchange@int.uzh.ch](mailto:exchange@int.uzh.ch)  
tel. 044 634 41 25

## SWISS FEDERAL INSTITUTE OF TECHNOLOGY ZURICH (ETH ZURICH)

Head of Student Exchange Office HG F 22.4  
Raemistrasse 101  
8092 Zürich  
SWITZERLAND  
[angelika.wittek@rektorat.ethz.ch](mailto:angelika.wittek@rektorat.ethz.ch) [www.mobilitaet.ethz.ch](http://www.mobilitaet.ethz.ch)  
tel. +41 44 632 23 52 phone

## UNIVERSITY OF ST. GALLEN

University of St Gallen  
Mrs Eva Flick  
Ressort Studium  
Universität St.Gallen  
Dufourstrasse 50  
9000 St.Gallen  
tel. 071 224 28 68  
[eva.flick@unisg.ch](mailto:eva.flick@unisg.ch)  
Bodanstrasse 1 Gebäude 25, Raum-Nr. 25-101

Note: only complete applications will be taken into account

## European Language Portfolio Global Scale



## Reference levels of the Council of Europe

<b>Proficient User</b>	<b>C2</b>	Can understand with ease virtually everything heard or read. Can summarise information from different spoken and written sources, reconstructing arguments and accounts in a coherent presentation. Can express him/herself spontaneously, very fluently and precisely, differentiating finer shades of meaning even in more complex situations.
	<b>C1</b>	Can understand a wide range of demanding, longer texts, and recognise implicit meaning. Can express him/herself fluently and spontaneously without much obvious searching for expressions. Can use language flexibly and effectively for social, academic and professional purposes. Can produce clear, well-structured, detailed text on complex subjects, showing controlled use of organisational patterns, connectors and cohesive devices.
<b>Independent User</b>	<b>B2</b>	Can understand the main ideas of complex text on both concrete and abstract topics, including technical discussions in his/her field of specialisation. Can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible without strain for either party. Can produce clear, detailed text on a wide range of subjects and explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.
	<b>B1</b>	Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes & ambitions and briefly give reasons and explanations for opinions and plans.
<b>Basic User</b>	<b>A2</b>	Can understand sentences and frequently used expressions related to areas of most immediate relevance (e.g. very basic personal and family information, shopping, local geography, employment). Can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters. Can describe in simple terms aspects of his/her background, immediate environment and matters in areas of immediate need.
	<b>A1</b>	Can understand and use familiar everyday expressions and very basic phrases aimed at the satisfaction of needs of a concrete type. Can introduce him/herself and others and can ask and answer questions about personal details such as where he/she lives, people he/she knows and things he/she has. Can interact in a simple way provided the other person talks slowly and clearly and is prepared to help.