



European Master's Degree
in Human Rights and Democratisation

PLEASE
ATTACH
PHOTO

(PRINTED VERSION
ONLY)

APPLICATION FOR ADMISSION 2012/2013

Please complete this form in all parts.

PART A: PERSONAL INFORMATION

Surname (as appearing in your passport):

Given name(s) (as appearing in your passport):

Date of Birth (day/month/year):

Place of Birth (City/Country):

Sex: Male Female

Nationality (1):

Nationality (2):

Passport (1) number: date of expiry (day/month/year):

Passport (2) number: date of expiry (day/month/year):

Permanent Address:

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Current address (if different from above)

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Telephone (home, work):

Fax (home, work):

Email:

Name, address, telephone (home and work), email of **person to be notified in case of emergency**:

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PART B: ACADEMIC BACKGROUND

University Degree

Applicants are required to hold a **university degree** of a high standard in a field relevant to human rights, including disciplines in law, social sciences, and the humanities, and must have a minimum of **180 ECTS** credits (Bachelor/General Degree).

Please indicate the applicable qualification(s):

- Degree (3 years) Degree (4 years)
 Degree (BA) + MA (1 year) Degree (BA) + MA (2 years)

Others (please specify):

For each Degree please specify the following data (list the most recent degree first):

Type of Degree (BA or MA)	Field of study	Degree granting institution	City, country	Official duration of course (number of academic years)	Date (beginning/ completion)	ECTS *

*ECTS= European Credit Transfer System. If your degree/title is expressed with a different credit scale please do not include it in the table and provide conversion criteria; this is especially valid for non-EU degrees.

Additional human rights courses

Type of course	Field of study	Institution	City, country	Official duration of course	Date (beginning/ completion)	ECTS * if applicable

Publications

List title, date and information for any human rights-related publications you have authored, including any relevant thesis (title, journal, publisher, city, year of publication).

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PART C: WORK AND PRACTICAL EXPERIENCE

Please list any certifiable human rights-related work experience, whether paid or voluntary (list the most recent experience first):

Position	Institution/Employer	City, Country	From	Till

PART D: REFERENCES

Please indicate **at least 2** referees (at least one academic) and attach their reference letters to your application:

Name of Referee	Position and organisation	Phone and email

PART E: LANGUAGES

English and French are the official working languages of the E.MA Programme.

1. Fluency in English is an admission requirement to the Programme. Please indicate what type of English language certificate you have obtained in the last 3 years:

- Cambridge First Certificate/Advanced/Proficiency
 - TOEFL
 - IELTS
 - other (please specify)
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NB: If you have not obtained any certificate in the last three years, please give evidence of your fluency in English. Even in this case please note that, if selected, you will have to submit one of the accepted certificates (Cambridge, TOEFL, IELTS) by 31 August 2012:

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2. Mother tongue(s):

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3. Complete the following table for languages known other than English and your mother tongue, using only the number corresponding to the level attained:

- 5=fluent, high level of accuracy, near mother-tongue competency;
- 4=very good, ease of usage, few errors;
- 3=good, some difficulty, fair number of errors;
- 2=some knowledge, difficulties, many errors;
- 1= very basic knowledge

Language	Speaking	Writing	Reading	Listening
French				

PART H: FINANCIAL ISSUES

1. Application processing fee

In order for your application to be considered it is mandatory that:

a) you pay the application processing fee of 50 (fifty) Euro by one of the following methods (please indicate which one applies to your case):

- Paypal - click [here](#) (**recommended**)
- Credit card - click [here](#)
(if Paypal is not available to you)
- Bank transfer to the following bank account (only if the two methods above are not available to you):

Beneficiary: Centro Inter-Universitario Europeo per i Diritti Umani e la Democratizzazione

Bank: Cassa di Risparmio di Venezia – San Paolo IMI

Bank address: San Marco 4216 Venezia

Bank account: C/C 1000 0000 5733

IBAN code: IT27 S063 4502 0001 0000 0005 733 – BIC/SWIFT: IBSP IT2V – CIN: S

Transfer description:

- European Master's Degree in Human Rights and Democratisation
- APPLICATION PROCESSING FEE
- Name and surname of the applicant for whom the payment is made
(IMPORTANT: make sure this information is clearly indicated if the payment is made through the bank account of a relative or friend)

b) you indicate the date of this payment (day/month/year):

2. Expenses and funding

The tuition fee is 4000 Euro (plus enrolment fee of 130 Euro) and covers all courses (1st and 2nd semester) and the field trip. Students bear the responsibility to secure their full living and housing expenses prior to their arrival in Venice (estimated at a minimum of 750 Euro/month). Students are responsible for their own accommodation and travel expenses both during first semester in Venice and second semester at the hosting university. With regard to the first semester in Venice, they can receive assistance in finding accommodation or may choose to arrange this by themselves.

Please note that EIUC does not provide full scholarships. A limited number of students might benefit from modest financial support in the form of a partial contribution towards living expenses and/or a full or partial tuition waiver. This type of financial support is awarded on the basis of academic achievement, need and geographical distribution.

Is your participation in the E.MA Programme conditional to the availability of external funding?

- Yes No

If yes, have you applied/do you intend to apply for external sources of financial support in your country or anywhere else (eg. Ministry of Foreign Affairs/Foundations/Lions/Rotary/etc.)?

- Yes No

Do you intend to apply for financial aid from EIUC?

- Yes No

If yes, please:

- a) fill in the Financial Aid Application form (available at www.emahumanrights.org)
- b) save it and attach it to your application by email together with supporting documents
- c) print it and sign it
- d) put it in a sealed envelope and include it in your application package sent by post

PART I: SUBMITTING YOUR APPLICATION

Once you have completed filling in this form, save it according to your last name (e.g. "Miller_EMA.pdf") and send it by email and by post together with the following documents:

- Curriculum Vitae
- Copy of the University degree(s) and transcript of exams (with translation into English, French or Italian if the originals are in another language)**
- Copy of your passport (personal information page only)
- Two letters of reference
- Copy of English language certificate(s) obtained in the last 3 years (accepted certificates are the Cambridge First Certificate/Advanced/Proficiency, TOEFL or IELTS)
- Receipt/proof of payment of the application processing fee of 50 Euro
- Financial Aid Application form, if applicable
- Supporting documents for the financial aid request

Please send by email to ema.secretariat@eiuc.org by **Saturday 31 March 2012, midnight ECT**.

In addition, please send a **printed copy** of the same application and documentation to the E.MA Secretariat in Venice by **Saturday 31 March 2012 (date of the post stamp on the application package)**.

Only applications received within the deadline in both formats (by email and by post) will be considered.

The final list of admitted students will be decided by the E.MA Executive Committee. Only shortlisted candidates will be contacted in May 2012.

For any further information please contact the E.MA Secretariat:

E.MA Secretariat at EIUC Monastery of San Nicolò Riviera San Nicolò 26 I-30126 Venice Lido	Tel. +39 041 2720911 Fax. + 39 041 2720914 ema.secretariat@eiuc.org www.emahumanrights.org
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** If selected, please note that you must provide the E.MA Secretariat with a certified copy of your university degree and transcript of exams. **Applicants completing the degree entry requirements subsequently to the application deadline are requested to provide a current transcript of exams. Admittance into the programme is conditional upon documentation of completion of all exams prior to the beginning of the new academic year (31 August 2012).** Your registration is incomplete until the E.MA Secretariat has received your full transcripts. All selected candidates who hold a non-EU degree are required to produce upon admission a "declaration of value" of their degree. Non-EU candidates are moreover required to obtain a study visa which must cover the entire duration of the academic year (September 2012 – September 2013). Both the study visa and the "declaration of value" are preconditions for enrolment and should be requested from the competent Italian Embassy or representation offices.

I hereby certify that all the personal data provided in this application are true and correct

(in accordance with the Italian Presidential Decree of 28 December 2000, n. 445, and subsequent modifications)

Personal data collected directly and/or through third parties by EIUC, Monastery of San Nicolò, Riviera San Nicolò 26, 30126 Venice-Lido (Italy), are processed in printed and electronic form in accordance with Law n.196/2003 on Personal Data Protection and subsequent modifications.

Signature
(PRINTED VERSION ONLY)

Date
(day/month/2012)