

MASTER IN HUMAN RIGHTS AND CONFLICT MANAGEMENT

CALL FOR APPLICATIONS FOR 14 POSITIONS RESERVED TO EU CANDIDATES

A.Y. 2016/2017

ART. 1

The Master Programme

In accordance with Art. 3 of the School's Charter, the Scuola Superiore Sant'Anna - Institute of Law, Politics and Development - in Pisa, Italy, is offering a *Master in Human Rights and Conflict Management* for the academic year 2016/2017.

The Master will be held at Scuola Superiore Sant'Anna in Pisa and at dedicated venues for the internship, starting on January 12, 2017 and ending in Spring 2018. It will be on a full-time basis, and the language of instructions will be English.

ART. 2

Academic credits

A maximum of 67 academic credits will be awarded upon successful completion of the Programme, subordinate to evaluation of results and regular class attendance, in accordance with the Rules and Regulations of the *Master in Human Rights and Conflict Management*. Degrees are awarded to students who attain a minimum of 60 academic credits.

ART. 3

Goals

The main *educational goals* of the *Master in Human Rights and Conflict Management* are as follows:

- To train high-rank professionals who will work in design, management and monitoring positions within the schemes and actions promoted by national, regional, international or non-governmental organisations, for the double purpose of protecting human rights and preventing, mitigating or solving conflicts.
- To train professionals who will combine, in a dynamic, non-sequential way, critical knowledge and technical-operational knowledge as the key components of an extremely professional service in complex situations.
- To train professionals who are aware of the mutual connections between the protection of human rights and conflict management, and who possess a sound juridical and methodological background and practical-operational skills in such areas.
- To train professionals who, in the design and management of actions and in decision-making processes, will keep into account the historical, geopolitical, economic dimensions as well as the 'gender' component and the complexity of the intercultural relations.

ART. 4

Teaching methodology and Phases of the Programme

The lectures covered by the Master Programme will adopt an intercultural perspective and a cross-disciplinary approach. Teaching methodologies will rely on the analysis of real situations and concrete examples, and will include a high number of drills, simulations and/or role-plays.

The syllabus of the Master Programme, in addition to individual studying and the preparation of a final dissertation or project work, will cover 440 hours of classroom lectures and a 480 hours' internship.

The didactic phase will consist of two modules: *Module one*, mostly theoretical and methodological, and *Module two*, mostly practice-oriented. Class attendance will be compulsory. Classes will be held from

Monday to Friday on a full time basis. For special sessions or in exceptional cases classes will be held also on Saturday.

Two rounds of exams will be held during the didactic phase, at the end of *Module one* and of *Module two* respectively. Moreover, special exam sessions will be held at the end of, or during, specific courses. In order to be admitted to the internship and to be entitled to the final degree, it is mandatory to pass the course's final exam for those courses whose credits are identified as compulsory.

Furthermore, admission to the internship shall be subject to acquiring a minimum of **33 academic credits**, by passing the due examinations.

The goal of the internship is to supplement the classroom lectures with direct hands-on experience within national and international institutions and organisations.

The rights and duties of the students of the Master Programme, as well as the relations between the students and the School's facilities, are regulated by the General Rules and Regulations of the Scuola Superiore Sant'Anna and by the Rules and Regulations of the *Master in Human Rights and Conflict Management*.

ART. 5

Dissertation or Project work

At the end of the Master Programme, the students shall produce a written dissertation or a project work related to their internship experience and to the topics covered within the didactic phase of the Master Programme, which will be publicly discussed.

ART. 6

Places Available and Entry Requirements

The Master is limited to a maximum of 28 positions, 14 of which are meant for EU candidates.

Applicants for the Master Programme shall:

- Have a three years (at least) university degree or equivalent, issued by a university institution or equivalent. Students who expect to attain such qualifications before December 31st 2016 are also eligible;
- Understand, speak and write English at least at level C1, as exemplified in the Common European Framework of Reference for Languages (Council of Europe).

ART. 7

Application Procedure

Applicants shall enter their application online, at <http://www.humanrights.sssup.it/>. Applicants are strongly advised to carefully fill in all the compulsory fields, included the field devoted to the description of their motivational profile.

The following documents shall be enclosed with the application:

- ❑ **CV/ résumé;**
- ❑ **Transcript of all records of the BA degree** (or equivalent), with the marks of each single exam passed and, if applicable, the final mark, issued by the applicant's University and written either in Italian, or English, or French, or German, or Spanish; OR (*if applicable*) equivalent sworn-declaration, drawn up as per D.P.R. 445/2000. Applicants are informed that in case the BA degree transcript is missing, the application will be considered inadmissible;
- ❑ **Copy of passport or ID valid document.**

Applications for admission shall be sent no later than **19th September 2016**.

Forged deeds and false statements shall be punished in accordance with the Criminal Code and any other applicable law; the School shall conduct random checks of the received statements.

ART. 8

Selection Process

Applicants will be selected by a dedicated Committee. The selection will be conducted through a preliminary assessment of the applicants' qualifications and an interview in English, to assess the applicant's specific aptitudes and skills as well as the applicant's command of the English language.

The Committee will select the applicants by awarding up to 68 points to their qualifications and up to 32 points to the interview, based on the following criteria:

a) Assessment of qualifications (up to 68 points):

- Academic curriculum (average of marks received at exams, mark of the graduation exam if applicable, consistency of the curriculum and dissertation with the contents of the Master Programme) up to 20 points;
- Motivational profile, up to 17 points;
- Relevant trainings in the sector, up to 12 points;
- Relevant professional experience in the sector, up to 9 points;
- Relevant volunteering experience, up to 3 points;
- Language skills (except English), up to 5 points;
- Publications if relevant to the Master Programme, up to 2 point.

b) Interview (up to 32 points)

Applicants who gain a score of at least 34 points in the assessment of qualifications will be admitted to the interview.

The schedule of the interviews will be published on the Master's website <http://www.humanrights.sssup.it/> and notified by email to all shortlisted applicants. It will be the applicants' responsibility to personally check the date and time of their interviews. Interviews will be held in Pisa, in Via Cardinale Maffi 27. Non-participation in the interview will be ground for exclusion from the selection process. In exceptional circumstances, interviews might be conducted through video conference. In those cases it is the applicants' responsibility to have available an adequate equipment and internet connection.

At the time of the interview, applicants shall confirm the statements made, and those attending the interview in Pisa should sign a print-out of the online application and all annexes submitted. Failure to do so will be ground for exclusion from the selection process.

Only applicants who receive an overall score of at least 60/100 points will be considered eligible for the Programme. Eligible applicants will be inserted in a merit list, according to which up to 14 positions will be offered to the applicants with the highest score in the list.

At the end of the process, the Selection Committee will prepare the list of admitted and reserve students which will be published on the Master's website. The result of the selection will be timely notified to applicants by email.

ART. 9

Tuition fee and Scholarship

The tuition fee for the full Programme is **7.500,00 euros**, payable in two instalments of 3.750 and 3.750 euros. It covers the following: attendance costs and participation to field trips, didactic materials (mainly in electronic format), tutorship and lunches (on class and exam days), access to all School's facilities (including library and computer rooms). Travel, accommodation in Pisa and during the internship are the responsibility of each participant.

The Master Programme offers no. 1 scholarship, covering the full tuition fee, to be automatically awarded to the participant who receives the highest score out of the entire pool of applicants (EU and NON EU). Upon acceptance, the winner shall lodge a caution deposit, which will be paid back to her/him at the end of the residential phase of the Master Programme, provided that there has been a regular attendance. If the winner thereafter decides to withdraw from or drops out of the Master Programme, he/she will not be paid back the caution deposit.

ART. 10

Acceptance – Payment methods

Admitted applicants who wish to attend the Master Programme shall give confirmation of their acceptance by the deadline indicated in the admission letter. To confirm, they shall send by email (humanrights@sssup.it) the following documents:

- Photocopy of valid ID document;
- Letter of admission to the Master Programme, duly counter-signed for acceptance;
- **Receipt of payment of the first instalment, or receipt of payment of caution deposit (for scholarship holder).**

Payment methods:

- By bank transfer to UNICREDIT Banca di Roma S.p.a., branch of Pisa, P.za Garibaldi 1, IBAN: IT 32 0 02008 14006 000401272765, BIC/SWIFT: UNCRITM1G12, BENEFICIARY: "Scuola Superiore Sant'Anna di Studi Universitari e di Perfezionamento", description of payment: "No. of instalment (e.g.: 1st instalment), MAHRCM2017, student's full name".

By the beginning of the Master programme, all admitted students holding a non-Italian qualification will be required to obtain the **formalization of their academic qualifications**. To this effect, they shall contact in due time the Italian Embassy in the country of the academic institution which issued their qualification.

In order to finalise their attendance to the Master Programme, before the beginning of the courses all students shall hand out to the Master Secretariat a 16-euro revenue stamp, to be affixed onto their application, and a recent passport-size photo in jpeg format.

In the event of any student withdrawing from or dropping out of the Programme, after confirmation of attendance, he/she shall not be paid back any amount. Moreover, he/she shall still be bound to pay any fees and expenses accrued up to the time of withdrawal.

The second **3.750,00-euro** tuition fee instalment shall be paid by **March 31st 2017**.

ART. 11

Degree Awarded

At the end of the Master Programme, those students who have regularly attended and have passed all the required examinations and paid his/her tuition fee, will receive from Scuola Superiore Sant'Anna a Master Degree (I Level), in accordance with art. 3 paragraph 8 of the Italian DM no. 270/2004.

ART. 12

Personal Data and measures of prevention of corruption

In accordance with Italian Law n. 241/1990 art. 5, the Responsible for the Administrative Proceeding is the Responsible of U.O. Alta Formazione – Scuola Superiore Sant'Anna – via Maffi 27, 56127 Pisa – (phone +39 050 882645; e-mail altaformazione@sssup.it).

According to the Italian Legislative Decree n. 196/2003 art. 11 (Personal Data Protection Code), please note that the personal details collected by Scuola Superiore Sant'Anna, will be used solely for the purposes pertaining to the management of this Master Programme, in accordance with the applicable regulations.

The person in charge of personal data collection is Ms. Roberta Chiordi, Scuola Superiore Sant'Anna, Piazza Martiri della Libertà 33 , PISA; tel. 050883193; fax 050883586. The interested party can assert his/her rights towards the "Scuola" in observance of Art. 7 of Legislative Decree 196/2003 by writing to Ufficio Relazioni con il Pubblico – Scuola Superiore Sant'Anna – Piazza Martiri della Libertà 33 – 56127 Pisa – email urp@sssup.it.

The Scuola Superiore Sant'Anna operates in compliance with Law n.190/2012 concerning the prevention of corruption by implementing measures identified in the "Three-year plan for the prevention of corruption" published in the section "Transparent Administration" of the Scuola website at: www.santannapisa.it.