

SCHOLARSHIP APPLICATION FORM

A. PERSONAL DETAILS [*fields marked with an asterisk are mandatory]

Surname, First name*: _____

Date of Birth*: _____

Sex*: _____

Citizenship*: _____

Marital status: _____

Religion: _____

Community or Seminary: _____

Ordinary or Superior: _____

Previous diocese: _____

Address, Street name*: _____

ZIP, City*: _____

Telephone number*: _____

Email*: _____

MS Teams address: _____

B. DETAILS OF HOUSEHOLD

	<i>Father</i>	<i>Mother</i>
Surname, First name:	_____	_____
Date of Birth:	_____	_____
Job:	_____	_____

Dependent children

Surnames, First names, Ages: _____

N.B.: Please enclose the latest available tax returns of both parents if you are still dependent on your parents. You do not have to attach your parents' tax returns if you work or benefit from a religious organisation.

Spouse/Partner

Surname, First name: _____

Date of Birth: _____

Job: _____

Dependent children

Surnames, First names, Ages: _____

N.B.: Please enclose your and your spouse's/cohabitant's latest available tax returns.

Comments: _____

TAXABLE INCOME of parents or spouse (CHF): _____

C. SECONDARY EDUCATION AND ACADEMIC BACKGROUND

a) High-school diploma or equivalent certificate for access to higher education: Place, Year

b) Other academic certificates and qualifications: Place, Year

N.B.: Please attach copies of your high-school diploma, of any other academic certificates and qualifications, and academic transcripts.

D. ENROLLING IN THE FACULTY OF THEOLOGY OF LUGANO (FTL)

a) Degree programme which the Scholarship is applied for:

b) Expected length of the degree programme (please specify how many years):

c) Starting date (please specify term and year):

d) Expected end date (please specify term and year):

E. CURRENT EDUCATIONAL STATUS (for students who are enrolled in the FTL)

Brief description of the progress of your studies (number of courses and exams, grade average (GESTU platform):

N.B.: Please enclose FTL transcript of records.

Please specify the subject of your dissertation if known (for Licentiate and PhD students who are enrolled in the FTL):

Dissertation progress report (for Licentiate and PhD students who are enrolled in the FTL):

N.B.: Please enclose, if available:

- **Dissertation project;**
- **Dissertation progress report from your Thesis Supervisor**

D. COST OF STUDIES AND FUNDING

(if a seminarian or a member of a religious community, the applicant will only need to enclose the Superior's certificate of the student's financial status and a detailed budget of cost of studies).

a) Cost of studies for the academic year:

- a. Accommodation outside home YES / NO: _____ CHF _____
(please enclose rental agreement)
- b. Meals outside home YES / NO: _____ CHF _____
(please specify where and enclose calculation of total costs)
- c. Travel costs YES / NO: _____ CHF _____
(please mention type of transport and route, and enclose cost of pass/route)
- d. Tuition fees YES / NO: _____ CHF _____
(please enclose certificate of enrolment)
- e. Tuition materials YES / NO: _____ CHF _____
(please enclose list of costs, max CHF 500)
- f. Healthcare costs YES / NO: _____ CHF _____
(please enclose health insurance premium)
- g. Other charges YES / NO: _____ CHF _____
(please specify what for and attach supporting documents)
- Total costs*** **CHF** _____

N.B. charges with no supporting documents will not be accepted.

b) Expected income in the academic year:

- a. Gross annual income YES / NO: _____ CHF _____
(CHF _____ x _____ months, please enclose latest payroll)
- b. Benefits YES / NO: _____ CHF _____
(please enclose latest payroll/supporting document)
- c. Cantonal subsidy YES / NO: _____ CHF _____
(please enclose confirmation letter)
- d. Other subsidies and scholarships YES / NO: _____ CHF _____
(please specify which ones and enclose supporting documents)
- e. Support from parents or third parties YES / NO: _____ CHF _____
(please enclose supporting letter)
- f. Other income YES / NO: _____ CHF _____
(please specify what and enclose supporting documents)
- Total income*** **CHF** _____
- UNCOVERED** (*total costs – total income*) **CHF** _____

G. ADDRESS FOR PAYMENT OF SCHOLARSHIP

Name of account holder: _____

Address of account holder: _____

Bank's name _____

Bank's address: _____

IBAN: _____

BIC / SWIFT number: _____

F. NOTES/MESSAGES FOR SCHOLARSHIP COMMITTEE

Requirements for Scholarship:

The Terms and Conditions of the Scholarship can be consulted on the website of the Faculty of Theology of Lugano (FTL) or requested by email at bds.ftl@usi.ch.

Statement:

I, the undersigned, hereby declare that I have read and understood the Terms and Conditions of the Scholarship, and that all information provided in this application is true, accurate, and complete to the best of my knowledge.

Furthermore, I consent to the processing and storage of my personal data in accordance with the applicable data protection regulations.

Place, Date:

Signature:

To apply for a scholarship, please submit all required documents in electronic format (.pdf) as a single file named "Scholarship Application 202_/202_" [insert academic year] and send it to: bds.ftl@usi.ch.

The application deadlines are published on the Faculty's website. Applications submitted after the indicated deadlines will not be considered.

Please note that incomplete applications, or applications missing the required documents, will not be processed. Applicants will normally be informed of the outcome (acceptance or rejection) within two months after the submission deadline.

LIST OF DOCUMENTS TO BE ATTACHED

- **Cover letter;**
- **Copy of the letter of reference** from the relevant Ordinary or Superior, to be sent to the Facoltà di Teologia di Lugano (if the applicant is a seminarian, a clergyman, a member of a religious community, etc.);
- **Letter of reference** if the applicant is a lay student;
- Detailed **Curriculum Vitae;**
- **Photocopy of a valid document** (passport or ID card);
- **Letter of admission to or certificate of enrolment** in the Facoltà di Teologia di Lugano;
- **Copy of certification of finances** (latest available tax return of both parents if the applicant is dependent on his/her family and/or latest available tax return of the applicant and his/her spouse/partner. Please highlight the taxable income on page 2 of the application form);
- **Certification of the student's finances from the relevant Superior** (if the applicant is a seminarian, a clergyman, a member of a religious community, etc.);
- **Detailed budget of training expenses** (if the applicant is a seminarian, a clergyman, a member of a religious community, etc.);
- **Diplomas and exam certificates of all the qualifications attained since the high-school diploma** (inclusive);
- [if available] **Certified statements of any exams** taken at the Facoltà di Teologia di Lugano;
- [if available] **Annual report on research activity** if the applicant is a student of the Licentiate in Theology or Doctorate (Theology, Religious Studies or Philosophy), already enrolled in the FTL;
- [if required] **Any specific documents** required for the curriculum the scholarship is applied for.