

# Terms and Conditions for scholarships

## Terms and Conditions enacted by the Faculty Council on 26.03.2025

### Heading I – Principles

- Art. 1 Purpose**
1. If no other form of financial aid is accessible, the Facoltà di Teologia di Lugano (hereinafter referred to as “FTL”), an affiliate of Università della Svizzera Italiana, shall support its most deserving and financially vulnerable students, within its financial means, by offering scholarships (cf. Art. 2).
  2. These Terms and Conditions lay down the requirements, procedures and methods for granting such financial aid.
  3. In the text, masculine or masculine plural nouns are meant to include all genders.

- Art. 2  
Scope and  
requirements**
1. Scholarships may be granted to FTL students who meet all of the requirements listed below:
    - Students who have been admitted to one of FTL’s curricula;
    - Students who are demonstrably experiencing financial hardships that can significantly challenge their academic careers;
    - Students who, based on a concise assessment, have a good chance of conducting and/or completing their academic studies in the prescribed times and ways.
  2. In exceptional circumstances, people who have not been admitted to FTL’s curricula but attend some lectures as auditors may apply for a scholarship covering the cost of their enrolment as auditors. The application procedure is the same as the one described in Article 6 and following.

### Heading II – Scholarships

- Art. 3  
Scholarships**
1. FTL supports its students by offering scholarships.
  2. Such scholarships usually cover all or part of the six-monthly academic fee. In exceptional circumstances, the seriousness of which shall be proven by the Scholarship Review Committee, such scholarships may also cover the student’s living expenses (board, lodging, health insurance, etc.).
  3. Scholarships are granted on the basis of the student’s application and achievements and on the extent of the student’s financial hardships.
  4. Scholarships shall be granted or renewed within FTL’s financial means, i.e. until the scholarship funds last.

- Art. 4**
1. Scholarships cover up to the full amount of the six-monthly academic fees.

---

<b>Coverage and term</b>	<p>2. In demonstrably serious and exceptional circumstances, scholarships may also cover the student's living expenses. The amount of such expenses shall be determined by the Scholarship Review Committee (cf. Art. 8) based on the student's application and FTL's available funds.</p> <p>3. Such scholarships cover up to 1 year. Afterwards, students may apply for a renewal, in accordance with Art. 6.</p>
<b>Art. 5 Terms of payment</b>	<p>1. Usually, scholarships directly reimburse the six-monthly fee.</p> <p>2. If a scholarship is intended to cover all or part of the student's living expenses, it is paid directly to the student.</p> <p>3. In exceptional circumstances, if a student becomes eligible for FTL's financial support only after he/she has already paid for his/her six-monthly fee, such fee may be refunded.</p>
<b>Heading III – Awarding procedure</b>	
<b>Art. 6 Application or renewal procedure</b>	<p>1. Applications for scholarships must be submitted by students to: bds.ftl@usi.ch.</p> <p>2. Applications are completed by filling in a special form.</p> <p>3. Applications must be submitted by the deadlines, as posted on FTL's website.</p> <p>4. Applications must meet any specific requirements set out for the curriculum the student has been admitted to.</p> <p>5. The renewal procedure is the same as that for the initial scholarship application (Article 6 and following). Renewal applications may be rejected.</p>
<b>Art. 7 Review</b>	<p>The administrative staff in charge receives the application, prepares the relevant file and submits a tentative decision to the Committee (cf. Art. 8).</p>
<b>Art. 8 Scholarship Review Committee: members</b>	<p>1. The members of the Scholarship Review Committee include:</p> <ul style="list-style-type: none"><li>• The Rector, who chairs the Committee;</li><li>• The Dean;</li><li>• A member appointed by USI;</li><li>• The Secretary General.</li></ul> <p>2. A nonvoting person attends Committee meetings on behalf of the administrative staff as a minute-taker.</p> <p>3. If unable to attend personally, Committee members can attend meetings remotely, using video conferencing options that ensure effective attendance and transparent decisions.</p>
<b>Art. 9 Awarding decision</b>	<p>1. The Committee reviews the application and takes a decision on a 'first-past-the-post' basis, with all members being obliged to attend and vote.</p> <p>2. In the event of a deadlock, the Rector has a casting vote.</p> <p>3. In passing its decision, the Committee complies with these principles:</p> <ul style="list-style-type: none"><li>• Equal treatment;</li><li>• Proportionality;</li><li>• Non-arbitrariness.</li></ul> <p>4. Such decision is enacted and notified to the applicant in writing by the administrative staff in charge.</p> <p>5. The Committee's decision is unappealable.</p>
<b>Art. 10 Obligations of the scholarship recipient</b>	<p>1. Scholarship recipients shall:</p> <ul style="list-style-type: none"><li>• Attend classes with good results and take all the relevant exams;</li><li>• Timely notify any change in their personal or academic status.</li></ul> <p>2. If needed, scholarship recipients shall spend 2 hours a week supporting FTL's teaching staff or secretariats insofar as compatible with their academic studies.</p>

---

---

**Art. 11**  
**Withdrawal**  
**decision**

1. The Committee may decide to immediately withdraw financial support from a student who fails to meet any one of the obligations laid down at Art. 10 above or for any other serious reason.
2. Should the scholarship be cancelled due to the recipient's withdrawal from studies, sabbatical or breach of obligations (cf. Art.10), such scholarship may be reallocated to other applicants, as needed.

---

*Heading IV – Final Terms and Conditions*

---

**Art. 12**  
**Transparency**

At least once a year, the Rector informs the Faculty Council about the Committee's work, and more specifically the number of awarded scholarships and subsidised students.

---

**Art. 13**  
**Enforcement**

These Terms and Conditions shall come into force when enacted by the Faculty Council on 26.03.2025.

---