

## **REGULATION OF THE SCHOOL OF EUROPEAN LEGAL & SOCIAL STUDIES**

### **ART. 1 – SELSS**

The SELSS, organized and financed by the in cooperation with the Katholieke Universiteit Leuven, is an intensive and specialized School. The School addresses legal, economic, political and historical aspects related to Europe in a global dimension. The School is meant to create an international and highly qualified learning environment, which should allow participants to be actively involved in workshops and seminars and to experiment innovative ways of collaborative learning under the supervision of renowned academics from different European Universities and experts/officers from International Institutions.

Classes will be held in English

### **ART. 2 – Duration of the School**

The School will take place from the 30<sup>th</sup> of September to the 24<sup>th</sup> of November 2013

### **ART. 3 – Location of the School**

From the 30<sup>th</sup> September 2010 to the 16<sup>th</sup> of November the activities will take place at different venues of the University of Padua, and from the 17<sup>th</sup> to the 24<sup>th</sup> of November at the Katholieke Universiteit Leuven.

### **ART. 4 – Tuition Fee**

§ 1 The tuition fees to the School amount to €3.000;

§ 2 The fees cover:

- a) Participation to the classes;
- b) Learning materials;
- c) Accommodation with breakfast and lunch at the halls of residence of the University of Padua as well as in the halls of residence of the Katholieke Universiteit Leuven
- d) Travel expenses from Padua to Leuven (one way)

### **ART. 5 – Eligibility**

§ 1 The School is open to a maximum of 25 participants. The School welcomes participants (both academics or not), from both European and Extra European countries. The participants must hold at least a three years university degree (180 ECTS) in the relevant matters of the School (economics & business administration, history, international relations, law, political and social sciences).

§ 2 A good command of English is required.

§ 3 Candidates must apply by submitting:

- 1- the School Application Form;
- 2- a detailed curriculum vitae including statements about their current activities;

- 3- a short motivation letter describing their interest in the School;
- 4- a letter of recommendation;
- 5- a copy of a valid identity document.

§4. The application form shall be sent via e-mail to the following address:  
[selss.dirpubblico@unipd.it](mailto:selss.dirpubblico@unipd.it)

**by the 26th July 2013, 12.00 a.m. GMT +1.**

§5. Incomplete or late applications will not be considered.

## **ART. 6 – Admission**

§1. A Commission, composed by the Director of the School and by two members of the Teaching Staff, will evaluate the received applications and will list successful candidates on the basis of their CVs.

§2. In selecting the participants, the Commission will consider the following criteria:

- 1- relevance of the university degree, or other higher education degree, with the topic of the School, as specified in Art.5;
- 2- significant professional experience in matters related to the topic of the School, as specified in Art.5;
- 3- current participation to a specific course, an LLM or a PhD, in matters related to the topic of the School, as specified in Art.5;
- 4- comprehensive evaluation of the *curriculum vitae* and of the motivation letter.

§3. In any case, the decisions of the Commission on the relevance of the degrees and of professional experience are final.

§4. In the selection procedure the Commission will aim to ensure, to the best possible level, gender balance and geographical representation of candidates.

## **ART. 7 – Scholarships**

§1. 10 scholarships of €2.000 each will be offered on a competitive basis.

§ 2 A further lump sum up to a maximum of €500 for the travel costs to the University of Padua will be offered to the beneficiaries of the scholarships coming from regions outside Europe.

§ 3 Participants wishing to apply for a scholarship must explicitly state their interest in the Application Form.

§ 4 The Admission Commission will select the candidates, taking into account the criteria set forth in Article 6.

§ 5 All other costs and expenses not expressly covered by the scholarship must be paid by the participants.

#### **ART. 8 – Publication of the List**

The list of the admitted candidates shall be published on the website of the School and each of them will receive a communication via email on the **29th of July 2013 at 12 a.m. GMT +1.**

#### **ART. 9 – Payment**

§ 1 Admitted candidates shall complete their enrollment by the **2nd of August 2013, 12 a.m. GMT +1**, by providing a copy of the payment to the Secretariat of the School at the above mentioned e-mail address: [selss.dirpubblico@unipd.it](mailto:selss.dirpubblico@unipd.it)

§ 2 Admitted candidates without scholarship may make a payment of €2.000 by the deadline mentioned in §1. The remaining €1.000 will be paid until the **15<sup>th</sup> of September 2013.**

§ 3 Admitted candidates with scholarship are requested to pay €1.000 by the deadline mentioned in §1.

§4. The payments referred to in §§2-3 are not reimbursable.

§5 Upon receipt of the documentation, the Secretariat of the School will communicate via e-mail to each candidate the final admission.

#### **ART. 10 Reserve List**

§1. In case of incomplete, late or no response from selected candidates, according to Art. 9, a second list of selected candidates will be **published and communicated to each candidates on the 5<sup>th</sup> of August 2013, 12 a.m. GTM + 1.**

§ 2. In case of incomplete, late or no response from a selected candidate with scholarship, the Admission Commission may attribute the scholarship to another candidate.

§3. Incoming candidates shall pay and submit documents within **the 9th of August 2013, 12 a.m. GTM+1.**

#### **ART. 11– Duties of Participants**

§1. Selected candidates accept to participate to the School and shall respect these Rules.

§2. Participants to the School shall:

- 1- arrive in Padua on the **29th September 2013 not later than 12 a.m. GMT+1;**
- 2- attend all the activities of the School;

- 3- write a paper on a topic chosen by the participant under the supervision of a member of the Teaching Staff of the School. The paper shall be submitted to the Secretariat of the School by the 16<sup>th</sup> of November 2013.

#### **Art. 12 –Reports and Certificates**

At the end of the School participants will receive a participation certificate, acknowledging 8 ECTS

#### **ART. 13 – Jurisdiction and Applicable Law**

§1. Any dispute arising out of or relating to these Rules shall be finally settled by the Courts of Padua.

§2. These Rules shall be governed by and construed in accordance with Italian law.