

## ART.1 – SUBJECT

Luiss School of Government, Science Po (Paris) and Hertie School of Governance (Berlin) in cooperation with King's College London have joined forces in organizing an executive program aimed to educate a **new generation of policy-makers, public managers and foreign diplomats based in Italy** by offering a European public policy and management program called European Capitals. This program is intended for executives and high potentials who aspire to become effective, outward-oriented and visionary leaders. It is designed to help them learn from other countries' policy and management experience and to address the main challenges they are facing.

The program is structured along three intensive modules held and organized by the three organizing institutions in the following dates:

- ***Luiss School of Government (Rome): 18-21 September 2019***
- ***Hertie School of Governance (Berlin): 21-23 November 2019***
- ***Institute for Government – (London): 11-14 May 2020***

Attendance to the three modules is mandatory.

The LUISS School of Government is pleased to announce four (4) scholarships for Italian public sector officials interested in attending this executive program or full-time foreign diplomats based in Rome (Italy). **The scholarships consist of exemption from the payment of tuition fees for a value of EUR 6,900 (six thousands nine hundred). Travel to attend module in Berlin and London is to be offered by Luiss School of Government based on its travel policy. Accommodation and transfer to and from airports is to be covered by scholar.**

## ART.2 – REQUIREMENTS

As to participate to the selection procedure for these scholarships, candidates need to satisfy the following:

- An EU second cycle university degree or equivalent (laurea magistrale o vecchio ordinamento);
- Certified 7 year professional experience as full time official in the following Italian public administration institutions following a “concorso pubblico”:
  - ***Organi costituzionali e di rilievo costituzionale***
  - ***Presidenza del Consiglio dei Ministri***
  - ***Ministeri ed Enti Vigilati***
  - ***Autorità amministrative indipendenti***
  - ***Istituto Nazionale Previdenza Sociale***
- Knowledge of English with a minimum level of B2;
- Professional motivation for attending this course.

If the applicant is a full-time diplomat based in Rome, she/he need to satisfy the following:

- Undergraduate degree
- Confirmation of full-time diplomatic in Rome
- Knowledge of English with a minimum of B2 (should your native language not being English)

- Professional motivation for attending this course

### **ART.3 – INCOMPATIBILITY**

The scholarships are incompatible with any other study grants and/or scholarships granted by a public body or private organisation based in Italy.

### **ART.4 – APPLICATION**

Applications must be presented by completing the specific form attached to this call and available on this page and must be sent to the Luiss School of Government by **30 August 2019**. The following must be attached to the application:

- Luiss Scholarship application form (download, fill in and attach to online application);
- copy of identity document (e.g. passport, Italian ID card, Italian driving license)
- copy of degree certificate or equivalent certification issued by the University with list of exams taken during the degree inclusive of academic years, official grades and earned credits;
- *For Italian public sector officials*, full academic and curriculum vitae in English inclusive of a selfdeclaration on 7 years as public sector official following a “concorso pubblico”;
- *For foreign diplomat only*, a full academic and curriculum vitae in English with selfdeclaration of their diplomatic status in Italy;
- motivation letter in English explaining the reasons for attending this course and how this academic experience will enhance professional development;
- self declaration of knowledge of English at B2 level or associated language certification if available

### **ART.5 – EVALUATION CRITERIA**

The awarding of the 4 scholarships will be formulated by assessing for each candidate the academic degree, professional curriculum vitae (CV), level of knowledge of English, and an interview.

Candidates will be ranked according to the following grading scale:

- Academic degree: up to 15 points
- Professional CV: up to 30 points
- Level of knowledge of English: up to 5
- Interview: up to 50 points

Only candidates reaching 45 points at the first evaluation of the academic and professional activities and knowledge of English will be invited for an interview. Candidates are invited to the interview, which may also be held using Skype, as to assess the level of knowledge of English and professional motivations for attending this course. **The interview will be held in English and are planned between 2-3 September 2019.**

Those candidates failing to attend an interview, even if carried out by Skype, will be excluded from the complete selection procedure.

### **ART.6 – RESULTS AND FORMAL ACCEPTANCE**

The final ranking of applications will be drawn up by a Selection Committee composed by the Director of the Luiss School of Government and the Scientific Manager. The Selection Committee may nominate substitutes to take part either to the entire or part of the selection procedure.

The Selection Committee shall verify the formal regularity of the documents and announce the winners of the four (4) scholarships. The Selection Committee bears the full responsibility of the selection procedure and its result. **Its decision is final and unappealable.**

Winners will be informed using the email contact indicated in the application. A reserve list of candidates will also be prepared.

**Within five days** from the date of this communication, the two winners must send the Luiss School of Government their formal acceptance and any other requested documents. Failing to do so, the Selection Committee will move to the first candidate of the reserve list.

### **ART.7 – SCHOLARSHIP RULES**

Students awarded the scholarships will be exempted from the payment of the tuition fee. Still, the following conditions apply:

- enrolment in the Executive Program (Capitals) (inclusive of EUR 48 of mandatory revenue stamps – ***marche da bollo***);
- Attendance to all three modules of the program, guaranteeing punctual arrival and full attendance of classes to be verified on an ongoing basis;
- positive results of all tests and exams planned during the course.

The scholarships will be withdrawn should the scholarship holder does not satisfy even just one of these conditions indicated in this article or in this call.

Should this be the case, the scholarship holder will be mandated to full payment of the tuition fee if he/she wants to receive the final title. **He/she will also be required to reimburse Luiss School of Government for EUR 6900 and any associated travel costs.** Should this not be the case, the candidate will be excluded from any other future academic activity organised by the entire Luiss Guido Carli.

### **ART.8 – CHECKS**

The Luiss School of Government reserves the right to carry out checks on the applications. In the case of any discrepancy between what has been declared and what has been verified, the scholarship shall be withdrawn and any further action envisaged by the law initiated.

### **ART.9 – PROCESSING OF PERSONAL DATA**

Luiss - Libera Università Internazionale degli Studi Sociali Guido Carli, as Controller, collects and processes data subjects' information in full compliance with the general principles and rules laid down by the law governing the protection of personal data (Legislative Decree No. 196/03 and Regulation (EU) No. 2016/679). The processing is required to correctly manage the procedures inherent in the call for applications in relation to the executive program Capitals as well as associated and ensuing obligations: the characteristics of the processing are communicated through a privacy notice given to the data subjects, who are also requested to consent to the processing of their data should it prove necessary in relation to the aims pursued by the Controller. Data subjects may at all times exercise their statutory rights (concerning, for example, access to data, rectification of data, erasure of data, restrictions on processing of data and portability of data) by contacting the Controller Luiss Guido Carli at Viale Pola 12, 00198 Rome, Italy, e-mail [privacy@luiss.it](mailto:privacy@luiss.it).

### **Art. 10 GOVERNING LAWS**

The executive course and the assignment of scholarships shall be governed in accordance with the laws of the Republic of Italy, the EU regulations and the Luiss University regulations.