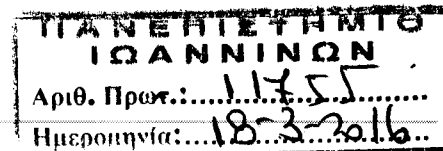


## Πρωτόκολλο

**Από:** PRYTANEIA [prytania@cc.uoi.gr]  
**Αποστολή:** Παρασκευή, 18 Μαρτίου 2016 10:07 πμ  
**Προς:** protocol@cc.uoi.gr  
**Θέμα:** FW: IPD Summer Academy, 3 Month CAS-Research Program & 1 Year Visitor Research Program 2016, Switzerland  
**Συνημμένα:** Application IPD SA & 3 Month CAS-Research Program 2016.doc; Infopack IPD SA & 3 Month CAS-Research Program 2016.pdf; 1 Year Visitor Research Program Application.doc; 1 Year Visitor Researcher Program.pdf



**From:** Fakhrinur Huseynli [mailto:fhuseynli@ipdinstitute.ch]

**Sent:** Friday, March 18, 2016 1:05 AM

**To:** undisclosed-recipients:

**Subject:** IPD Summer Academy, 3 Month CAS-Research Program & 1 Year Visitor Research Program 2016, Switzerland

Dear Colleagues,

We are glad to invite you and your colleagues to join our below mentioned coming **International Summer Academies, 3 Month CAS-Research Program** and **1 Year Visitor Research Program, VRP** which will be held in Switzerland. Topics of the summer programs are Peacebuilding, Conflict Resolution, Mediation, Security and Intercultural Dialogue.

### **International Summer Academies & 3 Month CAS-Research Program 2016**

- **V Summer Academy Period:** 09 - 19 August, 2016
- **VI Summer Academy Period:** 19 - 29 August, 2016
- **3 Month CAS - Research Program Period:** 09 August - 06 November, 2016

The main goal of the 11 or 22 days **Summer Academy** is to strengthen the skills of the representatives of state organisations, business sector, INGOs/NGOs, education institutions, religious organisations, independent mediators and politicians through institutional global academic education in peacebuilding, mediation, conflict resolution, security and intercultural dialogue.

The main goal of the **3 Month CAS-Research Program** is to develop the research skills of the participants and to closely acquaintance them with relevant Swiss state, public and private Institutes.

**Deadline for Summer Academy:** 16 May, 2016

<http://www.ipdinstitute.ch/Summer-Academy-3-Month-CAS-Research-Program-2016/>

### **1 Year Visitor Research Program, VRP**

The **main aim** of the **Visitor Research Program** is to improve research skills of the researchers through academic trainings, peer to peer education, visit to Swiss Organisations and reading materials.

<http://www.ipdinstitute.ch/Visitor-Research-Program,-VRP/>

**Scholarship:** IPD offers several type of scholarship support to reduction the participation fee amount for most needed potential participants from all over the world counties. In this matter to request the discount on the participation fee amount payment, please write your request briefly via email before or during the application submission period. Unfortunately IPD scholarship program can't cover all the participation fee amount and international travel expenses.

If you will be any more questions or suggestions, please feel free to write us by email.

**Donation or Sponsorship Supports for Academic Programs:** Account number: 25-100224-4

2510 0224 4

IBAN number: CH62 0900 0000

SWIFT code: POFICHBEXXX

**IPD Academic Programs:** Theory - Practice - Research - Exchange - Networking - Contribute

Best wishes,

Fakhrinur

--

Kind regards,

Fakhrinur HUSEYNLI  
Director of Institute for Peace & Dialogue, IPD  
Event Organizer & Study Abroad Consultant  
Address: Eschenstrasse 4, 6020 Emmenbrücke,  
Luzern, Switzerland  
E-mail: [fhuseynli@ipdinstitute.ch](mailto:fhuseynli@ipdinstitute.ch)  
[www.ipdinstitute.ch](http://www.ipdinstitute.ch)  
Cell: +41764316170  
Skype: fakhrinur.huseynli2

## **Institute for Peace and Dialogue, IPD**

**Peacebuilding, Mediation, Conflict Resolution, Security and Intercultural Dialogue**

**Baar, Switzerland**

**International Summer Academy: 09 - 19 August, 2016 and 19 - 29 August, 2016**

**3 Month CAS - Research Program: 09 August - 06 November, 2016**



**IPD Academic Programs: Theory - Practice - Research - Exchange - Networking - Contribute**

### **Project Introduction**

After implementation of the several Summer Academies, now Institute for Peace & Dialogue, IPD is very glad to announce its **V and VI Summer Academies, also 3 Month CAS-Research Program** in Peacebuilding, Mediation, Conflict Resolution, Security and Intercultural Dialogue, which is going to be held in Baar one of the beautiful place of Switzerland. Its image as one of the most favourable places for traveling has made it more interesting to offer an excited and comprehensive program for our participants. Our experts, who are professionals in their fields, will contribute to this event with many years of experience in peace, mediation and conflict studies.

The proper and unique sides of IPD academic programs are, to be like studying mini MA program. IPD Academic Programs surround 5 main different Moduls during the non-stop teaching period: Peacebuilding, Conflict Transformation, Mediation, Security and Intercultural Dialogue. The participants who take this 5 Moduls could easy compare them with each other. Besides this, participants have chance to closely acquaintance with each of the 5 Moduls to design in brain how they are relevant to the future personal or career goals.

Participants of the Summer Academies also could choose to join **3 Month CAS-Research Program** to stay in Switzerland for 3 month research period till the **06 November, 2016**. Besides the research and writing assignment, there will be visit to the various Swiss Institutions to closely acquaintance with them activities. Relating peace, security, conflict, mediation and intercultural dialogue.

There will be **Academic Supervisor** for each of the 3 Month CAS-Research Program participants to guide and advice the researcher to prepare better research paper on selected topic.

We giving our deep thanks to the below mentioned Swiss Host Organisations & people that work closely with IPD under 3 Month CAS-Research Program.

1. CSS, Center for Security Studies - ETH Zurich in Zurich, Switzerland
2. Swiss Chambers' Arbitration Institution in Basel, Switzerland
3. UNHCR, Office of the United Nations High Commissioner for Refugees in Geneva, Switzerland
4. ICRC, International Committee of the Red Cross in Geneva, Switzerland
5. Geneva Center for Security Policy in Geneva, Switzerland

6. World Trade Institute in Bern, Switzerland
7. UN Global Compact, Global Compact Network Switzerland
8. Basel Peace Office
9. Mr. Markus Hess: Lecturer and Mediator at Hochschule Luzern

### **Main Goals**

- The main goal of the **Summer Academy** is to strengthen the skills of the representatives of state organisations, business sector, INGOs/NGOs, education institutions, religious organisations, independent mediators and politicians through institutional global academic education in peacebuilding, mediation, conflict resolution, security and intercultural dialogue.
- The main goal of the **3 Month CAS-Research Program** is to develop the research skills of the participants and to closely acquaint them with relevant Swiss state, public and private Institutes.

### **Methodology**

Within the International Summer Academies we plan to include different workshops, lectures, presentations, interactive group works, brainstorming on conflict places, mediation operations and peace negotiation activities as well as case studies on ongoing-fragile conflicts in the world.

Participants will acquire knowledge and skills from lecturers/experts who are working on peace building, mediation, security, conflict transformation, intercultural dialogue and non-violence and other corresponding fields at the state organs, companies, universities, INGOs and research centers.

During the training, both visual and dynamic methods will be used, such as schedules, tests, surveys, direct interviews, distribution of questionnaires and other methods of observation. Every expert will take 1, 2 or 3 days for his/her lecture and workshops. We will send in advance to the selected participants the educational materials and daily program of the summer academy.

Besides the academic-educational side a cultural programs in the arriving (Welcome Party) and departure days (Farewell Party) is planned to bring friendly atmosphere and environment between the participants.

Participants of the 3 Month CAS-Research Program will write research paper about one of the topics of the Summer Academy and visit to various 4-5 Swiss Institutions.

### **Important Dates & Times of Summer Academy & 3 Month CAS-Research Program 2016**

- **Arriving & Registration of Participants (Hotel registration starts after 14:00am):** 09 August, 2016 for V Summer Academy & 19 August, 2016 for VI Summer Academy
- **Opening Ceremony & Welcome Grill Party:** 09 August, 2016 for V Summer Academy & 19 August, 2016 for VI Summer Academy at 19:00pm - 21:30pm
- **Breakfast Time:** 07:00am - 09:00am
- **Morning Workshops Period:** 09:00am - 12:30am
- **First Break Time:** 10:30am - 11:00am
- **Lunch Time:** 12:30am - 14:00pm
- **Afternoon Workshops Period:** 14:00pm - 16:45pm
- **Second Break Time:** 15:30pm - 15:45pm
- **Dinner Time:** 18:30pm - 20:00pm
- **Certification of SA Participants & Farewell Grill Party:** 18 August, 2016 for V Summer Academy & 28 August, 2016 for VI Summer Academy at 12:30am - 14:00pm
- **Departure of SA Participants (Hotel departure till the 12:00am):** 19 August, 2016 for V Summer Academy & 29 August, 2016 for VI Summer Academy
- **Half day classes:** 12, 18, 22 and 28 August, 2016 till the 12.30am
- **Research & Assignment Preparation Period:** 29 August - 06 November, 2016
- **3 Month CAS-Research Program Dates:** Arriving day is 09 August, 2016 and Departure day is 06 November, 2016

**Summer Academy & 3 Month CAS-Research Program Language:** English

## Potential Participants

There are no age or country limits for the participation. A broad range of the interested participants such as:

- **Representatives of Government Institutions, Diplomatic Missions and Courts:** To get knowledge on how to deal, manage and solve conflicts between states, between civil society leaders, political party leaders and between government-civil society institutions.
- **Representatives of Business Institutions and Private Sector:** To get knowledge on how to deal, manage and solve conflicts with potential clients, with business partners, between employers and between employer-leadership.
- **Representatives of Religious Organizations and Political Parties:** To get knowledge on how to deal with potential tensions and conflicts, between the various religions, race, faiths and divergence of political opinions.
- **Representatives of IOs, INGOs and Local NGOs:** To get knowledge on how to deal, manage and solve conflicts in conflict region and fields between conflict parties, civil society and political party leaders.
- **Representatives of Universities and Academic Staff:** To get knowledge on how to develop teaching, study and research methodologies.
- **Representatives of Media Institution:** To get knowledge on how to deal, manage and solve conflicts in conflict region and fields.
- **Mediators, Peacebuilders, Researchers** and any interested people who want to develop their academic knowledge and capacities in **Peacebuilding, Mediation, Conflict Resolution and Intercultural Dialogue**, who have intention to work as mediator, who wants to join missions in conflict regions, who wants to investigate academically and who work or live in countries/society with ongoing tensions and stress.

can apply to the **International Summer Academy or 3 Month CAS-Research Program.**

## Participation Fee

### A) Summer Academy Participation Fee:

- Double Room (Room for 2 participants) for 11 Days Summer Academy: 2200EUR
- Single Room (Room for 1 participant) for 11 Days Summer Academy: 2450EUR
- Double Room (Room for 2 participants) for 22 Days Summer Academy: 4300EUR
- Single Room (Room for 1 participant) for 22 Days Summer Academy: 4700EUR

### What is included in the participation fee during the 11 or 22 Days Summer Academy period?

- Accommodation
- 3 times Meals per day
- 2 times Coffee-Break per day
- Course & Stationary Materials (File, notebook and pen)
- WiFi Free Internet Connection
- Welcome & Farewell Parties
- Program fee

### B) 3 Month CAS-Research Program Participation Fee:

- Double Room (Room for 2 participants) for 90 Days Program: 8200EUR
- Single Room (Room for 1 participant) for 90 Days Program: 8600EUR

### What is included in the participation fee during the 3 Month CAS-Research Program period?

- Accommodation expenses during the 09 August - 06 November, 2016 period
- All the participation expenses of 22 Days Summer Academy Program (accommodation, meals, coffee-break and course fee)
- Travel expenses to visit various 4-5 Swiss Institutions
- Academic Supervisor fee to guide the research paper
- WiFi Free Internet Connection
- Program fee

### **What is not included in the participation fee?**

Extra accommodation nights and meal expenses, international travel and travel related expenses (visa & insurance fee expenses) are not included in the participation fee. Participation fee is not cover the extra persons' (family members, relatives, friends, colleagues etc.) accommodation and meal expenses.

Participants of the 3 Month CAS-Research Program are responsible the feeding and local travel expenses after the 22 Days Summer Academy.

### **Scholarship**

IPD offers several type of scholarship support to reduction the participation fee amount for most needed potential participants from all over the world counties. In this matter to request discount on the participation fee amount payment, please write your request briefly via email before or during the application submission period. Unfortunately IPD scholarship program can't cover all the participation fee amount and international travel expenses.

### **Cancellation Rules & Dates of Participation**

Please note that after submission of the application in any case of the participation cancellation till the **01 July, 2016** the charge **600€** (Plus bank transfer costs will be extra charge) will be deducted from the participation fee for the administrative charges.

Participation cancellation between **01 July, 2016** till the **08 August, 2016** the charge will be **950€** (Bank transfer costs will be extra charge) from the paid participation fee.

Participation cancellation after **08 August, 2016** there will be no refund on participation fee.

### **Participation Procedure Step by Step:**

1. Submitting filled application in WORD format, CV + scanned passport page
2. Participant will receive Invoice to start the payment of the requested participation fee amount
3. When the requested fee transferred to the mentioned bank account, participant will receive invitation letter via email and if there have visa application process we will send invitation letter by post and also to the relevant embassy by fax or email.

### **Deadline**

Requested below stated documents for participation have to be sent till the **16 May, 2016** to the email [fhuseynli@ipdinstitute.ch](mailto:fhuseynli@ipdinstitute.ch). Please send your application in **WORD format** include your **CV, Passport Page (Only photo page)** and name your documents as "**NAME**" "**SURNAME**" "**COUNTRY**" "**DOCUMENTS NAME**"

### **Bank account information to transfer the participation fee:**

#### **Payment to CHF Account:**

Bank Name: PostFinance AG  
Bank Address: Mingerstrasse 20  
3030 Bern, Switzerland  
Account number: 25-100224-4  
IBAN: CH62 0900 0000 2510 0224 4  
SWIFT code: POFICHBEXXX

#### **OR**

#### **Payment to EUR Account:**

Bank Name: PostFinance AG  
Bank Address: Mingerstrasse 20  
3030 Bern, Switzerland  
Account number: 91-806816-2  
IBAN: CH50 0900 0000 9180 6816 2  
SWIFT code: POFICHBEXXX

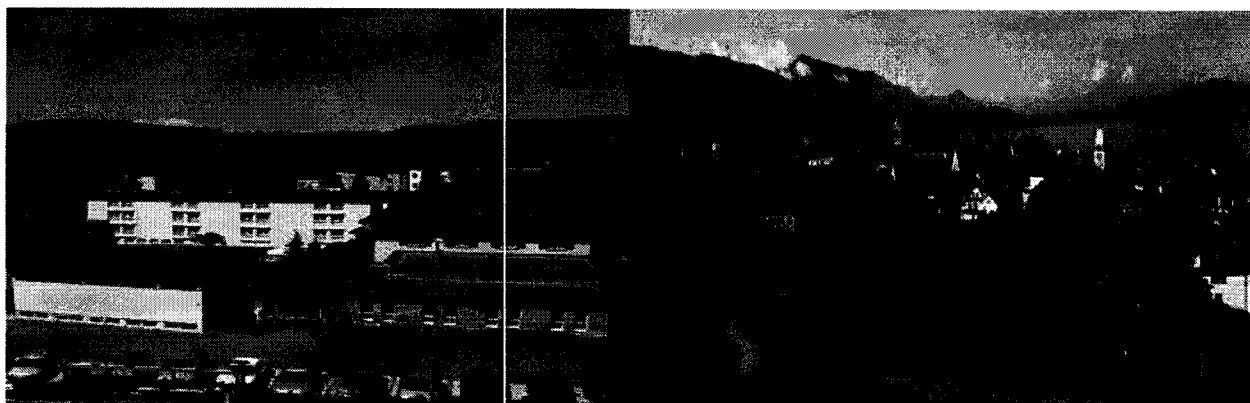
## Accommodation

Depending from the above mentioned participation fee payment, participants will stay in double or single rooms during the Summer Academy period in the '**Eckstein**' Meeting and Education Centre. Centre located in **Baar** the region of Zug Kanton which is one of the beautiful place of Switzerland, which is close to the **Zurich, Bern and Luzern Kantons**.

Event place is very close to the **Baar Main Train Station** and if you arriving by plane to the Zurich Airport you can reach to the **Baar Main Train Station** by train directly from **Zurich Main Train Station**.

For more information on accommodation please visit the webpage of '**Eckstein**' Meeting and Education Centre [www.zentrum-eckstein.ch](http://www.zentrum-eckstein.ch).

During the **29 August - 06 November, 2016** period the rented accommodation (Either in Hotel or Apartment) for 3 Month CAS-Research Program will be in Luzern Kanton.



## Support Us

We all know that organizing such kind of international academic training programs are quite expensive and very hard. So to help us in this matter, we invite all the companies, state organs, foundations, think tank institutes, universities, embassies and individual philanthropies for close partnership and to invest capital to the institutional development of academic peace and mediation education.

Your donation will give financial help in form of scholarships to motivated participants from the most needed areas of the world to apply their acquired knowledge in peace building in their countries to pave the way for a better future. On the same time sponsoring to the International Summer Program of IPD, will help your company/institution to be every month in the attention of 1000s web site visitors from all over the world countries. The entire sponsor's name will be placed in the promotional materials of the Summer Program.

## Organizer

Institute for Peace and Dialogue (IPD) is an independent, international non-profit and non-religious institute located in Lucerne, Switzerland. IPD dedicates itself to the promotion of prevention of conflicts between and within states, companies and communities by strengthening institutional dialogue, mediation and academic education with the participation of civil societies, INGOs, business and state institutions. To achieve its purposes, IPD providing its beneficiaries with academic-scientific programs (MA programs, summer academies, seminars, conferences, forums and exhibitions), institutional broad research-survey outputs, publication of educational materials, carrying out mediation, negotiation and reconciliation initiatives.

IPD invites state institutions, companies, INGOs, think tank centres, researchers, media and interested public actors for the cooperation and implementation of creative, innovative, effective and sustainable initiatives for the sake of empowering constructive intercultural dialogue, mediation, global governance, responsible leadership, peaceful conflict transformation, active world citizenship, human security and welfare

## Our Vision

Our vision is the education of an institutionalized civil society platform in peace-building, mediation, conflict transformation and intercultural dialogue, to convey a peaceful approach and behavior.

## **Our Mission**

Our mission is to empower civil society capacities in peacebuilding, conflict resolution, mediation and intercultural dialogue fields to build up a solution-oriented positive thinking in their work, community and family in order to have institutional impact for the sake of whole society development.

## **We Strongly Believe**

1. Desperate situation and non-solving problems are not eternal.
2. It is possible to make common decision and find common values, even the both conflict sides are thinking differently.
3. If the hostility thinking becomes stronger, there are no winner and right side.
4. Protracted conflicts on the same time endanger to the development and prosperity of conflict parties.
5. Any peaceful mediation and negotiation actions are useful than nothing.

***We will be glad to see you among us!***

## **Contact person for any questions:**

Fakhrinur Huseynli  
Director

Institute for Peace & Dialogue, IPD  
Eschenstrasse 4, 6020 Emmenbrücke,  
Luzern, Switzerland  
E: [fhuseynli@ipdinstitute.ch](mailto:fhuseynli@ipdinstitute.ch)  
[www.ipdinstitute.ch](http://www.ipdinstitute.ch)





**Education**

Name & Email of University	Length of Studies mm/yyyy - mm/yyyy	Degree Obtained (For example: MA in Political Science)

**Participation at the relevant training, seminars and etc.**

Year	Country	Organizer' name & email	Topic

**Professional Experience**

Date: mm/yyyy - mm/yyyy	Country	Name & Email of Company/Organization	Title of Position

**Language skills**

Language	Speaking	Writing	Reading
Mother Language			
English Language			
Other language?			

Please outline your motivation, intention and interest for attending in the International Summer Academy. (Not more than 500 words)

Please write "Peace" in your own language: \_\_\_\_\_

**Declaration of the Applicant:**

By submitting this **Application Form** I confirm that all the information given in this form is correct and complete. I also confirm that I agree to the following conditions of participation:

- ◆ I am motivated, willing and available to engage the activities in mediation, peace education, conflict resolution, security and intercultural dialogue afterwards the Summer Program.
- ◆ I will not arrive late or depart early.
- ◆ I will actively join each of the activities during the Summer Program.
- ◆ I understand that the organiser reserves the right to exclude the participant from the course in case information given in the form proves to be incorrect or because of misconduct at the Summer Program.

Name, address and telephone numbers of two people whom we may contact as personal references and in emergency situations.

**I Reference Person:**

**II Reference Person:**

### Special needs

Do you have any special needs or requirements that the organizers should take into account during the Summer Academy (e.g. dietary, vegetarian, disability, etc.)? Yes  No   If Yes Please specify

**Fee & Accommodation Request: Please choose your accommodation and fee type:**

#### Summer Academy Fee:

- Double Room (Room for 2 participants) for 11 Days Summer Academy: 2200EUR Yes  No
- Single Room (Room for 1 participant) for 11 Days Summer Academy: 2450EUR Yes  No
- Double Room (Room for 2 participants) for 22 Days Summer Academy: 4300EUR Yes  No
- Single Room (Room for 1 participant) for 22 Days Summer Academy: 4700EUR Yes  No

#### 3 Month CAS-Research Program Fee:

- Double Room (Room for 2 participants) for 90 Days Program: 8200EUR Yes  No
- Single Room (Room for 1 participant) for 90 Days Program: 8600EUR Yes  No

**Visa: Do you need visa to travel Switzerland? Yes  No**

#### Deadline:

Deadline for submission of filled application via email to fhuseynli@ipdinstitute.ch and payment of the participation fee is **16 May, 2016**. Only selected and paid candidates will be informed about the next steps and will receive additional materials on relevant **IPD International Summer Program**.

Please send your application in **WORD format** with your **CV, Passport Page (Only photo page)** and name the documents as **"NAME" "SURNAME" "COUNTRY" "DOCUMENTS NAME"**

#### Participation Procedure Step by Step:

1. Submitting Filled Application in WORD format, CV + scanned passport page
2. Participant will receive the Invoice to start the payment of the requested participation fee amount due to the offered deadline.
3. When the requested fee transferred to the mentioned bank account, participant will receive invitation letter via email and if there have visa application process we will send invitation letter by post and also to the relevant embassy by fax or email.

#### Cancellation Rules & Dates of Participation

Please note that after submission of the application in any case of the participation cancellation till the **01 July, 2016** the charge **600€** (Plus bank transfer costs will be extra charge) will be deducted from the participation fee for the administrative charges.

Participation cancellation between **01 July, 2016** till the **08 August, 2016** the charge will be **950€** (Bank transfer costs will be extra charge) from the paid participation fee.

Participation cancellation after **08 August, 2016** there will be no refund on participation fee.

**Bank Account information to transfer the Participation Fee**

**Payment to CHF Account:**

Bank Name: PostFinance AG  
Bank Address: Mingerstrasse 20  
3030 Bern, Switzerland  
Account number: 25-100224-4  
IBAN: CH62 0900 0000 2510 0224 4  
SWIFT code: POFICHBEXXX

**OR**

**Payment to EUR Account:**

Bank Name: PostFinance AG  
Address: Mingerstrasse 20  
3030 Bern, Switzerland  
Account number: 91-806816-2  
IBAN: CH50 0900 0000 9180 6816 2  
SWIFT code: POFICHBEXXX

**Name & Surname:**

**Date:** \_\_\_\_\_

*We will be glad to see you among us!*

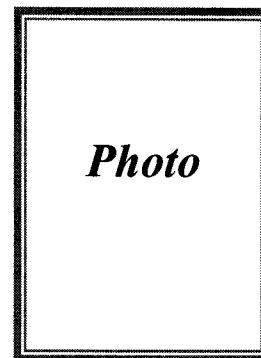
**Project Organizer:** Institute for Peace & Dialogue  
**Contact Person:** Fakhrinur Huseynli - Director of IPD  
**Address:** Eschenstrasse 4, 6020 Emmenbrücke,  
Luzern, Switzerland  
**E-mail:** fhuseynli@ipdinstitute.ch  
[www.ipdinstitute.ch](http://www.ipdinstitute.ch)

**Institute for Peace and Dialogue, IPD**

**Peacebuilding, Mediation, Conflict Resolution, Security and Intercultural Dialogue**

**Switzerland**

**Call for Visitor Researcher**



Please choose your research period (Research period must be maximum 1 Year):

Research Period Starting From: dd.mm.yyyy

Research Period Last Day: dd.mm.yyyy

Please choose one of the research topic for your VRP period

- Peacebuilding
- Mediation
- Conflict Resolution
- Security
- Intercultural dialogue

**Personal Details**

Name:

Surname:

Nationality:

Date of birth (dd.mm.yy):

Place of birth:

Passport number:

Date of issues (dd.mm.yy):

Date of expire (dd.mm.yy):

Place of issues:

Your full address: (country, city, region, district, house, street, apart., zip code and etc.)

E-mail:

Cell number:

Skype, MSN, Facebook and etc.:

Name of your Organization & Your Position:

Contacts of your Organization (Full address, email, web page, tel. & fax) & Reference Person:

Relevant Embassy for contacts: (Embassy mail, e-mail and fax address which we must send copy of the invitation letter)

How did you heard about IPD Visitor Researcher Programs?

How you will cover your participation fee amount?

- Myself

Yes  No

- My work or study place

Yes  No

- Family member

Yes  No

- Friend

Yes  No

- Colleague

Yes  No

- Scholarship (Please specify the financial aid source)

Yes  No

**Education**

Name & Email of University	Length of Studies mm/yyyy - mm/yyyy	Degree Obtained (For example: MA in Political Science)

Participation at the relevant training, seminars and etc.

Year	Country	Organizer' name & email	Topic

**Professional Experience**

Date: mm/yyyy - mm/yyyy	Country	Name & Email of Company/Organization	Title of Position

**Language skills**

Language	Speaking	Writing	Reading
Mother Language			
English Language			
Other language?			

Please outline your motivation, intention and interest for attending in the Visitor Researcher Program. (Not more than 500 words)

Please write "Peace" in your own language: \_\_\_\_\_

Name, address and telephone numbers of two people whom we may contact as personal references and in emergency situations.

**I Reference Person:**

**II Reference Person:**

**Special needs**

Do you have any special needs or requirements that the organizers should take into account during the VRP period (e.g. dietary, vegetarian, disability, etc.)? Yes  No   If Yes Please specify

**Fee & Accommodation Request: Please choose your accommodation and fee type:**

**Participation Fee Included Accommodation:**

- Double Room Stay (Room for 2 participants) for 1 Year Period: 17500EUR
- Single Room Stay (Room for 1 participant) for 1 Year Period: 19000EUR

Yes  No   
Yes  No

**Visa: Do you need visa to travel Switzerland? Yes  No**

**Participation Procedure Step by Step**

1. Submitting Filled Application in WORD format, CV, university diploma + scanned passport page
2. Visitor Researcher will receive the Invoice to start the payment of the requested participation fee amount due to the offered deadline.
3. When the requested fee transferred to the mentioned bank account, participant will receive invitation letter via email and if there have visa application process we will send invitation letter by post and also to the relevant embassy by fax or email.

**Application Submission Process**

Please fill and send your application documents via email to [fhuseynli@ipdinstitute.ch](mailto:fhuseynli@ipdinstitute.ch).

Please send your application in **WORD format** with your **CV, Passport Page (Only photo page), University Diploma** and name the documents as **"NAME" "SURNAME" "COUNTRY" "DOCUMENTS NAME"**

**Cancellation Rules & Dates of Participation**

Please note that after submission of the application in any case of the participation and accommodation cancellation till the beginning of Visitor Research Program, there will be cancellation fee amount of **2000EUR**.

Participation and accommodation cancellation till the middle of the Visitor Research Program, there will be cancellation fee amount of **7000EUR**.

Participation and accommodation cancellation after middle of the Visitor Research Program, there will be no refund.

**Bank Account information to transfer the Participation Fee**

**Payment to CHF Account:**

Bank Name: PostFinance AG  
Bank Address: Mingerstrasse 20  
3030 Bern, Switzerland  
Account number: 25-100224-4  
IBAN: CH62 0900 0000 2510 0224 4  
SWIFT code: POFICHBEXXX

**OR**

**Payment to EUR Account:**

Bank Name: PostFinance AG  
Address: Mingerstrasse 20  
3030 Bern, Switzerland  
Account number: 91-806816-2  
IBAN: CH50 0900 0000 9180 6816 2  
SWIFT code: POFICHBEXXX

Name & Surname:

Date: \_\_\_\_\_

*We will be glad to see you among us!*

**Project Organizer:** Institute for Peace & Dialogue  
**Contact Person:** Fakhrinur Huseynli - Director of IPD  
**Address:** Eschenstrasse 4, 6020 Emmenbrücke,  
Luzern, Switzerland  
**E-mail:** fhuseynli@ipdinstitute.ch  
www.ipdinstitute.ch