



ASSOCIATION “RONDINE CITTADELLA DELLA PACE”

2011 APPLICATION FOR ADMISSION TO THE INTERNATIONAL HALL OF RESIDENCE

Rondine Cittadella della Pace has been running one of the most significant and authentic peace programs in Italy for over 10 years. In fact, since 1997 Rondine has housed the International Hall of Residence, made up of young students from different cultures many of whom have recently experienced situations of conflict in their home countries and who wish to participate in a project of peaceful co-existence, training and undergraduate or postgraduate study. *The aim of the International Hall of Residence is to facilitate the students' return to their home countries, on completion of their studies, in order for them to follow up on what they have learned at Rondine; that is, the genuine possibility for dialogue, reconciliation and peaceful co-existence.*

Introduction

The Association “Rondine Cittadella della Pace” in Arezzo, Tuscany, Italy, is currently recruiting young people who are interested in participating in the Association's project, which includes:

- Participation in the Association's Educational Project: while the Association programmes specific initiatives in the field of **personal and intercultural education** throughout the year, the core of the educational project is the communal life organised within the International Hall of Residence. Here young students who come from the opposing sides of areas in conflict are united by the same spirit, by the shared aims of the Association and by the friendship that grows between them, over and beyond the obstacles that emerge over the course of their everyday lives.
- A **6 month course** in Italian Language and Culture (**3 months of intensive language lessons** and a further 3 months of language development). This course takes place at the International Hall of Residence in Rondine Cittadella della Pace. It is a preparatory course to enrolment in the student's chosen undergraduate or postgraduate programme.
- Enrolment in a **3 year undergraduate program** (Laurea I level) or a **1 year postgraduate program** (Master) at the University of Arezzo, Florence, Perugia or Siena.
- Field of studies: **Economy, Politics, Humanities, International Cooperation, Architecture, Agrarian studies, Education, Communication, Art and Social studies.** Excluding law, engineering and medicine.
- Participation in all the cultural activities organised by the Association under the name of the European School of Peace Studies.

Rondine Cittadella della Pace - Onlus, Casella Postale n° 46, 52100 Arezzo

Codice Fiscale 92006970518

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Studentato Internazionale: Loc.tà Rondine n. 1 Arezzo, Tel e Fax: +39.0575.364460

Sito internet: www.rondine.org e-mail: asso.rondine@libero.it info@rondine.org



- On successful completion of the whole programme the student will receive the “Rondine d’Oro” and will return to his/her home country.

Eligible Candidates

Recruitment is restricted to male and female students between the ages of **19 and 27** (depending on their chosen university programme). Candidates must be able to demonstrate excellent academic achievement in their school programmes.

Candidates must show a clear desire to overcome the negative consequences of conflict and hate; they must be open to dialogue and reconciliation, demonstrating this in their everyday relationships with the other residents living in the International Hall of Residence and in their capacity to inter-relate with the diverse cultures and religions represented.

Candidates must also be clearly determined in their intention to return to their home countries and develop their professional careers in the academic, institutional or commercial worlds, to take up leadership positions and further the cause of peace.

Recruitment

- The recruitment process for the International Hall of Residence involves the following stages, all of which must be successfully completed in order to be eligible for admission:
 - a) Application forms are sent in by the deadline along with all relevant documents (see below);**
 - b) A list of suitable candidates is compiled, selected from the applications received;**
 - c) Candidates in the list are called to attend a selection day in his/her home country;**
 - d) Candidates chosen for admission are requested to arrive in Italy by the 30th of June 2011, the program start date**
 - e) Candidates chosen for admission are invited to live for a trial period at the International Hall of Residence, Arezzo, Italy;**
 - f) On successful completion of the trial period (3 month: July, August and September), the candidate is officially admitted to the International Hall of Residence, otherwise He/She have to come back to the original country.**
- To apply for admission it is necessary to fill in and send off the **application form along with the copy of all relevant documentation** (Attachment 1), directly to the Association Rondine Cittadella della Pace. It is also possible to hand your application to one of the Association’s local partners who will then send it on to the Association.



- Once all applications have been assessed and a list of suitable candidates has been drawn up, all those on the list will be called to attend a selection day (written or oral tests) which will take place in the candidate's home country (otherwise in some particular case by skype) in the presence of the examining committee on a specified day, time and place. During the selection interview the candidate can also provide further documentation to support his/her application.
- The selection day involves:
 - a) **Test and/or interview to assess motivational and behavioural qualities.**
 - b) **The detailed presentation of a project** that the applicant would like to implement in his/her home country on completing his/her stay at the International Hall of Residence. This project could be related to the students' life plan, career plans or cultural interests that he/she wishes to develop. The presentation must include a description of the aims of the project and the various phases necessary to its realisation. This project will already have been included with the candidate's application form.
- On its return to Italy the Examining Committee will present its assessment of candidates to the Selection Committee who will confirm each candidate's eligibility for admission and will draw up a waiting list from which students will be chosen and invited to undergo the three month "trial period" at the International Hall of Residence (**the waiting list remains valid for a period of two years**).

In Italy

- Candidates chosen for admission will have to reach Arezzo railway station under their own responsibility by the **30th June 2011**.
- During the **trial period (July, August and September)** candidates will have the opportunity to assess whether the experience lives up to his/her expectations. At the same time the Association will assess whether the candidate is indeed suitable for permanent admission. Assessment will also be carried out on the basis of periodic interviews with the Hall of Residence staff. The trial period is regulated by a specific protocol which will be signed by the candidate on his/her arrival.
- Official acceptance of the candidate's permanent admission to the Hall of Residence depends on the positive assessment of the Educational Team, which will be communicated at the end of the trial period. In the case of a negative assessment the candidate will be obliged to return to his/her home country immediately.
- Official acceptance leads to the full and permanent admission of the candidate to the International Hall of Residence and the signing of the Hall of Residence Regulations. The



student can lose his/her right to stay in the Hall of Residence at any time if Regulations are not respected.

- Undergraduate programs (**Laurea I**) begin on **September 2011**. **Master** courses generally begin between **October 2011** and **February 2012** depending on different Universities academic year calendars.

Costs

- All costs regarding the issuing of **visas** and the documentation necessary to the university pre-enrolment are the responsibility of the student, as is the preparation of any translation, authentication, or notarial deed required by the Italian authorities. **The preparation and authentication of the documents necessary to enrolment in the Italian University is the responsibility of the student.** He/She will provide all the required documentation, which must be checked with the Italian Consulate in the country of residence. The Association can provide help and advice on request of the student.
- **Students selected** from Bosnia Herzegovina, Kosovo, Georgia, Serbia and the Russian Federation have to ask the competent Ministry of Education for the *Apostille* on their studies certificates. (Please note: the costs for apostille are the responsibility of the student. In the Russian Federation and Georgia apostille issuing times are approximately 2 months).
- **Travel costs to and from Italy** are the responsibility of the student.
- During the trial period, all costs regarding board and lodging, university fees and study material (text, books, etc), including the course of Italian Language and Culture, are covered by the Association.
- As provided by the Italian Government, the Association will supply medical insurance for each student admitted. During the trial period medical costs are at the students' expense, excluding any emergency.
- **The Association will not cover costs for any previous diseases contracted before the arrival time in Italy.**



DOCUMENTS TO INCLUDE WITH YOUR APPLICATION FORM

To participate in the selection process it is necessary to send the **Application Form (Attachment 1)**, supported by all the documents mentioned below, by the **28th February 2011**. (The Examining Committee reserves the right to consider potential candidates who apply after this date, however, preference will be given to those who apply within the closing date. Applications will be considered in order of the date of delivery).

All documentation must be sent by **fax**, or scanned by **e-mail**, or by **ordinary post** to:

Associazione Rondine Cittadella della Pace
C. P. 46 - 52100 Arezzo (Italia)

E-mail: mauro.dandrea@rondine.org
 asso.rondine@libero.it

Fax: +39.0575.353565

For Further Information:

- ❑ **Web site:** www.rondine.org
- ❑ **Tel.** +39.0575.299666

NOTE: The Association reserves the right to update the present application details, publicising any alterations on the web site www.rondine.org (only official source).



REGULATIONS
INTERNATIONAL HALL OF RESIDENCE
- EXTRACTS -

1. The International Hall of Residence is based in the small village of Rondine, overlooking the river Arno, 12 kilometres from the city of Arezzo. Its old rural houses have recently been restored. Each **room sleeps two students**, there is a common dining room and there are also several study areas as well as a computer room and a library.
2. The services offered by the International Hall of Residence are run by a team of staff made up of the director, a student tutor and an educational committee, all of whom are employees and volunteers of the Association Rondine Cittadella della Pace. Working collaboratively they contribute to the realisation of the values and activities promoted by the International Hall of Residence.
3. **Students** living in the International Hall of Residence are, for the entire period of their stay in Italy, **under their own personal responsibility**. They are, however, committed to respecting the regulations and accepting and acknowledging the guidance of the Director, his/her team and the other members of the Association's staff.
4. The student is committed to maintaining the high reputation of the Association at all times, protecting its ideals and promoting its image with partners, supporters and external contacts in general.
5. The student undertakes to actively participate in the life of the International Hall of Residence and accepts the educational principles of the project, helping to reach a high level of communal life, characterized by friendship, sincerity, trust, open – mindedness and the desire to improve.
6. The student is committed to reaching an **excellent knowledge of the Italian language**.
7. The student is committed **to participate in all the various initiatives run by the Association**, as agreed, on admission to the Hall of Residence. The specific ways in which the Educational Project will be yearly realized are reported in the Educational Programme of the Hall of Residence and in the Association's Cultural Project.
8. Daily life is organised with the aim of providing maximum personal autonomy (cleaning,



- laundry, ironing) while **sharing common tasks** (cleaning, cooking, setting and cleaning tables, washing up and maintaining communal spaces such as bathrooms, sitting rooms, library, class rooms, kitchens). **Residents are also expected to participate in social activities** (sports, welcoming of people and groups, dinners etc.).
9. During the student's period of stay in the Hall of Residence, all costs regarding board, lodging, university fees and medical assurance are covered by the Association. Travel costs from and to his/her address, holiday travels and personal expenses are the responsibility of the student. A little amount for the student's personal maintenance can be assessed, according to the rules deliberated by the Managing Board. At this aim, each student arriving in the Hall of Residence should present the documentation necessary to attest his/her **family's economic situation**.
 10. Students are committed to returning to their home countries on completion of the programme, investing their knowledge, skills and experience within their home communities.
 11. The student can lose his/her right to a place in the Hall of Residence at any time as a result of his/her failure to fulfil the stipulated study requirements, lack of participation in the activities run by the Hall of Residence and the Association, or lack of adherence to the regulations.
 12. **Trips abroad** or temporary return to students home country must be duly **authorised by the Association**. Any trips abroad are only possible **after receiving a valid Italian permit of stay**.
 13. Students cannot change their chosen course of studies or university. Permission to carry out **paid working activity** must be agreed with and **authorised by the Association**.
 14. Each student must agree his/her study course with the Director of the Hall of Residence in a detailed way. This course will be specific to each student and his/her results will be monitored and evaluated. Every student has to fulfil all the scheduled duties concerning attendance and tests, and he/she must reach an optimal level of performance.



APPLICATION FORM FOR ADMISSION (Attachment 1)

General information:

Name.....Surname.....

Male Female Date of birth.....

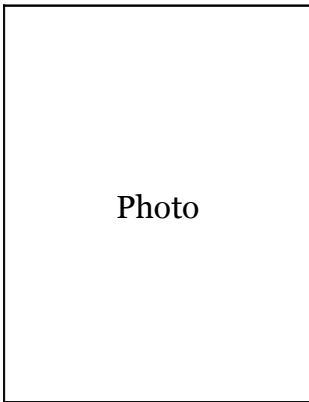
Place of birth.....Nationality.....

Ethnic background (where applicable).....

Address.....

Tel: homemobile.

e-mail.....



Obligatory military service requirements absolved: yes no

Marital status: Married Single Children: yes no

Educational background:

Latest degree obtained

Attained on date.....

At (name of University or other Institute).....

Kind of study that you wish to attend in Italy:

3 years Degree program Master program (18 month)

Field of Study.....



Work experience:

Do you have any work experience? yes no

If yes, kindly state briefly the job title and description

.....
...

Are you currently employed? yes no

If yes, what is your profession at the moment?

Have you, or are you currently pursuing extracurricular activities?.....

Additional information:

Father's name and surname..... Profession.....

Date of birth..... Address

Mother's name and surname..... Profession.....

Date of birth.....Address

Where/ How did you find out about this application:.....

.....



**I would like to be admitted to the International Hall of Residence
Association Rondine Cittadella della Pace**

I have included the following documents:

(tick all documents included with the application form)

- Copy of valid passport (must be valid until at least **June 2012**);
- 1 passport sized photos;
- Photocopy of High School/Secondary School qualifications (A levels and GCSEs for British based schooling);
- Photocopies of any other qualifications (BA, MA, training courses etc.);
- Declaration of family income (document issued by your local authority or other competent organisation. A self certification form is also accepted).
- CV;
- References in support of my application (teachers, university professors, organisations, associations who have a knowledge of you and your work/study);
- Accompanying letter stating
 - o my character traits, interests and ambitions;
 - o why I want to be admitted to the International Hall of Residence
- A draft of the project that I intend to implement on return to my home country at the end of my stay at the International Hall of Residence, including:
 - o Objectives;
 - o Detailed description;
 - o Methodology (steps to the practical realisation of the project);

Candidates who pass the selection process will be responsible for obtaining:

- ✓ Italian Entrance Visa for Study/University;
- ✓ Documentation necessary for Italian university pre-enrolment;
- ✓ Certificate of healthy and robust constitution and blood test: for contagious diseases HIV, Hepatitis C, Tuberculosis.
- ✓ Those who would like to drive in Italy will have to present an International driving license
- ✓ Any other documents specifically requested by the Association.

I hereby declare to have read the entire application form and all its attachments.

Date _____ Signature _____