

## Visitor Researcher Program, VRP (3-12 Month)

### Switzerland



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

#### VISITOR RESEARCH PROGRAM ACTIVITIES

- **3 Month VRP:** Includes participation in 9-18 academic class days and research with academic supervisor
- **6 Month VRP:** Includes participation in 18-26 academic class days and research with academic supervisor
- **12 Month VRP:** Includes participation in 26-30 academic class days and research with academic supervisor

The **main aim** of the **Visitor Research Program** is to improve the individual research skills of the researchers through participation in the academic trainings and peer to peer education. During the VRP program period researchers will visit to Swiss Host Institutions to get more practical knowledge.

#### INTENDED TOPICS FOR RESEARCH PERIOD

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

#### ELIGIBLE PARTICIPANTS

A broad range of the interested participants (Age: 21+) from all over the world countries such as mentioned in below can apply to the **Visitor Research Program**:

- Representatives of Government Institutions, Diplomatic Missions and Courts
- Representatives of Business Institutions and Private Sector
- Representatives of Religious Organizations and Political Parties
- Representatives of IOs, INGOs and Local NGOs
- Representatives of Universities and Academic Staff

- Representatives of Media Institution
- Mediators, Peacebuilders, Researchers & Students

## **PARTICIPATION FEE**

- **6000EUR** for 3 Month VRP period with accommodation or 3000EUR without accommodation
- **9000EUR** for 6 Month VRP period with accommodation or 4000EUR without accommodation
- **15000EUR** for 12 Month VRP period with accommodation or 6000EUR without accommodation

## **WHAT IS INCLUDED IN THE PARTICIPATION FEE DURING THE 3-12 MONTH VRP PERIOD?**

- Single Room Accommodation stay in Swiss Host Family
- Lunch Expenses during the IPD Academic Trainings
- Coffee-Break expenses during the IPD Academic Trainings
- Welcome and Farewell Parties during the IPD Academic Trainings
- Course & Stationary Materials (File, notebook and pen)
- WiFi Free Internet Connection
- Academic Supervisor fee to guide the research paper preparation
- Program fee
- Certificate

## **WHAT IS NOT INCLUDED IN THE PARTICIPATION FEE?**

- Extra Accommodation nights
- Meal expenses during the VRP program period
- Breakfast and Dinner Expenses during the IPD Academic Trainings
- International and local travel expenses
- Visa and insurance expenses
- Extra persons` (family members, relatives, friends, colleagues and etc.) expenses

## **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.

If you wish to request discounted participation fee amount, please write your request briefly via email before or during the application submission period.

Unfortunately IPD scholarship program do not cover all the participation fee amount and international travel expenses.

## **PARTICIPATION PROCEDURE STEP BY STEP**

1. Submitting filled application in WORD format, CV, University Diploma + scanned passport page
2. Participant will receive 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”

There haven`t any deadline for application submission and researchers can select any relevant starting/end time period for his/her research stay. But we strongly advice to the participants to submit the filled application at least 2 month in advance for visa application process and looking for accommodation in one of the Swiss Host Family .

## **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

## **PARTICIPATION CANCELLATION RULES & DATES**

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 **35%** cancellation fee amount of paid fee + bank transfer and exchange rates costs will be extra charge.

Participation and accommodation cancellation till the middle of the Visitor Research Program, there will be **60%** cancellation fee amount of paid fee + bank transfer and exchange rates costs will be extra charge.

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

**ACCOMMODATION:** Visitor Researchers will be accommodated in one of the Swiss Host Family in Single room. To stay in Swiss Host Family could be useful for researchers to improve their German or French languages, to know better the local history, traditions, culture and habits, and can get more information about Switzerland.

## **ORGANIZER**

**Institute for Peace & Dialogue, IPD** is one of the leading organizers of several successful annual international academic trainings and research programs in Switzerland in the field of peacebuilding, conflict transformation, mediation, security, intercultural dialogue and human rights which these events bring together state, private and public sector representatives.

IPD dedicates itself to the promotion of prevention of potential 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 provides its beneficiaries with academic-scientific programs (Winter, Summer & Autumn Academies, seminars, conferences, forums and exhibitions), educational materials and carrying out mediation 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, good global governance, responsible leadership, peaceful conflict transformation, active world citizenship, human security and welfare via mediation and non-violence methods.

## **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.

## BE OUR SPONSOR

We all know that organizing such kind of international academic programs is quite expensive and very hard to implement with limited financial sources. So to help us in this matter, we invite State Institutions, Foundations, Private Sector, Universities, Public Sector and Individual Philanthropists to be Sponsor of IPD activities..

Your Sponsorship will help institutional development of academic education, particularly will be helpful to support financially in form of scholarships to most of the motivated and needed participants (students, participants from the developing countries, participants of the local organisations and etc.), whose people would like to positively change the situation in their country, build more peaceful environment and pave the way for a better future in the society where they live.

We believe as part of the Corporate Social Responsibility (CSR) and Philanthropy policy of your Institution, you will be opportunity to be Sponsor of one of the IPD program.

Each of the sponsor`s name will be publish in the promotional materials of the event and we will place the banner of the sponsor in the entrance of the conference room. We could also put separate table for Sponsor to promote its products during the event.

Depends from the financial support amount, we could prepare special event bags, pens, cups, umbrella, package, folder, cap, T-shirt, USB sticks and etc. with logo and name of the Sponsor.

## Sponsorship for IPD Visitor Research Program

**To be Diamond Sponsor:** 30000EUR and above

**To be Platinum Sponsor:** 20000EUR and above

**To be Gold Sponsor:** 15000EUR and above

**To be Silver Sponsor:** 10000EUR and above

**To be Bronze Sponsor:** 5000EUR and above

**To be Individual Sponsor:** 500EUR and above

To be Sponsor of **VRP** please visit **IPD web page Sponsorship section** to fill the application form to start your Donation step by step. <http://www.ipdinstitute.ch/Sponsorship-Donation/>

### Contact person for any questions:

Mr. Fakhrinur Huseynli

Director

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**We are looking forward to see you in Switzerland!**