



RULES AND CONDITIONS
INTERNATIONAL SUMMER SCHOOL SARAJEVO 2016
“TRANSITIONAL JUSTICE: KEY CONCEPTS, PROCESSES AND CHALLENGES IN SOUTH-EAST EUROPE”

Article 1

GENERAL PROVISIONS

These **RULES AND CONDITIONS** are regulating the official name and the official abbreviation of the project, duration and important dates, implementing organization, objectives, the application process, criteria and the process of selection, responsibilities of the participants, participation fee and the principles of equal opportunities and non-discrimination for the preparation and realization of the International Summer School in Sarajevo 2016.

Article 2

OFFICIAL NAME AND THE OFFICIAL ABBREVIATION OF THE PROJECT

The official name of the project is:

INTERNATIONAL SUMMER SCHOOL SARAJEVO 2016
“TRANSITIONAL JUSTICE: KEY CONCEPTS, PROCESSES AND CHALLENGES IN SOUTH-EAST EUROPE”

and the official abbreviation is **ISSS 2016**.

Article 3

DURATION AND IMPORTANT DATES

ISSS 2016 as a project starts on the 1 March 2016 and finishes on 31 December 2016.

The application process starts on 00:01 on 01 April 2016 and ends at 23:59 on 30 April 2016.

The selection process starts on 00:01 on 1 May 2016 and ends at 23:59 on 15 May 2016.

The participation fee is due by 23:59 on 5 June 2016.

The implementation period of the ISSS 2016 is 15 – 25 July 2016.

Article 4

IMPLEMENTING ORGANIZATION

The implementing and responsible organization of the ISSS 2016 is the Association “**PRAVNIK**”, Porodice Ribar 49, SARAJEVO 71000, BOSNIA AND HERZEGOVINA, in cooperation with the Rule of Law Program South East Europe of the Konrad-Adenauer-Stiftung, Str. Franzelarilor, nr. 5, sector 2, RO-020785, Bucharest, Romania.

Article 5

OBJECTIVES

The main objective of ISSS 2016 is to foster contemporary discussion on the issue of Transitional Justice and Human Rights through a unique blend of theory, practice and experience with an aim to empower future decision makers by:

- Bringing together experienced professionals and young scholars from the SEE region and Europe and US
- Contributing to the global discussion on the issue of Transitional Justice and Human Rights
- Networking of Alumni students and lecturers from previous generations with this year participants

Article 6

WHO CAN APPLY?

The program encourages applications from graduate and PhD students of law and related disciplines and young professionals (under the age of 35), including a limited number of undergraduate students any young professionals from South East Europe, Europe and the US. ISSS 2016 will accept 25 to 30 students for attendance for this year.

The program also encourages young professionals working in the area of Rule of Law, Human Rights and Transitional Justice to apply as well.

Eligibility and entrance criteria

There are three main criteria which will be taken into consideration in the evaluation process: Academic requirement, Language requirement, and CSO (Civil Society Organizations) experience.

Academic requirement

The program encourages applications from law and political science undergraduate final year students and post graduate students. Basic knowledge and commitment to take part in academic discussions on Rule of Law, Human Rights and Transitional Justice concept is required.

Language requirement

The language of instruction is English; thus all applicants have to demonstrate a strong command of spoken and written English to be able to participate actively in discussions at lectures and workshops.

CSO experience

The association “**PRAVNIK**” recognizes the involvement in CSO as an important sign that proves commitment toward democratic development of any society. Thus experience in CSO sector brings an added value to every application.

Other than these criteria, selection will be dependent on a quota to respect per country and/or region, aiming at respective geographical coverage.

Article 7

APPLICATION PROCESS

When can you apply?

You can apply as soon as the application process is opened, which will be notified through media and on the official web sites of the organizers.

How can you apply?

All prospective applicants are invited to send their complete application through the official submission e-mail which is indicated on the application form.

Your application will be considered:

- i) if it reaches the Association "PRAVNIK" through online application form before the application deadline;
- ii) if every question was answered and was accompanied with all necessary documents;
- iii) if you explicitly agree with the **RULES AND CONDITIONS** of the ISSS 2016, and declare to have read them via the application form;
- iv) if you received a confirmation letter from the organizers (which you should receive within 76 hours after your submission) through the official e-mail.

Application deadline

The application deadline for ISSS 2016 is on 30 April 2016 23:59 CET. We encourage everyone to apply before the deadline. Applications that come after the deadline will not be taken into consideration.

Article 8

EVALUATION OF SUBMISSIONS

Selection Committee

After the deadline has passed, an independent Selection Committee will be established and will be fully and solely responsible for the selection and creation of the list of successful applicants and the waiting list.

Criteria list

The Selection committee will prepare a list of successful applicants according to the following criteria list, once the general requirements have been met. The general requirements, main criteria for application evaluation and main criteria for participation fee reduction will be a part of these **RULES AND CONDITIONS** in the form of **EVALUATION OF SUBMISSIONS FORM** in **ANNEX I** which will be available before the application process starts to enable decision process transparency. The following criteria shall apply:

CRITERIA	Max %
Academic achievement	30 %
Contribution to further academic determination	20 %
Professional experience (including internships)	30 %
Demonstrated motivation	20 %

Article 9

PARTICIPATION FEE

The participation fee for ISSS 2016 is 200€.

Students from Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Kosovo, Macedonia, Montenegro, Moldova, Romania and Serbia are eligible to apply for a participation fee reduction of 50 %.

No discrimination will be made towards applicants who apply for a participation fee reduction and the number of fee reductions will depend on the number of participation fee reduction requests and the number of available reductions.

Travel costs are not covered by this fee and each participant should take care of personal travel arrangements. If you need a visa to enter Bosnia and Herzegovina please let us know, so that we can send you an invitation letter for ISSS 2016.

In addition, field trips are not covered by this fee, so please consult the ISSS 2016 course description and timeline.

The participation fee **must be received** by 5 June 2016 23:59 CET ensure participation, otherwise the place on the ISSS 2016 will be offered to the first person on the waiting list, and so on. In the case of withdrawal of participation there will be no refund of the participation fee.

Article 10

CERTIFICATE AND CREDITS

Association “PRAVNIK” and the **Konrad-Adenauer-Stiftung, Rule of Law Program South East Europe**, award a certificate of attendance upon successful completion of the summer school. In order to gain this certificate, participants are expected to attend and actively participate in all classes and complete assignments required by the ISSS 2016.

Successful completion in terms of this document includes also the **submission of the essay** by 30 September 2016.

ISSS 2016 does not use a credit system for the awarding of its internal degrees, and cannot award credits directly for its ISSS 2016 participation. Students wishing to obtain credits as a result of our evaluation should consult their own institutions in advance about the acceptability of the Summer School evaluation for credit purposes.

The amount of credit awarded is at the discretion of individual institutions but a rough guide would suggest students completing a full 10 days of the ISSS 2016 (with a 70 hour workload and an essay) might earn three to four (3-4) semester credit hours. To compliment this all certificates will be come along with the transcript of all ISSS activities, which will outline all learning outcomes.

Article 11

EXCLUSION CRITERIA

All participants must agree to the **RULES AND CONDITIONS** of the ISSS 2016 before the submission of their plan (upon submitting of the application form).

A participant will be excluded from the ISSS 2016 if s/he:

1. Is not under the age of 35.
2. Does not meet the criteria for participation as described in Article 2.
3. Has submitted false and/or incorrect data in his/her application form.
4. Directly or indirectly offers promises, gives or demands a bribe or other undue advantage in order to obtain or retain an improper advantage.

Article 12

OBLIGATIONS AND RESPONSIBILITIES

In order to obtain the certificate all participants have following obligations and responsibilities:

Attendance

All participants must attend over 80% of all lectures including workshops and discussions.

Essay

All participants are obliged to submit an essay in English on a topic that relates to the ISSS 2016 program by 30 September 2016.

Dress code

Please note that the dress code for the ISSS 2016 will be professional business throughout the program.

Article 13

EQUAL OPPORTUNITIES AND NON-DISCRIMINATION

Association “**PRAVNIK**” and **Konrad-Adenauer-Stiftung, Rule of Law Program South East Europe**, are committed to ensuring that staff and students are selected, assessed, promoted and otherwise treated solely on the basis of their relevant merits and abilities.

The Association “**PRAVNIK**” and the **Konrad-Adenauer-Stiftung, Rule of Law Program South East Europe**, do not and will not discriminate on the basis of race/ethnicity, color, national origin, sex, disability or age or any other ground in the selection process of successful applicants.

Article 14

PRIVACY

The Selection Committee (see Article 8 above), **PRAVNIK** staff, lecturers and all other parties that are exposed to the applications or essays in whatever phase of the project will sign a “declaration of confidentiality”. These declarations of confidentiality are available upon request.

Article 15

FINAL PROVISIONS

These Rules and Conditions shall be applied for the entire course of the International Summer School Sarajevo 2016, starting with the date of their adoption.

Sarajevo, 01-03-2016