

## FAQ - Frequently Asked Questions ISP 2023

This document covers some of the most asked questions future delegation members might ask project- or communication team members during the application process. That everyone is able to give more or less the same answer please find in this document some proposed answers to those questions.

Topic	Question	Answer
Application	Is it possible to apply for more than one project at the same time?	Yes, but you need to prioritise your first, second and third choice. As projects are often oversubscribed, there is no guarantee that you will be considered for your 2nd or 3rd priority projects.
Application	What do I need to hand in to apply?	Your CV, a copy of your passport and additionally, there will be six questions you need to answer concerning your motivation to join the project. (max. one A4 page).
Application	From when on is the application binding?	The delegation for 2023 will be communicated mid November. Once you have signed our binding agreement (which you will receive later on), the application is binding and you will automatically get enrolled for the Integration Module or corresponding module of your degree program.
Attendance	Is there a special rule regarding compulsory attendance at the seminar in Switzerland for part-time students? Or do they have to take a week off?	The attendance is mandatory - there is no special dispensation for part-time students.
Costs	How much are the costs?	CHF 2'800
Costs	At what time does the total cost have to be paid?	Updates will follow asap

Costs	What is included in cost of CHF 2'800.	The calculated costs represent the highest degree and can be lowered, depending on the successful acquisition of sponsor- and partnerships. The costs cover accommodation, visa, international flights, domestic travel and transportation, joint dinners, and some cultural activities.
Costs	What happens if I get sick or there is a family emergency etc. right before the seminar abroad and I am unable to travel. What happens with the money I paid and the credits?	This will be discussed individually together with the project supervisor as there is currently no binding answer for this. The assignment should still be able to be completed, so the credits can be awarded.
Covid	Do we get the ECTS, even if the seminar in Switzerland cannot be held?	In any case you will get the 5 ECTS, the seminars will not be cancelled. Even if they cannot take place onsite, we will find suitable solutions.
Covid	Do students applying as delegation members need to be vaccinated against Covid-19? What is the policy communicated?	This decision may vary for the different projects. Please contact the responsible project team. Please be aware that we are always subject to the current regulations regarding Covid-19 (Seminar in Switzerland -> FHNW regulations, Seminar Abroad -> respective country as well as airline regulations).
Covid	How are the covid safety regulations applied during the project (Seminar in Switzerland and Seminar Abroad)	During the Seminar in Switzerland, the FHNW will apply all required rules as defined at national, cantonal and FHNW level and applicable at the time of the seminar. Application of regulations during the study tour will depend on local conditions and requirements.
Covid	What happens if I test positive shortly before travelling and need to quarantine?	A student or staff member in quarantine would not be able to travel. At this point in time, we don't have a binding answer for that question.

Destination	What is the plan B if we cannot travel?	We are currently working on alternative travel routes which will be as interesting and where you will also be able to gain intercultural knowledge and be able to broaden your network.
General	What are the relevant dates for the delegation?	Seminar in Switzerland: 13.02. – 17.02.2023, Seminar Abroad: 30.03. – 16.04.2023 (depending on the concrete travel plans of each project team), closing event 08.05.2023
General	What exactly are the tasks of a delegation member?	Active participation in both seminars, showing interest in the culture of the respective project destination, and an additional written assignment in connection with the topic of the respective project team
General	Is there any additional work/exam that has to be done/taken or “only” the two seminars?	Each project team will have similar tasks that need to be completed, ranging from reflection papers, a literature review on topics discussed in the seminars or articles written together in groups of two etc. There will be no exam.
General	How many ECTS will I receive?	Up to 5 ECTS depending on degree program and agreements with respective program heads
General	How is the project credited (focus, context, etc)	“Integration Module_ISPStudent Delegates” (no. 931), this module description is already valid for all HSW Bachelors (BOEK, IM, WI, BIT and IBM). All other FHNW delegates are required to commit in the same way. How their work will be transferred is up to their program heads.
Travel	Can we switch projects in case we cannot travel?	This will not be possible.

Travel	When will be decided if we can travel or not?	As close to the Seminar Abroad as possible, however a first decision is made in December 2022. You will be informed as soon as more information is available. Please be aware that due to the current situation, the travel decision is always subject to change and we all need to stay flexible.
Travel	Do we get the ECTS, even if we wouldn't travel?	In any case you will get the 5 ECTS, if you hand in your work correctly and attend all the mandatory events 100%.
Travel	Do we get back the whole amount if we cannot travel?	Depending on the (travel) scenario you will get back part of your money.
Travel	Do I need my own travel insurance?	Everyone is personally responsible to have the required (travel) insurances. If they do not have insurance, we need a written confirmation from them that they willingly accept all the connected risks.