



GENEVA SCHOOL OF DIPLOMACY  
& INTERNATIONAL RELATIONS  
UNIVERSITY INSTITUTE

## ***Application Guide for DIR - Doctor of International Relations By Dossier***

Dear Doctorate Applicant,

*Welcome to the Geneva School of Diplomacy and International Relations. We would like to thank you for your interest in the School and in the Doctor in International Relations (DIR) Programme.*

The following guide aims at assisting you in the preparation of your application for the Doctorate Programme by Dossier. Therefore, you might want to use it throughout the entire application process as it contains all pertinent information during your application.

Please note that it is crucial for the application process to complete all required fields as thoroughly and accurately as possible.

***Only complete applications can be considered and reviewed by the Admissions Committee.***

All application documents, once submitted, remain the property of the Geneva School of Diplomacy and are treated confidentially.

The Geneva School of Diplomacy follows a rolling admission process with possible submission dates at any point throughout the year. In average, the Committee takes around three weeks from the reception of the application to the notification about the decision.

For any questions regarding the doctoral programme, please contact GSD's Academic Office, at [emir-dir@genevadiplomacy.com](mailto:emir-dir@genevadiplomacy.com) or +41 (0) 22 566 86 58. For general questions regarding the application process, you may contact [admissions@genevadiplomacy.com](mailto:admissions@genevadiplomacy.com).

During the evaluation process of your application, neither the Admissions Office nor the Admissions Committee can give any answer on the status of your dossier.

We thank you very much for your interest and wish you a successful application process!  
We are looking forward to hearing from you!

Sincerely,

The Geneva School of Diplomacy

# Applicants for DIR by Dossier:

## I. ONLINE APPLICATION FORM

- **Completed Online Application Form: DIR By Dossier**  
Please complete the application form available under:  
<https://genevadiplomacy.ch/admissions/online-application/>
- **Upload the following documents to your online application form**
  - **CV / Résumé**  
Please upload a detailed CV including all previously attended universities and working experience.
  - A statement of **1.000 words** where the candidate explains and justifies why she/he meets all the requirements for the Award of the GSD DIR by Dossier.
  - A collection of **8 scholarly papers** published in top international journals or a solely authored book published by a prestigious publishing house or university press (published a maximum of 3 years in advance to the year of the application).
  - **Proof of payment: Registration Fee of CHF 500.-**  
The Registration fee has to be transferred to the school's bank account before the application is submitted; a scan of the payment receipt has to be uploaded to your online application (see bank details below).

## III. RECOMMENDED:

- **Schedule an Interview (in person or via telephone)**  
An evaluative interview is a very useful way for both the applicant as well as for the school to get a more complete picture of the candidate and to learn more about the Geneva School of Diplomacy and the mutual expectations. For doctoral applicants we highly recommend scheduling an interview (in person or via telephone) with GSD's Academic Manager.  
Furthermore, the Admissions Committee reserves the right to require a personal evaluative interview before or even after the submission of the application.

## ***FEES AND OTHER EXPENSES***

Below you find an overview of the estimated costs you have to expect during your studies at the Geneva School of Diplomacy and in Switzerland.

Doctor in International Relations (DIR) Programme

Tuition fees:

❖ DIR by Dossier: CHF 9.000,-

*Please Note: The fees do NOT include travel, living accommodation, meals, medical or health insurance.*

### **Estimates of living expenses in Geneva (per year)**

Lodging	CHF 11'000.-	(around CHF 900.- per month)
Food and other	CHF 6'000.-	(around CHF 500.- per month)
Insurance	CHF 1'200.-	

**TOTAL COSTS PER YEAR (tuition and other): approximately CHF 35.000,- Per Year.**

*Please remember: Geneva is amongst the most expensive cities in the world. It is important to establish a realistic and sustainable financial plan for the entire period of studies.*

**Bank:** UBS SA  
**Account:** 228-558164. 01 Q  
**IBAN:** CH46 0022 8228 5581 6401 Q  
**SWIFT:** UBSWCHZH8 0A  
**Bank CCP Account:** 80-2-2  
**Reference:** Candidate's/Student's name