



Università
Ca'Foscari
Venezia

DEPARTMENT OF HUMANITIES

ANNOUNCEMENT OF SELECTION FOR THE AWARD OF 2 SCHOLARSHIPS TO INTERNATIONAL STUDENTS WHO ENROL IN AND ATTEND THE DEGREE OR MASTER DEGREE COURSES IN THE DEPARTMENT OF HUMANITIES

Director's Decree no. 200/2017
Ref. no. 17503 del 21.04.2017

EDITION 2017/2018

Art. 1 - Call

1. The Department of Humanities announces a selection for the award of 2 (two) scholarships for enrolment in and attendance of the three-year degree and master degree courses at the Department for the academic year 2017/2018.
2. Each scholarship will amount to Euro **3,500.00** gross per year, net of the charges sustained by the University (more IRAP [regional business tax]), for the duration of three academic years for the three-year degrees and two years for the master degrees. The scholarship will be paid in six-monthly instalments according to the procedures specified in the following art. 8.

Art. 2 – Application requirements

1. The scholarships are available to foreign students who enrol in the academic year 2017/2018 in the first year of the three-year degree courses in:
 - *History*
 - *Arts and Humanities*
 and master degree courses in:
 - *Italian philology and Literature*
 - *Ancient Civilizations: Literatures, History and Archaeology*
 - *History from the Middle Ages to Modern Times*
 - *History and management of archive and bibliographic heritage (interuniversity)*
 - *Cultural Anthropology, Ethnology, Anthropological Linguistics (Inter-university programme)*

offered by the Department and only after passing assessment of their educational qualifications and academic CV via the on-line international student enrolment procedure (<http://www.unive.it/pag/12066/>).

2. The candidates shall possess the following requirements:
 - Knowledge of Italian to level B1 certified.
 - They shall not be in possession of another degree either of the old or new type (three-year degree or master degree), obtained in Italy or abroad, a diploma issued by a Conservatory /Academy of Fine Arts or first level (three year) or second level (two year) academic diploma issued in accordance with the Ministerial Decree 509/1999, if they intend to enrol in the three-year degree courses.
 - They shall not be in possession of another degree either of the old or new type (master degree), obtained in Italy or abroad, or a second level (two year) diploma issued by a Conservatory /Academy of Fine Arts issued in accordance with the Ministerial Decree 509/1999, if they intend to enrol in the master degree courses.

Art. 3 – Submittal of applications

1. Applications must be sent to: *Università Ca' Foscari Venezia - Segreteria Didattica del Dipartimento di Studi Umanistici – Palazzo Malcanton Marcorà 3484/D 30123 Venezia (Italia)* by and no later than **8 th June 2017**.
2. The application, complete with a copy of the student's identity document, can be submitted alternatively:
 - a) by fax to the number (0039) 0412349873;
 - b) by certified registered mail (in this case, the date of the postmark is not relevant);
 - c) certified email to the address: protocollo@pec.unive.it
3. The application shall be compiled using only the form enclosed with this announcement, under penalty of exclusion.
4. The application shall be accompanied by certification of the requirements, by a CV in European format and a presentation by the candidate illustrating the reasons why he/she wishes to enrol in the degree courses offered by the Department of Humanities.

Art. 4 – Selection committee

The winners of the scholarships in question will be chosen by a committee consisting of:

- the Director of the Department of Humanities;
- the Teaching Coordinator;
- the Delegate for internationalisation of the Department.

Art. 5 – Formation of the classification

1. The committee as per the preceding article will draw up a classification based on merit, attributing to each candidate a mark out of thirty. Up to a maximum of 21 marks out of thirty will be assigned for the educational qualification possessed by the candidate, up to a maximum of 6 marks out of thirty for assessment of the CV and presentation of the reasons why the candidate wishes to enrol in the degree course and up to a maximum of 3 marks out of thirty for the interview which can be held directly (Department of Humanities – 2nd floor Palazzo Malcanton Marcorà – Dorsoduro 3484/D Venice) or by Skype connection (to be agreed with the Department Secretarial Office) on **13th June 2017 at 3pm**.
2. The classification will be drawn up in decreasing order of marks assigned by the selection committee; in the event of joint winners, priority will be given to the youngest candidate.

Art. 6 – Publication of selection results

The classification for award of the scholarship will be made known by publication in the website of the Department on page <http://www.unive.it/pag/18050/>

Art. 7 – Obligations of the winner

1. The winner undertakes not to request for his/her career the student support grant and not to take part in competitions for the assignment of other scholarships or awards.
2. The winner is obliged to accept all the conditions of this announcement.
3. The winner is obliged to apply for an Italian taxpayer's code from one of the inland revenue offices. To consult the application procedure, visit the inland revenue office website: <http://www.agenziaentrate.gov.it/wps/portal/entrate/home>

Art. 8 – Allocation of the scholarship

Dipartimento di Studi Umanistici
Dorsoduro 3484/D - Venezia
Settore didattica: e-mail: didattica.dsu@unive.it, tel. 0039 041 2349802

1. The scholarship will be allocated to the winning student by the Department of Humanities.
2. The scholarship will be paid in six-monthly instalments of Euro 1,750.00 gross each, according to the following procedures and after verification of the minimum merit requirements established for the type and year of enrolment; each yearly instalment will be paid as indicated below:
 - For three-year degree courses:
 - to obtain the first instalment for the first year, the student must have gained at least 12 credits in the winter examination session (January 2018);
 - to obtain the second instalment, the student must have gained a further 24 credits in the autumn examination session (September 2018);
 - to obtain the first instalment of the second year, the student must have gained a further 24 credits in the winter examination session (January 2019);
 - to obtain the second instalment of the second year, the student must have gained a further 24 credits in the autumn examination session (September 2019);
 - to obtain the first instalment of the third year, the student must have gained a further 24 credits in the winter examination session (January 2020);
 - to obtain the second instalment of the third year, the student must have gained a further 24 credits in the autumn examination session (September 2020) for a total of at least 132 credits.
 - For the master degree courses:
 - to obtain the first instalment for the first year, the student must have gained at least 12 credits in the winter examination session (January 2018);
 - to obtain the second instalment, the student must have gained a further 24 credits in the autumn examination session (September 2018);
 - to obtain the first instalment of the second year, the student must have gained at least a further 24 credits in the winter examination session (January 2019);
 - to obtain the second instalment of the second year, the student must have gained a further 24 credits in the autumn examination session (September 2019) for a total of at least 56 credits.

If the student does not obtain the minimum number of credits established for payment of one of the instalments, he/she will lose the right to receive the instalment but will not be required to refund the sums previously received.

3. In order to benefit from the scholarship, the student must be up-to-date with payment of the university fees and contributions established by the University for all students for each academic year.
4. Students in receipt of the scholarship may benefit from any fee reductions due as established by the University for all the students, calculated on the basis of merit and income.

Art. 9 – Cancellation

1. If the student switches to another degree course, the scholarship will be cancelled.
2. The scholarship will also be cancelled if the student fails to enrol in the following year of the degree or master degree course.

Art. 10 – Person in charge of the procedure

The person in charge of the procedure, in accordance with and for the purposes of the law no. 241/1990, is the Departmental Secretary Patrizia Rossetti.

Art. 11 – Utilisation and disclosure of data

Pursuant to art. 13 of the Legislative Decree 30/06/2003, no. 196 “Code concerning protection of personal data”, please note the following:

Dipartimento di Studi Umanistici
Dorsoduro 3484/D - Venezia
Settore didattica: e-mail: didattica.dsu@unive.it, tel. 0039 041 2349802

- a) the personal data requested or acquired, the data concerning the student's university career or in any case produced by Ca' Foscari University of Venice in the course of its institutional functions, and the data deriving from the automated processing of both, can be collected, processed, communicated and disclosed - both during the university career of the student concerned and after the degree – to outside parties for purposes connected with the institutional activities of the University;
- b) provision of the personal data in accordance with point a) is obligatory;
- c) for the same purposes as in point a) the personal data can be communicated to other public entities, bodies and associations - also outside the national territory – in order to permit communication and disclosure exclusively in connection with internships and placements and for post-graduate training activity;
- d) the data can be processed by means of manual, IT and telematic tools suitable for managing said data and in such a way as to guarantee the safety and confidentiality thereof;
- e) the parties concerned may exercise the rights pursuant to art. 7 of the above-mentioned law, including the right to access data concerning them, and certain complementary rights including the right to correct, update, complete or cancel data which are incorrect, incomplete or collected in a manner not in compliance with the law, and the right to oppose the processing thereof for legitimate reasons;
- f) the data processor is Ca' Foscari University of Venice, Dorsoduro, 3246 – 30123 – Venice.

Art. 12 – Final provisions

The scholarship does not give rise to a relationship of employment with Ca' Foscari University of Venice.

Venice, 21.04.2017

The Director of the Humanities Department
Prof. Paolo Eleuteri

The person in charge of the procedure
Patrizia Rossetti



Università
Ca' Foscari
Venezia

DEPARTMENT OF HUMANITIES

APPLICATION FOR ADMISSION TO THE SELECTION PROCEDURE FOR THE AWARD OF 2
SCHOLARSHIPS TO INTERNATIONAL STUDENTS WHO ENROL IN AND ATTEND THE DEGREE OR
MASTER DEGREE COURSES IN THE DEPARTMENT OF HUMANITIES

EDITION 2017/2018

Deadline 8th June 2016

Director's Decree no

.....

Ref. no.

The undersigned (*surname, first name*) _____

born in (*place and country*) _____ on _____

resident in _____ postcode _____

in (*address*) _____ no. _____

tel. _____ mobile _____ email _____

DECLARES

- that he/she has read and accepts all the regulations contained in the announcement issued by Ca' Foscari University of Venice by Decree of the Director of the Department of Humanities no.....;
- that he/she is aware that the declarations contained in this application and concerning personal qualities, facts and circumstances will be verified;
- that he/she is aware that, pursuant to the Legislative Decree no.196/2003, the above personal data will be processed, also with the aid of IT tools, for purposes relating exclusively to the institutional functions of Ca' Foscari University of Venice.

The undersigned REQUESTS admission to the public selection procedure for award of the scholarship for international students who enrol in and attend the degree course in

For said purpose DECLARES under his/her responsibility

- A) that he/she intends to enrol for the academic year 2017/2018 in the degree course in
- B) that he/she does not request for his/her career the student support grant and that he/she will not participate in competitions for the assignment of other scholarships or awards if he/she is selected for the scholarship for foreign students hereunder.

The undersigned, pursuant to art. 3 of the announcement issued by Ca' Foscari University of Venice by Decree of the Director, **encloses** CV in European format and *presentation* illustrating the reasons for enrolment in the degree course in

Date _____ Signature of student _____

SPACE RESERVED FOR DEPARTMENT OF HUMANITIES SECRETARIAL OFFICE

Date of receipt _____

Signature of recipient _____

Office stamp