

Attachment n. 1

ADMISSION TO THE TWO-YEAR MASTER'S DEGREE COURSE IN ENGLISH IN "ARCHITECTURE- INTERIOR DESIGN AND FOR AUTONOMY" AT THE DEPARTMENT OF ARCHITECTURE AND INDUSTRIAL DESIGN OF THE UNIVERSITY OF CAMPANIA "LUIGI VANVITELLI", ACADEMIC YEAR 2022/2023.

Article 1) ADMISSIONS PROCEDURE AND PLACES AVAILABLE

For the academic year 2022/2023, this notice is for the opening of the procedure based on academic qualifications for admission to the two-year Master's Degree Course held exclusively in English in "**Architecture - Interior Design and for Autonomy**" class **LM-4** (Class of Master Degrees in Architecture and Construction Engineering - Architecture) Code A87 at the Department of Architecture and Industrial Design of the University of Campania "Luigi Vanvitelli", for **the n. 65 (sixty-five) places**, assigned as follows:

- a) **50 (fifty) places** for Italian citizens, EU citizens and non-EU citizens resident in Italy, as per art. 26 of Law 189/2002, among which:
 - **n. 5 (five) students** will be selected to take the course at the Okan University of Istanbul (TR), in the second semester of the first year, according to a specific International Cooperation Agreement signed between the University of Campania "Luigi Vanvitelli" and the Okan University in Istanbul on 01.07.2020,
 - **n. 5 (five) students** will be selected to take the course in the first semester of the second year, at the East China Normal University School of Design, Shanghai (China), according to a specific International Cooperation Agreement signed between the University of Campania "Luigi Vanvitelli" and The East China Normal University School of Design in Shanghai - China on 30.05.2022,
- b) **15 (fifteen) places** being reserved for non-EU citizens residing abroad.

Article 2) REQUIREMENTS TO PARTICIPATE IN THE ADMISSIONS PROCEDURE

1. There are **50 (fifty) places** for Italian citizens, EU citizens residing anywhere and non-EU citizens under art. 26 of Law n. 189/2002, who hold a Class 4 Bachelor's Degree, according to D.M. 509/99 (now Class L-17, according to D.M. 270/04), awarded by any Italian university, or other equivalent qualification obtained abroad. For anyone holding a Bachelor's Degree in another class, admission is conditional to the possession - with reference to the individual disciplines - of at least **108 credits (ETCS)** as set out by D.M. 16/03/2007 (Attachment n. 2) for the Degree Class L-17 in Architectural Science. The presence of any debts precludes admission to the Master's Degree.
2. There are **15 (fifteen) places** for non-EU citizens resident abroad included in the lists of applications for early enrolment for Degree Courses in Architecture of this University, produced by the aforementioned non-EU citizens and transmitted to this University by the Italian Diplomatic and Consular representatives in their respective countries of origin.
3. Knowledge and understanding of English is also requested (at least B1 level according the CEFR). Applicants will have to take an English language test on **5 October 2022 at 10.00 am**. With subsequent notice published on the University website www.unicampania.it in the section "Admission to limited number courses" will be communicated how the test will be carried out. Applicants can submit appropriate certificate issued by a certified school or cultural institute in Italy or abroad (Attachment n. 3) via email to the following address: uff.segreteriastudentiarchitettura@unicampania.it.

Participants must fulfil the admission requirements, referred to in this Article, on the date of submission of the application form.

In the event that the requests received to participate in the admissions procedure, within the terms set out in the following art. 3, are lower than the number of places available, candidates who submitted the aforementioned application, who meet the requirements of this call for applications, have the right to enrol in the terms set out in the following art. 7.

The University reserves the right to proceed with the issue of a further admissions procedure to cover the vacant places.

4. All the candidates are admitted with reserve to the admissions procedure. The Administration may at any time, by reasoned provision, exclude the prescribed requirements by default or false declarations; this provision will be notified to the interested party by registered letter with acknowledgment of receipt.

5. The University reserves the right to issue a further call for applications to fill the remaining places.

Article 3) APPLICATION TO PARTICIPATE IN THE ADMISSIONS PROCEDURE – PAYMENT OF ADMISSIONS PROCEDURE FEE

Candidates must apply to participate in the admission procedure using the credentials to access the University's exclusively on-line (website: www.unicampania.it - Servizi on line > Studenti> Concorsi on line – click on > Accedi al servizio), starting from **July 18, 2022** and no later than **October 03, 2022**.

To participate in the admissions procedure, participants are required, on pain of exclusion, to pay a participation fee of **€10.00 by October 03, 2022**.

This payment can be made through both physical and online channels of banks and other Payment Service Providers (PSP), such as bank agencies, home banking, ATMs, SISAL, Lottomatica and Banca 5 points of sale, using the PagoPA Payment Notice, which will be generated as part of the aforementioned IT registration procedure for the competition.

The admission procedure will be concluded only after the payment of the aforementioned contribution, within the terms and in the manner indicated in this notice.

The application may be submitted - 24 hours non-stop - from any network-connected computer.

Anyone who does not already have access credentials to the web services of this University will have to register first.

For information useful for the first registration to the University web services, follow the instructions available on the "[Guida per la registrazione nuovo utente](#)" at the aforementioned web address.

Once logged on to the online services for students, click on Segreteria/Test di Ammissione/Iscrizione Concorsi, select "Laurea Magistrale" and select "Concorso per l'ammissione al Corso di Laurea magistrale biennale in Architecture – Interior Design and for Autonomy", then continue with the various screens proposed by the online procedure up to the creation of the PagoPA notice to be used for the payment of the admissions procedure fee.

There is a specific online guide "[Guida per il perfezionamento dell'iscrizione ai concorsi](#)" to support users in the registration phases necessary for the creation of the aforementioned PagoPA notice.

The contribution paid will in no case be reimbursed and is valid only for the test for which the application for participation is presented.

The aforementioned online procedure will be deactivated, precisely and automatically, at **23,59 on October 03 2022** and, therefore, after this deadline it will no longer be possible to make the necessary registrations for the creation of the PagoPA notice to be used for payment of the admissions procedure fee to be paid by the same date.

Candidates are in any case required to verify, by 04 October 2022, in the reserved web area, the successful registration in the database of the payment made as a contribution to participate in the admissions procedure in question. If the payment does not appear in the database, the student, under penalty of exclusion from the general ranking list, must send, by 12.00 of October 03 2022, to the following email address: uff.segreteriastudentiarchitettura@unicampania.it, a copy of the payment receipt to manually register in the databases.

Failure to submit the application within the aforementioned terms and in the manner indicated precludes any possibility of access to the admission procedure. The Administration, at each stage of the procedure, reserves the right to ascertain the truthfulness of the substitutive declarations of certification or deeds of notoriety made by the candidates, in accordance with current legislation on the subject; the candidate, therefore, must provide all the necessary elements to allow the Administration to carry out the appropriate checks.

All candidates are admitted subject to the procedure set out in this admissions notice.

Candidates in possession of an academic qualification obtained abroad must submit, by the expiry date of this notice, to the Head of the Procedure, dr. Giulio GAGLIONE, by registered letter with return receipt addressed to the aforementioned "Head of the admissions procedure - a.a. 2022/2023 - "c/o ARCHIVE AND PROTOCOL OFFICE - UNIVERSITY OF CAMPANIA STUDIES "LUIGI VANVITELLI" - P.zza LUIGI MIRAGLIA (I POLICLINICO) – 80138 NAPLES, or by personal PEC of the candidate, at the address protocollo@pec.unicampania.it the application for recognition, together with the documentation below. Applications received from a PEC address with a name different from that of the applicant will not be evaluated.

Candidates who do not possess a PEC email address may, as an alternative to the above, submit the application for recognition of the foreign academic qualification by the deadline to the Students Registry of the Department of Architecture and Industrial Design, by appointment to be agreed with the director of the structure, by sending a specific e-mail to the institutional address uff.segreteriastudentiarchitettura@unicampania.it.

Candidates must enclosed the following documentation:

- a) Application for recognition of the foreign academic qualification possessed, addressed to the Rector of the Università della Campania "Luigi Vanvitelli;
- b) Original of the secondary school qualification to enter the University that issued the degree;
- c) Original analytical certificate of the university examinations issued by the aforementioned university;
- d) Programs of each examination;
- e) Original copy of academic qualification;
- f) Receipt certifying payment of the amount for the recognition of foreign degrees for the academic year 2022/2023 amounting to €100,00.

The documents in points b) c) d) and e) should be provided with an official translation, for those related to points b) and e) legalization is provided and they should be accompanied by a "declaration of local value" by the Italian Diplomatic and Consular representatives in the State in which the qualifications are issued, which will also confirm the authenticity of the documents referred to in paragraphs c) and e).

The Administration, with a reasoned decree, may at any time exclude from the admissions procedure any candidate who fails to meet the prescribed requirements.

Article 4) CRITERIA AND PROCEDURE FOR THE APPOINTING OF A COMMISSION IN CHARGE OF THE ADMISSIONS TEST AND THE HEAD OF THE PROCEDURE

The Commission responsible for the admission test will be appointed with a subsequent Executive Order and composed of a President and 4 components and one substitute nominated from the academic staff of the Department of Architecture and Industrial Design.

The Commission has all the responsibility for the smooth running of the selection procedure and the definition of the relative ranking according to the procedures and criteria set out in this Notice.

All the procedures carried out by the Commission shall be reported in the appropriate minutes, initialled

on each page and signed by the President and all the members of the Commission.

Pursuant to art. 4 of Law n. 241 of 07.08.1990 (New rules of administrative procedure and the right of access to administrative documents) and to the University Regulations for the implementation of Act 241/90 (by D.R. n. 713 of 25/03/2011) the Director of the Student Registry of the Department of Architecture and Industrial Design, Dr. Giulio GAGLIONE, will be appointed as Head of the entire admissions procedure.

The members of the Commission and the Head of the admissions procedure, prior to accepting the appointment and after consultation of the records containing the names of the candidates participating in the admissions procedure, must release a statement claiming not to

have any kinship or affinity up to the fourth degree inclusive with the participants as well as not hold a political office.

Article 5) FINAL CLASSIFICATION

The Commission shall draw up the overall classification of merit, on the basis of the following algorithm $P = ((M/100) * P1 + ((N-I+1)/N * P2 + B))$

Where:

M = Graduation mark

P1 = Degree mark weight

P2 = Reservation order weight

N = Total number of applications

I = Chronological order of booking

B = 10 - award for honours at the degree, or 5 for those who have had 110/110

The algorithm takes into consideration the order of presentation of the application and the degree mark achieved, each with a weight equal to 50% of the total. There is also a bonus of 5 points per degree mark equal to 110/110 and 10 points per degree mark equal to 110/110 cum laude.

In the event of a tie, the younger candidate will be awarded the place;

It should be noted that, for the purposes of formulating the ranking, the University will take into consideration the position in the chronological order of presentation of the application entered by the candidate, regardless of the moment of completion with the payment of the participation fee and/or subsequent insertion of the graduation mark.

Article 6) REGISTRATION OF CANDIDATES

In order to enrol in the degree course in “**Architecture - Interior Design and for Autonomy**”, it is necessary to be in a relative position in the classification, i.e. within the position that corresponds to the maximum number programmed for the degree course.

Participants who are placed in a position for the purposes of admission to the course acquire the right to enrol in it within the deadline prescribed by the competition notice.

Failure to exercise the right to enrol within the prescribed deadline shall result in forfeiture of said right.

Candidates ranked after the places offered in the competition do not have the right to enrolment, without prejudice to any changes in the rankings specified in art. 8 below.

The general classification will be published on the university website: www.unicampania.it as well as the Noticeboard of the Student Registry of the Department of Architecture and Industrial Design by **15.30 on October 07, 2022.**

The publication will constitute a formal notification to the parties concerned, in all respects.

Those awarded places wishing to take the course at the Okan University of Istanbul (TR) or the East China Normal University School di Shanghai (China) will have to opt for this opportunity when registering within **12.00pm on December 01 2022** via email: uff.segreteriastudentiarchitettura@unicampania.it.

If the options exercised for this purpose exceed the number of 5 for each convention, the five candidates with the highest final score will be selected according to Art. 5.

Should the number of applications received by the deadline be less than the number of places available for the competition, candidates who have submitted such an application and who meet the requirements set out in this notice are entitled to enrolment within the terms set out in Article 7 below.

Article 7) ENROLMENT REQUIREMENTS

Those awarded a place must register and submit a registration application exclusively in accordance with the procedures set out below from **October 11, 2022** and no later than **12:00pm on October 21, 2022**:

- Register and Submit the online registration application by accessing the web services web site (<http://unicampania.it/index.php/2011-03-28-06-44-19/immatricolazione-on-line>) with the credentials already used to submit the application for participation in the admissions procedure, in the manner indicated in [Guida per l'immatricolazione \(standard, abbreviati di corso, rinunciatari o decaduti nella pregressa carriera universitaria o trasferiti in ingresso\) ai corsi di studio a numero programmato](#) [Guida per l'immatricolazione per passaggio ad un corso di studio a numero programmato](#), published at the aforementioned link of the web student services area, indicating as type of course "Admission to Biennial Master's Degree held exclusively in English in "Architecture - Interior Design and for Autonomy" academic year 2020/2021 and as course code **A87** course name - **Architecture - Interior Design and for Autonomy**".

During the ONLINE PRESENTATION of the registration application, the following documentation must be uploaded:

- identity document (mandatory, procedure will be blocked if not uploaded);
- social security number (mandatory, procedure will be blocked if not uploaded);
- passport size photo (at least 266x354 pixels) showing the face in the foreground (mandatory, procedure will not be blocked if not uploaded, but must be uploaded within 30 days of registration)

During the ONLINE PRESENTATION of the enrolment application, candidates must upload the following documentation to the user's web-area under the "Carriera/Allegati Carriera" section:

- printed and signed copy of registration application (Type of attachment: Registration application);
- copy of the PagoPA receipt for the first instalment of the tuition fees (Attachment type: Receipt of payment of first instalment of tuition fees);

The enrolment application will be considered regularly filed only if, within the terms of the registration itself, there are in the aforesaid computer procedure n. 4 uploads - (identity document, social security code, signed and received payment of the first instalment of the tuition fees).

Failure to comply with the foregoing will result in the loss of the right to enrolment. The exact date and time of uploading is recorded in the University database, thus any documents uploaded after the terms indicated will not be considered valid.

Article 8) GOING DOWN THE CLASSIFICATION – REMAINING PLACES AT THE END OF THE REGISTRATION DEADLINE

If there are remaining places after the deadline of **November 21, 2022**, the Student Registry of the Department of Architecture and Industrial Design **will go down the classification.**

It shall publish on **October 24, 2022 by 15.00** the list of those entitled to register as a result of the **first going down the classification.**

The persons entitled as a result of going down the classification may present a registration application, as set out in the preceding article, starting from October 25, 2022 and **no later than 12.00pm on 28 October, 2022.**

In the event that on the registration deadline **October 28, 2022** there are vacant places, there will be no further going down the classification and these places will remain empty. This is so, without prejudice to other measures.

The list of those entitled to enrolment due to going down the ranking will be published on the university website: www.unicampania.it as well as the Noticeboard of the Student Registry of the Department of Architecture and Industrial Design.

The publication will constitute a formal notification to the parties concerned, in all respects. Failure to register of those eligible under the terms set out above will result in forfeiture of the right to matriculation in the Academic Year 2021/2022 to the degree course covered by this announcement.

Article 9) INFORMATION ON THE TREATMENT OF PERSONAL DATA

For the information regarding the processing of personal data of the candidates (Article 13 of Legislative Decree no. 196 of 30/06/03 "Personal Data Code") please refer to the text in Annex no. 3 of D.M. 28 June 2017 n. 477, and to the provisions of the Regulations of this University concerning the treatment of sensitive and judicial data.

The interested party has the rights referred to in art. 7 of the aforementioned Legislative Decree and Articles from 15 to 22 of the aforementioned EU Regulation 2016/679, including the right of access to data concerning him, as well as any complementary rights, including the right to have rectification, updating, completion or deletion of incorrect, incomplete or collected in terms that do not comply with the law, as well as the right to object to their processing for legitimate reasons.

These rights may be asserted against the University of Campania "Luigi Vanvitelli", Viale Lincoln n. 5 - 81100 Caserta, owner of the data processing, by sending to the Data Protection Officer an application for the object:

"Diritti privacy" e-mail: rpd@unicampania.it or PEC: rpd@pec.unicampania.it

For more detailed information, please refer to the privacy policy published on the university website at the following link <https://www.unicampania.it/index.php/privacy>.

Article 10) ADVERTISING AND PROVISIONS TO GUARANTEE THE TRANSPARENCY OF THE ADMISSIONS PROCEDURE

This announcement is published, on today's date, at the Student Registry of the Department of Architecture and Industrial Design and can be consulted on the website of this University at www.unicampania.it.

This announcement is to be considered the official notification to the interested parties.

All publications provided in this announcement are of value to the parties concerned for all legal effects and consequences, thus the University will not send any notifications and personal communications to the candidates.

The forms for this competition can be found on the University website at the address www.unicampania.it

Candidates are entitled to exercise the right of access to any documents and documentation of the admissions procedure (limited to the acts and documentation of the admissions procedure in their possession and in possession of this University) in accordance with Law 241/1990 and s.m.i. and in compliance with the provisions of the University Regulations for the implementation of the aforesaid law 241/1990, referred to in this provision, issued by D.R. n. 622/2018.

ARTICLE 10) PUBLICITY AND PROVISIONS GUARANTEEING THE TRANSPARENCY OF THE COMPETITION PROCEDURE

The present notice is published on the website of this University at www.unicampania.it and can also be consulted at the Office of the Secretariat of Architecture and Industrial Design Students.

All the publications foreseen in the present announcement have the value of official notification to the interested parties for all the effects and consequences of the law; therefore the

University will not provide for the sending of notifications and personal communications to the candidates.

Candidates are entitled to exercise their right of access to the records and documentation of the competition procedure in accordance with the provisions of Law 241/1990 as amended and in compliance with the provisions of the University Regulations implementing the aforementioned Law 241/1990, referred to in the introduction to this provision, issued by R.D. no. 622/ of 26/07/2018.

Article 11) FINAL PROVISIONS

1. For all that is not expressly provided in this announcement, reference should be made to the normative, regulatory and ministerial provisions mentioned above.
2. This University reserves the right to exclude any applicants at any time participating in the admissions procedure with this announcement for failure to comply with any of the provisions of the agreement or of the terms indicated or failing to meet the requirements of the candidates.
3. It is reaffirmed **the obligation to respect the terms** and conditions set out in this announcement.

Article 11) JURISDICTION

Contrary to the content of this announcement, it is permitted to resort to the T.A.R. responsible for the matter, within 60 days of its publication.

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THE DIRECTOR OF THE DIVISION

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<p>Office Responsible for the Procedure: Student Registry Architecture and Industrial Design Location: Aversa (CE) Head Office: dott. Giulio Gaglione Responsible for the Procedure: dott. Giulio Gaglione E-mail: mailto:segarchitettura@unicampania.it Web Site Tel.: 081/8120074 Fax.: 081/8140574</p>
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