

STUDENT CAREERS AND SERVICES DIVISION

Student Registry Architecture and Industrial Design

Title V Class 2

Folder n. _____

SUBJECT: Admission to the two-year Master's Degree Course in English in "Architecture – Interior Design and for Autonomy" Academic Year 2019/2020.

Attachment n. 1 – Admission procedure to the two-year Master's Degree Course in English in "Architecture – Interior Design and for Autonomy" in English Academic Year 2019/2020.

Attachment n. 2 – Ministerial Table

Attachment n. 3 – Language Certification Table

Attachment n. 4 – Option to follow part of the course at the Okan University Istanbul (TR) or East China Normal University

THE DIRECTOR

CONSIDERING Presidential Decree dated 3 May 1957 n. 686;

CONSIDERING Law dated 2 August 1990 n. 241 and subsequent amendments as well as the implementation of the University Regulations of the said law 241/90, issued by D.R. n. 622 of 26 July 2018;

CONSIDERING Law dated 19 November 1990, n. 341 containing the reform of university teaching;

CONSIDERING the Legislative Decree of 25 July 1998 n. 286 containing "Consolidated text of the provisions concerning immigration regulations and rules on the status of foreigners";

CONSIDERING Law dated 2 August 1999 n. 264, as amended by the Law of 8 January 2002 providing rules on access to university courses;

CONSIDERING Presidential Decree 445 of 28 December 2000 on the "Legislative provisions concerning administrative documentation";

CONSIDERING Law dated 30 July 2002, n. 189 containing, inter alia, rules for access to university courses of foreign nationals;

CONSIDERING the note prot. n. 1256 of 22 May 2003 through which the Italian M.I.U.R. has clarified what the qualifications to be considered valid for access to university courses are;

CONSIDERING the Decree of the President of the Republic October 18, 2004, n. 334 "Regulations on amendments and integrations to the Decree of the President of the Republic August 31, 1999, n. 394 on immigration";

CONSIDERING the Ministerial Decree n. 270 of 22 October 2004: "Changes to the Regulation containing rules governing the didactic autonomy of Universities" approved with the Ministry of Education and Scientific Research decree 509/1999;

CONSIDERING the Ministerial Decree of 16 March 2007 through which the classes of Master's programs were determined;

CONSIDERING Law 08.10.2010 n. 170 "Rules on specific learning disabilities in the field of education" and, in particular, Article 5, paragraph 4;

CONSIDERING D.M. 12.07.2011 n. 5669, entitled "Guidelines on Specific Disorders of Learning";

CONSIDERING the Legislative Decree of 30 June 2003, n. 196 laying down the "Code regarding the protection of personal data" as amended and supplemented by Legislative Decree 10 August 2018 n.101, containing "Provisions for the adaptation of national legislation to the provisions of

the regulation (EU) 2016/679 of the Parliament of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data, as well as on the free movement of data and repealing Directive 95/46 / EC (general regulation on data protection)";

CONSIDERING the University Regulations, issued by D.R. n. 840 of 09.09.2013, pursuant to the law n. 240/2010;

CONSIDERING the University Didactic Regulations, issued with D.R. n. 840 of 9 September 2013 pursuant to the provisions of law no. 240/2010;

CONSIDERING the Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data, as well as on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation);

CONSIDERING the Ministerial Decree 7 January 2019, prot. n. 6 containing "Decree of self-assessment, initial and periodic accreditation of the offices and courses of study and periodic evaluation", and subsequent amendments and additions;

CONSIDERING the interministerial provisions 2019 and subsequent additions, with which the "procedures for the access of foreign student visa applicants, for access to higher education courses of the academic year 2019/2020" were regulated.

CONSIDERING resolution n. 8 of 10 June 2019, with which the Board of the Department of Architecture and Industrial Design asked to proceed with the issuing of the Admissions Procedure to the two-year Master's Degree Course in English in "**Architecture – Interior Design and for Autonomy**" Academic Year 2019/2020.

CONSIDERING to be able to accept the request of the Board of the Department of Architecture and Industrial Design, referred to the aforementioned resolution 08 of 10 June 2019;

CONSIDERING the University Statute issued with D.R. n. 645 of 17 October 2016 and in particular article 18 entitled "The Directors";

DECREES

that the attached admissions procedure, based on qualifications only, has been issued for the academic year 2019/2020, which is an integral part of this Decree, for access to the two-year Master's Degree Course in English "**Architecture – Interior Design and for Autonomy**" relating to the class LM-4 (Class of Master's Degree in Architecture and Building Engineering – Architecture) of the Department of Architecture and Industrial Design of the Università della Campania "Luigi Vanvitelli".

Caserta, 22 LUG 2019

DIRECTOR OF THE DIVISION
(Dr. Nicola DELLA VOLPE)

AG

Office Responsible for the Procedure:
Student Registry Architecture and Industrial Design
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ADMISSION TO THE TWO-YEAR MASTER'S DEGREE COURSE IN ENGLISH IN "ARCHITECTURE- INTERIOR DESIGN AND FOR AUTONOMY" TOTALLY HELD IN ENGLISH LANGUAGE AT THE DEPARTMENT OF ARCHITECTURE AND INDUSTRIAL DESIGN OF THE UNIVERSITYA' DELLA CAMPANIA "LUIGI VANVITELLI", ACADEMIC YEAR 2019/2020.

AT THE DEPARTMENT OF ARCHITECTURE AND INDUSTRIAL DESIGN OF THE UNIVERSITY OF CAMPANIA
"LUIGI VANVITELLI"

Article 1) ADMISSIONS PROCEDURE AND PLACES AVAILABLE

For the academic year 2019/2020, 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 Università della 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 189/02, 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 Università della Campania "Luigi Vanvitelli" and the Okan University in Istanbul on 12.05.2015,
 - **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 Università della Campania "Luigi Vanvitelli" and The East China Normal University School of Design in Shanghai - China on 16.05.2016,
- 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. 189/02, 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.

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.

2. Knowledge and understanding of English is also requested (at least B1 level according the CEFR). By the deadline of this notice, the applicants can submit appropriate certificate issued by a certified school or cultural institute in Italy or abroad (Attachment n. 3) to the Students Registry of the Department of Architecture and Industrial Design, located in Aversa at the Convent of San Lorenzo ad Septimum during the opening hours (Monday and Wednesday from 13.30 to 15.30 and Tuesday, Thursday and Friday from 9.00 to 12.00 pm).

Alternatively, applicants will have to take an English language test at the Department of Architecture and Industrial Design located in Aversa, in Via San Lorenzo, on **10 October 2019 at 10.00 am**.

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.

3. 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.

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 22, 2019** and no later than **October 07, 2019**. The on procedure for submitting applications will be deactivated, precisely, at **11.59 pm on October 07 2019** and, thus, after this deadline, it will not be possible to complete the application form.

To participate in the admissions procedure, participants are required, on pain of exclusion, to pay a participation fee of **€10.00 by October 07, 2019**. Such payment must be made at any Italian bank through a MAV form, which will be generated after the completion of the on-line application form or online via credit card.

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 MAV to be used for the payment of the admissions procedure fee.

There is a specific online guide for registration to a limited places admissions procedure no option, "[Guida per l'iscrizione on line ai concorsi a numero programmato \(senza opzione\)](#)" referred to in this announcement, to support users in the registration phases necessary for the creation of the aforementioned bank MAV and completion of the registration.

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 07 2019** and, therefore, after this deadline it will no longer be possible to make the necessary registrations for the creation of the bank MAV to be used for payment of the admissions procedure fee to be paid by the same date.

Starting from **July 22, 2019** until **October 07 2019**, for those who have no other means of access to the Internet, the University will make a computer available at the Student Registry of the Department of Architecture and Industrial Design, located in Aversa at the Convent of San Lorenzo ad Septimum during the opening hours (Monday and Wednesday from 13.30 to 15.30

and Tuesday, Thursday and Friday from 9.00 to 12.00 pm).

During the month of August, the Student registry will be open to the public from Monday to Friday from 9.00 to 12.00 and will be closed to the public from 08 to 21 August 2019 included).

Candidates holding an academic degree obtained abroad must also present at the Student Registry of the Department of Architecture and Industrial Design, located in Aversa at Via San Lorenzo within the deadline of this Notice, during the opening hours for the public of this office (Monday and Wednesday 13.30 - 15.30 and Tuesday, Thursday and Friday 9.00 - 12.00), an application for the recognition of foreign academic qualifications, enclosing 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 2019/2020 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).

Failure to submit the application according to the above-mentioned terms and conditions prevents any possibility of accessing the admissions procedure. At each stage of the procedure, the Administration reserves the right to ascertain the veracity of any declarations or certifying acts made by the candidates, in accordance with current legislation. The candidate must therefore provide all the necessary information to enable the Administration to carry out the necessary verifications. All candidates are admitted subject to the procedure set out in this notice. 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 evaluation of the academic qualifications will be appointed with a subsequent Executive Order and composed 5 components and one substitute. It will eventually be divided into sub-committees.

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 priority order and the criteria set out below:

- a) Mark of the Degree held in Class L-4 (D.M. 509/1999) or Class L-17 (D.M. 270/2004), or other equivalent qualifications obtained abroad;
- b) Mark of the Academic qualification of Class other than those indicated in point a, after verification of the requirements of art. 2 of this notice
- c) when two candidates are given the same number of points for the previous points a) and b), the younger candidate will be awarded the place;

2. 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 on October 16, 2019. The publication will constitute a formal notification to the parties concerned, in all respects.

3. Those awarded places wishing to take the course at the Okan University of Istanbul (TR) and the East China Normal University School of Design in Shanghai - China will have to opt for this opportunity within November 11 2019 at the Student Registry of the Department of Architecture and Industrial Design during the public opening hours (Monday and Wednesday 13.30 - 15.30 and Tuesday, Thursday and Friday 9.00 - 12.00). 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.

Article 6) REGISTRATION OF CANDIDATES

Those awarded a place must register and submit a registration application exclusively in accordance with the procedures set out below from **October 21, 2019** and no later than **15:30 on October 25, 2019**:

- 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 progressa 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 2019/2020 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, 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 MAV payment 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.

Attendance of the courses is compulsory and will give start to a sub-condition for assessing the curricular and merit requirements for accessing to the aforementioned degree course.

Article 7) GOING DOWN THE CLASSIFICATION – REMAINING PLACES AT THE END OF THE REGISTRATION DEADLINE

1. If there are remaining places after the deadline of **October 25 2019**, the Student Registry of the Department of Architecture and Industrial Design, according to the ranking of the classification of merit, shall publish on **October 28 2018 by 4pm** the list of those entitled to register as a result of the 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 29 2019** and no later than **3.30pm on October 31 2019**. 2. In the event that on the registration deadline (**October 31 2019**) 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 2019/2020 to the degree course covered by this announcement.

Article 8) 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 9) 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 subsequent amendments and additions 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) 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.

Caserta 22 LUG 2019

DIRECTOR OF THE DIVISION
(Dott. Nicola DELLA VOLPE)



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