



## CALL FOR SELECTION FOR THE AWARD OF GRANTS FOR INFORMATIVE AND ACADEMIC TUTORING ACTIVITIES IN COURSES AT THE UNIVERSITY, RESERVED FOR DESERVING AND CAPABLE STUDENTS (Italian Law no. 170/2003) FOR THE ACADEMIC YEAR 2023/2024

### ART. 1 GENERAL PROVISIONS

The following call for selection is published to establish a ranking list for the award of grants for informative and academic tutoring activities in courses at the University, reserved for deserving and capable students (Italian Law no. 170 of 11 July 2003, Art. 1 paragraph b) for the academic year 2023/2024.

The contracts for tutoring activity may involve:

- a commitment of no more than 250 hours for students registered in a master's degree programme or single-cycle master's degree course;
- a commitment of no more than 100 hours for students registered in a PhD programme or a specialisation school.

The required commitment and methods for providing tutoring activity grants are established according to the teaching and organisational requirements of the degree courses as established by the Representatives of the University Guidance and Tutoring Committee, after consulting the Programme Coordinators.

### ART. 2 ADMISSION REQUIREMENTS

The selection is open to students registered in the academic year 2022/23 and who intend to confirm their registration for the academic year 2023/24 in the following types of courses, or those who are registered in the academic year 2022/23 and expect to obtain their qualification by 31 December 2023, provided that they are registered at the University at the time of signing the contract (October 2023).

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- a) **Master's degree programmes and/or single-cycle degree programmes**, as indicated in the table shown below.

Students who are **registered in (or graduate from) a bachelor's degree programme in the academic year 2022/23** may also submit a conditional application, provided they intend to register in a master's degree programme within the deadlines established by the admission notices for master's degrees for the academic year 2023/24; in this case, after registration in the master's degree, they should promptly forward their new student ID and the course they are registered in to [tutorato@unipd.it](mailto:tutorato@unipd.it) under penalty of exclusion from the ranking list should they fail to do so;

- b) **PhD programmes** (subject to the favourable opinion of the PhD course coordinator), or **specialisation schools**, as indicated in the table below.

**In any case, a degree/master's degree with a final graduation mark of 95/110 or higher are required, if the degree is attained in Italy (the last qualification attained is taken into account).**

Participation in the call for applications is allowed only once per type of call and per qualification held (Art. 8.8 Tutoring Activity Regulations).

The table below specifies the qualifications candidate tutors are required to have in order to take part in the selection notice.

CALL FOR APPLICATIONS by UNIVERSITY SCHOOL	QUALIFICATIONS REQUIRED FOR PERFORMING TUTORING ACTIVITY
<p><b>1. AGRARIA E MEDICINA VETERINARIA (AGRICULTURE AND VETERINARY MEDICINE)</b></p>	<p><b>Students registered in master's degree programmes:</b>            BIOTECNOLOGIE PER L'ALIMENTAZIONE            BIOTECHNOLOGIES FOR FOOD SCIENCE            FOOD AND HEALTH            SCIENZE FORESTALI (FOREST SCIENCE)            ALIMENTI E VINI D'ITALIA (ITALIAN FOOD AND WINE)            SCIENZE E TECNOLOGIE AGRARIE (AGRICULTURAL SCIENCE AND TECHNOLOGY)            SCIENZE E TECNOLOGIE ALIMENTARI (FOOD SCIENCE AND TECHNOLOGY)            SCIENZE E TECNOLOGIE ANIMALI (ANIMAL SCIENCE AND TECHNOLOGY)            SCIENZE E TECNOLOGIE PER L'AMBIENTE E IL TERRITORIO (LAND AND ENVIRONMENT SCIENCE AND TECHNOLOGY)            SCIENZE FORESTALI E AMBIENTALI (FORESTRY AND ENVIRONMENTAL SCIENCE)            SUSTAINABLE AGRICULTURE            CHIMICA (CHEMISTRY)            CHIMICA INDUSTRIALE (INDUSTRIAL CHEMISTRY)            MATEMATICA (MATHEMATICS)            PHYSICS            INGEGNERIA GESTIONALE (MANAGEMENT ENGINEERING)            INGEGNERIA DELL'INNOVAZIONE DEL PRODOTTO (PRODUCT INNOVATION ENGINEERING)            INGEGNERIA MECCATRONICA (MECHATRONIC ENGINEERING)</p> <p><b>Students registered in single-cycle degree programmes:</b>            MEDICINA VETERINARIA (VETERINARY MEDICINE) (students registered in the academic year 2023-2024, attending the last two years)</p> <p><b>Students registered in PhD programmes in:</b>            ANIMAL AND FOOD SCIENCE            CROP SCIENCE            LAND, ENVIRONMENT, RESOURCES AND HEALTH            SCIENZE VETERINARIE E SICUREZZA ALIMENTARE (VETERINARY SCIENCE AND FOOD SAFETY)            BIOSCIENZE (BIOSCIENCES)</p> <p><b>Students registered in a University PhD programme in mathematical, physical, natural and engineering sciences, medical and biomedical sciences with an excellent preparation in the following subjects: mathematics, chemistry, physics.</b></p> <p><b>Students registered with Specialisation Schools in the Veterinary Division in:</b>            ALLEVAMENTO, IGIENE, PATOLOGIA DELLE SPECIE ACQUATICHE E CONTROLLO DEI PRODOTTI DERIVATI (BREEDING, HYGIENE, PATHOLOGY OF AQUATIC SPECIES AND CONTROL OF DERIVED PRODUCTS)            ISPEZIONE DEGLI ALIMENTI DI ORIGINE ANIMALE (INSPECTION OF FOOD OF ANIMAL ORIGIN)            SANITÀ ANIMALE, ALLEVAMENTO E PRODUZIONI ZOOTECNICHE (ANIMAL HEALTH, BREEDING AND LIVESTOCK PRODUCTIONS)</p>

<p><b>2. ECONOMIA E SCIENZE POLITICHE (ECONOMICS AND POLITICAL SCIENCE)</b>  <u>Area Economia (Economics Division):</u></p>	<p><b>Students registered in master's degree programmes:</b>          BUSINESS ADMINISTRATION          ECONOMIA E DIRITTO (LAW AND ECONOMICS)          ECONOMICS AND FINANCE          ENTREPRENEURSHIP AND INNOVATION</p> <p><b>Students registered in the PhD programme in:</b>          ECONOMIA E MANAGEMENT (ECONOMICS AND MANAGEMENT) (in Italian)</p>
<p><b>3. ECONOMIA E SCIENZE POLITICHE (ECONOMICS AND POLITICAL SCIENCE)</b>  <u>Area Scienze politiche (Political Science Division):</u></p>	<p><b>Students registered in master's degree programmes:</b>          EUROPEAN AND GLOBAL STUDIES          HUMAN RIGHTS AND MULTI-LEVEL GOVERNANCE          INNOVAZIONE E SERVIZIO SOCIALE (INNOVATION AND SOCIAL WORK)          RELAZIONI INTERNAZIONALI E DIPLOMAZIA (INTERNATIONAL RELATIONS AND DIPLOMACY)          SCIENZE DEL GOVERNO E POLITICHE PUBBLICHE (GOVERNMENT SCIENCES AND PUBLIC POLICIES)</p> <p><b>Students registered in one of the following University PhD programmes:</b>          DIRITTO INTERNAZIONALE E PRIVATO E DEL LAVORO (INTERNATIONAL, PRIVATE AND LABOUR LAW)          ECONOMIA E MANAGEMENT (ECONOMICS AND MANAGEMENT)          FILOSOFIA (PHILOSOPHY)          HUMAN RIGHTS, SOCIETY, AND MULTI-LEVEL GOVERNANCE          SOCIAL SCIENCES          SCIENZE STATISTICHE (STATISTICAL SCIENCES)          STUDI STORICI, GEOGRAFICI E ANTROPOLOGICI (HISTORICAL, GEOGRAPHICAL, ANTHROPOLOGICAL STUDIES)</p>
<p><b>4. GIURISPRUDENZA (LAW)</b></p>	<p><b>Students registered in single-cycle degree programmes:</b>          GIURISPRUDENZA (LAW) (students registered in the academic year 2023-2024, attending the last two years)</p> <p><b>Students registered in the PhD programme in:</b>          GIURISPRUDENZA (LAW), provided they have a master's degree in Giurisprudenza (Law) (a master's degree from the University of Padua ensures priority but is not of exclusive value)</p> <p><b>Students registered with Specialisation Schools:</b>          Specialisation School for Legal Professions of which the University of Padua is the venue (a master's degree from the University of Padua ensures priority but is not of exclusive value)</p>

<b>5. INGEGNERIA (ENGINEERING)</b>	<p><b>Students registered in master's degree programmes:</b></p> <ul style="list-style-type: none"> <li>○ <b>School of Engineering</b></li> <li>○ <b>School of Sciences</b></li> </ul> <p><b>Students registered in the single-cycle degree programme in:</b>  INGEGNERIA EDILE-ARCHITETTURA (BUILDING ENGINEERING AND ARCHITECTURE) (registered in the 2023-2024 academic year, attending the last two years)</p> <p><b>Students registered in PhD programmes:</b> University PhD programmes and holders of one of the master's degrees of the School of Engineering or the School of Sciences</p>
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<b>6. MEDICINA E CHIRURGIA</b> <b>(MEDICINE AND SURGERY)</b> <u>Area Medicina (Medicine</u> <u>Division):</u>	<p><b>Students registered in master's degree programmes or single-cycle degree programmes:</b>  MEDICAL BIOTECHNOLOGIES  MEDICINA E CHIRURGIA (MEDICINE AND SURGERY) (Padua) (students registered in the academic year 2023-2024, attending the last three years)  MEDICINA E CHIRURGIA (MEDICINE AND SURGERY) (students registered in the academic year 2023-2024, attending the last three years)  MEDICINE AND SURGERY (students registered in the academic year 2023-2024, attending the last three years)  ODONTOIATRIA E PROTESI DENTARIA (DENTISTRY AND DENTAL PROSTHETICS) (students registered in the academic year 2023-2024, attending the last three years)  SCIENZE DELLE PROFESSIONI SANITARIE DELLA PREVENZIONE (PREVENTION HEALTH PROFESSIONS SCIENCES)  SCIENZE DELLE PROFESSIONI SANITARIE TECNICHE DIAGNOSTICHE (TECHNICAL AND DIAGNOSTIC HEALTH PROFESSIONS SCIENCES)  SCIENZE E TECNICHE DELL'ATTIVITÀ MOTORIA PREVENTIVA E ADATTATA (SCIENCES AND TECHNIQUES FOR PREVENTIVE AND ADAPTED PHYSICAL ACTIVITY)  SCIENZE INFERMIERISTICHE E OSTETRICHE (NURSING AND MIDWIFERY SCIENCES)  SCIENZE RIABILITATIVE DELLE PROFESSIONI SANITARIE (REHABILITATION HEALTH PROFESSIONS SCIENCES)</p> <p><b>Students registered in PhD programmes:</b>  IPERTENSIONE ARTERIOSA E BIOLOGIA VASCOLARE (ARTERIAL HYPERTENSION AND VASCULAR BIOLOGY)  MEDICINA DELLO SVILUPPO E SCIENZE DELLA PROGRAMMAZIONE SANITARIA (DEVELOPMENTAL MEDICINE AND HEALTH PLANNING SCIENCES)  MEDICINA MOLECOLARE (MOLECULAR MEDICINE)  MEDICINA SPECIALISTICA TRASLAZIONALE "G.B. MORGAGNI" (TRASLATIONAL SPECIALISTIC MEDICINE "G.B. MORGAGNI")  ONCOLOGIA CLINICA E SPERIMENTALE E IMMUNOLOGIA (CLINICAL AND EXPERIMENTAL ONCOLOGY AND IMMUNOLOGY)  SCIENZE BIOMEDICHE (BIOMEDICAL SCIENCES)  SCIENZE CLINICHE E SPERIMENTALI (CLINICAL AND EXPERIMENTAL SCIENCES)  SCIENZE MEDICHE, CLINICHE E SPERIMENTALI (MEDICAL, CLINICAL AND EXPERIMENTAL SCIENCES)</p>
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<p><b>7. MEDICINA E CHIRURGIA</b>  <b>(MEDICINE AND SURGERY)</b>  <u>Area Farmacia (Pharmacy</u>  <u>Division):</u></p>	<p><b>Students registered in master's degree programmes:</b>          CHIMICA (CHEMISTRY)          CHIMICA INDUSTRIALE (INDUSTRIAL CHEMISTRY)          PHYSICS          MATEMATICA (MATHEMATICS)          PHARMACEUTICAL BIOTECHNOLOGIES</p> <p><b>Students registered in single-cycle degree programmes:</b>          FARMACIA (PHARMACY) (students registered in the academic year 2023-2024, attending the last two years)          CHIMICA E TECNOLOGIA FARMACEUTICHE (PHARMACEUTICAL CHEMISTRY AND TECHNOLOGY) (students registered in the academic year 2023-2024, attending the last two years)</p> <p><b>Students registered in PhD programmes:</b>          University PhD programme held in Padua and with a degree in: Chimica e Tecnologia Farmaceutiche, Farmacia, Chimica, Chimica Industriale, Biotecnologie Farmaceutiche, Fisica e Matematica (Pharmaceutical Chemistry and Technology, Pharmacy, Chemistry, Industrial Chemistry, Pharmaceutical Biotechnologies, Physics and Mathematics).</p>
<p><b>8. PSICOLOGIA (PSYCHOLOGY)</b></p>	<p><b>Students registered in master's degree programmes:</b>          CLINICAL, SOCIAL AND INTERCULTURAL PSYCHOLOGY          COGNITIVE NEUROSCIENCE AND CLINICAL NEUROPSYCHOLOGY          NEUROSCIENZE E RIABILITAZIONE NEUROPSICOLOGICA (NEUROSCIENCE AND NEUROPSYCHOLOGICAL REHABILITATION)          PSICOLOGIA CLINICA (CLINICAL PSYCHOLOGY)          PSICOLOGIA CLINICA DELLO SVILUPPO (CLINICAL DEVELOPMENTAL PSYCHOLOGY)          PSICOLOGIA CLINICO-DINAMICA (CLINICAL DYNAMIC PSYCHOLOGY)          PSICOLOGIA COGNITIVA APPLICATA (APPLIED COGNITIVE PSYCHOLOGY)          PSICOLOGIA DELLO SVILUPPO E DELL'EDUCAZIONE (DEVELOPMENTAL AND EDUCATIONAL PSYCHOLOGY)          PSICOLOGIA DI COMUNITÀ (COMMUNITY PSYCHOLOGY)          PSICOLOGIA DI COMUNITÀ, DELLA PROMOZIONE DEL BENESSERE E DEL CAMBIAMENTO SOCIALE (PSYCHOLOGY OF COMMUNITY, WELLNESS PROMOTION, AND SOCIAL CHANGE)          PSICOLOGIA SOCIALE, DEL LAVORO E DELLA COMUNICAZIONE (SOCIAL, WORK AND COMMUNICATION PSYCHOLOGY)          PSICOLOGIA SPERIMENTALE E SCIENZE COGNITIVE (EXPERIMENTAL PSYCHOLOGY AND COGNITIVE SCIENCES)</p> <p><b>Students registered in the PhD programme in:</b>          PSYCHOLOGICAL SCIENCES</p>

<p><b>9. SCIENZE UMANE, SOCIALI E DEL PATRIMONIO CULTURALE (HUMANITIES, SOCIAL SCIENCES AND CULTURAL STUDIES)</b></p> <p><u>Area Lettere e Sociologia (Literature and Sociology Division):</u></p>	<p><b>Students registered in master's degree programmes:</b>  (ANTROPOLOGIA CULTURALE, ETNOLOGIA, ETNOLINGUISTICA) CULTURAL ANTHROPOLOGY, ETHNOLOGY, ANTHROPOLOGICAL LINGUISTICS (interuniversity)  CULTURE, FORMAZIONE E SOCIETÀ GLOBALE (CULTURES, EDUCATION AND GLOBAL SOCIETY)  FILOLOGIA MODERNA (MODERN PHILOLOGY)  LETTERE CLASSICHE E STORIA ANTICA (CLASSICAL LANGUAGES AND LITERATURES AND ANCIENT HISTORY)  LINGUE E LETTERATURE EUROPEE E AMERICANE (EUROPEAN AND AMERICAN LANGUAGES AND LITERATURES)  LINGUE MODERNE PER LA COMUNICAZIONE E LA COOPERAZIONE INTERNAZIONALE (MODERN LANGUAGES FOR INTERNATIONAL COMMUNICATION AND COOPERATION)  LINGUISTICA (LINGUISTICS)  LOCAL DEVELOPMENT  MANAGEMENT DEI SERVIZI EDUCATIVI E FORMAZIONE CONTINUA (MANAGEMENT OF EDUCATIONAL SERVICES AND LIFELONG LEARNING)  MUSICA E ARTI PERFORMATIVE (MUSIC AND PERFORMING ARTS)  MUSICOLOGIA E BENI MUSICALI (MUSICOLOGY AND MUSICAL HERITAGE)  PEDAGOGIA (PEDAGOGY)  PLURALISMO CULTURALE, MUTAMENTO SOCIALE E MIGRAZIONI (CULTURAL PLURALISM, SOCIAL CHANGE AND MIGRATIONS)  SCIENZE ARCHEOLOGICHE (ARCHAEOLOGICAL SCIENCES)  SCIENZE DELLE RELIGIONI (RELIGIOUS STUDIES)  SCIENZE DELLO SPETTACOLO E PRODUZIONE MULTIMEDIALE (THEATRE, FILM, TELEVISION AND MEDIA STUDIES)  SCIENZE PER IL PAESAGGIO (LANDSCAPE STUDIES)  SCIENZE FILOSOFICHE (PHILOSOPHICAL SCIENCES)  SCIENZE STORICHE (HISTORICAL SCIENCES)  STORIA DELL'ARTE (HISTORY OF ART)  STRATEGIE DI COMUNICAZIONE (COMMUNICATION STRATEGIES)  TECNICHE, PATRIMONIO, TERRITORI DELL'INDUSTRIA – TECHNIQUES, PATRIMONIE, TERRITOIRES DE L'INDUSTRIE (TECHNIQUES, HERITAGE, TERRITORIES OF INDUSTRY)  TURISMO, CULTURA, SOSTENIBILITÀ (TOURISM, CULTURAL HERITAGE, SUSTAINABILITY)</p> <p><b>Students registered in PhD programmes:</b>  FILOSOFIA (PHILOSOPHY)  SCIENZE LINGUISTICHE, FILOGICHE E LETTERARIE (LINGUISTIC, PHILOLOGICAL AND LITERARY SCIENCES)  STORIA E CRITICA BENI ARTISTICI, MUSICALI E DELLO SPETTACOLO (HISTORY AND CRITICISM OF ART, MUSIC AND PERFORMING)  STUDIO E CONSERVAZIONE DEI BENI ARCHEOLOGICI E ARCHITETTONICI (STUDY AND CONSERVATION OF ARCHAEOLOGICAL AND ARCHITECTURAL HERITAGE)  STORIA, CRITICA E CONSERVAZIONE DEI BENI CULTURALI (HISTORY, CRITICISM AND CONSERVATION OF CULTURAL HERITAGE)  STUDI STORICI, GEOGRAFICI, STORICO-RELIGIOSI (HISTORICAL, GEOGRAPHICAL, HISTORICAL-RELIGIOUS STUDIES)</p> <p><b>Students registered in specialisation courses:</b>  BENI ARCHEOLOGICI (ARCHAEOLOGICAL HERITAGE)  BENI STORICO-ARTISTICI (HISTORICAL-ARTISTIC HERITAGE)</p>
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<p><b>10. SCIENZE UMANE, SOCIALI E DEL PATRIMONIO CULTURALE (HUMANITIES, SOCIAL SCIENCES AND CULTURAL STUDIES)</b></p> <p><u>Area Educazione e Formazione (Education and Training Division):</u></p>	<p><b>Students registered in master's degree programmes:</b> CULTURE, FORMAZIONE E SOCIETÀ GLOBALE (CULTURES, EDUCATION AND GLOBAL SOCIETY) MANAGEMENT DEI SERVIZI EDUCATIVI E FORMAZIONE CONTINUA (MANAGEMENT OF EDUCATIONAL SERVICES AND LIFELONG LEARNING) PEDAGOGIA (PEDAGOGY)</p> <p><b>Students registered in single-cycle degree programmes in:</b> SCIENZE DELLA FORMAZIONE PRIMARIA (PRIMARY TEACHER EDUCATION) (students registered in the academic year 2023-2024, attending the last two years)</p> <p><b>Students registered in the PhD programme in</b> SCIENZE PEDAGOGICHE, DELL'EDUCAZIONE E DELLA FORMAZIONE (PEDAGOGICAL, EDUCATION AND TRAINING SCIENCES)</p>
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<b>11. SCIENZE (SCIENCES)</b>	<p><b>Students registered in master's degree programmes:</b></p> <p>ASTRONOMIA (ASTRONOMY) (LM-58 Scienze dell'Universo - Universe Sciences)          ASTROPHYSICS AND COSMOLOGY (LM-17 Fisica (Physics) &amp; LM-58 Scienze dell'Universo (Universe Sciences))          BIOLOGIA EVOLUZIONISTICA (EVOLUTIONARY BIOLOGY) (LM-6 Biologia (Biology))          BIOLOGIA MARINA (LM-6 - Biologia)          MARINE BIOLOGY (LM-6 - Biology)          MOLECULAR BIOLOGY (LM-6 - Biology)          BIOLOGIA MOLECOLARE (LM-6 - Biologia)          BIOLOGIA SANITARIA (HEALTHCARE BIOLOGY) (LM-6 - Biologia (Biology))          BIOTECNOLOGIE INDUSTRIALI (INDUSTRIAL BIOTECHNOLOGIES) (LM-8 - Biotecnologie industriali (Industrial biotechnologies))          CHIMICA (CHEMISTRY) (LM-54 - Scienze chimiche (Chemical sciences))          CHIMICA INDUSTRIALE (INDUSTRIAL CHEMISTRY) (LM-71 - Scienze e tecnologie della chimica industriale (Science and technology of industrial chemistry))          INFORMATICA (COMPUTER SCIENCE) (LM-18 - Classe delle lauree magistrali in Informatica (Class of master's degrees in Computer science))          CYBERSECURITY (LM-66 - Sicurezza informatica (Computer security))          COMPUTATIONAL FINANCE (LM-16 - Finanza (Finance))          DATA SCIENCE (LM-91 - Tecniche e metodi per la società dell'informazione (Methods and techniques for the information society))          PHYSICS (LM-17 - Classe delle lauree magistrali in Fisica (Class of master's degrees in Physics))          PHYSICS OF DATA (LM-17 - Classe delle lauree magistrali in Fisica (Class of master's degrees in Physics))          GEOLOGIA E GEOLOGIA TECNICA (GEOLOGY AND TECHNICAL GEOLOGY) (LM-74 - Classe delle lauree magistrali in Scienze e tecnologie geologiche (Class of master's degrees in Geological sciences and technologies))          GEOLOGIA AMBIENTALE E DINAMICA DELLA TERRA (ENVIRONMENTAL GEOLOGY AND EARTH DYNAMICS) (LM-74 - Classe delle lauree magistrali in Scienze e tecnologie geologiche (Class of master's degrees in Geological sciences and technologies))          GEOPHYSICS FOR NATURAL RISKS AND RESOURCES (LM-79 - Classe delle lauree magistrali in Scienze geofisiche (Class of master's degrees in Geophysics))          COMPUTER SCIENCE (LM-18 - Informatica (Computer science))          MATEMATICA (LM-40 - Classe delle lauree magistrali in Matematica (Class of master's degrees in Mathematics))          MATHEMATICS (LM-40 - Matematica (Mathematics))          SCIENZA DEI MATERIALI (MATERIALS SCIENCE) (LM-53 - Scienza e ingegneria dei materiali (Materials science and engineering))          SCIENZE STATISTICHE (STATISTICAL SCIENCES) (LM-82 - Classe delle lauree magistrali in Scienze statistiche (Class of master's degrees in Statistical sciences))          SCIENZE DELLA NATURA (NATURAL SCIENCE) (LM-60 - Classe delle lauree magistrali in Scienze della natura (Class of master's degrees in Natural science))          ENVIRONMENTAL SUSTAINABILITY AND EDUCATION (LM-60 - Scienze della natura (Natural science))          SUSTAINABLE SCIENCE AND TECHNOLOGIES FOR CIRCULAR ECONOMY (LM-71 - Classe delle lauree magistrali in Scienze e tecnologie della chimica industriale (Class of master's degrees in Science and technology of industrial chemistry))          INGEGNERIA MATEMATICA (MATHEMATICAL ENGINEERING) (LM-44 - Modellistica matematico-fisica per l'ingegneria (Mathematical and physical modelling for engineering))          COMPUTER ENGINEERING (LM-32 - Ingegneria informatica (Computer engineering))</p> <p><b>Students registered in PhD programmes:</b></p>
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	--Students registered in PhD programmes at the University in Padua in the Divisions of Multidisciplinary Programmes, Life Sciences or Mathematics, Physics, Natural and Engineering Sciences and holding one of the master's degrees from the School of Science or the School of Engineering.
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### **ART. 3 SUBMISSION OF APPLICATIONS – TERMS AND METHODS**

The application should be completed **exclusively** on-line via the **UNIWEB** service (<https://uniweb.unipd.it> under the section INIZIATIVE [INITIATIVES]) as from **Wednesday 3 May 2023 through to 11:59 pm on Monday 22 May 2023**.

Applications may be submitted for more than one tutoring call for applications if the applicant is eligible. The Student Service Office must ensure that the sum of the hours of the contracts to be signed does not exceed the maximum number of permitted hours.

Any technical problems or particular situations that make it impossible to submit the application via the web must be reported via email to the Student Service Office using the address [tutorato@unipd.it](mailto:tutorato@unipd.it) indicating the Surname and Name, Student ID, within the deadline for submission of the application (**11:59 pm on 22 May 2023**).

**Applications sent through the postal service or in any other manner will not be accepted.**

### **ART. 4 EVALUATION CRITERIA AND SELECTION INTERVIEW**

The selection is made on the basis of qualifications and a test. The maximum total score is **45**, allocated as follows:

- 15 points for qualifications (final graduation mark or merit factor)
- 30 points for the test/interview

#### **The following criteria are established for qualifications:**

- I. For students who hold a Degree or Master's degree:
  - a) **15 points:** final grade of 110/110 and distinction;
  - b) **12 points:** final grade between 105/110 and 110/110
  - c) **10 points:** final grade between 100/110 and 104/110
  - d) **8 points:** final grade between 95/110 and 99/110

II. In the case of undergraduates (bachelor's degree course) or students registered in single-cycle degree programmes, the merit factor as at 10 August 2022 is taken into account:

- a) **15 points**: if the factor belongs to the top 10% in the merit ranking list of the degree programme;
- b) **12 points**: if the factor belongs to the next 20% in the merit ranking list of the degree programme;
- c) **10 points**: if the factor belongs to the next 30% in the merit ranking list of the degree programme;
- d) **8 points**: if the factor belongs to the next 40% in the merit ranking list of the degree programme;

N.B. **In the case of students with a degree attained abroad**, the above points will be allocated automatically by assigning to the candidates the score corresponding to the average final grade of participants in this call for applications.

**For the interview/test** the score is equal to a minimum of **18 points to a maximum of 30 points**.

The interview or test assesses whether the candidate holds any specific qualifications by subject, his or her motivation and whether or not the candidate has good relational skills. Knowledge of English may also be assessed during the interviews, as an additional specific requirement to identify tutors for international students. Candidates whose mother tongue is not Italian will be assessed to ensure they have an adequate knowledge of the Italian language.

#### **ART. 5 TIMETABLE FOR SELECTION INTERVIEWS**

The **SELECTION INTERVIEW** will take place in **VIDEO CALL** on the Zoom platform according to the following schedule, which may be consulted on the dedicated website: [www.unipd.it/diventare-tutor](http://www.unipd.it/diventare-tutor).

Candidates will receive the link and instructions for the interview on the institutional e-mail address @studenti.unipd.it.

**If a high number of students register, the Committee may decide to hold the interviews in several rounds that will continue after the first day.**

<b>CALL FOR APPLICATIONS by UNIVERSITY SCHOOL</b>		<i>Date of selection interview</i> <i>As from</i>	<i>from</i>
1.	AGRARIA E MEDICINA VETERINARIA (AGRICULTURE AND VETERINARY MEDICINE)	<b>Thursday 1 June</b>	<b>09:00 AM</b>
2.	ECONOMIA E SCIENZE POLITICHE <u>Area Economia</u> (ECONOMICS AND POLITICAL SCIENCE <u>Economics Division</u> )	<b>Monday 29 May</b>	<b>09:00 AM</b>
3.	ECONOMIA E SCIENZE POLITICHE <u>Area Scienze Politiche</u> (ECONOMICS AND POLITICAL SCIENCE <u>Political Science Division</u> )	<b>Friday 26 May</b>	<b>09:00 AM</b>
4.	GIURISPRUDENZA (LAW)	<b>Wednesday 31 May</b>	<b>10:00 AM</b>
5.	INGEGNERIA e Progetto MATH.4.U (ENGINEERING and MATH.4.U Project)	<b>Monday 29 May</b>	<b>09:00 AM</b>
6.	MEDICINA E CHIRURGIA <u>Area Medicina</u> (MEDICINE AND SURGERY <u>Medicine Division</u> )	<b>Tuesday 6 June</b>	<b>10:00 AM</b>
7.	MEDICINA E CHIRURGIA <u>Area Farmacia</u> (MEDICINE AND SURGERY <u>Pharmacy Division</u> )	<b>Tuesday 30 May</b>	<b>09:00 AM</b>
8.	PSICOLOGIA (PSYCHOLOGY)	<b>Friday 26 May</b>	<b>09:00 AM</b>
9.	SCIENZE UMANE, SOCIALI E DEL PATRIMONIO CULTURALE (HUMANITIES, SOCIAL SCIENCES AND CULTURAL STUDIES) <u>Area Lettere e Sociologia</u> ( <u>Literature and Sociology Division</u> )	<b>Friday 26 May</b>	<b>02:30 PM</b>
10.	SCIENZE UMANE, SOCIALI E DEL PATRIMONIO CULTURALE (HUMANITIES, SOCIAL SCIENCES AND CULTURAL STUDIES) <u>Area Educazione e Formazione</u> ( <u>Education and Training Division</u> )	<b>Tuesday 6 June</b>	<b>09:30 AM</b>

11.	SCIENZE (SCIENCES)	<b>Friday 26 May</b>	<b>02:00 PM</b>
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**A valid identity document must be presented for the interview.**

If the candidate does not connect to the website or is not available on the date and time agreed for the connection or fails to present a valid identity document, **he or she will be excluded from the selection process.**

The University declines all and any liability for technical problems that may prevent conducting the oral interview normally.

**ART. 6 RANKING LISTS AND SIGNING OF THE CONTRACT**

The final ranking list is drawn up by an Evaluation Committee appointed by decree of the Rector.

Without prejudice to the collegiality of the opinions as a whole, the Committee may also have sub-committees should this be necessary for specific purposes. The merit ranking lists, drawn up in decreasing order of the total points scored, will be published, once the selection phase has been completed, **starting from Friday 16 June 2023**, on the website: <http://www.unipd.it/diventare-tutor>.

The ranking lists will be valid until 30 September 2024; said ranking lists may be used to sign tutoring activity contracts during the year, according to specific teaching requirements.

The contract for the award of the grant will be signed on the basis of the individual ranking lists by written invitation from the Student Service Office. Failure to attend, other than in the case of a serious and justified impediment, will result in loss of entitlement to the tutoring activity grant.

**ART. 7 TUTORS' ACTIVITIES**

Tutors provide their organisational and teaching support to students in the degree programmes coordinated by the Representatives of the University Schools.

More specifically, tutors will act as:

- **informative tutors**: organisational support and actions to assist students to ensure that they actively participate in their educational process, acting as facilitators and mediators, above all in the case of freshmen, international students, dual "student-athlete" careers and students with refugee status. They provide informative support in guidance initiatives addressed to future freshmen.

Only for the specific courses of the *Università in carcere* (University in Prison) project, informative tutoring activities are provided for students in prison, in order to provide study assistance, obtain teaching materials and reserve and collect books from the library;

- **academic tutors**: academic support activities, assistance with studying and laboratory assistance in specific subjects on particularly critical exams, above all for first-year students.

- **coordinating tutors**: each School/Division chooses one or more coordinating tutors with the task of coordinating the group and being their spokesperson in relations with the lecturers coordinating the tutoring activities and with the Student Service Office, in the scheduled monitoring meetings, also for collecting data on tutoring activity contacts (group final report).

The successful applicants will be summoned on a regular basis to monitoring meetings and training activities planned by the persons in charge.

**ART. 8 TRAINING**

Before the start of the tutoring activity there will be a face-to-face training course organised as follows:

Compulsory attendance:

- Presentation of the tutoring activity: **Tuesday 12 September 2023, from 02:00 pm to 06:00 pm**, Auditorium Psico 3, Via Venezia, 14 (4 hours)
- **2 modules with a duration of 2 hours**, to be held during the week from 13 to 22 September 2023, at a number of different time slots available to be chosen from (4 hours)

**for a total of 8 hours**, for which remuneration will be paid for separately, up to the maximum number of hours allowed for the contract (LM 250 hours, PhD students 100 hours).

Optional attendance:

**3-4 modules with a duration of 2 hours**, to be held before the end of October, at a number of different time slots available to be chosen from, without any remuneration but with official recognition.

Training is not compulsory for anyone who has been a tutor in previous years and has attended the course unit. Tutors must confirm their attendance, before the start of the training, by sending an email to [tutorato@unipd.it](mailto:tutorato@unipd.it).

Tutors must also have attended the course units **on safety** provided online by the University and submit the attendance certificate: general safety (basic course unit) and specific safety (low-risk or high-risk, depending on the activity to be carried out), as required by the current provisions on safety (Italian Legislative Decree no. 81/2008 and the 2011 State-Regions Agreement).

#### **ART. 9 TUTORS' REMUNERATION**

The tutoring activity grant includes:

- a gross hourly fee of EUR 16.00 for the institute (EUR 12.97 gross for the grant holder - EUR 11.45 net for the grant holder) for students registered in master's degree programmes;
- a gross hourly fee of EUR 20.00 for the institute (EUR 16.21 gross for the grant holder - EUR 14.34 net for the grant holder) for students registered in PhD schools and/or specialisation schools.

The amount is exempt from personal income tax (IRPEF) (Art. 4 of Italian Law no. 476/1984). The grant is subject to social security deductions at the rate provided by the applicable law. The tutor's remuneration is compatible with the award of a scholarship and with the activity of "part-time student collaborator".

In accordance with the planned commitments, upon completion of their activities the selected tutors must send a report to the Student Service Office ([tutorato@unipd.it](mailto:tutorato@unipd.it)) describing the activities carried out and an attendance register. Tutoring activities will be coordinated by the representatives of the University Guidance and Tutoring Committee.

The University reserves the right to monitor the progress of ongoing tutoring activities.

#### **ART. 10 FINAL PROVISIONS**

The University will fulfil the insurance obligations provided by the applicable laws.

The tutoring activity grant does not constitute an employment relationship nor does it imply any assessment for purposes of public competitions.

Pursuant to Article 4 of Italian Law no. 241 of 7 August 1990 (New rules on administrative procedures and on the right of access to administrative documents) and subsequent amendments, the Director of the Student Service Office, Ms Alessandra Biscaro, will be appointed as the Person Responsible for the Administrative Procedure.

Selection candidates may exercise their right of access to the application documents in the manner provided by Italian Presidential Decree no. 184 of 12 April 2006 (Regulation governing access to administrative documents pursuant to Chapter V of Italian Law no. 241/90).

Personal data collected for the purposes set out in this notice is processed in compliance with the provisions of Regulation (EU) no. 679 of 27 April 2016 (General Data Protection Regulation, GDPR).

The “Data Controller” is the University of Padua, with registered office in Via 8 Febbraio, 2 - 35122 Padua. The full privacy policy is available from the Data Controller or on [www.unipd.it/privacy](http://www.unipd.it/privacy).

*N.B. This call for applications has been translated into English for information purposes only.*

*With regard to the handling and resolution of disputes, and for all legal effects, only the Italian version shall be considered valid.*

For further information, please contact:

**Student Service Office**

**Guidance and Tutoring Activity Unit**

Tel. 049.827 5044

e-mail: [tutorato@unipd.it](mailto:tutorato@unipd.it)

THE RECTOR  
Prof. Daniela Mapelli

*Digitally signed pursuant to Italian Legislative Decree no.*