



Annex to Decree Ref. no. Prot. no.
Year 2024

CALL FOR APPLICATIONS FOR SUMMER COURSES IN BRIXEN - A.Y. 2023/24

ART. 1 - SUMMER COURSE OFFER AND PERIOD

The University of Padua offers summer courses at its Brixen site with a teaching formula that is unique due to its disciplinary approach and innovative teaching methodology.

Two lecture cycles are planned, the first round from **22 July to 3 August 2024** and the second round from **5 to 17 August 2024**.

The planned courses and information sheets for each course unit can be found on the dedicated page of the University website: www.unipd.it/corsi-estivi-bressanone.

ARTICLE 2 - SUBMISSION OF APPLICATIONS

Applications to take part in the summer courses may be submitted by students at the University of Padua who are regularly registered for a bachelor's degree programme, master's degree programme or single-cycle degree programme for the academic year 2023/24.

Upon specific request, those who are not registered for the courses specified above may also take part, provided that they are registered in the corresponding single course unit. For such requests, the application deadline for single course units will be extended in accordance with the registration period for summer courses.

If requests to take part are received from external students who will not sit the exam, participation in the classroom will only be allowed upon approval from the professor in charge of the course unit and subject to payment of the insurance fee specified in the Notice on Tuition Fees and Exemptions approved for the academic year 2023/24.

Applications can only be submitted online, under Uniweb Initiatives; registration for course units must be carried out in the period between **17 May and 17 June 2024**.

The number of places available for each course unit may vary depending on the capacity of the classrooms in use, the lecturer's teaching requirements and the safety regulations adopted in the event of any return of the health emergency.

ART. 3 RANKING LISTS AND REGISTRATION

If the number of places available is lower than the number of applications received, a ranking list for admission to course units for students meeting the requirements is drawn up according to the merit factor used for the allocation of regional scholarships. If a course unit does not have a limited number of places, or if the number of places available is higher than the number of applications, all students who apply within the specified term are admitted.

If the proposed course unit is taught in the first year, students registered for the first year will have priority in the ranking list over students in subsequent years and, among several first-year students, the mark obtained in the final upper-secondary-school State Examinations will be taken into account.

The ranking list for the accommodation assignment will be drawn up according to economic requirements, taking into account the ISEE indicator resulting from the Application for Benefits confirmed on Uniweb for the

academic year 2023/24, by the deadline of this call (those who have not filled it in by the deadline will be considered as belonging to the maximum economic bracket).

Accommodation places made available to students will be filled based on the following order: priority will be given to the Youth Centre (48 places available), followed by the student halls of residence made available by the Province of Bozen/Bolzano (available places will be announced by the middle of June).

The ranking lists (both for admission to course units with a limited number of participants and to accommodation) will be published on **21 June 2024** on the dedicated page of the University website: www.unipd.it/corsi-estivi-bressanone.

All accepted students and those selected to benefit from subsidised accommodation must finalise their registration for the summer courses and make payment by **28 June 2024**.

Payments must be made exclusively via PagoPA (see www.unipd.it/pago-pa for details), accessible directly from the personal area in Uniweb, by selecting "Right to education – Certifications of disability/dyslexia, Summer courses", in the "Fee" section.

The success of the payment must be verified in the same section. No other forms of payment are allowed.

Should vacancies arise due to the non-registration of selected candidates, a ranking list for reallocating places will be published on **2 July 2024** on the dedicated page of the University website: www.unipd.it/corsi-estivi-bressanone. By **5 July 2024**, the eligible replacement students must finalise their registration for summer courses and make payment exclusively via PagoPA.

Summarised time frame

From 17 May to 17 June 2024	21 June 2024	No later than 28 June 2024	2 July 2024	No later than 5 July 2024
Registration for summer courses on Uniweb - Initiatives	Publication of ranking lists (accommodation and course units)	Finalisation of payment for accepted students (course units and accommodation places)	Publication of ranking lists for reallocation	Finalisation of payment for replacement students

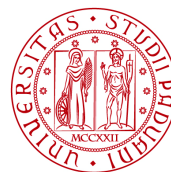
ART. 4 - REGISTRATION FEE AND COURSE ACTIVATION REQUIREMENTS

The registration fee for summer course units is **Euro 55.00** (it is possible to register for up to two course units, the fee remains unchanged).

The cost of accommodation at the Youth Centre is **Euro 210.00** for a period of two weeks.

The registration fee and accommodation costs, if any, will not be refunded in the event of cancellation.

Course units will only be activated if the minimum number of 15 registered and paying students is reached. Students fully registered for the course units will only receive reimbursement for the registration fee and for any accommodation costs already paid if their course unit is not activated due to a failure to reach the minimum required number of participants.



ART. 5 - COURSE MODE OF DELIVERY

Each lecturer will have to conduct ten lessons for the proposed course unit in the two weeks scheduled for each round; daily lesson hours may vary from a minimum of two to a maximum of four.

The final assessment tests will be conducted by the lecturers at the end of each course unit, subject to the dates and deadlines specified and, with regard to recording the results, to any constraints arising from the academic calendar.

It is understood that the recording of examinations, for both rounds, will have to be scheduled in the extra session scheduled from 19 August to 21 September 2024 (therefore, the ECTS credits recorded on educational activities carried out in Brixen cannot be taken into account for the merit evaluation for the regional scholarship, set for 10 August 2024).

The programme and general information on the course units can be found on the dedicated page of the University website: www.unipd.it/corsi-estivi-bressanone.

ART. 6 - PERSON IN CHARGE OF THE PROCEDURE AND DATA PROCESSING

Pursuant to article 4 of Legge (Law) no. 241 of 7 August 1990 (*Nuove norme in materia di procedimento amministrativo e di diritto di accesso ai documenti amministrativi*, New rules on administrative procedures and on the right of access to administrative documents) and subsequent amendments, the Director of the Student Services Office, Alessandra Biscaro, will be appointed as the Person in Charge of the Administrative Procedure.

Candidates may exercise their right of access to the application documents according to the provisions of the *Decreto del Presidente della Repubblica* (Presidential Decree) no. 184 of 12 April 2006 (*Regolamento recante disciplina in materia di accesso ai documenti amministrativi in conformità al capo V della Legge 241/90*, Regulation governing access to administrative documents pursuant to Chapter V of Italian Law 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 complete privacy policy is available from the Data Controller or on www.unipd.it/privacy.

N.B. This call 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 information:

Student Service Office – Economic Benefits - Via Portello 19, Padua - email: corsi.bressanone@unipd.it

Padua, date of registration

The Rector
Prof. Daniela Mapelli

digitally signed pursuant to D.lgs (Legislative Decree) no. 82/2005