



**Concorso pubblico n. 2025S60, per esami, per la formazione di una graduatoria, per la stipula di contratti di lavoro a termine nell'Area dei Funzionari, Settore professionale Amministrativo-gestionale, a tempo pieno, ai sensi del D.Lgs. 30.03.2001, n. 165 e s.m.i., del D.Lgs. 15.06.2015, n. 81, in quanto compatibile, e del C.C.N.L. del 18.01.2024, presso l'Università degli Studi di Padova. Specialista di internazionalizzazione della didattica e della mobilità studentesca.**

## QUESITI PROVA PRATICA

### ELENCO 1

#### QUESITO 1

A non-EU prospective student residing abroad has contacted the International Students Office of the University stating that their study visa application is currently on hold at the Italian Embassy/Consulate in their Country of residence. The student is concerned about meeting enrollment deadlines and formally requests the University's support in contacting the Embassy/Consulate to accelerate the visa issuance process.

As a staff member of the International Students Office, prepare an official written reply to the student in which you clearly explain the different institutional roles and tasks of the Italian Embassies and Consulates, and of Universities, according to the "Procedures for entry, residency and enrolment of international students and the respective recognition of qualifications for higher education courses in Italy for the 2025/2026 academic year".

#### QUESITO 2

The university is seeking to increase the mobility of its students towards partner universities. Please write a promotional email targeted to the university's student community, in order to underline the advantages and opportunities provided by an experience abroad (as underlined in the Erasmus+ Programme Guide).

### ELENCO 2

#### QUESITO 1

Prepare a written reply in English to the following message received by email from a student of foreign nationality who is interested in enrolling in a bachelor degree programme taught in English offered by the University of Padua. The reply must not be signed.

In the reply, please also refer to relevant information provided by the "Procedures for entry, residency and enrolment of international students and the respective recognition of qualifications for higher education courses in Italy for the 2025/2026 academic year".

*To the attention of the Admission Office*

*Islamabad, 04/02/2025*

*Hi,*

*a friend of mine recently took part to a Unipd presentation event and recommended to me your University. I'm a Pakistani citizen, currently in my last year of secondary school and I'm thinking to enroll to one of your Bachelor degree courses, starting next academic year.*

*I need further orientation, since this will be my first study experience abroad.*

*What steps should I take?*

*What requirements should I fulfill in order to be eligible to apply?*

*What type of visa should I request?*

*What documents are required?*

#### QUESITO 2

A professor is interested in applying for a Capacity Building action under the Erasmus + program (KA2) in the field of higher education: prepare a brief document where you illustrate the main features of the project and give advice on the most crucial elements that the professor should consider when drafting the project proposal.

### ELENCO 3

#### QUESITO 1

A non-EU prospective student residing abroad has contacted the International Students Office of the University requesting information about how to compensate for the academic gap resulting from holding a secondary school diploma obtained after 11 years of schooling, which is shorter than the minimum requirement for admission to Italian higher education institutions.

As a staff member of the International Students Office, prepare an official reply to the student in which you explain the different options available to fill the educational gap for holders of an 11-year secondary school diploma, making explicit reference to the provisions set out in Annex 1 of “Procedures for entry, residency and enrolment of international students and the respective recognition of qualifications for higher education courses in Italy for the 2025/2026 academic year”.

#### QUESITO 2

The International Relations Division is organising a “Mobility Info Day” open to all students, to promote the outgoing mobility opportunities offered by the University.

Students will be convened in a dedicated location, where staff from the International Relations division will deliver a presentation designed to illustrate the main features of the Erasmus+ programme for study mobility. Write a document outlining the key information that should be conveyed to students in this presentation.