PUBLIC CALL FOR APPLICATIONS FOR 13 SCHOLARSHIPS FOR INTERNATIONAL STUDENTS ENROLLING IN MASTER’S DEGREE COURSES AT THE UNIVERSITY OF MACERATA FOR THE 2022/2023 ACADEMIC YEAR

ARTICLE 1 - Purpose, Scholarship Amount and Duration
Within the framework of initiatives to promote and sustain the internationalization of its degree courses, the University of Macerata announces 13 scholarships for international students who enrol for the 2022/2023 academic year to study full-time in a Master’s degree course (two-year courses) at the University of Macerata, whereof two are reserved for those who enrol in the Master’s degree course ‘International Relations’ (LM-52) promoted by the Department of Political Science, Communication and International Relations. International students are understood to be all EU students (excluding Italian citizens) and non-EU students residing abroad holding a degree issued by a non-Italian institution valid for the enrolment in the specific master’s degree course. Simultaneous enrolment in different Italian or foreign universities, or university and equivalent institutions and in different study courses of the same university is prohibited. ‘Enrolment’ is intended as the very first enrolment in the first year of a Masters’ degree course. Applications from students enrolling in other years of the degree course, transferring from another degree course or transferring from another University will not be taken into consideration. The total amount of each awarded scholarship is € 7.000,00 before taxes, which must be paid by the recipient.

ARTICLE 2 - Incompatibility
These scholarships are not compatible with other scholarships and, in particular, those awarded by MAECI (Italian Ministry of Foreign Affairs and International Cooperation), within the “Invest Your Talent in Italy” program, and by CRUI (Conference of Italian University Rectors) for students who are beneficiaries of international protection. Until all administrative and academic requirements are met as set forth in this call (article 7, point 3), scholarships are not cumulative with any scholarship awarded by the University of Macerata, or by ERDIS (Regional Authority for the Right to Education for the Marche Region).

ARTICLE 3 - Application Requirements
In order for the candidates to apply, they need to produce evidence that they meet the requirements listed below. Failure to comply will result in exclusion from the selection process. Students must:

1. **Meet requirements to enrol** in the chosen Master’s degree course or be able to provide evidence of fulfilling such requirements upon enrolment. The admission requirements to the Master’s degrees can be found within the website of the University of Macerata www.unimc.it, section “Normativa di Ateneo”, subsection “Didattica e studenti”.


Eligibility for enrolment may be obtained only through prior application assessment.

To this end, candidates are required to submit the pre-admission application no later than the 28th of April 2022, 23:59 pm (Italian time), which is the set deadline for the fourth intake, using one of the following two options:

a. online platform at apply.unimc.it for the following master’s degree courses:
   - LM/SC-GIUR Legal Sciences for Innovation;
   - LM-37 Languages, Cultures and Literary Translation;
   - LM-38 Modern Languages for International Communication and Cooperation;
   - LM-49 International Tourism and Destination Management;
   - LM-52 International Relations;
   - LM-16 International Finance and Economics, curriculum;
   - LM-85 Pedagogical Sciences;
   - LM-89 Cultural Heritage Management;

b. online form, which is available in the section “Scholarships for international students”, subsection “International” of the website of the University of Macerata, exclusively for the master’s degree courses not available on the platform.

2. not be enrolled in a degree course at the University of Macerata nor be recipients of a scholarship for international students from the University of Macerata in the previous academic years;
3. be born on and after January 1, 1996;
4. be European citizens (excluding Italian citizens) or non-European citizens residing abroad.

ARTICLE 4 - Application: Terms, Process and Documents

Applicants are required to complete the pre-admission application exclusively in compliance with the procedures and within the deadlines set out in art. 3, point 1 and must include the documents listed below:

1) a copy of the applicant’s passport or other valid form of identification;
2) a certificate issued by the University with the list of the exams taken. Students holding a bachelor’s degree must also provide a copy of their bachelor’s degree diploma or a certificate issued by the University attesting that the earned foreign degree is valid for enrolment in the chosen Master’s degree;
3) a video motivating the application in the language the Master’s degree course is taught in, namely English or Italian;
4) a curriculum vitae in the language the Master’s degree is taught in at the University of Macerata.

Suitable candidates, who meet all requirements for enrolment, must confirm their application for this call no later than:

MAY 13, 2022 AT 23:59 PM (ITALIAN TIME)
Participation must be made explicit before the deadline by the candidate meeting the requirements for enrolment in the Master’s degree course on the online platform at apply.unimc.it, by replying to the relevant notification sent via email. Applicants of Master’s degree courses not available on the platform must follow the instructions in the “Scholarships for international students” section of the website of the University of Macerata www.unimc.it.

Applicants must submit documents either in Italian or in English based on the Master’s degree in which they wish to enrol. If documents are in a language other than Italian or English, they need to be translated into either Italian or English. Applicants themselves may translate the documents. At this stage, an official translation, legalization and declaration of value are not required. Incomplete applications or applications lacking the required documents will not be accepted.

**ARTICLE 5 - Evaluation Criteria, Ranking and Approval of the Ranking List**

The selection Committee will be appointed by the Rector and formed by the vice-Rector for the International Relations and two members chosen from among the academic or administrative personnel. The Committee will evaluate the applications based on the following criteria:

- Curriculum vitae maximum 70 points
- Contents of the application video maximum 30 points.

The Committee in charge will draw up the ranking list that, subsequently, will be formally approved by the head of the Internationalization Area. Should applicants reach the same score, the youngest applicant will be given priority.

The ranking list will be published in the section “Scholarships for international students” subsection “International” of the website of the University of Macerata.

**ARTICLE 6 – Acceptance of the Scholarship**

Selected applicants will be officially notified of the scholarship award via e-mail, which was provided on the application form. Within 10 days of receipt of the notification, the successful applicant will have to send an e-mail to prospective.student@unimc.it to officially accept the award as per the terms of the call. Failure to comply will result in the loss of the scholarship.

Selected applicants will have to complete enrolment in the chosen Master’s degree course registering as full-time students in the academic year 2022/2023. Failure to comply will result in the loss of the scholarship.

In the event scholarships are not accepted or declined, they will be awarded to the next applicants on the ranking list.

**ARTICLE 7 - Scholarship Disbursement and Requirements to Preserve Eligibility**

The disbursement of the scholarship is subject to enrolment of the successful applicant as a full-time student in the given Master’s degree course in the academic year 2022/2023, as well as meeting the eligibility requirements set forth below.
Scholarship monetary awards will be divided in three instalments once the awardees submit the form, which can be downloaded from the section “Scholarships for international students” subsection “International” of the website of the University of Macerata, in which they provide a statement declaring they are eligible according to the provisions set forth in Art. 2 of this call. Failure to comply will result in the loss of the scholarship. Moreover, throughout the duration of the scholarship, students must promptly inform the University of Macerata of any change in the content of their initial statement.

Scholarship monetary awards is divided in three instalments and disbursement is subject to the awardees fulfilling the administrative and academic requirements outlined as follows:

<table>
<thead>
<tr>
<th>Instalment</th>
<th>Administrative and academic requirements</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1°</td>
<td>Be registered as a full-time student in the Master’s degree course</td>
<td>€ 2,000,00 *</td>
</tr>
<tr>
<td>2°</td>
<td>Have earned at least 10 University credits (CFU-ECTS) by 31 March, 2023</td>
<td>€ 2,500,00 *</td>
</tr>
<tr>
<td>3°</td>
<td>Have earned at least 40 University credits (CFU-ECTS) by October 15, 2023 and be enrolled in the second year of the Master’s degree course at the University of Macerata</td>
<td>€ 2,500,00*</td>
</tr>
</tbody>
</table>

*before taxes which must be paid by the recipient

The scholarship monetary awards will be transferred directly to the recipient’s bank account or to a prepaid card using an international bank account number (IBAN), preferably an Italian one.

The first instalment is disbursed after enrolment, according to the following schedule:
- from November 2022, for students who have completed their enrolment in the first year of the master’s degree course by 31/10/2022 upon: payment of the first instalment of the tuition fees; upload of the Italian residence permit application (if due) in the reserved area of the online page dedicated to University students; indication of a valid IBAN for payment;
- along with the second instalment, for students who complete their enrolment in the first year of the master’s degree course (according to the indications referred to in the previous point) after 31/10/2022.

Students, who do not meet the requirements for the disbursement of the second instalment by 31 March 2023, yet meet the requirements for the disbursement of the third instalment, will receive the second instalment together with the third one.

The University credits (CFU-ECTS) fulfilling the administrative and academic requirements outlined above must be earned at the University of Macerata.

**ART. 8 – Personal Data Processing**

Personal data processing is regulated by Legislative Decree No. 196 of 30 June 2003 and GDPR UE 2016/679, and personal data provided by applicants in submitting their applications for selection will be processed only for the purposes related to this call.
The holder of personal data processing is the University of Macerata, the head office of is in Macerata, via Crescimbeni, nn. 30 – 32, in the person of the rector as legal representative (urp@unimc.it or CEM: ateneo@pec.unimc.it).
The holder of personal data processing has a data protection officer appointed pursuant to article 37 of the GDPR (dpo@unimc.it). According to the objectives mentioned above, personal data may be used only and exclusively in the procedure described above by designated university staff and data will not be transferred to non-EU countries.
The provision of the data is obligatory to assess the application requirements, under penalty of exclusion from the public selection. Personal data are not subject to any completely automated decision-making process, including data profiling.
Applicants are entitled to legally exercise their rights as set out in the above-mentioned legislative decree, including the right to access their data, as well as complementary rights, such as the right to amend, update, complete or cancel all data that is inaccurate, incomplete or has not been collected in accordance with legal provisions.

ART. 9 – Final Provisions
In accordance with article 4 of Law 241 of 7 August 1990, the person in charge of this procedure is Dr. Andrea Dezi – Internationalization Area, Internationalization Strategies Office, located in Via della Pescheria Vecchia n. 8 62100 Macerata (tel. +39.0733 258 6114, email: andrea.dezi@unimc.it).
For further information relating to the administrative procedure of this call, you may contact the Internationalization Area, Internationalization Strategies Office, at prospective.student@unimc.it.
This call is published on the University website at www.unimc.it.

The English version is a translation of the original in Italian for information purposes only. In case of a discrepancy, the Italian original will prevail. Please refer to relevant legislation for all matters not covered in this call.

Issued in Macerata.

The Rector
Prof. Francesco Adornato

**Deadlines:**

**April 28, 2022 at 23.59 (Italian time):** deadline for submitting request for prior application assessment procedure, also called “pre-admission application”, using online platform at apply.unimc.it (fourth intake) or online form.

**May 13, 2022 at 23.59 pm (Italian time):** application to participate in this call after confirmation.