CALL FOR APPLICATIONS FOR 15 SCHOLARSHIPS FOR INTERNATIONAL STUDENTS
ENROLLING IN DEGREE PROGRAMMES AT THE UNIVERSITY OF MACERATA, A.Y. 2023/2024

ARTICLE 1 - Purpose, scholarship amount and duration
The University of Macerata, as part of the initiatives aimed at promoting and supporting the right to study of international students from abroad in the context of internationalization and inclusion processes in its academic offer, awards 15 scholarships to international prospective students willing to pursue a 3-year bachelor’s degree programme or a 2-year master’s degree programme, whereof 2 scholarships are reserved to Vietnamese students selected in the framework of the agreement with the University of Hanoi (Vietnam) and 2 scholarships are reserved to those who enrol in the master’s degree programme in ‘International Relations’ (LM-52) promoted by the Department of Political Science, Communication and International Relations.

The scholarships are reserved to international students who enrol in the 2023/2024 academic year to study full-time in the first year of a degree course (a 3-year bachelor’s degree programme or a 2-year master’s degree programme) at the University of Macerata, excluding single-cycle degree programmes. Enrolments in years subsequent to the first, transfers from another degree course or from another University will not be taken into consideration.

International students are European students (excluding Italian citizens) and non-EU citizens, not residing in Italy, who have obtained a foreign entry qualification valid for access to the chosen course of study.

The amount of each scholarship amounts to Euro 7,000.00 (gross of charges to be borne by the beneficiary). Each scholarship holder is guaranteed total exemption from paying tuition fees for each year of enrollment in the chosen bachelor’s or master’s degree programme (excluding regional tax and stamp duty).

ARTICLE 2 – Incompatibility
The scholarship is incompatible with other scholarships of the same nature, granted for any reason and in particular with those provided for by the Invest Your Talent in Italy program of the Ministry of Foreign Affairs and International Cooperation (MAECI) and those provided by the CRUI for students with international protection.

The scholarship cannot be combined, until the "administrative and academic requirements" are met as set forth in this call (art. 7, third paragraph), with scholarships of the same nature, provided by the University of Macerata, nor with the scholarships provided by ERDIS (Regional Agency for the Right to Study of the Marche Region).

The scholarship cannot be awarded to students enrolling in multiple or double degree programmes for which payment of tuition fees is required at a partner University, other than the University of Macerata.

ARTICLE 3 - Application Requirements
To be eligible for the selection, under penalty of exclusion, applicants must:
1. **Meet requirements to enrol** in the chosen bachelor’s or master’s degree programme or be able to provide evidence of fulfilling such requirements upon enrolment. The admission requirements of the programmes can be found in 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 **3rd of May 2023, 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 two-year and three-year degree courses:
   - L-14 Sciences for Legal Services;
   - L-14 International, European and Comparative Legal Studies;
   - L1&L15 Cultural Heritage and Tourism;
   - 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 programmes not available on the online 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 or after January 1, 2000 for bachelor’s degree applicants** and after January 1, 1997 for master’s degree applicants;
4. **be European citizens (excluding Italian citizens) or non-European citizens residing outside Italy.**

**ARTICLE 4 - Submission of the application form: terms, process and documentation to be attached**

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

1) a copy of the applicant’s passport or other valid form of identification;
2) for candidates to bachelor’s degree programmes: high school diploma, which allows verifying the twelve years of previous schooling or, for candidates to master's degree programmes: certificate issued by the University showing the list of exams taken. Candidates
in possession of a degree for access to the chosen master’s Degree course must also provide a copy of the degree diploma or a certificate issued by the University certifying the foreign qualification valid for access to the chosen master’s degree programme;  
3) motivational video in the language the degree course is taught in, namely English or Italian;  
4) a curriculum vitae in the language the 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 24, 2023 AT 23:59 PM (ITALIAN TIME)  

Participation in the selection must be confirmed before the deadline by the candidate meeting the requirements for enrolment in the degree course on the online platform apply.unimc.it, by replying to the relevant notification sent via email. Applicants of the degree courses not available on the aforementioned platform must follow the instructions that will be published 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 medium of instruction of the 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, 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 at least three members chosen from among the academic or administrative personnel of the University of Macerata.  
The Committee will evaluate the applications based on the following criteria:  
- **Curriculum vitae et studiorum** maximum 70 points  
  - maximum 40 points out of 70 for the evaluation of the candidate’s school or academic curriculum;  
  - maximum 15 points out of 70 for the evaluation of a reference letter provided by one of the professors of high school or university who know the candidate and his/her studies. It is possible to participate in the selection even in the case of failure to present the reference letter: in this case, none of the points available for this evaluation criterion will be assigned;  
  - maximum 15 points out of 70 for possession of one of the linguistic certifications recognized by the University and proving knowledge of the language of instruction of the chosen course at least at level B2 of the Common European Framework of Reference.  
- **Contents of the motivational video** maximum 30 points.  

The Committee will formulate the ranking list which will be subsequently approved by Rector’s decree. In the event of equal scores among candidates pre-admitted to courses of study of the same level, the youngest candidate will be given priority. In case of equal scores between
candidates pre-admitted to courses of different levels, priority will be given to the candidate with the highest score in the motivational video. The ranking list will be published in the website of the University of Macerata, section “Scholarships for international students” subsection “International”.

ARTICLE 6 – Acceptance of the Scholarship
Candidates selected for a scholarship will receive a notification of the scholarship assignment by email to the email address indicated in the application form. Within and no later than 10 days from the date of notification of the scholarship award, the recipient must email the declaration of acceptance of the scholarship to prospective.student@unimc.it under the conditions of the call for applications. Failure to meet this requirement, will result in the loss of the scholarship.

| Scholarship winners must complete the enrolment process for the chosen degree programme as full-time student in the 2023/2024 academic year. 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 – Payment methods and requirements to maintain scholarship eligibility
The award of the scholarship is subject to effective enrollment in the a.y. 2023/2024, as a full-time student, in the chosen course of study and to the possession of the maintenance requirements as set out below.

Each scholarship recipient is guaranteed total exemption from payment of tuition fees for each year of enrollment in the chosen bachelor’s or master’s degree course (with the exception of regional tax and stamp duty). Scholarship will be paid in two instalments, upon presentation of the specific declaration of acceptance, through which students undertake to accept the scholarship terms and conditions and confirm that no incompatibility arises within the meaning of article 2, which will be available on the University website, www.unimc.it section “Scholarships for international students” subsection “International. Failure to comply will result in the loss of the scholarship. Scholarship recipients must promptly inform the University of Macerata of any change in the content of their initial statement throughout the duration of the scholarship.

Scholarship disbursement is divided in two instalments and is subject to the awardees fulfilling the “administrative and academic requirements” outlined as follows:

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<th>Instalment</th>
<th>Administrative and academic requirements</th>
<th>Amount</th>
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<td>1°</td>
<td>Be enrolled and in compliance with all the obligations required by the internal regulations of the University of Macerata and by the annual ministerial circular MUR setting out the procedures for entry, residency and enrollment of international students and the respective recognition of qualifications for higher education courses in Italy, in the degree programme as a full-time student and have gained at least 10 university credits (CFU-ECTS) by 15 March 2024</td>
<td>€ 3,500,00 *</td>
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Have gained at least 40 university credits (CFU-ECTS) by 15 October 2024 and have completed enrollment in the second year of the chosen study programme in compliance with all the requirements set out in the University's internal regulations and in the annual ministerial circular MUR setting out the procedures for entry, residency and enrollment of international students and the respective recognition of qualifications for higher education courses in Italy.

*before taxes which must be paid by the recipient

The payment of the scholarship 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, according to the aforementioned schedule.

Students who have not met the requirements to obtain the payment of the first installment by 15 March 2024, but who meet the requirements for payment of the second installment, the scholarship will be paid in a single solution together with the second installment.

Any university credits acquired as a result of a recognition of previous career will not be taken into consideration since the credits must actually be obtained 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.

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 announcement is published on the University website at www.unimc.it, in the announcements section and in the "international" section, under the heading "International Students", "Scholarships".
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. John Mc Court*

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<th>Deadlines:</th>
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<td><strong>May 3, 2023 at 23.59 (Italian time):</strong> deadline for submitting a request for prior evaluation of the applications, also known as &quot;pre-admission&quot; via the apply.unimc.it platform (fourth intake) or online form.</td>
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<td><strong>May 24, 2023 at 23.59 pm (Italian time):</strong> deadline for confirming the application to participate in this call after confirmation for suitable candidates, who meet all requirements for enrolment</td>
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