



CALL FOR APPLICATIONS DOUBLE JOINT DEGREES (DJD) 2023

The call is issued with Rector's Decree No. 307 on March, 17th 2023

Art. 1 - Description

1. The Double and Joint Degree (DJD) agreements signed by Ca' Foscari University of Venice with international Universities give students the opportunity to benefit from an international educational experience, leading to the award of a double or joint degree issued by the partner Universities at the end of the study programme.
2. This experience involves attending courses and taking exams at partner Universities. The exams shall be recognized and registered in the student's online booklet, if agreed in advance with the academic coordinators at Ca' Foscari and at the partner University, by completing a Learning Agreement (a document recording the study plan to be followed during the international mobility). If provided for by the agreement, in addition to taking exams, students can undertake thesis research (by completing the specific Learning Agreement) and/or other educational activities.
3. The requirements for admission to the programmes are defined by each DJD Agreement - see Annex A - and according to the criteria agreed with the host universities, that are responsible for the final admission of the proposed winners.
4. The DJD programmes that are not managed through this Call for Application are:
 - [English and American Studies](#), [Sustainable Development](#) e [Models and Methods of Quantitative Economics \(QEM\)](#): the selection is managed by the DJD Consortium. The application must be submitted through each programme's dedicated portal;
 - [Italian Studies](#): the selection is managed by the University College London. The application must be submitted on the national UCAS portal.For more information, please click on the names of the programmes listed above.
5. For the DJD agreements that have not yet been signed or that are being renewed (see section "*Other useful information*" in the data sheets of the Annex A), departures for mobility shall be guaranteed to selected students only once the agreements are signed or renewed.

Art. 2 - Eligibility

1. The application requirements may vary according to the programme, as specified in the data sheets of the Annex A.

2. At the time of departure for the planned mobility, the selected students must be duly enrolled at Ca' Foscari University of Venice and up to date with tuition fee payments at this University or the partner Universities, where required by agreement.

Art. 3 - Contributions to mobility expenses

1. Ca' Foscari University of Venice has funds provided by the Ministry of University and Research for the allocation of mobility grants to the selected students who will spend a period abroad in the academic year 2023/24. For programmes involving a mobility period in the academic years 2024/25 and 2025/26, at the date of publication of the present call, the typology of financial contribution has not yet been defined. Information concerning amounts and payment methods will be communicated to the students' University's institutional email address.
2. The monthly amount of the mobility grants awarded to selected students for the a.y. 2023/24 will be defined based on the student's ISEE (Equivalent Financial Situation Indicator) (see Annex B).
3. For the purpose of calculating the monthly amount of the grant, students must:
 - be in possession of the ISEE within three days after the date of publication of the selection results (see article 4), at the time of the formal acceptance of the place (see article 8), except in case of exceptional extensions of the deadline communicated by the Welcome Unit, as a consequence of verified difficulties in providing the requested certification (e.g.: delays/cancellation of appointments for the issuance of the ISEE, due to causes beyond their control);
 - give formal consent for their ISEE data to be accessed by Ca' Foscari University of Venice.
4. The monthly amount of the mobility grants will be defined and communicated to selected students after the deadline for acceptance of the places by the winners.
5. The mobility grants shall be paid in two instalments:
 - a) 70% of the estimated total grant (calculated on the basis of the hypothetical arrival and departure dates indicated in the financial contract) within 30 calendar days after the signature of the financial contract by the selected student and by the Manager of Educational Programmes and Student Services Area;
 - b) 30% (re-calculated on the basis of the actual duration of the mobility, duly certified by specific documentation) upon return, subject to fulfilment of contract obligations.
6. The first and the final instalments of the grant shall be paid exclusively on the University CartaConto. Students are responsible for activating the card for banking services before departure, following the procedure described on the dedicated webpage: [CartaConto Ca' Foscari](#).
7. According to the indications provided by the Italian Ministry for Education and Research, the delivery of the full grant is also subject to the achievement of at least 1 credit (CFU) upon return from the mobility programme.

8. In case of mobilities taking place entirely online, students will not receive the mobility grant. In case of *blended* mobilities, the grant will be given only for the period spent abroad.
9. Any additional requirements and fulfilments for obtaining mobility grants shall be specified in the financial contract to be signed, without exception, prior to departure.
10. Students selected for the double degree with Kyungpook National University (South Korea) will receive for 5 months of mobility an Erasmus+ ICM scholarship which consists of 700 Euros per month and a travel contribution (1 round-trip flight ticket per beneficiary, up to 1500 Euros). One student with fewer opportunities is also entitled to receive a top-up to the individual support of their Erasmus+ grant with an amount of additional €250 per month. Ca' Foscari University identifies students with fewer opportunities through Family Income level, certified through the ISEE certification. The top-up will be assigned to one student whose ISEE 2023 is lower than 24.000,00 Euros. In case both students' ISEE is below the threshold, the top-up will be assigned to the one with the lower Family Income level. For the remaining part of the mobility, students will receive the regular mobility grant, which will be determined according to the rules described in the present article.

Art. 4 - Presentation of Equivalent Financial Situation Indicator (ISEE)

1. To apply for a grant financed with MUR funds referred to in Art. 3, students must be in possession of an ISEE and authorize the Welcome Unit to access it at the time of accepting the place (deadline: three days from the date of publication of the selection results).
2. The ISEE 2023 must be valid for "*prestazioni agevolate per il diritto allo studio universitario*" (benefits for the right to university education) and issued in favour of the applicant, whose tax code must be displayed. The ISEE certificate shall be free of omissions/discrepancies. To request an ISEE certificate, students must complete the so-called DSU (self-declaration), which includes information on the household unit and on the income and assets of each member of the household, through the Online Services section of the INPS website (www.inps.it), or with the support of a Tax Support Centre (CAF) or a qualified professional. In the case of two (or more) students belonging to the same household, the ISEE certificate must clearly indicate that it applies to more than one student, whose tax codes must all be displayed. **Paper and electronic ISEE certifications must not be delivered to the University.** The average time of issuance for ISEE certificates following the completion of the DSU is **about ten working days**. However, for the purpose of awarding the grant, the date of compilation of the DSU shall apply.
3. Pursuant to article 8, paragraph 3 of Legislative Decree no. 68 of 29 March 2012, the financial situation of **foreign students or Italian students residing abroad** is defined through the ISEE, calculated as the sum of the income received abroad and 20% of the assets owned abroad, valued according to the procedures referred to in article 7, paragraph 7 of Legislative Decree no.68 of 29 March 2012. Pending the adoption of the decree referred to in article 7, paragraph 7

of Legislative Decree no. 68/2012, the financial situation of foreign students or Italian students residing abroad is defined through an ISEE/ISPE officially recognised as equivalent, as required by the Memorandum of Understanding concluded on 03/06/2015 between the National Association of Bodies for the Right to University Education (ANDISU) and the CAFs registered to the Register of Tax Support Centres for employees members of the National Council. **Foreign or Italian students residing abroad can request an ISEE officially recognised as equivalent (ISEE parificato) issued by any CAF and must send it to jointdegree@unive.it** when accepting the place (deadline: three days from the date of publication of the selection results).

4. Students who fail to submit the ISEE or do not authorize the Welcome Unit to access it shall be officially assigned to category no.6 as referred to in Annex B.
5. Please note that the ISEE 2023 is only available starting from January 2023.

Art. 5 - Procedures and deadlines for the submission of applications

1. To submit their application, students must fill in the designated form ([Google Form](#)) by the deadline indicated in the data sheet of Annex A for the chosen destination. The application, completed electronically in all parts, does not need to be signed.
2. Candidates must attach to the application form, within the Google Form, any additional documentation required according to the chosen DJD programme and specified in the "*Attachments to be uploaded during application*" section of each data sheet of Annex A.
3. Students who wish to apply for a DJD programme for which there are multiple destinations may indicate up to a maximum of 2, in order of preference. The choice of the preferred destination must be made taking into consideration the admission requirements outlined in the relevant data sheet of Annex A and on the website of the host University.
4. In case of a joint selection for multiple DJD programmes, students may simultaneously apply for more than one programme, indicating them in the application form, in order of preference.
5. Candidates with physical or learning disabilities are invited to contact the Welcome Unit well before the deadline set by the call, in order to receive information on the services provided by the partner Universities.
6. Wrongly completed, incomplete applications or applications received after the deadline for each programme shall not be considered.
7. In case of extension of the deadline for the application submission or in case the selection process for a destination is reopened, a notice will be published in the web page of the degree programme and students may be notified via email.
8. For information about the application procedure, please contact the Welcome Unit, International Office, e-mail: jointdegree@unive.it.

Art. 6 - Selection of applications and ranking

1. For selections requiring an interview, this may be done in person or remotely, on the day and time and according to the modalities communicated to applicants via email in the days after the deadline for the application.
2. The ranking for each programme will be drawn up on the basis of the score obtained by the individual candidates, according to the criteria established by the Selection Committees for each DJD programme, possibly taking into account the preferences regarding the destination indicated at application stage.
3. For the purpose of creating a ranking of the applicants, each Selection Committee will decide whether to consider also credits registered in the student's booklet after being recognized from a previous study programme or from single courses taken before enrolment.
4. The ranking lists will be published on the dedicated page of each DJD programme on the website of the University, according to the deadlines detailed on each data sheet of Annex A. Any postponement of the publication of rankings will be communicated with a notice on the aforementioned page.
5. Each student can be "Winner" or "Reserve" for one or multiple destinations.
6. In case of a joint selection for multiple DJD programmes, students who are selected ("Winners") for more than one destination, will be required to make a choice at the stage of accepting the place.
7. Candidates are responsible for checking the ranking lists published on the dedicated page of each DJD programme on the website of the University.

Art. 7 - Accepting the place

1. "Winners" must accept the place within three days of publication of the ranking list, according to the procedures communicated to the University's institutional email address, unless otherwise communicated by the Welcome Unit.
2. The planned mobility period cannot be changed, unless for reasons of force majeure or specific notices by Ca' Foscari University of Venice or by the host University.
3. Only in the event of withdrawal by the winners, reserves will be contacted via email and will be required to accept the place according to the methods and deadlines communicated by the Welcome Unit. It should be noted that, in the event of withdrawal by the winners, reserves may be notified from the day following the deadline for acceptance of place to the deadline for the nominations defined by the partner Universities, which varies according to the destination. The

reserves are advised to check their university e-mails frequently, since the deadlines for accepting places may be shortened.

4. Students who withdraw from mobility programmes after formally accepting the place shall lose the right to participate in the selections for DJD programmes regulated by the present call as well as by the call for applications 2024, except in the event of documented reasons of force majeure.
5. In the event that the host University requires a registration procedure and/or additional documentation (e.g. language certification in confirmation of self-certified information), winners shall comply with such requirements under the terms established by the host University, under penalty of exclusion. The students shall be responsible for verifying the administration and documentary requirements of the host University.
6. The final acceptance of the candidate on the basis of the ranking drawn up by Ca' Foscari University of Venice is, in any case, up to the host University.

Art. 8 - Status of the winners and mobility

1. During the mobility period, students admitted by the host University shall maintain the status of students of Ca' Foscari and shall have access to all the services (accommodation, canteen and any others) that the host University offers to its students. For most programmes, students shall be exempted from paying the tuition fees at the host University. Some Universities may require students to pay administrative fees for compulsory orientation activities, for health insurance, or for other services. Students must get informed in this regard autonomously. For details on exceptions regarding the exemption from paying taxes at the host University, please see each data sheet of Annex A, section "*Other useful information*".
2. The scheduled mobility periods vary according to the DJD programme (as detailed in each data sheet of the Annex A) and to the academic calendar of the host University.
3. Where necessary, students shall be responsible, at their own expense, for applying for entry visas and buying any international insurance (health or other) required by the host Universities. The host Universities also have the right to request medical certificates of good health and/or financial certifications attesting the possession of sufficient maintenance funds to cover the agreed study period. It is recommended to keep all documentation justifying the costs incurred.
4. Non-European citizens must ensure in good time that they have a valid residence permit in Italy. For the purpose of entering and staying in the country of destination, students may require to hold an Italian residence permit whose validity covers the whole duration of the mobility or an entry visa (with possible subsequent obligations upon arrival). For more information, please contact the Welcome Unit at the following email address: immigrationteam@unive.it.
5. During the mobility period, students cannot participate in Ca' Foscari exam or graduation sessions, except in case of specific exceptions.

6. Any interruption and resumption of mobility programmes shall be considered only for documented reasons of force majeure.
7. Students are obliged to comply with all the mobility procedures communicated via e-mail by the Welcome Unit.
8. Please note that departures and mobility activities regulated by this call will not be guaranteed if the country of destination will be in high risk conditions or in case of proved causes of force majeure (e.g. pandemic, conflict, governmental sanctions etc.) ascertained by the competent authorities and recognized by Ca' Foscari, that would prevent the regular implementation of the mobility itself and jeopardising the safety of participants.
9. In case of unforeseen events taking place before or after the departure, which could compromise the realization of the mobility, students will be sent communications and instructions by Ca' Foscari University and possibly by the partner University. The Welcome Unit will verify with the partner institutions how the mobilities will be conducted (e.g.: blended/virtual etc.) and will promptly notify the students.

Art. 9 - Responsible person for the procedure

1. The responsible person for the procedure, pursuant to and for the purposes of Law no. 241/1990, is the Director of the International Office, Dr. Francesca Magni.

Art. 10 - Privacy Statement

1. Any personal data provided by the candidate are processed in accordance with the provisions of the applicable national and community legislation (Legislative Decree 196/2003 and Regulation (EU) 2016/679) for the sole purposes of completing the selection procedure. For more details, please view the information annexed to this call.
2. Providing personal data is compulsory for the purpose of assessing the requirements for the selection procedure.

Venice, 17/03/2023

The Rector
Prof. Tiziana Lippiello

PRIVACY STATEMENT pursuant to article 13 of Regulation (EU) 2016/679

Ca' Foscari University of Venice, within the scope of its institutional purposes and in fulfilment of the obligations under Art. 13 of Regulation (EU) 2016/679 ("Regulation"), provides you with information on the processing of personal data you have provided to the University for the purpose of completing the selection procedure in which you wish to participate.

1) DATA CONTROLLER

The Data Controller is Ca' Foscari University of Venice, with head offices in Dorsoduro no. 3246, 30123 Venice (VE), in the person of the Rector.

2) DATA PROTECTION OFFICER

The University has appointed a Data Protection Officer, who can be contacted by writing to the e-mail address dpo@unive.it or to the following address: Ca' Foscari University of Venice, Data Protection Officer, Dorsoduro 3246, 30123 Venice (VE), Italy.

3) CATEGORIES OF PERSONAL DATA, PURPOSE AND LEGAL BASIS OF DATA PROCESSING

The processing in question involves the provision of personal details, contact information and information on previous academic and professional experiences. Personal data is processed solely for the purpose of completing the selection procedure and undertaken in the manner and within the limits necessary to pursue this purpose.

The legal basis for this treatment is represented by Art. 6.1.e) of the Regulation ("performance of a task carried out in the public interest or in the exercise of official authority"). It is possible to object to the processing at any time, by contacting the Responsible for Personal Data Protection at the above-indicated address. The University will refrain from further processing personal data, unless in case of legitimate ground.

The processing of personal data is based on the principles of fairness, lawfulness and transparency and on the protection of the privacy and rights of the party concerned, as well as the additional principles provided for by Art. 5 of the Regulation.

4) PROCESSING METHOD

Personal data shall be processed by authorised entities (in compliance with the provisions of Art.29 of the Regulation), including with the use of computerised procedures, adopting adequate technical and organisational measures to protect them from unauthorised or illegal access, destruction, loss of integrity and confidentiality, even accidental.

5) RETENTION PERIODS

Data shall be retained in compliance with the rules on the retention of administrative documentation.

6) RECIPIENTS AND CATEGORIES OF RECIPIENTS OF PERSONAL DATA

For the aforementioned purposes, in addition to specifically authorised employees and collaborators of the university, personal data may also be processed by persons outsourced by the Data Controller as external Data Processors.

This personal information may be communicated to the foreign university where you wish to spend your mobility period.

No further disclosure to third parties is envisaged except to persons to whom the data must be transmitted in fulfilment of legal obligations or, on request, to judicial and control bodies.

The results of any intermediate tests and the final rankings shall be published according to the legislation in force.

7) PROVISION OF DATA

The provision of such data is necessary to evaluate the participation requirements. Failure to provide such data may prevent such evaluation, leading to exclusion from the procedure.

8) RIGHTS OF DATA SUBJECTS AND PROCEDURES FOR THEIR EXERCISE

As data subject, you have the right to obtain from the university, in the circumstances provided for by the Regulation, access to personal data, rectification, completion and erasure of said data or the restriction of processing, or the right to object to the processing (Articles 15 et seq. of the Regulation).

The request can be made, without any formalities, by contacting the Data Protection Officer directly at dpo@unive.it or by writing to the following address: Ca' Foscari University of Venice - Data Protection Officer, Dorsoduro 3246, 30123 Venice, Italy. Alternatively, you can contact the Data Controller by writing to the certified email address (PEC) protocollo@pec.unive.it.

Data subjects who believe that the processing of personal data concerning them is undertaken in violation of the provisions of the Regulation also have the right to lodge a complaint with the Italian Data Protection Authority, as established by Art. 77 of the Regulation, or to an effective judicial remedy (Art. 79 of the Regulation).