

**Ca' Foscari University of Venice – Venice School of Management  
Call for Admission to the ECOTOPIA 2024/2025 Programme**

**DEADLINE 18/02/2025 12:00 noon**

**The Dean of the Venice School of Management**

HAVING REGARD TO the University Statute, issued on 8 Sept. 2011 with Rector's Decree n. 750, pursuant art. 2 par. 5 of Law n.240 of 30 Dec 2010, and especially to the Statute's Art. 32, par. 7 – "In the event of necessity and urgency, the Department Dean may adopt measures assigned to the Department Board, submitting them for ratification at the first upcoming meeting";

HAVING REGARD TO the University Educational Regulations;

HAVING REGARD TO the letter of intent signed by the partner universities:

- Ca' Foscari University of Venice, Venice, Italy
- Pompeu Fabra University (ESCI-UPF), Barcelona, Spain
- CY Cergy Paris University (IEG), Cergy-Pontoise, France
- ESSEC Business School (Global BBA), Cergy-Pontoise, France
- University of Ljubljana (SEB), Ljubljana, Slovenia
- Babes-Bolyai University, Cluj, Romania
- Vrije Universiteit Brussels - Solvay Business School

HAVING REGARD TO the willingness of the Venice School of Management and the Department of Economics to provide the students of the relevant programmes with the opportunity to engage in an innovative and internationally-oriented course of study;

HAVING REGARD TO the impossibility of convening a Department Board meeting on a fitting date for the deadline;

**WHEREAS**

- The university guarantees equal opportunities for both men and women in the selection that is the object of this call;
- The use of the male gender [in the original Italian version of this call] is to be understood as referring to all genders and is employed solely for simplicity.

**INFORMS**

**Art. 1 – Object of this call**

1. The call is made to select and admit **five students** to the international ECOTOPIA programme (hereafter referred to as "the programme").
2. Information regarding the International Ecotopia Programme can be found on the [ECOTOPIA](#) webpage. Additionally, the International Office of the Venice School of Management can be reached by email at [international.management@unive.it](mailto:international.management@unive.it), stating "Ecotopia Call for Applications" in the subject line, or by calling +39 041 234 9119 between 10 am and 1 pm Mon-Fri.

## Art. 2 – Overview

1. The agreement provides an innovative and international educational programme for students enrolled in Business Administration (in the Business Administration curriculum or in the Management curriculum) at Ca' Foscari University of Venice.
2. Based on the agreement between the Universities:
  - Ca' Foscari University of Venice, Venice, Italy
  - Pompeu Fabra University (ESCI-UPF), Barcelona, Spain
  - CY Cergy Paris University (IEG), Cergy-Pontoise, France
  - ESSEC Business School (Global BBA), Cergy-Pontoise, France\*
  - University of Ljubljana (SEB), Ljubljana, Slovenia
  - Babes-Bolyai University, Cluj, Romania
  - Vrije Universiteit Brussels - Solvay Business School

each partner commits to hosting students from the other institutions within the framework of a defined educational project that meets the requirements of the ECOTOPIA programme and complies with the regulations concerning students and university life in force at the institutions involved;

- Each partner commits to ensuring the mutual recognition of activities and credits accrued, pending the approval of the curricula by the respective teaching coordinator.

## Art. 3 – Educational requirements to obtain the ECOTOPIA certification

1. To obtain the Ecotopia certification, all selected students must:
  - Be enrolled in the Degree programme in Business Administration (in the Business Administration curriculum or in the Management curriculum).
  - Comply with all the requirements set out in the teaching regulations of the partner university participating in the programme.

## Art. 4 – Timeplan of the Activities

1. The selected students will have to carry out the activities included in their study plan and in the Ecotopia programme according to the following time plan:

1st Year - academic year 2024/2025	2nd Year - a.y. 2025/2026	3rd Year - a.y. 2026/2027
60 ECTS at Ca' Foscari	Mobility - 60 ECTS at one of the partner universities listed in Art. 9.	60 ECTS at Ca' Foscari
ECOTOPIA online course	ECOTOPIA online course	Either: - ECOTOPIA online course Or: - Summer School in Rabat, Morocco (ESSEC campus)
Summer School in Ljubljana (July 2025)	Online Project 1	Online Project 2

- The Venice School of Management will provide a contribution of up to EUR 600,00 per student for participation in the Summer School in Ljubljana and up to EUR 600,00 for participation in the Summer School in Rabat.
- Such contributions are subject to proof of actual participation in the activities promoted by the Ecotopia programme outlined in Article 4 and the submission of receipts documenting expenses incurred in relation to registration, travel, and accommodation. The methods and timelines for the disbursement of contributions will be subsequently communicated in detail to participating students by the Educational programmes Unit – Venice School of Management.

#### Art. 5- Admission Requirements

- Students enrolled in the first year of the Bachelor's degree programme in Business Administration (Business Administration curriculum or Management curriculum) at Ca' Foscari University for the 2024/2025 academic year are eligible to apply.
- Proficiency in English is necessary. Students enrolled in the Italian curriculum must possess a B2-level English certification by the application deadline, and include it with their application. Consult the following webpage for the list of accepted language certifications: <https://www.unive.it/pag/16406/>

#### Art. 6 - Application

- To apply for the selection process, candidates must complete the online procedure available at the following link **by 12:00 noon on 18/02/2025**.

- English: <https://apps.unive.it/domandeconcorso-en/accesso/vsm-ecotopia-2425>
- Italian: <https://apps.unive.it/domandeconcorso/accesso/vsm-ecotopia-2425>

**The following must be attached:**

- a) A signed European-format CV;
  - b) B2-level English certification (only for students enrolled in the Italian curriculum);
  - c) Other language certifications (if any);
  - d) Students must attach a list of preferred destinations for second-year mobility, ranked by preference;
  - e) Copy of a valid identity document.
2. Candidates will be **automatically excluded** if their applications:
- a) Are submitted after the deadline;
  - b) Are incomplete or contain errors;
  - c) Contain false statements.

**Art. 7 - Selection and List of Admitted Candidates**

1. The selection will be carried out by a dedicated Panel, appointed with a Decree by the Dean.
2. The 10 top-ranking candidates will be admitted to the oral interview.  
The ranking will be determined based on the candidate's CV, the score obtained in the admission test for the degree programme, and the weighted average of grades from the exams taken in the **January 2025** session.
3. The list of candidates admitted to the interview will be published on **19/02/2025**.
4. The interviews will take place on **21 February 2025 online**. The link for the interview will be shared by the Educational programmes Unit – Venice School of Management following the publication of the interview schedule.
5. The publication of the interview schedule acts as official notification. Therefore, admitted candidates must attend at the designated date and time without any further notice.
6. Candidates must present a valid identity document at the start of the online session to gain access to the interview.
7. As part of the evaluation, the Panel will prepare the rankings of eligible and successful candidates and assign the specific destinations for each of the five selected students' Erasmus mobility during the second year.
8. The final ranking will be released on **24 February 2025**, along with the assigned destinations.

**Art. 8 - Admission**

1. Successful candidates **must confirm their acceptance to participate** in the programme by sending an email to [international.management@unive.it](mailto:international.management@unive.it) by **11:00 AM on 28 February 2025**, using the subject line "Ecotopia Call for Applications."  
Candidates who no longer wish to participate in the project must inform



[international.management@unive.it](mailto:international.management@unive.it) by 28/02/2025, using the subject line “Ecotopia Call for Applications.”

2. If no explicit acceptance or refusal is received by 11:00 AM on 28 February 2025, the candidate will be considered to have withdrawn from participation.

### Art. 9 - Erasmus+ Study Programme Mobility

Joining the programme requires participation in an annual Erasmus+ mobility for study during the 2025/2026 academic year in one of the following destinations:

- Pompeu Fabra University (ESCI-UPF), Barcelona, Spain
- University of Ljubljana (SEB), Ljubljana, Slovenia
- Babes-Bolyai University, Cluj, Romania
- Vrije Universiteit Brussels - Solvay Business School

Candidates must list these four destinations in order of preference; the mobility destination will be assigned based on the merit list and the evaluation of the Selection Panel.

The successful candidates must complete their Erasmus mobility period at the location designated by the Evaluation Panel and adhere to all the regulations of the Erasmus programme. These details will be available on the [Unive Erasmus-study](#) page for the academic year 2025/2026 and will be communicated by the International Relations Office.

Participation in the Ecotopia programme grants the right to participate in Erasmus mobility at destinations that will be assigned. Consequently, winners of this call **do not need** to apply for the Ca' Foscari Erasmus+ call for study 2025/2026 and will receive all necessary information from the International Office. However, winners must still comply with all the regulations outlined in the Erasmus call.

For the purposes of allocating the financial contributions outlined below, students with fewer opportunities refer to the following categories:

- students with ISEE [Italian indicator of the economic condition of the family, issued by INPS] up to €27,000 ;
- students with special needs relating to physical, mental or health conditions (e.g. disabilities, specific learning disorders, celiac disease);
- students with part-time status due to work, family or sports reasons;
- students with athlete status;
- students with refugee status.

The methods used to determine whether candidates actually belong to these categories are outlined below.



### **Students with fewer opportunities:**

Their grant is funded by the European Commission, for the entire duration of the mobility as described in the financial contract. The following monthly amounts are set by the Erasmus+ National Agency INDIRE:

- Spain: 300 euros
- Slovenia: 300 euros
- Romania: 300 euros
- Belgium 350 euros
- A monthly top-up of 250 euros will be financed with funds from the European Commission and/or the Ministry of University for the entire duration of the mobility as outlined in the financial contract. In no case will the top-up be increased for students belonging to more than one fewer-opportunity category;
- For students with special needs arising from physical, mental, or health conditions, the Erasmus+ INDIRE National Agency may provide refunds, subject to fund availability, to cover costs that the monthly top-up of 250 euros cannot meet. The International Relations Office will inform all students on how to access this funding.

### **Students who do not fall within the category above:**

- The scholarship is funded by the European Commission, with monthly amounts set by the Erasmus+ National Agency INDIRE, as listed below. The total number of monthly payments may vary based on the actual duration of the mobility and will be determined according to available funds, tentatively in June 2025.
- Spain: 300 euros
- Slovenia: 300 euros
- Romania: 300 euros
- Belgium: 350 euros

### **All students:**

The grant, funded by the European Commission, along with the monthly top-up, will be disbursed in two instalments: 70% of the estimated grant prior to the commencement of the mobility period, and the remaining balance after the conclusion of the mobility, as outlined on page <https://www.unive.it/data/12637/>. The balance will be paid on the condition that the student has achieved at least:

- 12 credits for mobility periods of up to 6 months, or
- 24 credits for mobility periods exceeding 6 months.

Mobility periods lasting only 2 months will be fully funded regardless of the number of credits earned, provided that at least one of the exams listed in the Online Learning Agreement is completed at the host university. If no exams are taken, the mobility period will be cancelled, and the participant will be required to return any funding received.

The grants will be disbursed to the participant's CartaConto, which must be active for banking services by



the date of signing the financial contract.

If the participant's CartaConto is not properly activated at the time of the first instalment payment, the entire grant amount will be disbursed at the end of the mobility period, along with the final balance payment. The grants referred to in this Article are guaranteed only to successful candidates who accept participation in the programme. Candidates on the waiting list who are later admitted may not be assured funding.

#### **Verification of eligibility as students with fewer opportunities:**

##### **Students with special needs relating to physical, mental or health conditions (e.g. disabilities, specific learning disorders, celiac disease):**

- Students must declare their belonging to this category by submitting a medical certificate after being informed of their acceptance. The manner in which the document must be submitted will be communicated by the International Relations Office.

##### **Students with part-time status due to work, family or sports reasons, students with athlete status and students with refugee status:**

Students in any of these categories must declare it upon accepting their admission. Further instructions will be provided. The International Relations Office will then verify that the student has declared the same status during enrolment.

##### **Students with ISEE up to €27,000 - ISEE application procedure:**

Students wishing to submit their ISEE [Italian indicator of the economic condition of the family, issued by INPS] for consideration must consent to this document being directly obtained by the International Relations Office. The International Relations Office will share instructions for this procedure.

Students applying for the benefit can request the special **ISEE 2025 certificate valid for 'subsidised benefits for the right to university study'**, by **31 March 2025**, making sure to include their tax code (codice fiscale). **This ISEE certificate must not contain any omissions or discrepancies.** To request the ISEE certificate, students must complete the DSU (Single Substitute Statement), which includes information on the household as well as the income and assets of each household member. This can be done directly through the 'online services' section of the INPS website ([www.inps.it](http://www.inps.it)), or with assistance from a Centro di Assistenza Fiscale (Tax Assistance Centre) or another certified professional. If two (or more) students from the same household are applicants for the benefit, the ISEE certificate must specify that the benefit applies to each student, whose tax codes must also be provided.

**You must not deliver the ISEE 2025 certificate to the International Relations Office.** The office will retrieve it directly from the INPS database. On average, it will take ten working days to receive the ISEE certificate from the date of submission of the DSU. However, the date on which the DSU is completed will be the relevant date for the allocation of contributions.



Università  
Ca' Foscari  
Venezia

**VENICE SCHOOL  
OF MANAGEMENT**

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[www.unive.it/management](http://www.unive.it/management)

**Foreign or Italian students residing abroad:** pursuant to article 8, par. 3 of legislative decree no. 68 of 29 March 2012, the economic status of foreign or Italian students residing abroad is defined by means of the ISEE, calculated as the sum of income received abroad and 20% of the assets owned abroad, assessed in accordance with the procedures set out in article 7, par. 7 of legislative decree n° 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 economic status of foreign or Italian students resident abroad is defined by means of a document called **ISEE/ISPE parificato** as provided for in the Memorandum of Understanding concluded on 03/06/2015 between the National Association of Organisations for the Right to University Study (ANDISU) and the CAFs registered in the Register of Tax Assistance Centres for Employees belonging to the National Council. **Foreign or Italian students residing abroad may obtain the ISEE parificato from any Tax Assistance Centres (CAF) and must email it to [erasmus@unive.it](mailto:erasmus@unive.it) by 31 March 2025. For information on the CAF affiliated with Ca' Foscari, students may email [erasmusout@unive.it](mailto:erasmusout@unive.it).**

Candidates who are called as reserves at a later date will not be offered additional opportunities to present the ISEE; therefore, all interested candidates are invited to submit their ISEE by 31 March 2025.

#### **Art. 10 - Person in charge of the procedure**

The person in charge of the procedure, pursuant to and for the purposes of Italian Law no. 241/1990, is Sonia Pastrello, Head Secretary of the Venice School of Management

#### **Art. 11- Processing of personal data**

The handling of personal data provided by candidates, or otherwise obtained by the University, is exclusively aimed at the selection process and will be conducted in accordance with the applicable national and community regulations (Legislative Decree 196/2003 and EU Regulation 2016/679). Submitting such data is essential to evaluate the participation criteria and the candidate's qualifications. Please refer to the 'Privacy' policy available for download from page <https://www.unive.it/pag/36610/?L=0>.

The data controller is Ca' Foscari University of Venice, head office in Dorsoduro 3246, 30123, Venice - [PEC.protocollo@pec.unive.it](mailto:PEC.protocollo@pec.unive.it).

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