The *4* moves to ensure you keep your place

Get all the information

- **Read** the Call carefully! If you have any doubts consult the FAQs shown on the degree programme website

Register for the test

- **Fill in** the test registration application and **pay** the pre-enrolment fee
- You can find procedures and deadlines in art. 4

Sit the test

- The test will take place on the morning of **Tuesday 20 August 2024**, find all the technical information in this call

Accept the place

- The **ranking** will be published on **27 August 2024**: **check** your position and whether you have been **admitted**; accept the place by **29 August 2024 by filling out** the enrolment form and paying the first instalment of the fees. If you are **not admitted**, **check** the results of possible ranking changes due to withdrawals from **4 pm on 3 September 2024**
- You can find procedures and deadlines in art. 8 and 9

Meet the deadlines

If you fail to comply with all the deadlines and instructions in the Call, you will not be able to enrol: to avoid this risk, enter them immediately in your calendar on your smartphone or tablet!

Candidates with an international degree

If you are a candidate or applicant with an international degree, you can find more information on the apply.unive.it platform.

Art. 1. Purpose of the call and general principles

a) This call governs the enrolment procedures for the first year of the degree programme in Philosophy, International and Economic Studies at the Ca' Foscari University of Venice for the Academic Year 2024/2025.

b) Once enrolment in the degree programme has been completed, suspension for enrolment in another degree programme, outgoing transfer and internal transfer are not allowed for the first year of the course.

c) The personal data provided by candidates will be processed, in paper or electronic form, according to the regulations in force and included in the information available on the University website page: https://www.unive.it/pag/34663.

d) Candidates will be guaranteed access to the documents, in accordance with the provisions of Italian Law 241/1990 and subsequent amendments.

e) Candidates are advised not to wait until just before the deadlines governed by this call to complete the admission procedures for the degree programme in question. The University shall accept no liability for any malfunctions due to technical problems and/or overload of the communication line, and/or systems, or for any errors attributable to the actions of third parties, unforeseeable circumstances and force majeure.

Art. 2. Places available

⚠️ *Summer selection of 20 August 2024*

a) In the summer selection **70** places will be made available.

b) There is a total of **150** places available for enrolment in the first year of the degree programme in Philosophy, International and Economic Studies.

c) The places made available in the spring selection, not assigned or assigned to candidates who fail to enrol by 31 July 2024, shall be made available in the summer selection.

d) Of the total number of places indicated above, **30 places** are reserved for non-EU international students needing a visa to enter Italy for long-term stays, who meet the requirements of the M.I.U.R. note – Prot. No. 1291 of 16 May 2008. Different forms of selection may be envisaged for this category of students. Further information can be found in the course descriptions on the website dedicated to international student: apply.unive.it.

a) The enrolment of non-EU students residing abroad who require a visa for long-term stays in Italy, in possession of the requirements set out in the M.I.U.R. note - Prot. No. 1291 of 16 May 2008, is subject to the assessment of entry qualifications and to a specific selection procedure. This Call does not regulate the selection procedures for this category of applicants, who have to refer to the indications present in apply.unive.it.

Art. 3. Admission requirements

a) Admission is subject to possession of one of the following academic qualifications:
   - five-year secondary school diploma, including language schools recognised by law;
   - diploma from teacher training college and art schools with a 1-year supplementary course; candidates who have not done the additional year can still participate even if, in the case of enrolment, they may be assigned grade debts to be recovered, according to the procedures established for each degree programme, within the first year of the course and without prejudice to any other additional educational obligations deriving from verification of preparation;
   - high school diploma obtained in accordance with Italian Law 27/10/1969 no. 754;
   - art diploma awarded by a State Art College;
   - European Baccalaureate title (or European high school licence) obtained in European schools located in Italy;
   - secondary school diploma obtained abroad, provided that it is eligible for enrolment following the assessment by the relevant procedure on apply.unive.it.

b) Candidates should possess the admission requirements before the expiration date defined for pre-enrolment (31 July 2024).

c) Students with a qualification obtained abroad must necessarily undergo a preliminary online evaluation on the apply.unive.it platform. Further information on procedures and deadlines can be found on the "Preliminary evaluation for international students" web page.

d) Enrolment also requires possession of at least level B2 in English. The list of recognised certificates and exemptions are published on the dedicated page (www.unive.it/language-requirements).

Art. 4. Admission procedure

⚠️ *Check that all phases of the online pre-enrolment procedure have been completed correctly and pay the pre-enrolmentfee of €30.00 by 12 noon on 31 July 2024. Applications submitted after the deadline or using methods other than those foreseen by this article shall not be considered.*

4.1. Online pre-enrolment

a) Online pre-enrolment can be performed on the university website **from 1 July 2024** and must be completed **by 12 noon on 31 July 2024**. The online procedure is divided into two phases:

- **registration** on the university website (http://www.unive.it/registrazione or www.unive.it/registration).

  Those who already possess access credentials to the Reserved Area, either for being former students or for having applied to other University programmes or courses, will not be required to register.

- it is possible to **access the reserved area** of the www.unive.it website in three ways, depending on the student's status:
  - ✓ those who already have a student number and password (because they are former students of the university) can log in with these credentials;
  - ✓ candidates of Italian nationality, or currently residing in Italy, who do not have a student number and password, must log in with SPID. To obtain the SPID https://www.spid.gov.it/
  - ✓ students of a nationality other than Italian, who are not currently in Italy and who do not have a student number and password, may request access credentials via the link www.unive.it/nospidaccess

- **enrolment for the admission test**, by logging in to the Reserved Area and selecting *Admission test*. To perform this procedure, in particular:
  - ✓ candidates must enter the details of a valid identification document and upload a copy (identity card, passport or driving licence);
  - ✓ candidates must choose the degree programme for which they wish to take the test;
  - ✓ candidates must indicate whether they hold an English language certificate at least level B2, or meet the exemption requirements, and declare that they understand they have to upload it at the time of enrolment (point 4.2);
  - ✓ the pre-enrolment fee payment button will be displayed (point 4.3);
  - ✓ candidates must print the receipt for enrolment for the admission test which shows the pre-enrolment number that will be used in the final ranking publication. The pre-enrolment procedure is completed only by printing the pre-enrolment receipt.

b) Once the online procedure has been completed, candidates shall receive a confirmation email at the email address provided during registration.

c) In the event of difficulties in completing the pre-enrolment procedure, candidates can request support from the Enrolment and Information Area, on the page: www.unive.it/faqsforstudents.

4.2. English language certificate of at least level B2

a) In order to enrol for the degree course, candidates must hold an English language certificate of at least level B2.

b) The list of recognised certificates and exemptions are published on the dedicated page (www.unive.it/language-requirements).

c) The admission test **does not** constitute verification of English language proficiency of at least level B2.

d) Eligible candidates must upload the language certificate attesting to at least level B2 in English, or the special self- certification form in cases of exemption, at the time of enrolment.

4.3. Pre-enrolment fee

a) The payment function is activated at the end of the online pre-enrolment procedure: candidates will see a "payments" button for the guided payment procedure, which can be made exclusively through PagoPa system.

b) The pre-enrolment fee of €30.00 must be paid after completing the online pre-enrolment procedure (see point above).

c) Forms of payment other than those indicated above are not accepted.

d) The pre-enrolment fee shall not be refunded under any circumstances.

4.4. Support for candidates with disabilities and candidates diagnosed with specific learning disabilities (DSAs)

a) The test is organised by the University taking into account the individual needs of candidates with disabilities, in accordance with Italian Law no. 104/1992 and subsequent amendments and students with DSAs pursuant to Italian Law no. 170/2010.

b) Should candidates with a disability or specific learning disabilities wish to use individualised methods for performing the admission test, they must submit a specific request, attaching the relevant medical certification. The requests will be assessed on the basis of the documentation presented. In particular:

   • candidates with disabilities can sit the admission test using the necessary aids and with additional time relative to the specific disability;

   • candidates with specific learning disorders (DSAs), as referred to in Italian Law no.170/2010, shall benefit from additional time (30% more) for completing the admission test. In cases of particular certified serious disability, further measures are possible to ensure equal opportunities in completing the test.

c) Candidates must submit the request for aid during the online pre-registration; in particular, candidates must:

   • state the type and degree of disability/disorder;

   • specify any special features of the aid requested;

   • attach a certification/diagnosis attesting to having the disability/disorder declared in .PDF format. The DSA diagnosis must have been issued no earlier than 3 years ago by NHS structures or by accredited specialists and facilities.

d) To guarantee the provision of the service, it is preferable that candidates requesting aids pre-enrol by **24 July 2024**.

e) For information, please contact the University Disability and DSA Service by writing to inclusione@unive.it.

Art. 5. Admission test

a) The test is taken in English and lasts 80 minutes; it is made up of 80 questions, prepared in order to verify:
   • understanding of one or more topical texts: 50 questions;
   • general knowledge: 30 questions;

b) The score is attributed as follows: 1 point for the correct answer, 0 for no answer; -0.33 for incorrect answers.

c) A test simulator is available on the website www.unive.it/degree/lt6 under *Enrol > Admission*.

Art. 6. Online admission test procedure

6.1. Method and time of convocation

a) The online admission test will take place on the morning of **Tuesday 20 August 2024**.

b) Candidates will take the test from home and must be equipped with:

   • a PC (operating system: Windows 8, or later, or LINUX) or MAC (MAC-OS 10.14, or later) equipped with webcam and microphone. The use of GOOGLE CHROME (min. version 81.0) as a browser is mandatory.

   • Internet connection with a minimum upload and download speed of 1.5 Mbps. In any case, qualification for the exam is subject to a system check in which you will be asked, in the days preceding the test, to carry out a session to check your equipment and connectivity.

   • a Smartphone or tablet (Android min v.4.1 - iOS min. v.8) equipped with a webcam. The use of a Wi-Fi connection is also recommended. You will be asked during the procedure to download an APP on your smartphone/tablet (34MB) from Google Play or App Store (depending on whether your smartphone runs an Android or iOS operating system).

   • The Tablet can ONLY be used to replace the Smartphone, not the PC (or MAC).

c) Candidates will take the test in virtual classrooms that will be supervised by the exam commissioners remotely.

d) During the test, no additional devices are permitted other than those listed above, headphones or earphones. It is forbidden to speak, go to the bathroom, consult books, texts, web pages.

e) The room used to take the test must be sufficiently well-lit and only the candidate taking the test may be present in the room.

f) The whole test will be recorded and may be viewed by the commission even after the test has been completed.

g) A few days after pre-enrolment has ended, candidates will receive an email at the address indicated during registration, indicating the test procedures and the precise time of the start of the test.

h) Candidates must check that they have entered the email address correctly during registration and should check the SPAM folder.

i) The guidelines for taking the test can also be viewed in a special video that can be reached from the page www.unive.it/degree/lt6 under *Enrol > Admission*.

Art. 7. Ranking

a) Candidates will be included in the ranking only if they are correctly pre-enrolled for the admission test, following the procedures described in art. 4 above. The admission test results will be linked to the pre-enrolment number received during the selection pre-enrolment.

b) The merit ranking of the admitted students is drawn up exclusively on the basis of the score obtained in the test, in case of a tie, priority is given to the candidate with the higher diploma mark. In case of further tie, priority is given to the younger candidate.

c) The ranking will be published on **27 August 2024** at 4 pm on the university website (www.unive.it), following the path www.unive.it/degree/lt6 > *Enrol > Evaluation results*. The persons concerned shall not be notified by the university in writing or by telephone.

Art. 8. Acceptance of the place and repechage procedure

8.1. General principles

a) The enrolment procedure includes the enrolment of selected students and a round of repechage for any places still available.

b) Candidates who fail to enrol according to the deadlines and procedures provided for in this article forfeit the right to enrol.

8.2. Acceptance of the place

a) Candidates who are selected must enrol in the manner described in art. 9 **from 27 August to 29 August 2024**.

b) Candidates classified for admission in the rankings who fail to enrol in the required manner shall be considered to all intents and purposes to have withdrawn from application.

c) Any places vacated following withdrawal shall be made available via repechage, according to the methods indicated below. Candidates not already enrolled, including successful candidates and those who had not accepted the vacancy by the deadline defined under paragraph a) are entitled to submit a request for repechage.

8.3. Repechage procedure and ranking changes due to withdrawals

a) On **3 September 2024** at 4 pm, a notice will be published on the University website with the number of places still available.

b) Eligible candidates interested in being assigned a place must submit a repechage application **from 3 to 4 September 2024**, selecting the dedicated option within the reserved area under the item "Admission test".

c) The repechage rankings shall be published on the university website on **10 September 2024** at 4 pm.

d) Candidates admitted to the repechage rankings must accept the place according to the procedure indicated in art. 9 above by **12 September 2024**.

e) On **18 September 2024**, a notice shall be published on the University website showing the number of places still available and the procedures for accepting places for candidates still classified for admission in the repechage list.

8.4. Withdrawal

a) Candidates in a suitable position on the admission ranking list who do not accept the place in accordance with the above terms and conditions will be considered to have withdrawn their application.

Art. 9. Enrolment

9.1. Enrolment procedure

a) Enrolment may only be performed according to the procedures outlined below.

b) The enrolment procedure consists of two steps:
   - compilation of the online pre-enrolment application;
   - payment of the first instalment of tuition and fee payments.

c) **Compilation of the online enrolment application** by the deadlines referred to in art. 8 above: candidates must log in to the Reserved Area of the website following the procedure used for the pre-enrolment procedure and select Immatricolazione ai corsi ad accesso programmato. After choosing the degree programme, candidates must upload a passport-size photograph in .JPG format and the following documents:
   - recognised language certificate attesting to at least level B2 in English or self-certification in cases of exemption;
   - disability certification for students with degree of disability of 66% or more, with the right to exemption from university fees, or with degree of disability of between 50% and 65%, with the right to reduced fees;
   - for students with academic qualifications achieved abroad, any documentation that the candidate was unable to produce during the assessment of admission requirements through the special online procedure available at apply.unive.it;
   - in the case of a non-EU students residing in Italy, a copy of the residence permit;
   - any other documents useful for enrolment.

d) **Payment of the first instalment of tuition and fee payments**: after filling the enrolment form, the candidate shall proceed by clicking on the "payments" button to receive indications on how to use the PagoPa system to pay.

e) The payment of the first instalment must be made no later than the deadlines for acceptance of the place, as indicated in art. 8 above.

f) Once the first instalment is paid and enrolment has been completed, this amount cannot be refunded in any circumstances.

g) Students who are entitled to do so may pay the already reduced amount of the first instalment in accordance with the administrative provisions available at https://www.unive.it/pag/47924/

h) English language proficiency at the B2 level is required for admission to degree programme in Philosophy, International and Economic studies. Exemption is granted to candidates who have been awarded one of the certificates listed or meet the exemption requirements described on the dedicated web page (www.unive.it/language-requirements).Students who fail to certify B2 proficiency in English **will normally not be eligible for matriculation**.

   If the enrolment deadlines of the winners do not allow any possibility of recovering any missing language requirement, the opportunity of a conditional enrolment may be granted. Students can be enrolled, paying the tuition fee, even in the absence of linguistic requirement, provided that it has to be recovered **by 24 September 2024**. In case of failure to recover the requirement, the tuition fee **will not be refunded in any circumstances and the procedure will be closed ex officio**.

i) Non-EU students residing abroad and students with a qualification obtained abroad must also have had their academic qualifications assessed via the special online procedure and must enrol within the deadlines given in art. 8. For information, please contact the Welcome Unit (welcome@unive.it).

9.2. Completion of enrolment

a) The completion of the enrolment application and the payment of the first instalment mean that the place has been accepted but **do not imply automatic enrolment**. Enrolment will be completed within **seven working days** by the Enrolment Department and notified via email.

Art. 10. Transfers, Internal Transfers, Enrolment with credit transfer

a) Transfers from other universities and internal transfers to the first year of the course are not permitted. Transfers to other universities and suspension of studies are not permitted once enrolment in the first year of the course has been completed.

b) Procedures and deadlines for enrolment with credit transfer are available on the University website www.unive.it/degree/lt6, following the path *Enrol > Admission*.

For information

- **Call Center:** www.unive.it/callcentre
- For further information on admission and enrolment procedure, **Enrolment Unit**: https://www.unive.it/pag/20065/
- Information for applicants with international entry degrees, **Welcome Unit**: www.unive.it/pag/20057/
- For information and clarification about financial aid, **Financial Aid Unit**: https://www.unive.it/pag/20068/
- For information on enrolment with ECTS accreditation, **Humanistic campus**: https://www.unive.it/pag/20072/

Ca' Foscari University will be closed for holiday from 10 to 18 August 2024: telephone, email or face-to-face answering services will not be guaranteed during this period.

Venezia, 24 May 2024

The Rector
Prof.ssa Tiziana Lippiello