Attachment 4 to Decree no.89 24/02/2020

CALL FOR ADMISSION TO LEVEL II DEGREE COURSES
ACADEMIC YEAR 2020 – 2021
POSTGRADUATE (MAGISTRALE) DEGREE IN BIONICS ENGINEERING

Art. 1

Admission to the School

1. The Sant’Anna School of Advanced Studies (referred to hereafter as the School) has published a call for applications for admission to the academic year 2020/2021 (based on qualifications and tests) for 2 student places on the Level II Postgraduate (Magistrale) Degree in Bionics Engineering – within the Industrial and Information Engineering Area of Studies, organised in convention with the Department of Information Engineering at the University of Pisa with the support of The IMT School for Advanced Studies Lucca. If further financial and logistic resources become available after the call for admission is published, the number of places may be increased. The number of applications and the general level of merit of the list of applicants will also be taken into consideration. In this case, the School commits to publishing this on its official website www.santannapisa.it, in the section dedicated to calls for admission.

2. Level II (Postgraduate) Degrees offer an integrated course of university studies in applied sciences. Educational activities and scientific research are closely linked, and the course benefits from interdisciplinary collaboration between the scientific study areas of the School. Together these elements ensure the high level of educational offering and the personal and cultural growth of students. Students will participate in distinguished educational activities, exchanges abroad and internships at institutions and/or companies in Italy or outside Italy. The School also commits to providing students with advanced language study which will allow them (at the end of their course) to reach a standard comparable to those recognised by international certifications.

3. Students will be provided with free accommodation on the School’s premises.

Art. 2

Admission requirements, reasons for disqualification and withdrawal of a place

1. The two available student places on the Postgraduate (Magistrale) Degree in Bionics Engineering are assigned (subject to potential changes) to the first two candidates on the general shortlist. This derives from the shortlists (based on merit) from previous stages of evaluation (for EU and non-EU students), in turn derived from the selection process in the Call for Admission to the Level II Postgraduate (Magistrale) Degree in Bionics Engineering (class LM-21) for the academic year 2020-2021. This selection process admits candidates who have completed the requisite application to the Sant’Anna School of Advanced Studies, and who have obtained an average of at least 27/30 in exams taken (Italian ‘lode’ awards are not considered for calculating averages).

If two candidates both fulfil the entry requirements and have the same score, preference will be given to the younger candidate.

Candidates for the student places on the Postgraduate (Magistrale) Degree in Bionics Engineering must complete the online application available on the School website, as specified in article 4 of this document.

2. The School reserves the right to verify the information provided and qualifications declared in candidates’ applications at any time – including after successful candidates have been selected. If candidates are found to lack the admission requirements, this will lead to their exclusion from the selection process, or (if this occurs after candidates have been selected) the withdrawal of their place. The reasons for their exclusion/the withdrawal of their place will be communicated to the persons in question via the email address provided on their application.

3. Further reasons for a candidate’s exclusion from the selection process (or withdrawal of their place) are outlined in this document in articles 3, 4 and 5.

Art. 3

Announcement of successful candidates, changes to the shortlist

1. The Rector will approve the final shortlist by Decree and announce the list of eligible candidates in accordance with article 3 of this document, and within the limits of the places available.

2. Candidates who are eligible for the selection process must demonstrate that they are enrolled on the first year of the same Postgraduate (Magistrale) Degree in Bionics Engineering course at the University of Pisa, the administrative seat of the Degree course. Candidates who are not yet enrolled are admitted subject to this administrative procedure. If candidates have not enrolled at the Partner University by the 15 February 2021, their place will be withdrawn.
3. Changes may be made to the shortlist until the 31 December 2020.
4. Successful candidates will be invited to accept their student place within 10 working days of the publication of the final shortlist on the official School website, and to present themselves at the School as per the communication sent via email.
5. If successful candidates do not present themselves at the school without a valid reason, their place will be withdrawn.

Art. 4
Presenting an Application and Attachments
1. Candidate applications for a student place on the Level II Degree are free of charge and should be registered online by the deadline as stated in article 7 of this document. This should be done via the online application process on the official School website, in the section for Level II Admissions: (https://www.santannapisa.it/it/collegio/concorso-di-ii-livello). Each online application will be linked to the candidate via digital identification.
2. On the application form, candidates must declare the following:
   a) Name(s), surname, place of birth and fiscal code
   b) Citizenship
   c) Place of residence, telephone numbers (fixed line number and cell phone number) and email address, in order to receive communications and to let the candidate know of any changes
   d) Possession of an average of 27/30 for exam results, as per article 2, comma 1 of this document
   e) Possession of Level I (Undergraduate) Degree
   f) Possession of qualifications completed abroad, if applicable
   g) As an alternative to points e) and f), the commitment to complete a Level I (Undergraduate) Degree course (or equivalent awarded abroad) prior to their enrolment on the Level II Postgraduate (Magistrale) Degree Course
   h) Acknowledgement and acceptance of the terms, conditions and instructions of the call for admission
3. The following should be attached to the application:
   ▪ Their academic CV and transcript of studies showing exams/coursework taken and the points awarded
   ▪ A copy of a valid ID document. It is not necessary to provide a certified copy – all details listed in the application process assume the status of substitutive declaration of certification (as per article 46 of Decree no.445/2000 of the President of the Republic) and substitutive declaration of the deed of notoriety (as per article 47 of Decree no.445/2000 of the President of the Republic) including subsequent changes and additions.
4. The School reserves the right to allow the correction of applications made within the deadline which contain minor/resolvable errors.
5. The School does not assume any responsibility for errors in the contact details as provided by the candidate, or if the candidate communicates any changes to these at a late stage of the process.
6. Candidates who make an application beyond the deadline, or who do not follow the procedure indicated, will be excluded from the selection process.
7. The School will promptly communicate to candidates if their application cannot be accepted, along with the reason for this.

Art. 5
Level I Degree Qualification
1. Candidates must declare to have completed a Level I (Undergraduate) Degree Qualification, indicating the type of degree, the University which awarded the qualification, the location and date of the award and the result. Candidates who declare not to have achieved this qualification at the date of the application deadline will commit to completing this course of studies before enrolling on the Level II Postgraduate (Magistrale) Degree course. If this prerequisite is not met, and therefore the candidate is unable to enrol, their place will be withdrawn.
2. Candidates who possess an equivalent qualification obtained outside Italy are eligible to apply. If their application is successful, admission to the School is dependent upon enrolment on the Postgraduate (Magistrale) Degree Course at the Partner University and its evaluation of the foreign qualification(s). If the candidate’s foreign academic qualifications are not recognised as equivalent for admission to the Level II Degree course, their place will be withdrawn.
3. For candidates with qualifications obtained outside Italy, and for candidates who are citizens of countries outside the European Union, please refer to the information provided by the Ministry of Education, Universities and Research relating to the enrolment of foreign students for the 2020/2021 academic year.
Art. 6
Application deadline
1. All candidates must register their application online, together with uploading the required documentation in the appropriate section as per article 5. The application must be sent before **12.00 (CEST) on the 18 September 2020.** If candidates encounter any difficulties, they should write to the email address: infostudenti@santannapisa.it.

Art. 7
Management of the admissions process, Privacy Policy and anti-corruption measures
1. In accordance with article 5 of Law 241/1990 (and subsequent changes and additions), the person responsible for the process as described in this document is Cristiana Neri, Degree Studies Secretary, Sant’Anna School of Advanced Studies, Piazza Martiri della Libertà, 33, 56127 Pisa, tel: 050/883339, fax: 050/883250, email: cristiana.neri@santannapisa.it.
2. As per the European regulations on Privacy (EU Regulation 679/2016), the data holder for personal data provided as part of the application process (or acquired as part of the call for applications) is the School, represented by the Rector, Piazza Martiri della Libertà, n. 33, 56127 Pisa. The person responsible internally for these procedures is Cristina Neri, cristiana.neri@santannapisa.it. The administrative staff of the Undergraduate Studies office, Admission Committee members and Strategic Projects office staff (for organising placements) are also authorised to process this data. Data is processed using digital procedures within the limits (and using methods) necessary for the activities described above, including where this is communicated to third parties. Anonymous data may be used for statistical purposes.
3. It is necessary to provide personal data in order to participate in the application process. The processing of data is used to carry out the following institutional activities:
   - Running of the call for admission
   - Students’ access to and accommodation within the collegiate facilities
   - Creation of an academic record of achievement/CV
   - Providing work placement services to students
The transfer of data belonging to particular categories (see article 9 of EU regulation 679/2016) is used to provide any additional tools or aids which are necessary to carry out the application/admissions process.
4. Acquired data will be processed, stored and communicated in line with the relevant European and national legislation (EU Regulation 679/2016 and Legislative Decree 196/2003) for the period of time necessary to carry out the functions as described above, and in line with principles of transparency and correct functioning of Public Administration.
5. Candidates are covered by the rights outlined in EU Regulation 679/2016 regarding their personal data, specifically:
   - Access to, amendment or updating of data
   - Deletion if data is incomplete, incorrect or collected in violation of the law
   - Objection to data processing for reasons recognised by law
   - Deletion, transformation into anonymous form or blocking data processed in violation of the law, including data where the purpose for collection or processing does not necessitate conserving the data
Requests must be presented to the Undergraduate Office, Piazza Martiri della Libertà 33, 56127 Pisa, e-mail: infostudenti@santannapisa.it. Interested parties have the right to lodge complaints with the relevant authorities for the protection of their personal data.
6. For any further information or clarification please contact the Data Protection Manager (“Responsabile della protezione dei dati personali”) at the School at the following email address: dpo@santannapisa.it.
7. The School operates in line with anti-corruption and transparency regulations (Law no.190/2012 and subsequent modifications and additions), applying the measures outlined in the Three-year Anti-Corruption and Transparency Plan (“Piano Triennale di prevenzione della corruzione e della trasparenza 2018-2020”) published on the Transparent Administration (“Amministrazione trasparente”) section of the official School website.