CALL FOR ADMISSION TO LEVEL II DEGREE COURSES
ACADEMIC YEAR 2020-2021
MASTER DEGREE IN INTERNATIONAL SECURITY STUDIES

Art. 1
Admission to the School and Places available

1. The Sant’Anna School of Advanced Studies (referred to hereafter as the School) has published a call for applications for admission in the academic year 2020-2021 (based on qualifications and a test) for 2 student places on the Level II (Postgraduate) Degree Course Master Degree in International Security Studies within the Political Sciences Area of Study, organised in convention with the SSI (International Studies School) at the University of Trento. 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 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. Candidates must have been admitted to the Master Degree in International Security Studies, and enrolled on the first year of the same course at the University of Trento (see article 5).

3. 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.

4. 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. When the deadline for applications is reached (see article 8), candidates who meet the following criteria may be admitted to the application process (independently of their citizenship – whether EU or non-EU):
   a) Have been admitted to the 1st year of the Master Degree in International Security Studies for the academic year 2020-2021
   b) Are not missing any exams/courses from previous programmes of study
   c) Are in possession of a certificate in English Language at B2 level
   d) Have sustained an average of at least 27/30 in exams (distinctions – “lode” in Italian – are not considered in calculating the average)

2. As part of their application, candidates declare to meet the requirements for admission as per articles 46 and 47 of Presidential Decree n.445 of 28 December 2000 (including subsequent changes and additions). 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/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, 5 and 7.

Art. 3
Selection

1. The selection process for this current call for applications is based on the candidate’s qualifications and the results of a test (interview). The process aims to verify the capabilities of the candidate, their potential for educational and cultural development, their attitude, motivation, their aptitude for their chosen area of study and their willingness to live in a collegiate environment.

2. The candidate should indicate on their academic CV the qualifications referred to in article 6, and any other professional qualifications which may be useful for the Committee for their evaluation.

3. The admission test consists of an interview (in Italian or English as per the candidate’s preference) which will evaluate the candidate’s knowledge of the following:
and their motivations for choosing to study the Master in International Security Studies.

4. The admission interview will take place at one of the sites at the Sant’Anna School of Advanced Studies, in Pisa.

5. Following an evaluation of candidates’ qualifications, the timetable for the interviews (and the names of those admitted) will be published on the official School website in the section dedicated to Level II (Postgraduate) Degree Course Admissions (http://www.santannapisa.it/it/collegio/il-concorso).

6. Candidates who are resident abroad may request that this interview take place via Skype (or similar online video connection) via which they can be identified. This request must be made via email to infostudenti@santannapisa.it, attaching a copy of a valid photo ID document.

7. If the candidate is absent from the interview, whatever the reason (including force majeure) they will be disqualified from the application process.

---

**Art. 4**

**Admission committees, test results and shortlist/candidate classification**

1. Admission committee members are nominated by Decree by the School Rector to evaluate candidate’s applications, and is made up of Professors and Researchers at the School. Professors, Researchers and Postdoctoral Researchers from other universities may be called on to be part of these committees – in particular from the University of Pisa – including external experts and scholars.

2. The evaluation of qualifications is based on:
   - Their academic CV and transcript of studies showing exams taken/coursework and the results
   - Undergraduate (Level I) Degree dissertation, or alternatively another in-depth study completed to obtain this qualification
   - Publications
   - Foreign language certifications (other than English) – see article 2
   - Academic prizes and/or study grants
   - Any other qualifications presented as part of the application

   In their first sitting, the Committee will identify the relative ‘weight’ of each qualification listed above, considering that this part of the evaluation process has 50 available points. Candidates who are awarded at least 35 points will be admitted to the admission interview.

3. The Committee may award up to 50 points for the interview. During the first sitting of each committee, the criteria for evaluating these interviews will be identified. To succeed candidates must obtain at least 35 points in this interview.

4. At the end of these two stages of selection, the Judicial Committee will create a shortlist of successful candidates in order of merit, attributing points (out of 100 available). Candidates who obtain a total of at least 70 points are considered eligible for admission to the School. If candidates are unsuccessful at the interview, they will not be eligible for entry, even if they have a total of over 70 points.

5. If more than one candidate has the same total number of points, preference will be given to the candidate with the higher number of points awarded in the interview.

6. At the end of the selection process, the shortlist of successful candidates eligible for admission to the school will be published on the official School website.

---

**Art. 5**

**Announcement of successful candidates, changes to the shortlist**

1. The Rector will approve the final shortlist by Decree and announce the successful candidates, within the limits of the places available.

2. In order to be successful, eligible candidates must be able to show that they have been admitted for the Master in International Security Studies, and be enrolled on the first year of the same Course at the University of Trento, 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 University of Trento by the 30 November 2020, 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 degree student place 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. 6
Application and Attachments to Application

1. Application is free of charge and should be registered online by the deadline as stated in article 8 of this document. This should be done via the online application process on the official School website (http://www.santannapisa.it/it/collegio/il-concorso). 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 the admission requirements as per article 4, corresponding to the requirements for Level II (Postgraduate) Degrees
   e) Possession of Level I (Undergraduate) Degree (see article 7)
   f) Possession of qualifications awarded abroad (see article 7)
   g) As an alternative to points e) and f), the commitment to complete a Level I Degree course (or equivalent awarded abroad) prior to their enrolment on the Level II Degree Course
   h) Acknowledgement and acceptance of the terms, conditions and instructions of the call for admission
   i) Acknowledgement of the privacy policy in relation to personal data as per article 9 of this document and giving permission for the use of their data as per this policy
   j) Any potential family links (of the 4th degree for direct family links and of the 2nd degree for family links by marriage) as per article 7 of the School’s Code of Ethics, with a teacher, a researcher or a member of technical or administrative staff at the School

3. Candidates should attach the following to their application:
   - Their academic CV and transcript of studies showing exams/coursework taken and the points awarded
   - Their Level I (Undergraduate) Degree dissertation or a comparable in-depth study (in pdf format) for candidates who have already graduated or who will obtain this qualification before the deadline for applications
   - Other qualifications that the candidate wishes to submit for the Committee’s evaluation (there are appropriate upload locations for these documents)
   - 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.
   - Candidates with Learning Disabilities (as per Law no.170/2010 and subsequent changes and additions) must provide a signed note with appropriate certification in order to request any compensatory educational tools necessary for the interview
   - Candidates with a disability (as per Law no.104 of the 5 February 1992, including subsequent changes and additions) must provide a signed note with appropriate certification in order to request assistance (related to their disability) in completing the interview process.

The Committee will evaluate and decide on the nature of assistance and compensatory tools in relation to the particular disability, based on the documentation provided. The Degree Studies Office will promptly communicate this decision to the candidate admitted.

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. 7
Level I Degree Qualification

1. Candidates must declare to have completed a Level I 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) Degree Course at the Partner University, the body which evaluates foreign qualifications. 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 Level II Degree Course at Partner University, the body which evaluates foreign qualifications. 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. 8
Application Deadline

1. All candidates must register their application online, together with uploading the required documentation in the appropriate section as per article 6. The application must be sent before **12.00 on the 30 June 2020**. If candidates encounter any difficulties, they should write to the email address: infostudenti@santannapisa.it

Art. 9
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 Degree 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 Degree Studies 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.
The School operates in line with anti-corruption and transparency regulations (Law no.190/2012, Legislative Decree 33/2013 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.