

Academic Year 2023/2024
Selection Notice for Admission to the Training/Intensive Course
(Summer School) in:
Gold, Gemstones, Jewels, Ethical Mining and Sustainability
(GOLDJEMS)

Department of:
SARAS

Faculty of:
Arts and Philosophy

Director:
Prof. Andrea Carteny

Infostud Code:
32897

Article 1 - COURSE ACTIVATION

A selection is announced for admission to the Summer School Course in "Gold, Gemstones, Jewels, Ethical Mining and Sustainability (GOLDJEMS)" activated for the academic year 2023/2024, the main characteristics of which are described in the Training Plan published on the dedicated page for this course.

This Course involves acquiring 6 CFUs.

Article 2 - ADMISSION REQUIREMENTS

To access the course, candidates must have the educational qualification specified in the Training Plan under the admission requirements section: high school diploma/degree.

Article 3 - COMPLETING THE PRE-REGISTRATION APPLICATION

To participate in the admission competition, the candidate must, under penalty of exclusion, follow the instructions provided here:

a) REGISTRATION IN THE INFOSTUD COMPUTER SYSTEM

At the page <https://www.studenti.uniroma1.it/phoenixreg/#/>, candidates can register in the Infostud system and obtain a registration number and password. To access Infostud, SPID or CIE credentials are required. If the candidate already has a Sapienza registration number, they do not need to register again but use the registration number and password they already have. If the registration number and password are forgotten, candidates can retrieve their data at the page <https://www.studenti.uniroma1.it/phoenix/#/recuperaPassword>

It is also necessary to enter the possessed university degree on their Infostud profile, which is useful for admission to the Course (after logging in to Infostud, click on "Profile" and then on "University Degrees").

The registration number must be included in the application for admission to the Course.

ATTENTION: Any communications will be sent exclusively to the email address provided at the time of registration on Infostud. Candidates are advised to verify the accuracy of the entered email address. Students already registered in the Infostud system must verify/enter their email address using the "User Data" > "Edit Login Data" function.

b) PREPARATION OF THE ADMISSION APPLICATION:

Complete the application form provided in Annex 1, entering the registration number obtained as described above, sign it legibly, and attach a photocopy of a valid identification document (Identity Card - Driver's License - Passport).

For candidates with qualifications obtained abroad, it is necessary to submit, in addition to the above, one of the following documents:

- Declaration of Value issued by the Italian consular authority of the country of study (accompanied by transcript of records + copy of the final diploma)

or

- CIMEA Comparability Statement accompanied by CIMEA Verification Certificate (accessing the CIMEA platform:

<http://www.cimea.it/it/servizi/attestati-di-comparabilita-e-certificazione-dei-titoli/attestati-di-comparabilita-e-di-verifica-dei-titoli-diplome.aspx>)

or

- Diploma Supplement (if it is a European qualification) issued by the originating University and legalized at the Italian Embassy in the country of study.

Candidates submitting incomplete documentation are admitted provisionally and cannot finalize enrollment until all required documentation is submitted.

Non-EU citizens residing abroad must comply with the interministerial provisions contained in the circular "Procedures for the entry, stay, and enrollment of foreign/international students in higher education courses in Italy for the academic year 2023-2024", available at the following link: <https://www.studiare-in-italia.it/studentistranieri/>.

For candidates with recognized disabilities under Article 3, paragraphs 1 and 3, of Law No. 104 of 1992 and/or with disabilities equal to or greater than 66%, the following must be attached to the admission application:

- Copy of the disability certificate issued in accordance with the law, otherwise exclusion from the benefits provided is applied. The same certificate must also be sent to the Office for Relations with Disabled Students at the following email address:

sportellodisabili@uniroma1.it and copied to the sector: altaformazione@uniroma1.it.

Applications with incomplete documentation, submitted in ways other than those provided, or submitted after the deadline will not be accepted.

c) SUBMISSION OF THE ADMISSION APPLICATION:

The candidate submits the admission application accompanied by the required documents by April 30, 2024, using one of the following methods:

- Electronic submission to the email address: andrea.carteny@uniroma1.it

Article 4 - LIST OF ADMITTED CANDIDATES

The Course secretariat verifies the admission requirements, followed by the publication of the list/ranking of participants in the Summer School Course by May 10, 2024.

After the publication of the ranking, it is possible to enroll in the Course by paying the registration fee according to the methods indicated in Article 6 of this notice.

Article 5 – REGISTRATION FEE

Participation in the Course requires a fee of €900.00 to be paid according to the methods outlined in Article 6 no later than May 25, 2024.

Participants who are members of CNA (for at least 6 months) can avail a 30% reduction in the fee.

Students with recognized disabilities equal to or greater than 66% or with a recognition of disability under Article 3, paragraphs 1 and 3, of Law No. 104 of February 5, 1992, are exempt from 50% of the registration fee. To avail of the reduction, students must send documentation attesting to the disability to sportellodisabili@uniroma1.it and cc to altaformazione@uniroma1.it.

The registration fee will be refunded only if the course is not activated.

Article 6 – PAYMENT METHODS FOR THE REGISTRATION FEE

Admitted students must access Infostud2.0 with their Spid or CIE credentials (Electronic Identity Card) from the page <https://www.uniroma1.it/it/pagina-strutturale/studenti> using their registration number and password, click on the "COURSES OF TRAINING" box, then click on "FEES - Enrollment", enter the course code indicated in this notice, and follow the subsequent instructions.

The registration fee must be paid by the deadline specified in Article 5 of this notice, using the payment slip downloaded from Infostud following the instructions provided on the Sapienza institutional website: <https://www.uniroma1.it/it/pagina/come-pagaremodalità1>

Carta del Docente (Teacher's Card):

Teachers of all levels of schools can pay up to €500.00 using the "Carta del Docente".

In this case, after the deadline indicated in Article 2, the participant admitted to the course must write to the email address altaformazione@uniroma1.it attaching the bonus generated from the MIUR website to receive, via email, a payment slip to pay the difference, if due, between the course registration fee and the amount of the bonus.

Financing by a company: To finance the enrollment of one or more persons in a course, the beneficiaries of the financing must register on Infostud and obtain the payment slip as described in point 6, and then take the following steps:

Phase 1): The financing company must send an email to the following address: altaformazione@uniroma1.it requesting the data to make the payment and the name(s) of the beneficiary(ies).

Phase 2): After making the payment, send an email with your details (company name, VAT number/tax code, contact details, name surname, and registration number of the beneficiary/beneficiaries) to the address settoreentrate@uniroma1.it; once the payment has been verified, the offices of the University's Accounting, Finance, and Management Control Area will issue a receipt for the amount paid for training courses and send it to the address indicated in the University's information system (Infostud) or in the application for enrollment.

Article 7 – DURATION AND ORGANIZATION OF TRAINING ACTIVITIES

The Course lasts 1 week.

Classes will begin on 10/6/2024 and conclude in January, on 15/6/2024.

The training activity involves a total commitment of 55 hours, of which at least 21 hours are dedicated to frontal teaching.

Attendance of 75% (or any other percentage determined by the Director) of the activities scheduled in the Course entitles to the attendance certificate and allows the possible recognition of CFU (Crediti Formativi Universitari - University Educational Credits) as follows:

1- CFUs acquired in Advanced Training Courses are recognizable, according to current regulations, in a Bachelor's or Master's degree course (up to a maximum of 12 CFUs) and in a Master's degree course of I or II level.

2- CFUs acquired in Training Courses or Intensive Courses (Summer/Winter Schools) are recognizable according to current regulations in Bachelor's degree courses up to a maximum of 12 CFUs, provided it is consistent with the contents of the course itself.

In case of non-attendance or other censurable behaviors, the Director may decide not to issue the Course attendance certificate. In this case, the registration fees paid will not be refunded.

Art. 8 – PERSONAL DATA PROCESSING

With reference to the provisions of EU Regulation No. 679/2016 of 27.04.2016 "GENERAL REGULATION ON DATA PROTECTION" concerning the protection of individuals and other subjects regarding the processing of personal data, there is a specific information sheet attached as an integral part of this Notice, which must be reviewed.

ART. 9 - REFERENCE REGULATIONS

The Course referred to in this Notice is governed by the "Regulations on master's courses, advanced training courses, training courses, intensive courses, and can be consulted at the following link:

<https://www.uniroma1.it/it/documento/regolamento-materia-di-corsi-di-master-corsi-di-alta-formazione-corsi-di-formazione-corsi>

For matters not specified in this selection notice, reference is made to the current regulations.

Rome, February 12, 2024
For

The Director of the Educational Offer and Right to Study Area

Attachment 1

Application for Admission to course in (Advanced Training, Training, Intensive Summer/Winter School) in _____

Course Identifying Code: _____

The undersigned _____

Surname, Name _____

Fiscal Code _____

Nationality _____

Place and date of birth _____

Residential address (City, province, street, postal code) _____

Email address _____

Landline and mobile phone numbers _____

Infostud ID number _____

Financing entity (if applicable) _____

Address of the financing entity _____

VAT number of the financing entity _____

In possession of the following degree:

- High school diploma Bachelor's degree Master's degree Other (please specify)

Name of the Study Course _____

Institution/University where the degree was obtained _____

Date of degree attainment Grade _____

Requests admission to the Course in (Advanced Training, Training, Intensive Summer/Winter School): _____

Course Name: _____

Course identifying code: _____

Academic year _____

Per this purpose, please attach the following:

- Photocopy of a valid and legible identity document (ID Card, Driver's License, Passport)

For candidates with a foreign degree:

- Declaration of Value in Loco issued by the Italian consular authority of the country of study (accompanied by transcript of records + copy of the final diploma)

or

- CIMEA Comparability Statement accompanied by CIMEA Verification Statement (accessing the

CIMEA platform: <http://www.cimea.it/it/servizi/attestati-di-comparabilita-e-certificazione-dei-titoli/attestati-di-comparabilita-e-di-verifica-dei-titoli-diplome.aspx>)

or

- Diploma Supplement (if it is a European title) issued by the University of origin and legalized at the Italian Embassy in the country of study.

For students with disabilities recognized under art. 3, paragraph 1 and 3, of law 5

February 1992, no. 104 and/or with a disability recognized as equal to or greater than 66%:

- copy of the disability certificate - indicating the percentage of disability, or for cases provided for by law, only the type of disability - or the certificate of handicap under art. 3,

paragraph 1 and 3, of law 5 February 1992, no. 104 (for information you can contact the toll-free number 800-410960).

The undersigned declares to have read and approved in every part of this notice of selection and the Training Plan and to possess all the declared requirements and to be aware of the criminal and civil penalties, in case of false declarations, falsification or use of false documents, pursuant to art. 76 of DPR no. 445.

Date

Legible signature of the candidate

**INFORMATION PURSUANT TO ARTICLE 13 OF EU REGULATION NO. 2016/679
"GENERAL DATA PROTECTION REGULATION"**

Data controller

The data controller is the University of Rome "La Sapienza"; legal representative of the University is the Rector pro tempore.

Contact details: urp@uniroma1.it; PEC: protocollosapienza@cert.uniroma1.it

Contact details of the Data Protection Officer

rpd@uniroma1.it; PEC: rpd@cert.uniroma1.it

Legal basis and purpose of processing.

Pursuant to art. 6 of the Regulation, data processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller of the processing.

The provided data will be processed to the extent strictly necessary and for purposes related to registration and the conduct of Master Courses.

In particular, the provided data will be collected and processed for the pursuit of the following purposes:

verification of the requirements required for participation in selection tests;

Nature of the provision of data and consequences of any refusal

The personal data provided are processed in compliance with the principles of lawfulness, fairness and transparency,

provided by law, also using computer and telematic tools suitable for storing and manage the data themselves, and, in any case, in such a way as to guarantee their security and

protect the maximum confidentiality of the data subject.

The provision of data is mandatory. Any refusal to provide data entails the impossibility for the Data Controller, the Data Processor and the persons in charge of processing

carry out data processing operations and, therefore, the impossibility of proceeding with registration for the competition and the management of related procedural activities.

Processing methods and subjects authorized to process

Data collection takes place in accordance with the principles of relevance, completeness and non-excess in

relation to the purposes for which they are processed.

The processing of the above data takes place based on manual, paper and computerized procedures, by entering them into paper and/or computer archives solely for the purpose

fulfillment of legal requirements or for administrative and educational purposes, by the subjects authorized to process such data.

Rights of the data subject

The data subject may request from the data controller or the data protection officer, indicated above, if the conditions are met, access to personal data pursuant to art. 15 of the Regulation, the

rectification of the same pursuant to art. 16 of the Regulation, the erasure of the same pursuant to art. 17 of the Regulation or the limitation of processing pursuant to art. 18 of the Regulation, or may oppose their processing pursuant to art. 21 of the Regulation, as well as being able to exercise the right to data portability pursuant to art. 20 of the Regulation. In case of violation of the provisions of the Regulation, the data subject may lodge a complaint with the

Guarantor for the protection of personal data.

Participation in the competition with the methods indicated in this notice implies knowledge of the aforementioned information.