



Collegio Internazionale Ca' Foscari
Università Ca' Foscari Venezia
Isola di San Servolo, 30124, Venezia
www.unive.it/collegiointernazionale
www.unive.it/internationalcollege

**CA' FOSCARI INTERNATIONAL COLLEGE - CALL FOR APPLICATIONS 2020/2021 A.Y.
for first-year Bachelor's degree students at Ca' Foscari University Venice
(Call issued by DR. 308/2020 02/04/2020)**

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CA' FOSCARI INTERNATIONAL COLLEGE

Ca' Foscari International College is the Honors School of Ca' Foscari University Venezia. The College was established in 2012 after funding from the Italian Ministry of Education, University and Research (M.I.U.R). Students are offered a dedicated educational path that is based on merit and residency at the College.

STUDENTS ENTER THE COLLEGE after passing the College admissions selection and enrolling in the first year of either a Bachelor or Master's degrees at the University. Students who comply with merit requirements in the following years keep their place at the College.

THERE ARE 10 PLACES AVAILABLE FOR BACHELOR STUDENTS IN THE 2020/21 A.Y.

COLLEGE PROGRAMME AND SERVICES: students attend a cross-disciplinary educational programme offered by the College in addition to their curricular courses. Taught in English, this programme is based on three **Minor** options. Students reside for 10 months of the year at the University *campus* on the island of San Servolo and are exempt from university fees. The College provides dedicated tutors, orientation and placement services. Students who complete finish their Bachelor or Master's studies receive a second Diploma from the International College listing all the activities undertaken within the College, along with the added ECTS attained.

ENTRANCE: admission to the College is conditional on a selection process that consists of a written examination and an interview that will be held remotely.

ENTRY REQUIREMENTS: candidates are required to have obtained an average mark of 7.5/10 (or equivalent) for eight subjects taken at senior high school and an English language proficiency level of B2. Those who enrol in a Degree course taught in the Italian language are required to have a B2 proficiency level of Italian; if enrolling in a degree course taught in English they must also possess a B2 proficiency level of the English language.

CALL: the selection will take place in MAY 2020.

THE COLLEGE ADMISSION EXAM HAS NO FEE

ENROLMENT COSTS: the standard enrolment fee for the College is € 9,000.00 yearly. The College provides enrolment fee reductions (called vouchers) that cover enrolment fees either partially or in toto. There are 7 total vouchers and 3 partial vouchers available for the 2020/2021 a.y.

CALENDAR AND DEADLINES FOR THE SELECTION

APPLICATION DEADLINE	07/05/2020
WRITTEN EXAMINATION	12/05/2020
INTERVIEWS START	14/05/2020
RESULTS	19/05/2020
PLACEMENT ACCEPTANCE	26/05/2020



Art. 1 – Available Places 2020/21

1.1 There are **ten (10)** openings available for prospective students enrolling in the first year of a Ca' Foscari Bachelor's Degree for the 2020/2021 academic year.

1.2 The International College, hereafter simply the College, holds one selection in the month of May 2019 to assign the ten positions, as described in Article 6.

Art. 2 – Benefits

2.1 Along their standard (curricular) coursework, students admitted to the College are expected to participate in the in-house cultural programme and to take one of the three dedicated Minor courses at the College, as outlined in Article 3.

2.2 Successful students will be able to reside, free of charge, at the College campus on the Island of San Servolo from the month of September to the following month of June of each academic year.

2.3 Each student is mentored by a faculty member and tutored by a senior student, who will support them in their everyday life at the campus and College. Support is also offered for the paperwork required for outgoing international mobility and placements.

2.4 College admission fees, as per Article 4, include the enrolment fee to the chosen Degree programme. The regional study fees set by the Veneto Region, stamp duty, board and all other non-specified expenses are not included and their cost must be borne by students.

2.5 All students who satisfy residency requirements (see Article 9) and successfully complete their course of studies at the College receive a University Degree as well as an additional College certificate.

Art. 3 – Minor courses (three-year International College Courses)

3.1 Minors are courses reserved for the students at the International College. They are an integral part of the College educational programme where students at the College are expected to acquire fourteen (14) ECTS per year over and above the credits associated with their chosen Bachelor Courses. Each Minor last three years.

These courses are held using innovative teaching techniques aimed at developing both theoretical knowledge and practical skills, useful to foster students' excellence as well as their professional and academic potential.

3.2 The following Minor courses will be held for students enrolling in the 2020/21 a.y.:

- Digital Humanities;
- Global Asian Studies;
- Sustainability.

The International College follows a multidisciplinary approach in its educational offer and encourages students to choose Minors that are distinctive and can supplement their curricular degree courses, as specified in Article 5 below.

Art. 4 – Tuition Fees and Funding

4.1 The College enrolment fee is € 9,000.00 per year and includes all the benefits listed in above Article 2.



4.2 According to the ranking, as per criteria listed in Article 7, successful candidates will benefit from specific enrolment fee reductions (hereafter referred to as “voucher”) intended to cover all of the enrolment fee or part thereof. These are:

- a) **seven (7)** total vouchers, each for € 9,000.00, fully covering the College enrolment fees for the 2020/21 academic year;
- b) **three (3)** partial vouchers, each for € 6,500.00, covering up to 70% of the enrolment fees for the 2020/21 academic year; the student is responsible for the residual amount of € 2,500.00 to be paid to the College.

4.3 Students are required to formally accept their vouchers in writing (whether total or partial) or they will be denied admission to the College.

4.4 The amount not covered by the partial voucher must be paid by candidates in two instalments of € 1,250.00 each. The first instalment is due by 04/09/2020 and the second by 04/12/2020.

4.5 Payment is to be made by bank transfer to:

IBAN – IT1700533602020000046604330 account name "COLLEGIO INTERNAZIONALE CA' FOSCARI" stating as payment reason: “name, family name, student number (if assigned)” and “first” or “second” “instalment for admission to the International College 2020/21”.

4.6 College vouchers are reductions offered by the College on the basis of academic achievements and are not need-based scholarships. This implies that candidates may independently apply for student loans and scholarships as determined by Ca' Foscari University.

Art. 5 – Requirements and application

5.1 Participation in the Call for Admissions to the College requires:

a) having acquired a minimum yearly average mark of 7.5/10 (or equivalent) in reference to the third to last and second to last years at high school. Candidates with lower averages will not be accepted at the College.

- Students enrolled in Italian schools are required to self-certify their marks as per the format attached to the application form. Ca' Foscari University reserves the right to verify information received, as per the provisions of the current norm (Presidential Decree DPR 445/2000).

- Students enrolled in International schools are required to attach a full copy of the document certifying all marks received in their third to last and second to last years at high school, alongside a mark scale indicating the maximum and minimum marks. The scale is to be translated into either the English or the Italian language.

b) Having English language proficiency at the B2 level as per the self-certification table approved by the Council of Europe and published on the University website. Students' level of English proficiency will be verified during their admission interview.

- Students not in possession of a B2 certification are required to self-certify following the format attached to the enrolment form.

- Students who hold a B2 certification may forward the certification as per the following commas.

c) International students are also required to have proficiency of the Italian language at the B2 level unless they are enrolled in a Degree course taught exclusively in English.



- Students not in possession of a B2 Italian language certification are required to self-certify as per the format attached to the application form.
- Students who hold a B2 Italian language certification may forward the certification as per the following commas.

5.2 It is mandatory for students to possess the above requisites at the time of application.

5.3 ADMISSION TO THE SELECTION (MAY 2020): The application to the May Selection can be found online at www.unive.it/internationalcollege-applications and must be submitted to Ca' Foscari University – Ca' Foscari International College - **by 11:59 p.m. on 07/05/2020**. Applications may also be submitted:

- via e-mail to: collegio.internazionale@unive.it;
- via PEC (certified email) to: protocollo@pec.unive.it;

The application must bear the subject header: ***Application for Admission to Ca' Foscari International College 2020/2021 – BACHELOR LEVEL.***

The application must indicate the curricular course (Degree) chosen by the student and two preferences for the College Minor courses. College students will be assigned to one Minor course on the basis of the preferences indicated on their application and the final student ranking. The College Teaching Committee reserves the right to assign students to Minor courses so as to balance size and degree affinity, as well as needed by the College's and University annual teaching programmes.

5.4 Applications must have the following attachments or otherwise will be discarded:

1. copy of valid ID or passport with photo;
 2. CV in Europass - European format in English with an attached photo;
 3. a motivation letter in English (between 200 and 400 words) illustrating the reasons for choosing this College (please refer to the College webpage for information);
 4. for students enrolled in an Italian High School: a self-certification declaring the average mark obtained during the student's third to last and second to last high school years following the self-certification form attached to the application. For students enrolled in an international High School: full copy of the document certifying all marks obtained at their High School alongside a mark scale indicating the maximum and minimum marks. The scale is to be translated into either English or Italian;
 5. a certificate or self-certification attesting an English language proficiency at the B2 level as in the form attached to the application form, and for international students, a further certification attesting an Italian proficiency at the B2 level. Candidates who plan to enrol in degree courses taught entirely in English need not provide the Italian language certification;
- 5.5 The following documents may be optionally attached** to the application form:

- the S.A.T. (School Assessment Test) certificate attesting the student's successful results;
- English language certification at C1 level or above;
- other languages certifications at B1 level or above;
- other certification relevant to the student's academic career and selection procedure;
- 2020 ISEE certificate (Indicatore Situazione Economica Equivalente – means-tax declaration form) as per Article 7.

5.6 Applications must be received in a single pdf file respecting the order of the aforementioned attachments.



5.7 Applications that are unsigned or submitted outside the application period will not be accepted.

5.8 Assistance for students with disabilities:

a) Specific request must be made in case entry examination adjustments are required. In particular:

- The use of necessary aids and extra time (30%) may be granted according to the specific disability;

- Candidates with documented Specific Learning Disabilities will have to forward a certificate attesting the disability dated within the last two years.

b) The requests are to be made in writing, to which the specific certification is attached. These are to be sent to Servizio Disabilità del Settore Orientamento e Career Service (e-mail: disabilita@unive.it) (Disability Services, Orientation and Career Sector) at least two weeks prior to the examination.

Art. 6 – Admission committee and selections

6.1 The Admission Committee is formed by university professors. The Committee is appointed by the Rector of Ca' Foscari University, or by a delegate of his, and may include external experts. Depending on the number of applications, more than one Committee may be appointed and arranged.

6.2 The admission examination consists of a **written examination** and an **interview**.

6.3 The written examination assesses the general knowledge of candidates. The written test has multiple-choice and open questions testing candidates' general knowledge and logical skills. The written test is English.

6.4 **CALENDAR:** the written exam will be held remotely on Tuesday 12/05/2020 starting at 9:00 a.m., followed by paper correction. The results of the written exam will be posted on-site and on the College website by 6:00 p.m. Wednesday 13/05/2020. The procedures for carrying out the written exam remotely will be communicated to the candidates by 09/05/2020 via email at the address indicated in the application for participation in the selection. The interviews will be held using videoconferencing on Thursday 14/05/2020 starting at 9:30 a.m. The College reserves the right to continue its interviews on Friday 15/05/2020. Candidates will be notified of the order in which they will be called for the interview at the time of publication of the results of the written tests.

6.5 The written examination will be marked out of 60. The results of the written exam will be used to compile a ranking for admission to the interview phase.

6.6 The first 30 candidates on the said ranking will be admitted to the interviews. All candidates ranked equal in the last eligible place will be admitted to the interviews.

6.7 The interview will be held both in English and in Italian and is aimed at evaluating student motivation as well as assessing their proficiency in the English and Italian languages. The content of the written exam will also be discussed during the interview.

6.8 The interview will be marked out of 30. Candidates are required to achieve a minimum of 15/30 to pass.

6.9 Candidates are required to produce a valid identity document at the examination.

6.10 Candidates are not allowed to make use of any reference texts or electronic device during the test, unless those technically necessary for the remote written exam and which will be communicated via email to the address indicated in the application form to the



selection within 09/05/2020. Candidates who will not respect this provision will be excluded from the test.

Art. 7 – Ranking, acceptance and entrance

7.1 Placements with the College are assigned according to the ranking established at the end of the selection in May 2020.

The maximum mark of 110/110 is the result of the sum of the written examination (out of 60), the interview (out of 30), the motivation letter (out of 10) and a further ten marks. The additional 10 points will be awarded on evaluation of the following abilities, skills, aptitude and knowledge:

- a) relevant language certifications. Only the following certifications will be considered:
- English language certifications attesting a level of proficiency of at least C1;
 - for international students, certifications attesting a level of proficiency of at least C1 in the Italian language;
 - Other language certifications attesting a level of proficiency of at least B1.
- b) having successfully passed the S.A.T – School Assessment Test with a 70% score or above of the SAT User Percentile (1 point for score from 70 to 80%, 2 points for results from 81 to 90%, 3 points from 91% or above);
- c) holding other certifications or qualifications deemed relevant by the Admission Committee as sent in or gathered from the candidate's CV such as (but not limited to): participation in school activities similar to honours programmes or school mobility of at least three consecutive months in another country;
- d) having skills and disposition appropriate for communal living.

7.2 In the case of candidates with equal ranking, precedence will be given to the candidate in the least favourable economic situation as shown by the submitted ISEE 2020 Certificate (Indicatore situazione economica equivalente – means-tax declaration form). If this cannot solve the tie, priority will be given to the youngest candidate.

7.3 The final ranking will be published at the end of the whole May selection and by 19/05/2020. The ranking will indicate the names of the successful candidates, their scores, candidates deemed eligible and the vouchers that are assigned. The final ranking will be used to assign the 10 placements for the 2020/21 a.y.

7.4 Should the student decide not to accept the placement and voucher offered, as outlined in the following article, the Committee will move to the next ranked candidate using the same ranking.

7.5 The College reserves the right to use the ranking to assign places at the College and vouchers that may successively become available.

Art. 8 – Placements and entrance

To register as a student with the College, the successful candidate is required to:

1. accept the offer of a place at the College;
 2. enrol in a Ca' Foscari University Degree Course;
 3. make a deposit to guarantee their residence in the College;
 4. settle accounts by paying the sum not covered by the voucher, as per Art. 4.
- 8.2 Successful candidates are to accept the offer of a place and any voucher (total or partial) offered with the placement in writing via email. Omitting to do so will result in the candidate



not being admitted to the College. Acceptance must arrive at the College Administration Office (Segreteria del Collegio) **by 12:00 p.m. on the 26/05/2020** having paid the deposit of € 500.00 at the same time as per the following art. 8.6.

8.3 Candidates who also sit for entry tests to limited-admission Degree Courses are required to deposit any pre-enrolment fees indicated by the Call for Admissions to their chosen Degree Course. In doing so, these candidates indicate they accept placement in the said Degree Course. The deposited sum will be reimbursed should the candidate enter the College.

8.4 College activities are an integral part of Ca' Foscari Degree Courses. Successful candidates are required to register with the University as indicated by the Registration Sector (see www.unive.it/immatricolazioni). Should candidates omit to register they will not be admitted to the College and their place offered to the next student ranked.

For Degree Courses with unrestricted access: candidates are required to register by 20/07/2020. Once the online pre-evaluation procedures have been completed, do not select the item *Pagamenti*. Please send an email to collegio.internazionale@unive.it to confirm having completed the first enrolment phase. University fees owed will be thus recalculated on the basis of the above Article 2 comma 4. Payment means will be communicated via email.

For limited-admission Degree Courses, candidates are required to register by:

- 20/07/2020, for students taking part in the spring selections;
- 07/09/2020, for students taking part in the summer selections.

8.5 International students are required to complete the pre-evaluation procedure requested for enrolment to Ca' Foscari Degree Programmes at www.unive.it/evaluation. Non-resident students from non-EU countries must request a study visa at Italian Embassy-Consulate Offices of their country. Further information regarding visa applications and timing can be found at www.study-in-italy.it.

8.6 Students will also have to give proof of having paid the sum of € 500.00 at the same time they confirm their place and voucher. This amount is the required deposit to guarantee a place at the College and be assigned lodging. The sum will be refunded at the end of residency in the College once all obligations provided for in the College Regulations have been met. **Students who forfeit their place at the College after having confirmed it are not entitled to a refund of the deposit.**

8.7 Banking details: IBAN – IT1700533602020000046604330 Account Name "COLLEGIO INTERNAZIONALE CA' FOSCARI" referencing the payment as: name, family name, student number (if assigned) and "Cauzione Collegio Internazionale (Deposit International College).

8.8 Failure to respect the deadlines in the above comma will result in the loss of the voucher, deposit and loss of placement.

8.9 The College Teaching Committee will place students in the Minor courses they indicated on their application following the ranking as illustrated in Article 5.

8.10 Rooms are assigned only after the deposit has been made, on the day and at the time the College announces after 10/09/2020. Failure to appear for room handover without a valid reason will be considered as forfeiting admission to the College and will result in the loss of the deposit.



8.11 Students who decide to abandon the College programme with no valid justification (e.g., serious problems such as health issues or family loss) after 10/09/2020 will lose the sums they have paid to the College. This means that they will not have the deposit back and will be responsible for paying the University fees entirely, regardless of the voucher received. They will also have to contact University offices in charge (ADISS Ufficio Carriere Studenti e Diritto allo Studio di Ateneo) to set their university student status.

Art. 9 – Residence requirements

9.1 Along with the Degree coursework, students admitted to the College also commit themselves to:

- a) participating in the Minor courses outlined in the College cultural programme that will be published on the College website and completing a minimum of 14 additional College ECTS per year;
- b) residing in the lodgings provided on the Island of San Servolo – Venice;
- c) fully abiding by the Ca' Foscari College Regulations that is signed on entrance to the College;
- d) achieving all the following merit requirements within their chosen Degree Course (separately from the Minor) that are necessary for staying in the College educational programme:
 - grade point average (weighted by CFU) in the top 25% of the distribution for the Degree Course, as per the table provided by the College at the beginning of each academic year; if there are not data available for a novel degree course, the grade point average (weighted by CFU) cannot be lower than 27/30;
 - minimum mark of 24/30 in each individual exam;
 - acquiring at least 42 CFU (University Credits) within the summer exam sessions held in June. Exams held in the September session will be evaluated in the following academic year.
 - taking part in an internship or in a period of study abroad of a minimum of one-month duration starting from the second year of the degree course;

9.2 The requisites of the above letters a) and d) must be fully satisfied by June 30th of every year of residence in the College; otherwise, the student will be expelled from the College.

Art. 10 – Head of admissions

10.1 Debora Ferro, Secretary to the International College of Ca' Foscari, Ca' Foscari University of Venice, is the Head of Admissions pursuant to and in accordance with Law no. 241/1990.

Art. 11 – Private and personal data handling

11.1 Article 13 Legislative Decree June 30 2003, n. 196 of the “Data Subject Protection Code” states that:

- a) personal details collected or requested, as well as information relating to student's university career produced and processed by the University in its institutional activities may be collected, handled, used and communicated – during both students' university career and on course completion – to external subjects within the scope of the University institutional activities;



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- b) communication of the above personal data at item a) is compulsory;
- c) further, as per item a), personal data may be disseminated to other public bodies, associations and entities, in Italy and abroad, solely for the purposes of employment initiatives or career guidance (work experience programmes and placements) and for post-graduate training;
- d) data may be handled manually or electronically using hardware and software so as to ensure their protection and confidentiality;
- e) as per Article 7 of the above law, data subjects have the right to access their own personal data, to have inaccurate or incomplete data rectified, updated, supplemented or cancelled if unlawfully gathered. They have the right to object to the processing of their data for legitimate reasons;
- f) the Data Controller is Ca' Foscari University, located for this purpose in Dorsoduro, 3246 – 30123 – Venice.

Venice, 02/04/2020

THE RECTOR
Prof. Michele Bugliesi