



# UNIVERSITÀ DEGLI STUDI DI PAVIA

## SCUOLA UNIVERSITARIA SUPERIORE IUSS PAVIA



### FACULTY OF ENGINEERING

### MASTER'S DEGREE PROGRAMME

### CIVIL ENGINEERING FOR MITIGATION OF RISK FROM NATURAL HAZARDS (classe LM-23)

#### CALL FOR APPLICATIONS - ACADEMIC YEAR 2018/2019

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#### 1. EDUCATION COURSE OFFER

The following Master Degree Programme is offered at the Faculty of Engineering during the academic year 2018/2019:

**CIVIL ENGINEERING FOR MITIGATION OF RISK FROM NATURAL HAZARDS** (classe LM-23)

This Master Degree Programme is a second level university study path with the objective of developing advanced training of highly qualified activities in specific areas. Further information is available at the following addresses:

<http://civrisk.unipv.it>   <http://ingegneria.unipv.it>   <http://ingegneria.unipv.it/didattica/index.php>   <http://magistralingegneria.unipv.it/>

#### 2. REQUIREMENTS FOR ADMISSION

In order to be admitted to the Master Degree Programme, the applicant shall satisfy the following list of requirements:

- Be in possession of any of the following: Bachelor's degree (D.M. 509/1999 or D.M. 270/2004), Master's degree (legislation previous to D.M. 509/1999), a three-year diploma or other foreign titles officially recognised in accordance with current regulations;
- Meet the curricular requirements set forth by the Master Degree Programme regulations, verified through a **pre-evaluation of their curricular requirements** or self-certified by the applicant (see Section 4);
- Possess sufficient background knowledge and skills, to be verified through an evaluation of the applicant's Curriculum Vitae and – if needed – an oral interview;
- Demonstrate English language proficiency, which shall be verified as described in Section 2.1.

The Faculty of Engineering will appoint a Committee to evaluate the applicants' curricula, academic background and knowledge.

N.B. Admission to the Master Degree Programme is also permitted to undergraduate students who have not yet attained their Bachelor's (or equivalent) degree, but do not have more than 30 outstanding credits (ECTS) to be acquired for the completion of their diploma. These students, if in possession of the curricular requirements necessary to access the Master Degree Programme, may provisionally enrol "on condition". They will have to prove that they satisfy the course requirements with a self-certification of all exams passed, relevant credit value (ECTS), type of learning activity (TAF) and scientific disciplinary sector (SSD) using the form provided in Annex 2 of this call.

The table in the attached Annex 1 summarises the different categories of student and the relevant procedures to enrol (possibility of direct enrolment, pre-assessment of curricular requirements, and/or knowledge assessment).

## 2.1 English Language Proficiency Evaluation

Knowledge of the English language consistent with B2 level of the Common European Framework may be proved by means of any of the following:

Certifying Body	Certification corresponding to level B2 of the Common European Framework
Cambridge English Language Assessment (Part of the University of Cambridge)	Cambridge English: First (FCE)
Cambridge English Language Assessment (Part of the University of Cambridge)	International English Language Testing System (IELTS): minimum score 5.5
Cambridge English Language Assessment (Part of the University of Cambridge)	Business Language Testing Service (BULATS) Reading/Language Knowledge Test: minimum score 60
Educational Testing Service (ETS)	Test of English as a Foreign Language Internet Based Test (TOEFL iBT): minimum score 77
Educational Testing Service (ETS)	TOEIC Listening and Reading Test: minimum score 785 + TOEIC Speaking and Writing Test: minimum score 310
Trinity College London	Integrated Skills in English (ISE II)
City & Guilds	Communicator B2
Pearson	English for Speakers of Other Languages (ESOL) Level 1 B2

The recognition of other accreditation regarding the certification of English language proficiency to the level of B2 is evaluated on a case by case basis by the Faculty President who may avail of the English language Professors and of the services of the University's linguistic centre.

If the student is not in a position to produce the certification by the deadline for enrolment, he/she cannot under any circumstances proceed with direct enrolment and must present the "Application for assessment of the possession of curriculum requirements and personal preparation" in order to allow the Committee to assess the level of English proficiency through a possible interview which, at the candidate's documented request, can also be done remotely.

Applicants holding citizenship in countries where the English Language is one of the official languages or applicants who obtained their degrees attending courses entirely taught in English do not need to submit any certificate, but only have to submit a document proving that they belong to one of these cases.

## 3. CURRICULAR REQUIREMENTS AND ASSESSMENT

The following categories of students **cannot self-certify** the possession of the necessary curricular requirements, and **must submit an official request** for a pre-evaluation of their academic career:

- Applicants enrolled in foreign (non-Italian) universities or those already in possession of a foreign degree;
- Applicants who hold an Italian degree awarded under the legislation previous to DM 509/1999 (Italian five-year degree or a three-year diploma);
- Graduate or undergraduate students whose degree curriculum includes courses that are not clearly identified by SSD classification and/or are not measured in ECTS (See Annex 2).

A specially appointed Committee will assess, based on the provided documentation, the suitability of the request. The Committee will also evaluate the necessity of an eventual oral interview in order to verify the personal preparation.

Access to the Master Degree Programme is also open to graduates proving high skills and/or strong motivation, even though their educational background does not strictly meet the curricular requirements. In such cases, the admission is subject to approval by the appointed Committee which will assess the applicant's previous academic career. Applicants falling into such a category may be interviewed by the Committee to evaluate their motivation and suitability to the Master

Degree Programme. The Committee will issue a report highlighting any gap or weakness in the applicant's knowledge and background and consequently the constraints in the formulation of the study plan, listing specific courses to be included as required by the 120 credit (ECTS) study plan. Such mandatory courses cannot exceed a total of 12 credits (ECTS).

In case the student's curriculum is considered not suitable for the Master Degree Programme, the Committee will specify the courses and the corresponding exams that the applicant needs to pass, through enrolment to single courses to be completed prior to enrolment in the Master Degree Programme. Credits related to these courses must be earned before **28<sup>th</sup> September 2018**, or before **31<sup>st</sup> October 2018** in the case of late enrolment.

The following categories of applicant are required to submit a request for evaluation of curricular requirements:

- Graduates or undergraduates who have not acquired a minimum number of credits in their educational activities and with reference to subject areas or specific scientific-disciplinary sectors corresponding to those specified in the table in Annex 2.

The following categories of applicant are required to submit a request for assessment of personal preparation:

- Graduates with grades less than 105/110 or undergraduates with an average mark (calculated on all the courses with a mark and weighed with the ECTS) lower than 27/30;
- Graduates or undergraduates who are unable to produce, by the enrolment deadline (October 31, 2018), a certification of English language skills produced by the certification bodies listed above.

NOTE: In cases where the candidates have already obtained a positive assessment regarding the possession of the curriculum requirements, they do not need to request further evaluation for the current academic year.

### 3.1 How to submit a request for evaluation of curricular requirements and personal preparation

Those required to submit a request for the evaluation of curricular requirements (see previous paragraph) in order to enrol in the Master Degree Programme in *Civil Engineering for Mitigation of Risk from Natural Hazards* must submit their application by **31<sup>st</sup> August 2018** following the electronic procedure described below. After this deadline, the Committee's decision may not be guaranteed in time to proceed with enrolment by **28<sup>th</sup> September 2018** (please consider that for the enrolment beyond **28<sup>th</sup> September 2018** and before **31<sup>st</sup> October 2018**, the payment of the late enrolment fee of €82.00 is required). In each case, for admission to the academic year 2018/2019, the evaluation request must be submitted by **15<sup>th</sup> October 2018**.

The application for assessment of curricular requirements and personal preparation must be submitted by following the procedure below:

- a) Go to <https://studentonline.unipv.it/AddressBook/ABStartProcessoRegAction.do> and register; with the username and password obtained after registration, by accessing the Reserved Area (Area Riservata), click on the menu item "Admission" and then click on the item "Evaluation Test". Students already registered will only have to log in with the credentials they already have and proceed with the request for assessment of curriculum requirements and personal preparation;
- b) Upload the following documentation:
  - "Request for evaluation of the curriculum requirements - Annex 3 -" completed and signed, which is available at the end of this call or [here](#);
  - Double-sided photocopy of a valid identification document;
  - For candidates enrolled/graduated at Italian universities: self-certification of their study plan (in the case of undergraduates) or self-certification of the qualification obtained, with indication of all exams passed with relative SSD, number of ECTS and vote. We recommend using Annex 2 on p.9 or the self-certification issued by the personal online area in the home university;  
For applicants enrolled/graduated at foreign universities: certificate issued by the foreign university proving enrolment or graduation in a degree course with the list of exams, credits and respective marks obtained. In case of subsequent enrolment, this certification must be filed in the Student Secretariat with translation into Italian and declaration of equivalent value by the applicant's local Italian consulate;
  - Possible certification of internationally recognised English language (see Section 2.1 for the list of valid certifications) attesting a minimum level B2;
  - Curriculum vitae showing all the information about the candidate (training, knowledge of languages and IT applications, any work experience, other general information useful to outline the personality of the candidate). The candidate can freely choose the format;
  - Excel file (available [here](#) or link <http://webing.unipv.eu/internazionalizzazione/>) listing exams taken with the mark obtained and associated credits.

After inserting all the data required for the assessment application, the candidate must print the MAV (Deposit Notice Form) for an amount equal to €35.00 with which to pay the "Reimbursement costs for valuation of possession of the curriculum requirements for admission to Master's Degrees in Engineering".

**Methods for the "Reimbursement of expenses for the evaluation of the possession of curriculum requirements for admission to Master's Degrees in Engineering" payment**

The €35.00 payment may be made using:

- MAV, printed at the end of the procedure described above, without any additional cost to be paid to the bank;
- Using home banking or by credit card with the PAGO PA function accessible during the registration procedure.

A maximum time of approximately 7/8 working days is required for the University of Pavia to receive the fee upon making the payment.

No other payment methods are permitted, with the exception of applicants residing abroad. These can also pay by bank transfer to: **UNIVERSITA' DEGLI STUDI DI PAVIA – SERVIZIO TESORERIA c/o UBI - Banca Popolare Commercio e Industria IBAN IT 38 H 03111 11300 00000046566, SWIFT: BLOPIT**

22776). It should be noted that the expenses related to foreign bank transactions must be entirely paid by the applicant. Therefore, in case of bank transfers from non-EU countries, the "OUR" code must be indicated in the field of bank charges. This code guarantees the reception of the exact due amount. Any expenses that will be charged to the University must be reinstated with a further payment.

After having acquired the request for assessment of possession of the curricular requirements, the Committee in charge of the admission procedure can request an oral interview with the candidate. In this case, the student will receive an e-mail indicating an appointment for the date and time for the oral interview in English (this can also be conducted remotely). The exact date by which the candidate will receive the result of the evaluation will depend on the date of the interview but should be within 45 days from the date of application. The evaluation outcome will be emailed to the applicant. The result of the evaluation will also contain, in relevant cases, indications regarding any gaps or weaknesses in the applicant's preparation and any courses that may be taken in order to overcome them. In the latter case, graduate students applying for admission must pass the required courses before enrolment by following the individual courses and passing the exams according to the procedures defined by the competent offices. These students will complete the enrolment at the offices of the Student Secretariat following the procedure and the deadlines described in Section 4.

Students enrolled at the University of Pavia who have not yet graduated will be allowed to enter the necessary activities for enrolment to the Master Degree Programme as exams surplus in the last study plan approved in the three-year study path.

Students who have not yet graduated can also request the verification of their personal preparation, provided they have already acquired at least 5/6 of the credits foreseen by their study plan (150 ECTS credits for Italian Courses). The evaluation of the attached qualifications can be integrated, in the opinion of the Committee, by an interview in English through which the actual knowledge of the candidate is ascertained. The interview, at the candidate's request, can also take place remotely.

Graduates and undergraduates at Italian universities who have obtained a degree mark or have a curricular average weighing more than or equal to the thresholds shown in the table below are exempted from the test:

<i>Master Degree Programme</i>	<i>Graduates (Grade)</i>	<i>Undergraduates (Average Weighted Grade)</i>
CIVIL ENGINEERING FOR MITIGATION OF RISK FROM NATURAL HAZARDS	≥ 105/110	≥ 27/30

The applicant receiving a positive evaluation of the curriculum requirements, if not also required to check the assessment of individual preparation by the Committee, can proceed with the enrolment within the term and according to the procedures indicated in the following section dedicated to ENROLMENT (section 4).

#### 4. HOW AND WHEN TO ENROL

##### 4.1 Applicants with qualifications obtained in Italy

Having successfully passed the assessment of individual preparation (if required) and if the full possession of the curriculum requirements has been ascertained, the enrolment application shall be presented in the period between **18<sup>th</sup> July 2018** and midday (Italian time) of **28<sup>th</sup> September 2018** (also in the case of conditional registration), with delay by **31<sup>st</sup> October 2018**.

By connecting to the site <http://www.unipv.eu/site/home.html> and accessing the Reserved Area (Area Riservata) and with the username and password obtained after registration (students already registered can use the credentials they already possess), continue to the menu item SECRETARY> ENROLMENT, choose the course of study of interest, fill in all the required fields and print the receipt of the APPLICATION FOR ENROLMENT. From here you will get the MAV (amount equal to €156.00, except for any exemptions provided for special situations contemplated in the Notice on the contribution 2018-2019: <http://www.unipv.eu/site/home/documento6562.html>) to be able to pay the first enrolment rate which must be carried out according to the procedures described at the following link: <http://www.unipv.eu/site/home/naviga-per/studenti/segreteria-studenti-e-ufficio-tasse/ufficio-tasse/articolo9080.html>

This procedure requires the following to be uploaded:

- A passport-sized photograph;
  - A photocopy of all relevant sides/pages of the passport (for EU citizens, a photocopy of all sides of an official identity document is performed);
  - Photocopy of personal Italian tax code (foreign applicants can obtain it after their arrival to Italy);
  - A self-certification pertaining to successful exams (only for applicants who have not requested a pre-evaluation);
  - Photocopy of English language certificate(s);
  - Photocopy of study entrance visa/permit of stay (only for non-EU citizen applicants).
1. In case of request for recognition of exams (career transfers, second degrees, revaluations, recognition of foreign qualifications, etc.) it is necessary to fill in the appropriate form with a €16.00 stamp available at <http://www.unipv.eu/site/home/documento9251.html> by forwarding a scan of the relevant documents to the following address [matricole.ingegneria@unipv.it](mailto:matricole.ingegneria@unipv.it). The original form must be delivered or sent to the University of Pavia - Segreteria studenti di Ingegneria via Ferrata, 5 – 27100 Pavia.
  2. In case of transfer from other institutes, the applicant must also attach a certification from the current University that certifies the transfer request, awaiting the arrival of the complete documentation, which must arrive by **31<sup>st</sup> October 2018**;
  3. Those who have obtained a degree at another Italian university must also send a self-declaration certifying the achievement of the degree with the date and grade, each individual exam taken with date, grade, ECTS and SSD, all the years of enrolment at the University (it is advisable to use the self-certification issued by your online area if available at the University of origin otherwise fill in and send the appropriate form available at the link <http://www.unipv.eu/site/home/articolo994.html>).

If you need assistance, you can send an email to the following address: [matricole.ingegneria@unipv.it](mailto:matricole.ingegneria@unipv.it). The email must include in the subject field: **surname and name of the student**, in addition to **degree course** to which you request registration. The Student Secretariat will then register the applicant, after having verified the payment of the 1<sup>st</sup> instalment (automatically notified by the bank to the University), received the required documentation, as well as the positive outcome of the admission test, if necessary, within the prescribed deadlines and procedures listed above.

The enrolled students will receive a "Welcome" communication to their email address along with some general information. The new University of Pavia email address will then be communicated and will be the only communication channel of the University from that moment on. The student is required to activate this new e-mail address, where they will be sent the new credentials to access the University's online services (Reserved Area, WiFi, etc.). Those already in possession of an e-mail account assigned by the University of Pavia will keep the same e-mail address.

## 4.2 Applicants with qualifications obtained abroad

Candidates holding qualifications obtained abroad, after having positively confirmed the assessment of individual preparation and if the full possession of the curriculum requirements has been established with the prevailing status, can proceed with enrolment from **18<sup>th</sup> July 2018** at the following link: <http://www.unipv.eu/site/home.html>, accessing the "Reserved Area" (Area Riservata) by logging with their username and password; select the menu item REGISTRATION and identify the chosen course of study; fill in all the required fields and print the receipt of the REGISTRATION FORM.

This procedure requires the following to be uploaded:

- A passport-sized photograph;
- A photocopy of all relevant sides/pages of the passport (for EU citizens, a photocopy of all sides of an official identity document is performed);
- Photocopy of personal Italian tax code (foreign applicants can obtain it after their arrival to Italy);
- A self-certification pertaining to successful exams (only for applicants who have not requested a pre-evaluation);
- Photocopy of English language certificate(s);
- Photocopy of study entrance visa/permit of stay (only for non-EU citizen applicants).

During the procedure, it is necessary to proceed to the PRINT APPLICATION OF REGISTRATION. The last page of the printed application is the MAV needed to pay the 1st enrolment rate according to the methods described above (in point Section 3.1). The applicant will have to deliver later and in person to the Administrative Office (Via Ferrara 3 - from Monday to Friday at 9.30 - 12.00 with the exception of Wednesday for which only the afternoon opening is scheduled from 1.45 pm - 16:00) from **18<sup>th</sup> July 2018** and before midday (Italian time) on **28<sup>th</sup> September 2018** with late payment by **31<sup>st</sup> October 2018**, the following documentation:

- a) Receipt of the MAV payment related to the first instalment of tuition fees (€156.00, except for any exemptions provided for special situations contemplated in the Contribution Notice 2018/2019: <http://www.unipv.eu/site/home/documento6562.html>);
- b) Original qualification permitting the enrolment to the Master Degree Programme (Bachelor's Degree, University Diploma or foreign qualification deemed suitable), translated into Italian (by a sworn translator or by the Embassy), certified by the Italian Diplomatic Representatives located in the State in which the title was completed and complete with a Declaration of Value (Dichiarazione di Valore). Cimea certification which also certifies the authenticity of the title;
- c) Original Diploma Supplement or degree certificate stating the possession of the qualification permitting enrolment, with a list of exams taken, issued by the foreign University where the qualification was awarded. This certificate must be certified by the Diplomatic Representatives and translated into Italian or English;
- d) In the event of a transfer, second degrees, re-evaluations, recognition of foreign qualifications, the appropriate form can be found in the Modulistica section of the web pages of the Student Secretariat (<http://www.unipv.eu/site/home/naviga-per/studenti/immatricolarsi--frequentare--concludere/articolo994.html>);
- e) Photocopy of certification certifying the knowledge of the English language.

### REGISTRATION WILL NOT BE PERMITTED TO STUDENTS WHO HAVE NOT PRESENTED THE ABOVE DOCUMENTATION.

After enrolment, students who are not already in possession must apply for the "ATENEIO CARD PAVIA" (Student ID Card) according to the procedures indicated in the relative paragraph below.

## 4.3 Enrolment under condition for applicants waiting to finalise degree

Those who have not yet graduated by **28<sup>th</sup> September 2018** (it should be noted that the start date of the Master Degree Programme will be **24<sup>th</sup> September 2018**), but are in possession of all the other enrolment requirements of this call, may register "under condition" to the Master Degree Programme. Enrolment will only become effective if by **31<sup>st</sup> October 2018** the student has received the educational qualification according to the study plan. In the event that the applicant does not graduate by **31<sup>st</sup> October 2018**, they will forfeit from the enrolment to the Master Degree Programme and the registration tax will be automatically reimbursed (net of stamp duty).

The student in possession of all the requirements, even if not enrolled on condition, may enrol after **28<sup>th</sup> September 2018** and before **31<sup>st</sup> October 2018** with payment of late payment of €82.00. This amount may be subject to change as a result of decision by the Board of Directors on University Contribution.

## 4.4 Student ID Card: Ateneo Card Pavia

After enrolment, each student is required to apply for the "ATENEIO CARD PAVIA", a multi-purpose university card that also serves as a University of Pavia student identification card.

The Ateneo Card is free of charge and can be used as prepaid rechargeable credit card, usable in the MasterCard circuit to pay or take cash from an ATM. It is a very useful tool that offers discounts to students (up to 10%) on many articles and allows to transfer money in Italy and in the SEPA area (31 European countries), to receive money from abroad and set up direct debits. The credit card also allows the university and EDISU to transfer any payment due to students and it is the only mean used by the University to transfer reimbursements of fees and contributions or to pay scholarships.

Further information on the functionality of the Ateneo Card and the methods for its request are available at the following link <http://www.unipv.eu/site/home/article9787.html>

## 5. RULES FOR POST-FIRST-YEAR ADMISSION TO THE DEGREE PROGRAMMES IN CASE OF TRANSFER STUDENTS, CREDIT RE-EVALUATION FOR PREVIOUS ACADEMIC ACTIVITY, CHANGE IN DEGREE PROGRAMME, FORMER ACADEMIC ACTIVITY (ONLY POSSIBLE FROM A COURSE OF THE SAME LEVEL)

After pre-evaluation:

### 5.1 Students applying for course transfer from another Master's degree course at the University of Pavia

Before **28<sup>th</sup> September 2018** (**31<sup>st</sup> October 2018 with additional fee**) have to pay the first instalment for the academic year 2018/2019 by MAV available for download from one's Reserved Area and apply online according to instructions in this link (<http://www.unipv.eu/site/home/articolo12731.html>).

### 5.2 Students applying for enrolment with transfer from another Italian university

Must submit a pre-assessment application for their career in the period between **18<sup>th</sup> July and 24<sup>th</sup> August 2018** (arrival date and not delivery date) according to the procedures indicated on the site: <http://www.unipv.eu/site/home/naviga-per/studenti/matricole.html> and by **28<sup>th</sup> September 2018** (**31<sup>st</sup> October 2018 with additional fee**) pay after registering online, on time and according to the methods indicated by e-mail sent by all offices interested, must proceed following Section 4.

Together with the documentation required for enrolment, students will also be required to send a receipt of the University of origin proving the transfer request to [matricole.ingegneria@unipv.it](mailto:matricole.ingegneria@unipv.it), in anticipation of the complete documentation, to be received by **31<sup>st</sup> October 2018**, and the form 'Congedo in arrivo-Incoming transfer' which can be downloaded here <http://www.unipv.eu/site/home/naviga-per/studenti/immatricolarsi---frequente---concludere/articolo994.html>.

### 5.3 Students with a previous career or degree of equal level

Apply for pre-evaluation of your career before **18<sup>th</sup> July and 24<sup>th</sup> August 2018** (arrival date and not delivery date) according to the instructions in this link <http://www.unipv.eu/site/home/articolo5998.html>. After online registration, students will receive an email with instructions and they also need to follow indications in Section 5 within **28<sup>th</sup> September 2018** (**31<sup>st</sup> October 2018 with additional fee**) and to send the form 'Seconda laurea/ richiesta di convalida esami'.

If the first degree or the previous career are from another Italian university, students will have to attach a self-certification on career, exams passed, credits and scientific disciplinary sectors (we suggest to use a self-certification to download from your university reserved area if available, otherwise you can fill in and send the form in this link <http://www.unipv.eu/site/home/documento5291.html>).

## 6. WHEN AND IF A REFUND OF THE ENROLMENT FEE IS POSSIBLE

A refund of the enrolment fee is possible only in situations described in the art.10 of the "Norme sulla Contribuzione". Please check the following link for more information about possible refund of the enrolment fees: <http://www.unipv.eu/site/home/articolo13177.html>

## 7. NOTES AND ADDITIONAL INSTRUCTIONS

Those who do not possess a computer connected to the Internet or require assistance can go to "InfoMatricole 2018" (Rector's Hall, Palazzo Centrale University - Pavia (Monday and Wednesday, 9.00am - 12.00pm, Tuesday 1.30pm - 4.30pm). The counter will be closed from 6 to 17 August 2018.

Users may encounter temporary service disruptions during evenings or weekends due to website maintenance. Any delays in the compilation of forms may be due to the large number of connected users. For assistance and to report issues encountered during the enrolment procedure, please send an email to [matricole.ingegneria@unipv.it](mailto:matricole.ingegneria@unipv.it).

## 8. REGULATORY LEGISLATION

- **Ministerial decree 270/2004** (Modification to the regulation introducing norms concerning the autonomy of universities) and relevant implementation decrees;
- **Ministerial decree 16 March 2007** (Redefinition, pursuant to Ministerial decree 270/04, of degree and Master's degree courses);
- **MIUR circular of 19 February 2018** (Access to higher education courses for overseas students requiring a visa, 2018-2019)
- **Degree course regulations** established by the Faculty of Engineering

### Informative note in accordance with art. 13, paragraph 1 of the D.Lgs. of 30/06/2003 no. 196 ("Personal data protection code")

The information supplied by applicants will be processed by the University of Pavia and used for the university's institutional objectives, to provide specific services requested by users as well as to fulfil its legal obligations.

The personal data is generally handled by data processing and telecommunications systems designed to memorise and manage the data. In some cases, a hard copy may be generated; this process is always undertaken to ensure the security of, and protect the privacy of, the interested party.

Conferring personal data is obligatory and failure to do so will result in exclusion from the admission test.

User personal data, in accordance with current laws in force, may be revealed to and processed by personnel involved specifically in their handling.

Applicants are entitled to the rights stated in art. 7 of the code, mentioned above, regarding personal data, its modification, updating, integration, cancellation etc., as well as reserving the right to oppose any use of the data other than the institutional purposes stated above. These rights may be enforced against the Rector of the University of Pavia as the individual responsible for the handling of personal data.

The **Head of Administrative Procedures**, according to art. 4 of L. 7th August 1990, no. 241 modified by L. 15/2005, is **Dr. Carmen Frassica** (Cat. EP2 – Management Administration Area).

PAVIA, 8 giugno 2018

**DIRECTOR GENERAL**

Emma Varasio

**RECTOR**

Fabio Rugge

X = required; NP = not possible ; Y = possible

		EVALUATION OF CURRICULAR REQUIREMENTS	KNOWLEDGE EVALUATION	DIRECT ENROLMENT
1)	Graduates from foreign universities or in possession of a foreign qualification.	X	X	NP
2)	Graduates holding a five-year or three-year university degree (legislation previous to DM 509/99)	X	X	NP
	In case of final grade lower than 105/110 and weighted GPA lower than 27/30		X	
3)	Graduates or undergraduate students close to graduation, with academic curriculum including learning activities which are not clearly identified through SSD and/or ECTS	X	X	NP
	In case of final grade lower than 105/110 and weighted GPA lower than 27/30		X	
4)	Graduates with high skills and/or motivation, with a curriculum not perfectly consistent with the curricular requirements	X	X	NP
	In case of final grade lower than 105/110 and weighted GPA lower than 27/30		X	
5)	Graduates or undergraduate students close to graduation, meeting the minimum requirements to access the Master's courses (minimum ECTS in the specified TAF and SSD)	X		Y
	In case of final grade lower than those indicated in the table below**		X	NP

<i>Master Degree Programme</i>	<i>Graduates (Grade)</i>	<i>Undergraduates (Average Weighted Grade)</i>
CIVIL ENGINEERING FOR MITIGATION OF RISK FROM NATURAL HAZARDS	≥ 105/110	≥ 27/30





DECLARE

TO  HAVE ENROLLED  HAVE GRADUATED  HOLD A DIPLOMA

Bachelor's degree in \_\_\_\_\_

Master's degree/Specialisation in \_\_\_\_\_

University diploma in \_\_\_\_\_

Awarded by the University / Polytechnic of \_\_\_\_\_

Degree mark (graduates) \_\_\_\_\_ average exam mark (final-year students) \_\_\_\_\_

And hold the necessary curricula requirements (at least 150 credits for final-year students by the date of the assessment test) for admission to the

Master's degree in \_\_\_\_\_

As indicated in the table above (or self-certification attached)

The undersigned is aware of the legal and administrative consequences concerning this declaration. In particular, they are aware that it is illegal to provide false declarations, bring into being false documents, as well as use false documents. Such conduct is covered by Articles. 482, 483, 485, 489, 495, 496 c.p. They are aware that providing information that no longer corresponds to the truth is equivalent to giving false information. **They are also aware that positions gained through the use of false documents and declarations will be nullified. This will be effective from the date the documents were presented and any university fees paid will not be refunded.**

Informative note on personal data protection pursuant to D.Lgs. of 30/06/2003 no. 196: Personal data will be handled exclusively for the purpose for which the declaration is presented. Applicants are entitled to the rights stated in art. 7 of the code mentioned above regarding access to personal data, its modification, updating, integration, deletion etc. Applicants are also entitled to the right to object to any use of the data other than the institutional purposes stated above. The person responsible for personal data protection is the Rector of the University of Pavia – you may address them to exercise your rights concerning personal data protection.

Date \_\_\_\_\_

\* Signature \_\_\_\_\_



TO THE CHANCELLOR OF THE UNIVERSITY OF PAVIA  
ACADEMIC YEAR 2018/2019

REQUEST FOR THE EVALUATION OF CURRICULAR REQUIREMENTS AND PERSONAL PREPARATION

APPLICATION FOR THE EVALUATION OF CURRICULUM REQUIREMENTS AND OF THE INDIVIDUAL KNOWLEDGE

THE UNDERSIGNED \_\_\_\_\_

GIVEN NAME \_\_\_\_\_ FAMILY NAME \_\_\_\_\_

PLACE OF BIRTH \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

PLACE OF RESIDENCE \_\_\_\_\_

PHONE \_\_\_\_\_ MOBILE \_\_\_\_\_

E-MAIL \_\_\_\_\_

NOT YET GRADUATED

GRADUATED

BACHELOR'S DEGREE IN \_\_\_\_\_

MASTER'S DEGREE IN \_\_\_\_\_

requires that her/his curriculum be evaluated for admission to the Master Degree Programme

in CIVIL ENGINEERING FOR MITIGATION OF RISKS FROM NATURAL HAZARDS

Curriculum of interest:  Reduction of Seismic Risk (ROSE)  Hydrogeological Risk Assessment and Mitigation (HYRIS)

DATE \_\_\_/\_\_\_/\_\_\_ SIGNATURE \_\_\_\_\_

Attachments:

- Copy (all relevant pages) of passport or valid identification document (with photo);
- Proof of the payment for evaluation of curricular requirements for admission to Master Degree Programme. In case of payment by bank transfer the payment should be made to UNIVERSITA' DEGLI STUDI DI PAVIA - SERVIZIO TESORERIA; the bank name is: UBI – Banca Popolare Commercio e Industria; please include all of the following bank codes:
  - IBAN: IT38H031111130000000046566
  - SWIFT: BLOPIT 22776
  - BIC: POCIITM1XXX
- A certification of the degree required for admission, with a list of the taken exams and relevant marks issued (transcript) by the university where the degree was awarded, translated into Italian or English
- The Excel form with the list of exams, grade and CFU (credits) available on the website (<http://civrisk.unipv.it/admission/application/>)
- An English language certificate
- Curriculum vitae showing all the information about the candidate (training, knowledge of languages and IT applications, any work experience, other general information useful to outline the personality of the candidate). The candidate can freely choose the format.

This request, together with the required documentation, should be uploaded to the online application system, available at <https://studentionline.unipv.it/AddressBook/ABStartProcessoRegAction.do>

*The undersigned agrees to the use of the supplied personal data, in compliance with the Italian Legislative Decree no. 196/2003, for the sole purpose of carrying out the procedure for which this request is presented*

SIGNATURE \_\_\_\_\_

Office use only

**UNIVERSITY OF PAVIA**

This is to confirm that \_\_\_\_\_ has presented the request for evaluation of possession of curricular requirements for the Master Degree Programme in \_\_\_\_\_

Il \_\_\_\_ / \_\_\_\_ / \_\_\_\_

The Secretariat: \_\_\_\_\_ Stamp: