ADMISSION TO THE TWO-YEAR MASTER’S DEGREE COURSE IN ENGLISH IN
"ARCHITECTURE- INTERIOR DESIGN AND FOR AUTONOMY" AT THE DEPARTMENT OF
ARCHITECTURE AND INDUSTRIAL DESIGN OF THE UNIVERSITY OF CAMPANIA "LUIGI
VANVITELLI", ACADEMIC YEAR 2017/2018

Article 1
PLACES AVAILABLE
For the academic year 2017/2018, this notice is for the opening of the procedure based on
academic qualifications for admission to the two-year Master’s Degree Course held exclusively in
English in “Architecture - Interior Design and for Autonomy” class LM-4 (Class of Master Degrees
in Architecture and Construction Engineering - Architecture) at the Department of Architecture and
Industrial Design of the University of Campania “Luigi Vanvitelli”, for the following number of places:

- n. 50 places for Italian citizens, EU citizens and non-EU citizens resident in Italy, as per
  Art. 26 of Law 189/02*. Among the 50 places available
- n. 5 students attending the Okan University of Istanbul (TR), in the second semester of
  the first year, according to a specific International Cooperation Agreement signed
  between the University of Campania “Luigi Vanvitelli” and the Okan University in Istanbul
  on 25.05.2015,
- n. 5 students will be selected to take the course in the first semester of the second year, at
  the East China Normal University School of Design, Shanghai - China, according to a
  specific International Cooperation Agreement signed between the University of Campania
  “Luigi Vanvitelli” and The East China Normal University School of Design in Shanghai -
  China on 16.05.2016,
- 15 places being reserved for non-EU citizens residing abroad and not covered by the
  aforementioned art. 26 of Law 189/2002.

*Foreigners who hold a residence permit or a residence permit for employment or self-employment, for family reasons, political asylum,
humanitarian asylum, or for religious reasons, or foreigners legally resident for at least one year in possession of a degree obtained in Italy, as well as
foreigners, wherever resident, who are holders of diplomas from Italian schools abroad or foreign or international schools, in Italy or abroad, subject of
bilateral understandings or special regulations for the recognition of qualifications and comply with the general conditions required for entry to
study.

Article 2
REQUIREMENTS TO PARTICIPATE IN THE ADMISSIONS PROCEDURE
There are 50 places on the two-year Master’s Degree Course in English in “Architecture -
Interior Design and for Autonomy” LM-4 (Class of the Degrees in Architectural Science and Building
Engineering - Architecture), for Italian citizens, EU citizens residing anywhere and non-EU citizens
under art. 26 of Law n. 189/02, who hold a Class 4 Bachelor's Degree, according to D.M. 509/99 (now
Class L-17, according to the D.M. 270/04), awarded by any Italian university, or other equivalent
qualification obtained abroad. For anyone holding a Bachelor’s Degree in another class, admission is
conditional to the possession - with reference to the individual disciplines - of at least 108 credits (CFU)
as set out by the D.M. 16/03/2007 (Attachment n. 2) for the Degree Class L-17 in Architectural Science.
The presence of any debts precludes admission to the Master’s Degree.

There are 15 places on the two-year Master’s Degree Course in English in “Architecture -
Interior Design and for Autonomy” LM-4 (Class of the Degrees in Architectural Science and Building Engineering – Architecture) for non-EU citizens resident abroad not included in the above mentioned article 26 of Law 189/02: they must be included in the lists of applications for early enrolment for Degree Courses in Architecture of this University, produced by the aforementioned non-EU citizens and transmitted to this University by the Italian Diplomatic and Consular representatives in their respective countries of origin.

Knowledge and understanding of English is also requested (at least B1 level according the CEFR). By the deadline of this notice, the applicants can submit appropriate certificate issued by a certified school or cultural institute in Italy or abroad (Attachment n. 3) to the Students Registry of the Department of Architecture and Industrial Design, located in Aversa at the Convent of San Lorenzo ad Septimum during the opening hours (Monday and Wednesday from 13.30 to 15.30 and Tuesday, Thursday and Friday from 9.00 to 12.00 pm).

Alternatively, applicants will have to take an English language test at the Department of Architecture and Industrial Design “Luigi Vanvitelli” located in Aversa, in Via San Lorenzo, on 09th October 2017 at 10.00 am.

Participants must fulfil the admission requirements, referred to in this Article, on the date of submission of the application form.

The University reserves the right to proceed to issue further announcements, extending the deadline for submission of the application forms, to fill places that remain vacant.

Article 3
APPLICATION TO PARTICIPATE IN THE ADMISSIONS PROCEDURE

Candidates must apply to participate in the admission procedure using the credentials to access the University’s exclusively on-line (website: www.unicampania.it - Servizi on line > Studenti> Concorsi on line – click on > Accedi al servizio), starting from July 05, 2017 and no later than 12.00pm of October 06, 2017. For this purpose, there is a specific online guide for registration to a limited places admissions procedure no option, Guida per l’iscrizione online ai concorsi a numero programmato (senza opzione), published on online in the Admissions section of the University site http://www.unicampania.it/index.php/2011-03-28-06-44-19/concorsi-on-line. Users who do not have credentials need to acquire them through the registration process described in the “New User Registration Guide”. The electronic submission of applications will be disabled from 12.00 pm on October 06, 2017 and, therefore, after this deadline, it will not be possible to complete the application form. To participate in the admissions procedure, participants are required, on pain of exclusion, to pay a participation fee of €30.00 by October 06, 2017. Such payment must be made at any Italian bank through a MAV form, which will be generated after the completion of the on-line application form or online via credit card.

The admission procedure will be concluded only after the payment of the aforementioned contribution, within the terms and in the manner indicated in this notice. The payment will in no case be refunded and is valid only for the admissions procedure for which the application is made. The application may be submitted - 24 hours non-stop - from any network-connected computer.

Starting from July 05, 2017 for those who have no other means of access to the Internet, the University
will make a computer available at the Student Registry of the Department of Architecture and Industrial Design, located in Aversa at the Convent of San Lorenzo ad Septimum during the opening hours (Monday and Wednesday from 13.30 to 15.30 and Tuesday, Thursday and Friday from 9.00 to 12.00 pm). During the month of August, the Student registry will be open to the public from Monday to Friday from 9.00 to 12.00 and will be closed to the public from 14 to 18 August 2017 included).

Candidates holding an academic degree obtained abroad must also present at the Student Registry of the Department of Architecture and Industrial Design, located in Aversa at Via San Lorenzo within the deadline of this Notice, during the opening hours for the public of this office (Monday and Wednesday 13.30 - 15.30 and Tuesday, Thursday and Friday 9.00 - 12.00), an application for the recognition of foreign academic qualifications, enclosing the following documentation:

a) Application for recognition of the foreign academic qualification possessed, addressed to the Rector of the Università della Campania “Luigi Vanvitelli;  
b) Original of the secondary school qualification to enter the University that issued the degree;  
c) Original analytical certificate of the university examinations issued by the aforementioned university;  
d) Programs of each examination;  
e) Original copy of academic qualification;  
f) Receipt certifying payment of the amount for the recognition of foreign degrees for the academic year 2017/2018 amounting to €258.

The documents in points b) c) d) and e) should be provided with an official translation, for those related to points b) and e) legalization is provided and they should be accompanied by a “declaration of local value” by the Italian Diplomatic and Consular representatives in the State in which the qualifications are issued, which will also confirm the authenticity of the documents referred to in paragraphs c) and e).

Failure to submit the application according to the above-mentioned terms and conditions prevents any possibility of accessing the admissions procedure. At each stage of the procedure, the Administration reserves the right to ascertain the veracity of any declarations or certifying acts made by the candidates, in accordance with current legislation. The candidate must therefore provide all the necessary information to enable the Administration to carry out the necessary verifications. All candidates are admitted subject to the procedure set out in this notice. The Administration, with a reasoned decree, may at any time exclude from the admissions procedure any candidate who fails to meet the prescribed requirements.

**Article 4**

**CRITERIA AND PROCEDURE FOR THE APPOINTING OF A COMMISSION IN CHARGE OF THE ADMISSIONS TEST AND THE HEAD OF THE PROCEDURE**

The Commission responsible for the evaluation of the academic qualifications will be appointed with a subsequent Executive Order and composed of a President, a lecturer with teaching duties on the courses of the Department of Architecture and Industrial Design, and 4 (four) effective components, plus two substitutes, all chosen from the teaching staff with teaching duties at the Department of Architecture and Industrial Design. It will eventually be divided into sub-committees.
The Commission has all the responsibility for the smooth running of the selection procedure and the definition of the relative ranking according to the procedures and criteria set out in this Notice. All the procedures carried out by the Commission shall be reported in the appropriate minutes, initialled on each page and signed by the President and all the members of the Commission.

Pursuant to art. 4 of Law n. 241 of 07.08.1990 (New rules of administrative procedure and the right of access to administrative documents) and to the University Regulations for the implementation of the Act 241/90 (by D.R. n. 713 of 25/03/2011) the Director of the Student Registry of the Department of Architecture and Industrial Design, Dr. Giulio GAGLIONE, will be appointed as Head of the entire admissions procedure.

The members of the Commission and the Head of the admissions procedure, prior to accepting the appointment and after consultation of the records containing the names of the candidates participating in the admissions procedure, must release a statement claiming not to have any kinship or affinity up to the fourth degree inclusive with the participants as well as not hold a political office.

**Article 5**

**FINAL CLASSIFICATION**

The Commission shall draw up the overall classification of merit, on the basis of the priority order and the criteria set out below:

1. Mark of the Degree held in Class L-4 or Class L-17 or other equivalent qualifications obtained abroad, when two candidates are given the same number of points, the younger candidate will be awarded the place;
2. Mark of the Academic qualification of Class other than those indicated in point 1, after verification of the requirements of art. 2 of this notice when two candidates are given the same number of points, the younger candidate will be awarded the place.

All candidates will have to demonstrate their knowledge of English according to the criteria set out in Art. 2 of this notice.

The general classification will be published on the Noticeboard of the Student Registry of the Department of Architecture and Industrial Design on October 13, 2017, by 4.00 pm. The publication will constitute a formal notification to the parties concerned, in all respects.

Those awarded places wishing to take the course at the Okan University of Istanbul (TR) and the East China Normal University School of Design in Shanghai - China will have to opt for this opportunity when registering with the Student Registry of the Department of Architecture and Industrial Design during the public opening hours (Monday and Wednesday 13.30 - 15.30 and Tuesday, Thursday and Friday 9.00 - 12.00). If the options exercised for this purpose exceed the number of 5 for each convention, the five candidates with the highest final score will be selected.

In the event that the number of applications received by the deadline is lower than the number of places available, the candidates who have submitted an application and possess the requirements set out in this notice, will be eligible to enrol according to the terms of the following art. 7.
Article 6
REGISTRATION OF CANDIDATES

Those awarded a place must register and submit a registration application exclusively in accordance with the procedures set out below from October 16, 2017 and no later than 15:30 on October 20, 2017:

Register and Submit the online registration application by accessing the web services web site (http://unicampania.it/index.php/2011-03-28-06-44-19/immatricolazione-on-line) with the credentials already used to submit the application for participation in the admissions procedure, in the manner indicated in the Guidelines for enrolment (standard, short courses, renounced or cancelled in the previous university career or transferred entry) to degree courses with limited places or the Guidelines for enrolment for passing to a programmed number of courses, published at the aforementioned link of the web student services area, indicating as type of course “Admission to Biennial Master’s Degree held exclusively in English in “Architecture - Interior Design and for Autonomy” academic year 2017/2018 and as course code A87 course name - Architecture - Interior Design and for Autonomy”.

During the ONLINE PRESENTATION of the registration application, the following documentation must be uploaded:

- identity document (mandatory, procedure will be blocked if not uploaded);
- social security number (mandatory, procedure will be blocked if not uploaded);
- passport size photo (at least 266x354 pixels) showing the face in the foreground (mandatory, mandatory, procedure will not be blocked if not uploaded, but must be uploaded within 30 days of registration)

During the ONLINE PRESENTATION of the enrolment application, candidates must upload the following documentation to the user’s web-area under the “Carriera/Allegati Carriera” section:

- printed and signed copy of registration application (Type of attachment: Registration application);
- copy of the MAV payment receipt for the first instalment of the tuition fees (Attachment type: Receipt of payment of first instalment of tuition fees);

The enrolment application will be considered regularly filed only if, within the terms of the registration itself, there are in the aforesaid computer procedure n. 4 uploads - (identity document, social security code, signed and received payment of the first instalment of the tuition fees). Failure to comply with the foregoing will result in the loss of the right to enrolment. The exact date and time of uploading is recorded in the University database, thus any documents uploaded after the terms indicated will not be considered valid.

Candidates who have been awarded a place in the final classification and who intend to exercise the right to register must express their interest in following part of the course in either Turkey or China, as provided for in art. 5.

Candidates who fail to register the persons according to the above-mentioned terms will no longer have the right to be admitted to the Biennale Master’s Degree held exclusively in English in “Architecture - Interior Design and Autonomy” belonging to the LM-4 class (Master’s Degree in Architecture and Construction Engineering - Architecture) of the Department of Architecture and Industrial Design of the University of Campania “Luigi Vanvitelli” for the academic year 2017/2018.

Attendance of the courses is compulsory and will give start to a sub-condition for assessing the curricular and merit requirements for accessing to the aforementioned degree course.
Article 7
GOING DOWN THE RANKING – REMAINING PLACES AT THE END OF THE REGISTRATION DEADLINE

If there are remaining places after the deadline of 20/10/2017, the Students Registry of the Department of Architecture and Industrial Design, according to the ranking of the classification of merit, shall publish on 23.10.2017 the list of those entitled to register as a result of the going down the classification.

The persons entitled as a result of going down the classification may present a registration application, as set out in the preceding article, starting from 24/10/2017 and no later than 27/10/2017.

In the event that on the registration deadline (27/10/2017) there are vacant places, there will be no further going down the classification and these places will remain empty. This is so, without prejudice to other measures.

Article 8
INFORMATION ON THE TREATMENT OF PERSONAL DATA

1. For the information regarding the processing of personal data of the candidates (Article 13 of Legislative Decree no. 196 of 30/06/03 “Personal Data Code”) please refer to the text in Annex no. 3 of D.M. 28 June 2017 n. 477, and to the provisions of the Regulations of this University concerning the treatment of sensitive and judicial data.

Article 9
ADVERTISING AND PROVISIONS TO GUARANTEE THE TRANSPARENCY OF THE ADMISSIONS PROCEDURE

1. This announcement is published, on today’s date, at the Student Registry of the Department of Architecture and Industrial Design and can be consulted on the website of this University at www.unicampania.it. This announcement is to be considered the official notification to the interested parties.

All publications provided in this announcement are of value to the parties concerned for all legal effects and consequences, thus the University will not send any notifications and personal communications to the candidates.

2. Candidates are entitled to exercise the right of access to any documents and documentation of the admissions procedure (limited to the acts and documentation of the admissions procedure in their possession and in possession of this University) in accordance with Law 241/1990 and s.m.i. and in compliance with the provisions of the University Regulations for the implementation of the aforesaid law 241/1990, referred to in this provision, issued by D.R. n. 713/2011.

Article 10
FINAL PROVISIONS

1. For all that is not expressly provided in this announcement, reference should made to the normative, regulatory and ministerial provisions mentioned above.

2. This University reserves the right to exclude any applicants at any time participating in the admissions procedure with this announcement for failure to comply with any of the provisions of the agreement or of the terms indicated or failing to meet the requirements of the candidates.

3. It is reaffirmed the obligation to respect the terms and conditions set out in this announcement.
Article 11
JURISDICTION
Contrary to the content of this announcement, it is permitted to resort to the T.A.R. responsible for the matter, within 60 days of its publication.

Caserta 05 LUG 2017

THE MANAGER
(Dott. Nicola DELLA VOLPE)