Public selection for admission to the Two-Year Master’s Degree in
HUMAN-COMPUTER INTERACTION
INTERAZIONE PERSONA-MACCHINA

Academic year 2022/23

(English translation)

The only binding version is the Italian one

Summary

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Art. 1 Public Selection

1. The Department of Psychology and Cognitive Science announces two public selections based on qualifications and (if appropriate) interview, in order to select students for admission to the first year of the Master’s Degree Program in Human-Computer Interaction – Interazione Persona-Macchina (HCI) for the academic year 2022/2023. Entry is restricted to 30 places; this figure includes 20 places reserved for non-EU citizens resident abroad. Should any places for Non-Eu candidates not be assigned, they will be available for European candidates and Non-European candidates permanently resident in Italy. Any places remaining after the first two rounds of selection will be added to the potential third call.

2. The Master’s Degree is an interdisciplinary course and provides teaching in the fields of phycology, computer science and human-computer interaction.

3. The official language of the course is English.

Art. 2 Admission Requirements

1. Applications to the selection process are accepted from candidates who satisfy the following requirements:

i. a bachelor’s or higher degree awarded in Italy or other qualification recognised as equivalent awarded abroad; undergraduate candidates are also accepted providing that they will obtain their bachelor’s degree:

   - before 30 June 2022 for non-EU citizens resident abroad;
   - before 30 September 2022 for Italian and EU-citizens or non-EU citizens permanent resident in Italy;

ii. good knowledge of the English language, at least B2 level of the Common European Framework of Reference for Languages, attested as follows:

   - including a certification of knowledge of the English language emitted by an assessment institution accepted at an international level, consistent with the guidelines regarding type, duration and validity of certification set out by the Language Centre of the University of Trento. Please check the The chart for the recognised international language exams.
The certification must be submitted to the University of Trento:

- **by 30 June 2022 at the latest** for Non-European students resident abroad

- **by 31 August 2022 at the latest** for Italian citizens, EU-citizens and non-EU citizens permanently resident in Italy;

- including a transcript of records clearly attesting the completion of an university exam of English language knowledge at B2 level;

- including a certification emitted by the University that issues the bachelor's or master's degree attesting that the course has been entirely held in English and awarded in one of the following countries: USA, UK, Australia, New Zealand, Ireland, South Africa and Canada;

- including a self-certification where is attested that the candidate speaks English as mother tongue;

iii. a personal background with suitable professional, vocational and academic experience appropriate to the interdisciplinary nature of the degree course (psychological, IT and HCI areas).

**Art. 3 Application procedures and deadlines**

1. Applicants seeking admission to the selection process must complete the online application form at [http://www.unitn.it/en/apply/master](http://www.unitn.it/en/apply/master) according to the following procedures and deadlines. Candidates can access to the online application:

   - with **SPID – Public Digital Identity System**

   - with the **Electronic Identity Card**

   - with a **@unitn.it username**

   - with a temporary username **@guest.unitn.it** (you can create it on UniTrento website communicating your data and an email address).
2. Deadlines to submit the application form are the following:

   a. **from 15th December 2021 to 04th March 2022, 12.00 (UTC+1)** for non-EU citizens resident abroad;
   
   b. **from 07th February 2022 to 31st May 2022, 12.00 (UTC+2)** for Italian and EU-citizens or non-EU citizens permanent resident in Italy.
   
   c. **from 24th June 2022 to 19th August 2022, 12.00 (UTC+2)** only in case of remaining places, for Italian and EU-citizens or non-EU citizens permanent resident in Italy.

3. Technical problems in filling out the online application must be immediately communicated by email to mhci@unitn.it. Applications submitted after the application deadline and/or in different ways will not be accepted.

4. Applicants must complete the online application correctly uploading:

   a. a copy of the passport (only pages related to personal information) or the identity card (only for EU not Italian);
   
   b. copy of bachelor's degree certificate or certificate (or self-declaration) attesting the expected graduation date¹;
   
   c. transcript including a list of all courses, exams and marks awarded (attach an official translation if this document is not in Italian or English). The transcript must include: the list of exams for the qualification to be awarded, the weighted average mark and the minimum to maximum range of marks;
   
   d. transcript of marks obtained in all exams taken during any post-graduate degree (Master's) awarded before the submission of this application showing the final mark, any weighting of exams and indicating the range of minimum to maximum marks possible²;
   
   e. curriculum vitae in English following the ‘European’ model (see http://europass.cedefop.europa.eu/);
   
   f. proof of English language qualification;

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¹ Italian students or students enrolled in an Italian University may submit a self-declaration according to DPR 445/2000
² The University of Trento reserves the right to require applicants to submit relevant documentation (statement of verification e/o statement of comparability) according to the procedure set on the webpage ‘diploma verification’ https://international.unitn.it/incoming/diploma-verification
g. statement of purpose - brief personal statement in English in which the candidate supports her/his application (max. 4000 characters, spaces incl.);

h. URL of a five minutes self-presentation video/pitch. The video has to be submitted to show the selection committee candidate’s interest for HCI. The video represents an opportunity for candidates to briefly present themselves, explaining their interest in the field of HCI and their motivation to apply for the HCI master program offered by the University of Trento.

besides applicants can upload the following information related to:

i. referee’s details in case of submission of the reference letter. The letter of reference, not mandatory, has to be preferably written by a university lecturer and must be sent by the referee to mhci@unitn.it by the given deadline for applications.

5. Applicants are required to pay an application fee of €15.00, using one of the methods requested during the online application process, by the given deadline for applications (March 04th, 2022 for non-EU citizens resident abroad, and May, 31st 2022 for Italian and EU-citizens and non-EU citizens permanent resident in Italy). Failing to pay the application fee by the given deadline will automatically lead to the exclusion of the applicant.

**Art. 4 Selection and ranking**

1. The admission Committee is appointed by the Rector of the University of Trento and is made up of three members chosen from among the teaching staff at the Department of Psychology and Cognitive Science and the Department of Information Engineering and Computer Science and ensures that the selection procedures are correctly observed. The Committee may choose to meet via video conference.

2. The admission Committee will evaluate whether candidates fulfil the entry requirements set out in the regulations governing the Master’s Degree course in Human-Computer Interaction and listed in article 2 of this document.
3. The evaluation is carried out by allocating points in accordance with the following criteria:

<table>
<thead>
<tr>
<th>Academic background and reference letter</th>
<th>max 50</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statement of purpose, in English language, in which the candidate supports his/her application and self-presentation video/pitch</td>
<td>max 20</td>
</tr>
<tr>
<td>Relevance of previous studies and experience to the course objectives</td>
<td>max 30</td>
</tr>
<tr>
<td>Application score</td>
<td>0-100</td>
</tr>
</tbody>
</table>

Applicants might be invited to interview (in person or via Skype), only if the Selection Committee requires to collect further information on applicants’ academic skills and personal competencies.

4. Applicants awarded a score of **50/100 or more** will be considered suitable.

5. In the event that two or more candidates obtain the same score in the ranking list, preference will be given to the youngest.

6. On completing the evaluation process, the admissions committee will place the candidates found suitable on two separate lists in order of classification for admission onto the Master’s course (one list for non-EU citizens resident abroad and one for Italian, EU citizens and non-EU citizens permanent resident in Italy). These lists will be published at: https://international.unitn.it/mhci/application-procedure. The list for non-EU citizens resident abroad will be published within April, 18th, 2022; the list of Italian, EU citizens and non-EU citizens permanent resident in Italy will be published within June, 30th, 2022.

**Art. 5 Admission and enrolment**

1. Suitable applicants who have passed the selection procedure will have to pay an Enrollment confirmation fee of €100.00 (one hundred euro) within the date published on the shortlist to confirm their acceptance of the place. This payment will not be reimbursed in case of renounce to the enrollment.

2. Successful applicants who fail to complete the steps set out in the point above shall be considered as having renounced their place. Candidates who intend to renounce their place for whatever reason are required to notify the committee as soon as possible, by e-mail to mhci@unitn.it.
3. Should any places become available, either as a result of failure to matriculate on the part of successful candidates or for any other reason, the committee reserves the right to invite other suitable candidates from the ranked list to enroll on the first year of the Master’s degree course in Human-Computer Interaction, up to the number of places available.

4. All non-EU citizens resident abroad who apply and pay the admission confirmation fee, must pre-enroll at the Italian diplomatic office in their own country, by the deadlines set by the regulations concerning admission of foreign students to university courses posted at: http://www.studiare-in-italia.it/studentistranieri/. Pre-enrolment is compulsory in order to obtain a visa. All candidates are advised to read the procedures that must be followed at: https://international.unitn.it/incoming/bachelors-masters-degrees-non-eu-outside-italy.

5. Information about how and when to enroll will be available on the website of the Master Course. The online enrollment procedure will approximately open:
   i. by the end of July 2022 for Italian, EU citizens and non-EU citizens permanent resident in Italy;
   ii. by the beginning of September 2022 for non-EU citizens resident abroad.

Art. 6 Tuition fees non-EU citizens resident abroad

1. The maximum tuition fees for non-EU citizens resident abroad (and not included in the categories listed in article 26 of Law no. 189/2002) is €10,000 per academic year; further details are available at: http://international.unitn.it/incoming/tuition-fees.

2. For first-year students, the amount of the tuition fees can be reduced on the basis of the application score as follows:

<table>
<thead>
<tr>
<th>Tuition Fees Amount</th>
<th>Application score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition waiver</td>
<td>Application score between 90/100 and 100/100</td>
</tr>
<tr>
<td>€ 1.000</td>
<td>Application score between 70/100 and 89,9/100</td>
</tr>
<tr>
<td>€ 3.000</td>
<td>Application score between 60/100 and 69,9/100</td>
</tr>
<tr>
<td>€ 6.500</td>
<td>Application score between 50/100 and 59,9/100</td>
</tr>
</tbody>
</table>
3. Applicants with an application score between 90/100 and 100/100 will be exempted from paying tuition fees. Top-scored candidates will be entitled to receive a scholarship, provided that they have an admission score at least of 70/100. Students beneficiaries of scholarship will have in any case the right to the total exemption of tuition fees. Scholarships are considered as a financial aid for living expenses in Italy, so they will be paid only after the arrival of the student in Italy.

4. Tuition fees paying students in the 1st year can turn into tuition fees exempted in the 2nd year provided that they succeed in gaining at least 42 credits by August, 10th (= within the June-Juli exams session), whereas students not meeting this requirement by the abovementioned deadline are expected to pay the tuition fees in the 2nd year according to the table below:

<table>
<thead>
<tr>
<th>Tuition Fees Amount</th>
<th>Credits earned before 10th August</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exemption from paying tuition fees</td>
<td>≥ 42</td>
</tr>
<tr>
<td>€ 1.000</td>
<td>36 ≤ CFU &lt; 42</td>
</tr>
<tr>
<td>€ 3.000</td>
<td>24 ≤ CFU &lt; 36</td>
</tr>
<tr>
<td>€ 4.500</td>
<td>6 ≤ CFU &lt; 24</td>
</tr>
<tr>
<td>€ 6.000</td>
<td>CFU &lt; 6</td>
</tr>
</tbody>
</table>

Art. 7 Tuition Fees for EU-citizens and non-EU citizens currently resident in Italy

1. The information about tuition fees for Italian, EU-citizens and non-EU citizens permanent resident in Italy is published at the following link: [http://infostudenti.unitn.it/en/tuition-fees](http://infostudenti.unitn.it/en/tuition-fees). The amount can be partially or totally reduced according to the economic situation of the student’s family (ISEE).

Art. 8 Transfer to UniTrento from another Italian university or study course change

1. A study course change or transfer application to the Master’s degree course in Human-Computer Interaction can be submitted only in case of positive evaluation by the selection committee. Students can be admitted at the II year as long as there are available places and provided that the student are recognized at least 42 credits, referred to the mandatory and/or elective courses of the Master’s degree course in Human-Computer Interaction.

2. The "Academic transfer credit pre-evaluation“ form must be sent at mhci@unitn.it by May 15th, 2022: the document is published at [https://international.unitn.it/mhci/application-procedure](https://international.unitn.it/mhci/application-procedure).
3. UniTrento will send you the evaluation results by June 22, 2022.

**Art. 9 Further Information**

1. Information concerning the pre-enrolment procedures and academic documentation required for non-EU citizens resident abroad is available at the webpage Bachelor's and Master's degrees in English - Non-EU citizens living outside Italy

2. Information concerning the study documentation required for EU citizens with degrees awarded in EU countries other than Italy is available at the webpage Bachelor's and Master's degrees in English - EU citizens

3. Information concerning ministerial pre-enrolment procedures and study documentation required for non-EU citizens resident in Italy are available at the following webpage Bachelor's and Master's degrees in English - Non-EU citizens living in Italy

4. Information about the cost of living in Trento is available at the following webpage Cost of living.

Trento, 15th December 2021
Note 1 – Information on the processing of personal data

Regulation (EU) 2016/679, the “General Data Protection Regulation” (hereinafter “GDPR”), provides that everyone has the right to the protection of personal data concerning him or her.

In compliance with Article 13 of the EU Regulation 2016/679, the University of Trento provides the present notice to persons who want to participate in this selection procedure (hereinafter “data subjects”).

1. Data controller

The Data controller is the University of Trento, via Calepina 14, 38122 Trento; email: ateneo@unitn.it; ateneo@pec.unitn.it.

2. Contact details of the Data Protection Officer (DPO)

The DPO can be contacted to request information on personal data at the following email address: dpo@unitn.it.

3. Purpose of the processing and legal basis

The University of Trento shall process personal and particular data exclusively for the management of this selection procedure, as part of the performance of its public interest tasks as well as for the fulfilment of legal obligations (article 6(1), points e) and c) of the GDPR).

4. Acquisition of data

The provision of personal data for the purposes indicated above is mandatory to participate in the selection procedure; failure to provide it will make it impossible to participate. The provision of particular data is optional and failure to provide it will make it impossible for the University to guarantee the use of the facilities requested.

5. Data processing methods

The processing of personal data shall be carried out manually and by automated means by authorised staff, according to their tasks. Personal data shall be processed lawfully, fairly and transparently, confidentially, in a manner that is adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed (GDPR, article 5(1)).

No profiling is carried out, and decision are not taken by automated means.
6. Recipients of personal data

Personal data will be disclosed to all the University personnel acting for the above-mentioned purposes. In any case, personal data must be disclosed in compliance with legal obligation and/or a provision of the judicial Authorities.

Personal data may be published on the University website in fulfilment of the obligations of publicity and transparency provided for by current legislation.

7. Data retention period

Personal data will be stored as long as necessary to fulfil the purposes for which they were collected, and in any case as long as it is necessary by law. In any case, the data will be stored as long as necessary by the regulations in force and/or by University regulations on the storage of administrative documents relevant to the performance of its services.

8. Rights of the data subjects

At any time the data subject can exercise the rights referred to in article 15 et seq. of the GDPR towards the Data Controller, at the contact details indicated above, and in particular: the access to his/her own personal data and to other information as mentioned in art. 15 of GDPR; the request of rectification of his/her own personal data when inaccurate and/or their integration when incomplete; the erasure of his/her own personal data, except when the University is obliged to data storage to comply with article 17 (3) of the GDPR; the restriction of processing as per article 18 of the GDPR; the object to processing of personal data concerning him or her when allowed as per art.21 GDPR.

This is without prejudice to the right to lodge a complaint with the Supervisory Authority pursuant to Art. 77 of the GDPR and/or to take the appropriate judicial offices.