Public selection for admission to the Master’s Degree in

MECHATRONICS ENGINEERING
For non-EU nationals living abroad

LM-33

Academic year 2020/21
(English translation)

The only binding version is the Italian one.

Deadline: From November 21, 2019 until 20 February 2020, 12.00 (GMT+1) for non-EU citizens living abroad

Online application: http://www5.unitn.it/Apply/en/Web/Home/master
Art. 1 Public Selection

1. The University of Trento announces a public selection based on qualifications and (if appropriate) interview, in order to select students for admission to the first year of the Master’s Degree Programme in Mechatronics Engineering (LM-33) for the academic year 2020/2021. Entry is restricted to 25 places reserved for non-EU nationals living abroad.

2. The Master’s Degree is an interdisciplinary course and provides teaching in the fields of mechanics and mechatronic engineering, electronics and robotics.

3. The official language of the course is English.

Art. 2 Admission Requirements

1. Applications are accepted to the selection process from citizens of non-EU countries living abroad who satisfy the following requirements:
   
i. a bachelor’s or higher degree awarded in Italy or other qualification recognised as equivalent awarded abroad according to the Master’s Degree in Mechatronics Engineering course regulations;
   
ii. good knowledge of the English language, at least B2 level of the Common European Framework of Reference for Languages attested as follows:
       
       ● English Language qualification awarded from an internationally-recognized entity1;
       
       ● or English Language qualification awarded from a certificatory entity or a university institute2;
       
       ● or declaration emitted from the university where the Bachelor’s or Master’s degree was achieved, proving the degree had been officially taught in English;
       
       ● or declaring in the on-line application to be a citizen of an English-speaking country;
       
       ● or declaring in the on-line application to have passed an English Language test, at least B2 level, during the Bachelor’s degree (said language test must be certified in the study plan – see art. 3 comma 5 point c);
       
       ● it is allowed to upload other certification attesting the English language knowledge, yet its validity will be evaluated by the selection committee.

   
   iii. undergraduate candidates are also accepted providing that they will obtain their bachelor’s degree before 30 June 2020 for non-EU citizens living abroad.

Art. 3 Application procedures and submission dates

1. Candidates seeking admission to the selection process must complete the online application form at https://webapps.unitn.it/Apply/en/Web/Home/master according to the following procedures.

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1 See http://www.cla.unitn.it/en/780/certificates-do-you-have-a-certificate
2 According to art. 46 e 47 of D.P.R. 445/2000, self-certification within the online application is admissible if the certificatory entity or the university assessing the candidate’s language level is a public Italian entity.
2. Submission of applications is according to the following deadline: **between 21 November 2019 and by 12.00 PM (midday) 20 February 2020.**

3. Technical problems in filling out the online application must be immediately communicated by email to master-st@unitn.it. Applications submitted after the application deadline and/or in different ways than those expressed in comma 1 of the present article will not be accepted.

4. To complete the online application correctly, candidates must upload the following documents:
   a. a copy of passport (only pages relating to personal information) or identity card (EU citizens only);
   b. copy of bachelor’s degree certificate or registration certificate attesting the expected graduation date (attach an official translation if this document is not in Italian or English);
   c. transcript including a list of all courses, exams and marks awarded. The transcript must include: the list of exams for the qualification to be awarded, marks obtained, the weighted average mark and the minimum to maximum range of marks (attach an official translation if this document is not in Italian or English);
   d. curriculum vitae in English following the ‘European’ model (see [http://europass.cedefop.europa.eu/](http://europass.cedefop.europa.eu/));
   e. English Language qualification, as per art. 2 comma 1 point ii.;
   f. statement of purpose - brief personal statement in English in which the candidate supports her/his application.

5. Candidates are required to pay an application fee of €15.00, using one of the methods requested during the online application process. within the given deadline for applications (20 February, 2020). Failing to pay the application fee within the given deadline will automatically lead to the exclusion of the applicant.

**Art. 4 Selection and ranking**

1. The admissions Committee is made up of at least three members chosen from among the teaching staff of the Department of Industrial Engineering nominated via Rectoral Decree.

2. The admission Committee will evaluate whether the selection procedures have been correctly observed, and will subsequently evaluate if the admissible candidates fulfil the entry requirements set out in the regulations governing the Master’s Degree course in Mechatronics Engineering. The Committee may choose to meet via video conference.

3. The evaluation is carried out by allocating points (max. 100) in accordance with the following criteria:
   a. Coherence between the candidate’s previous studies and the objectives of the Master’s Degree in Mechatronics Engineering (max. 20 points);
   b. Curriculum studiorum (max. 50 points);
   c. statement of purpose (max. 10 points);
   d. eventual extra languages (max. 20 points).
In case the documents included in the online application do not allow the Commission to adequately evaluate the candidature, the candidate might be asked to participate in an interview (in person or via Skype).

4. Candidates 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 living in Italy). These lists will be published at [https://international.unitn.it/mastermech/results-and-pre-enrollment-procedures](https://international.unitn.it/mastermech/results-and-pre-enrollment-procedures)

### Art. 5 Admission and enrolment

1. Suitable candidates who have passed the selection procedure will have pay an Enrollment confirmation fee of €100.00 (one hundred euro) within 7 days from the publication of the shortlist to confirm their acceptance of the place. This payment will not be reimbursed in any case.

2. Successful candidates 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 master-st@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, these will be awarded to the next suitable candidate in the ranking list.

4. All non-EU citizens living abroad who apply and pay the admission confirmation fee must pre-enroll at the Italian diplomatic office in their own country, before the dates set by regulations concerning admission of foreign students to university courses³. Pre-enrolment is compulsory in order to obtain a visa. All candidates are advised to read the procedures that must be followed at: [http://international.unitn.it/incoming/two-year-master-english-non-eu-outside-italy](http://international.unitn.it/incoming/two-year-master-english-non-eu-outside-italy).

5. Information about how and when to enroll in the Master’s Degree in Mechatronics Engineering will be available on the website after publication of the ranking list.

### Art. 6 Tuition fees non-EU citizens living abroad

1. The maximum tuition fees for non-EU citizens resident abroad is € 6,000 per academic year; further details are available at: [http://international.unitn.it/incoming/tuition-fees](http://international.unitn.it/incoming/tuition-fees).

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³ Indicatively published in February at the following link [http://www.studiare-in-italia.it/studentistranieri](http://www.studiare-in-italia.it/studentistranieri).
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>€ 1000</td>
<td>Application score between 70/100 and 89/100</td>
</tr>
<tr>
<td>€ 2.000</td>
<td>Application score between 60/100 and 69/100</td>
</tr>
<tr>
<td>€ 4.500</td>
<td>Application score between 50/100 and 59/100</td>
</tr>
</tbody>
</table>

3. Candidates with an application score between 90/100 and 100/100 will be exempted from paying tuition fees. Top scored candidates might be entitled to receive a scholarship. Eventual scholarships will be assigned when the short list will be published. Students beneficiaries of scholarship will have the right to the total exemption of tuition fees.

**Art. 7 Further Information**

1. Information concerning ministerial pre-enrolment procedures and academic documentation required for non-EU citizens resident abroad is available at: https://international.unitn.it/node/167/

2. Information concerning the study documentation required for EU citizens with degrees awarded in EU countries other than Italy is available at: https://international.unitn.it/node/470

3. Information concerning ministerial pre-enrolment procedures and study documentation required for non-EU living in Italy are available at: https://international.unitn.it/node/171

4. Information about the cost of living in Trento is available at: https://international.unitn.it/node/49

**Art. 8 Data Protection**

1. Under article 13 of Regulation EU 2016/679, the “General Data Protection Regulation” (GDPR), the University of Trento shall process personal data exclusively to the extent that it is necessary in the performance of its institutional tasks within the present selection procedure (point (e), article 6(1) of the GDPR).

2. The data controller is the University of Trento, via Calepina 14, 38122 Trento, email: ateneo@pec.unitn.it; ateneo@unitn.it. The contact details of the data protection officer (DPO) are as follows: Fiorenzo Tomaselli, via Verdi n. 8, 38122 Trento, email: rpd@unitn.it.

3. The processing of personal data shall be carried out manually and/or by automated means exclusively by staff of University, acting on instructions concerning purposes and arrangements of such processing. Personal data shall be processed lawfully, fairly and transparently, in a manner that is adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed.

4. The personal data will not be transferred to non-EU countries.

5. The personal data are necessary to carry out the procedure. Failure to provide such data will result in disqualification from the procedure.
6. The personal data are stored for as long as they are necessary to carry out the procedure and to comply with all legal requirements.

7. The data subject shall exercise the rights referred to in article 15 et seq. of the GDPR and, in particular, the right of access to and rectification, erasure or completion of personal data, restriction of processing of personal data concerning the data subject or the right to object to processing. The data subject shall maintain the right to lodge a complaint with the Italian data protection authority by virtue of article 77 of the GDPR.