



Decree no. 642/2020

Prot. no. 72414 - III/14, date December, 4<sup>th</sup> 2020

**CALL FOR APPLICATIONS TO THE  
DOUBLE DEGREES WITH KYOTO INSTITUTE OF TECHNOLOGY (JAPAN)  
A.Y. 2020/2021**

**Art. 1 - Description**

1. The Double Degree (DD) agreement developed by Ca' Foscari University of Venice with Kyoto Institute of Technology (KIT) gives students the opportunity to benefit from an international educational experience, with the award of a double degree issued by the partner University at the end of the study programme:

*Master's degree in Science and Technology of Bio and Nanomaterials of Ca' Foscari University Venezia*

*Master's degree in Materials Science (curriculum in Functional Chemistry) of Kyoto Institute of Technology (KIT).*

2. This experience involves attending courses and taking exams at the partner University during the second year. The exams shall be recognized and uploaded in the student's online booklet, if agreed in advance with the academic coordinators at Ca' Foscari and at the partner University, by completing a Learning Agreement (a document recording the study plan to be followed during the period of international mobility). In addition to taking exams, students can undertake thesis research and/or other educational activities (by adding them to their Learning Agreement).

**Art. 2 - Eligibility**

1. Can take part to the call students enrolled in the a.y. 2020/2021 to the 1st year of the master's degree in Science and Technology of Bio and Nanomaterials.
2. At the time of departure for the planned mobility programme, the selected students must be duly enrolled at Ca' Foscari University of Venice and up to date with fee payments at this University.

**Art. 3 - Contributions to mobility expenses**



1. For the mobility programmes covered by this call, Ca' Foscari University of Venice shall have funds provided by the Ministry of University and Research for the allocation of mobility grants to the selected students.
2. The monthly amount of the mobility grants awarded to the selected students will be differentiated according to the student's ISEE (Equivalent Financial Situation Indicator).
3. The expected monthly amounts may vary from 200 to 500 euros, based on the student's ISEE. Opportune communication will be given in the months prior to departure.
4. The total amount shall be calculated on the basis of the hypothetical arrival and departure dates indicated in the financial contract, which will also include specific instructions on how to calculate the payment.
5. For the purpose of calculating the grant, students must:
  - be in possession of the ISEE within the signature of the financial contract (see article 4);
  - give formal consent for their ISEE data to be accessed by the Ca' Foscari University of Venice.
6. Should the available funds fail to cover all the grants envisaged, the University reserves the right to decide on possible additions to the fund.
7. The delivery of the full grant is subject to the achievement of at least 1 credit (CFU) upon returning from the mobility programme.
8. Any additional requirements and fulfilments for obtaining mobility grants shall be specified in the financial contract to be signed, without exception, prior to departure.
9. The grant shall be paid exclusively on the University CartaConto. Students are responsible for activating the card before departure.

#### **Art. 4 - Presentation of Equivalent Financial Situation Indicator (ISEE)**

1. To apply for a grant financed with MIUR funds referred to in Art. 3, students must:
  - a) be in possession of an ISEE and authorize the Counseling and Welcome Unit to have access to it before signing the financial contract, according to the procedures that will be communicated via email.;
  - b) the ISEE 2021 must be valid for "*prestazioni agevolate per il diritto allo studio universitario*" (benefits for the right to university education), in favour of the applicant, whose tax code must be displayed. This ISEE certificate must be without omissions/non-conformities. To request an ISEE certificate, students must complete the DSU (self-declaration), which includes information on the household unit and on the income and assets of each member of the household, directly from the Online Services section of the INPS website ([www.inps.it](http://www.inps.it)), or with the help of a Tax Support Centre (CAF) or a qualified professional. In the case of two (or more) students belonging to the same household, the ISEE certificate must include indication that it applies to more than one



student, whose tax codes must all be displayed. **Paper and electronic ISEE certification must not be delivered to the University.** The average time of issue for ISEE certificate following the completion of the DSU is **about ten working days**. However, for the purpose of awarding the grant, the date of compilation of the DSU shall apply.

- c) Pursuant to article 8, paragraph 3 of Legislative Decree no. 68 of 29 March 2012, the financial situation of **foreign students or Italian students residing abroad** is defined through the ISEE, calculated as the sum of the income received abroad and 20% of the assets owned abroad, valued according to the procedures referred to in article 7, paragraph 7 of Legislative Decree no.68 of 29 March 2012. Pending the adoption of the decree referred to in article 7, paragraph 7 of Legislative Decree no. 68/2012, the financial situation of foreign students or Italian students residing abroad is defined through an ISEE/ISPE officially recognised as equivalent, as required by the Memorandum of Understanding concluded on 03/06/2015 between the National Association of Bodies for the Right to University Education (ANDISU) and the CAFs registered to the Register of Tax Support Centres for employees members of the National Council. **Foreign or Italian students residing abroad can have an ISEE officially recognised as equivalent (ISEE parificato) issued by any CAF and must send it to [jointdegree@unive.it](mailto:jointdegree@unive.it)** when accepting the place (deadline: three days from the date of publication of the selection results).
2. Students who fail to submit the ISEE or do not authorize the Counseling and Welcome Unit to have access to it shall be officially assigned to category no.7.
  3. Please note that the ISEE 2021 is only available starting from January 2021 and refers to the mobility year.

#### **Art. 5 - Procedures and deadlines for the submission of applications**

1. To submit an application, students must fill in the designated form ([Google Form](#)) by February 5<sup>th</sup> 2021. The application, completed electronically in all parts, does not need to be signed.
2. Candidates must attach to the application form, within the Google Form, the following documents:
  - self-certification of their master's degree. The self-certification must include the exams taken with corresponding grade;
  - motivational letter;
  - curriculum vitae in European Format;
  - copy of a valid identity card (for EU citizens);
  - copy of passport (for non-EU citizens);
  - for non-EU residents in Italy, copy of their residence permit;
3. Candidates with physical or learning disabilities are invited to contact the Counseling and Welcome Unit well in advance of the deadline for the call, in order to receive information on the services provided by the partner Universities.



4. Wrongly completed, incomplete applications or applications received after the deadline for each programme shall not be considered.
5. For information, contact the Counseling and Welcome Unit, International Office, e-mail: [jointdegree@unive.it](mailto:jointdegree@unive.it).

**Art. 6 - Evaluable qualifications and interview**

1. The Selection Committee has a total of 100 points to be divided between qualifications and interview assessed as follows:
  - exams taken and credits acquired up to a maximum of 30 points;
  - interview up to a maximum of 50 points;
  - motivational letter up to a maximum of 20 points.
2. The qualifications referred to in the previous paragraph must be held on the date of submission of the application.

**Art. 7 - Selection of applications and ranking**

1. For selections requiring an interview, this may be done in person or remotely, on the day and according to the modalities communicated to applicants via email in the days after the deadline for the application.
2. The ranking will be drawn up on the basis of the score obtained by the individual candidates, according to the criteria established by the Selection Committees. The first 5 candidates in order of ranking will be declared winners, and all those who pass the selection will be eligible.
3. The ranking lists will be published on the dedicated page of the DD programme on the website of the University the day following the interviews. Any postponement of the publication of rankings will be communicated via a notice on the aforementioned page.
4. Candidates are responsible for checking the ranking lists published on the dedicated page of the DD programme on the website of the University.

**Art. 8 - Accepting the place**

1. "Winners" must accept the place within three days of publication of the ranking list, according to the procedures communicated to the University's institutional email address.
2. The planned mobility period cannot be changed, unless for reasons of force majeure or specific notices by Ca' Foscari University of Venice or by the host University.
3. Reserves will be contacted via email only in the event of withdrawal by the winners. Only in this case, they must accept the place according to the methods and deadlines communicated via email. It should be noted that, in the event of withdrawal by the winners, reserves may be notified from the day following the deadline for acceptance of place to the deadline for the nominations defined by the partner Universities, which varies according to the destination. The reserves are



advised to check their university e-mails frequently, since the deadlines for accepting places may be shortened.

4. In the event that the host University requires registration and/or additional documentation (e.g. language certification in confirmation of self-certified information), winners shall be obliged to comply with such requirements under the terms established by the host University, under penalty of exclusion. The students shall be responsible for verifying the administration and documentary requirements of the host University.
5. The final acceptance of the candidate on the basis of the ranking drawn up by Ca' Foscari University of Venice is, in any case, up to the host University.

#### **Art. 9 - Status of the winners and mobility**

1. Students admitted by the host University shall maintain the status of students of Ca' Foscari and, at the same time, shall have access to all the services that the host University offers to its students. In particular students shall be granted access, according to the established procedures, to the canteen and accommodation services and anything else provided by the University. Some Universities may require students to pay fees for compulsory orientation activities, for health insurance, or for other services. Students must get informed to this regard autonomously.
2. The periods foreseen for mobility is from September 2021 to August 2022.
3. The departing students shall be responsible, at their own expense, for applying for entry visas and buying any international insurance (health or other) required by the host Universities. The host Universities also have the right to request medical certificates of good health and/or financial certifications attesting the possession of sufficient maintenance funds to cover the agreed study period.
4. Students with non-European citizenship must ensure in good time that they have a valid residence permit in Italy for the purpose of applying for a visa for the country of destination. For more information, please contact the Counseling and Welcome Unit at the following email address: [immigrationteam@unive.it](mailto:immigrationteam@unive.it)
5. During the mobility period, students cannot participate in Ca' Foscari exam or degree sessions, unless specifically agreed with the partner Universities.
6. Any interruption and resumption of mobility programmes shall be considered only for documented reasons of force majeure.
7. Students are obliged to comply with all the mobility procedures communicated via e-mail by the Orientation and Reception Area.
8. The mobility activities referred to in this call shall not be guaranteed if the country of destination will be in high risk conditions, as ascertained by the competent authorities.



9. Please note that mobilities will not be guaranteed in case of proved causes of force majeure impeding the regular implementation of the mobility itself. In case of unforeseen events taking place after the start of the mobility, which could compromise the prosecution of the experience, students will be sent communications and instructions by Ca' Foscari University and eventually by the partner University.

**Art. 10 – Responsible person for the procedure**

1. The responsible person for the procedure, pursuant to and for the purposes of Law no. 241/1990, is the Secretary of the Department of Molecular Science and Nanosystems, Mrs. Sonia Barizza.

**Art. 11 - Privacy Statement**

1. Any personal data provided by the candidate are processed in accordance with the provisions of the applicable national and community legislation (Legislative Decree 196/2003 and Regulation (EU) 2016/679) for the sole purposes of completing the selection procedure. For more details, please view the information annexed to this call.
2. Providing personal data is compulsory for the purpose of assessing the requirements for the selection procedure.

Mestre- Venice, 03/12/2020

The Head of the Department of  
Molecular Science and Nanosystem  
Prof. Pietro Riello

(Digital signature according to ex art.24 D.lgs 82/2005 (CAD) e ss.mm.ii.)

RESPONSIBLE PERSON FOR THE PROCEDURE

THE SECRETARY OF THE DEPARTMENT: SIG.RA SONIA BARIZZA