



Università
Ca' Foscari
Venezia

Master's degree in Environmental Humanities (LM-1)

Call for Applications Academic Year 2023/2024



The **3** moves to ensure you keep your place

Get all the information

- **Read** the Call carefully!

Register for selection

- **Fill in** the selection registration application and **pay** the pre-registration fee
- You can find procedures and deadlines in art. 4

Accept the place

- The **ranking** will be published on **2 August 2023**: **check** your position and whether you have been **admitted**; accept the place by **22 August 2023** by **filling out** the enrolment form and paying the first instalment of the fees. If you have **not been admitted**, **check** the results of possible ranking changes due to withdrawals from **4 pm** on **31 August 2023**
- You can find procedures and deadlines in art. 6



Meet the deadlines

If you fail to comply with all the deadlines and instructions in the Call, you will not be able to enrol: to avoid this risk, enter them immediately in your calendar on your smartphone or tablet!

If you are a candidate with an international qualification, please consult the apply.unive.it platform for more information.

Art. 1. Purpose of the call and general principles

1. This call governs the enrolment procedures for the first year of the Master's degree programme in *Environmental Humanities* at the Ca' Foscari University of Venice for the Academic Year 2023/2024.
2. Once enrolment in the Master's degree programme has been completed, suspension for enrolment in another degree programme, outgoing transfer and internal transfer are not allowed for the first year of the course.
3. The personal data provided by candidates will be processed, in paper or electronic form, according to the regulations in force and included in the information available on the University website page: <https://www.unive.it/pag/34663>.
4. Candidates will be guaranteed access to the documents, in accordance with the provisions of Italian Law 241/1990 and subsequent amendments.
5. Candidates are advised not to wait until just before the deadlines governed by this call to complete the admission procedures for the Master's degree programme in question. The University shall accept no liability for any malfunctions due to technical problems and/or overload of the communication line, and/or systems, or for any errors attributable to the actions of third parties, unforeseeable circumstances and force majeure.

Art. 2. Places available

1. There is a **total** of **70** places available for enrolment in the first year of the Master's degree programme in *Environmental Humanities*
2. Of the total number of places indicated above, **15 places** are reserved for non-EU international students needing a visa to enter Italy for long-term stays who meet the requirements of the M.I.U.R. note - Prot. No. 1291 of May 16, 2008, of which **3 places** are reserved for students of Chinese citizenship (Marco Polo Project). Different forms of selection may be envisaged for this category of students. Further information can be found in the course descriptions on the website dedicated to international student: apply.unive.it
3. The registration of non-EU students residing abroad (in possession of the requirements set out in the M.I.U.R. note - Prot. No. 1291 of 16 May 2008) and of students with a qualification obtained abroad **is subject** to the evaluation of academic qualifications, via the special online procedure available at **apply.unive.it**.

Art. 3. Admission requirements

1. Except as provided for in the following paragraph, admission is subject to possession of one of the following academic qualifications:
 - Bachelor's degree;
 - degree under the old university system (before Ministerial Decree 509/1999) or university diploma;
 - for students with a qualification obtained abroad: at least a three-year degree, subject to evaluation of the studies completed by the competent Educational Board.
2. Those who are not in possession of the qualifications referred to in the previous paragraph may also participate in the selection, **provided they graduate before enrolling on the Master's degree programme**, according to the deadlines outlined in this call.
3. Admission to the Master's degree programme covered by this call is also subject to possession of adequate personal preparation and specific curricular requirements, as specified in art.10 below.
4. Students with a qualification obtained abroad must necessarily undergo a preliminary online evaluation on the apply.unive.it platform. Further information on procedures and deadlines can be found on the "Preliminary evaluation for international students" web page available at the following link: <https://www.unive.it/pag/12520/>

Art. 4. Admission procedure

⚠️ Check that all phases of the online pre-enrolment procedure have been completed correctly and pay the pre-enrolment fee of €30.00 by 12 noon on 13 July 2023. Applications submitted after the deadline or using methods other than those foreseen by this article shall not be considered.

4.1. Online pre-enrolment

- a) Online pre-enrolment can be performed on the university website **from 13 April 2023** and must be completed by **12 noon on 13 July 2023**. The online procedure is divided into two phases:
- **registration** on the university website (www.unive.it/registrazione or www.unive.it/registration). Those who already possess access credentials to the Reserved Area, either for being former students or for having applied to other University programmes or courses, will not be required to register.
 - it is possible to **access the reserved area** of the www.unive.it website in three ways, depending on the student's status:
 - ✓ those who already have a student number and password (because they are former students of the university) can log in with these credentials;
 - ✓ Candidates of Italian nationality, or currently residing in Italy, who do not have a student number and password, must log in with SPID. To obtain the SPID <https://www.spid.gov.it/>
 - ✓ students of a nationality other than Italian, who are not currently in Italy and who do not have a student number and password, may request access credentials via the link www.unive.it/nospidaccess
 - **enrolment for the admission test**, by logging in to the Reserved Area and selecting **Admission test**. To perform this procedure, in particular:
 - ✓ candidates must enter the details of a valid identification document and upload a copy (identity card, passport or driving licence);
 - ✓ the pre-enrolment fee payment button will be displayed (see point 4.2);
 - ✓ candidates must enter their academic results as indicated in point 4.3 below;
 - ✓ candidates must print the receipt for enrolment for the admission test which shows the pre-enrolment number that will be used in the final ranking publication. The pre-enrolment procedure is completed only by printing the pre-enrolment receipt.
- b) Candidates must also upload:
- signed self-certification of degrees with exams, or of enrolment with exams for undergraduates (which includes: University of graduation, degree class and programme, graduation date and mark, exams taken with relative subject area and weight in credits);
 - professional and academic CVs (in English);
 - where held, a recognised language certificate attesting to at least level B2 in English or the special self-certification form in cases of exemption. The list of recognised certificates and exemptions are published on the dedicated page (www.unive.it/language-requirements);
 - a motivational letter in English (max 500 words);
 - a short essay, written in English, on the theme of Environmental Humanities (max 1,000 words).
- c) Once the online procedure has been completed, candidates shall receive a confirmation email at the email address provided during registration.
- d) Once the pre-enrolment procedure has been completed, no changes can be made.
- e) In the event of difficulties in completing the pre-enrolment procedure, candidates can request support from the Enrolment Area, on the page: www.unive.it/faqs-for-students.
- f) Students **with qualifications obtained abroad**, for whom admission is governed by this call, must **also** have had their academic qualifications assessed via the special online procedure (apply.unive.it) by **23 June 2023**. For further information please contact the Welcome Unit (welcome@unive.it)

4.2. Pre-enrolment fee

- a) The payment function is activated at the end of the online pre-enrolment procedure: candidates will see a "payments" button for the guided payment procedure.
- b) The pre-enrolment fee of €30.00 must be paid after completing the online pre-enrolment procedure (see point a above). For candidates residing abroad, payment must be made by online card payment.

- c) Forms of payment other than those indicated above are not accepted.
- d) The pre-enrolment fee shall not be refunded under any circumstances.

4.3. Academic results to be entered in the online pre-enrolment procedure

- a) For the purposes of the ranking referred to in art. 5, candidates must enter the weighted average of the marks of exams taken.

Art. 5. Ranking

- a) The merit ranking will be drawn up exclusively on the basis of the evaluation of the professional and academic CVs, the motivational letter and the short essay attached during the pre-enrolment phase. Each candidate will be assigned a maximum of 100 points (a maximum of 60 points for the professional and academic CVs, a maximum of 20 points for the motivational letter and a maximum of 20 points for the short essay). In the event of tied scores, priority is given to the candidate with the highest weighted average mark for the exams taken. In case of further tie, priority is given to the younger candidate.
- b) The ranking will be published on **2 August 2023** on the university website (www.unive.it), following the path www.unive.it/cdl/lm10 >Enrol> Evaluation results. The persons concerned shall not be notified by the university in writing or by telephone. The admission results will be linked to the pre-enrolment number received during the pre-enrolment phase.
- c) The ranking will also highlight the possession of personal preparation, the minimum curricular requirements for access to the Master's degree programme referred to in this call and any mandatory language proficiency required, as specified in art. 10 below.

Art. 6. Enrolment of selected students and ranking changes due to withdrawals

6.1. General principles

- a) The enrolment procedure includes the enrolment of selected students and a round of repechage for any place still available.
- b) Candidates who fail to enrol according to the deadlines and procedures provided for in this article forfeit the right to enrol.

6.2. Enrolment of selected students

- a) Candidates who are selected must enrol in the manner described in art. 8 **from 2 August to 22 August 2023**.
- b) Candidates classified for admission in the ranking who fail to enrol in the required manner shall be considered to all intents and purposes to have withdrawn from application.
- c) Any places vacated following withdrawal shall be made available via repechage, according to the methods indicated below.

6.3. Ranking changes due to withdrawals

- a) On **31 August 2023 at 4 pm**, a notice will be published on the University website indicating the number of places still available and the list of eligible candidates, in order of ranking, who may proceed with enrolment.
- b) **From 31 August 2023 to 2 October 2023**, eligible candidates in order of ranking will be able to accept the places by enrolling in the manner described in art. 8 below.

6.4. *Withdrawal*

- a) Candidates classified for admission in the ranking who do not accept the place in the manner indicated above shall be considered to all intents and purposes to have withdrawn from application.

Art. 7. Acceptance of place and enrolment of students graduating in the autumn session of academic year 2022/2023

7.1. *Acceptance of the place and choice of course*

- a) Candidates who are graduating in the autumn session of the academic year 2022/2023, and who classified for admission in the rankings, must accept the position using the dedicated online procedure within the deadlines set out in art. 6 above.
- b) The enrolment procedure consists of two steps:
- payment of the pre-enrolment fee of €200.00. This fee is non-refundable, even in the event of failure to enrol;
 - compilation of the online pre-enrolment application.
- c) **Payment of the pre-enrolment fee:** Candidates graduating in the autumn session **are not required to pay the total amount** of the first installment of tuition and fees, automatically generated by the system after the pre-enrolment application. The payment of the €200.00 pre-enrolment fee, reserved only for candidates graduating in the autumn session, must be made exclusively through PagoPA online system by connecting to the University website page www.unive.it/pagamenti-programmati-magistrali. The remaining amount of the first installment of tuition and fees, from which the pre-enrolment fee will be automatically deducted, should be paid only at the time of enrolment.
- d) **Compilation of the online pre-enrolment application:** candidates must log in to the Reserved Area of the website following the procedure used for the pre-enrolment procedure and select **Immatricolazione ai corsi ad accesso programmato**. After choosing the Master's degree programme, candidates must upload a passport-size photograph in .JPG format and a copy of their identity document to complete the enrolment application procedure.
- e) Candidates classified for admission in the ranking who do not accept the place in the manner indicated above shall be considered to all intents and purposes to have withdrawn from application.

7.2. *Enrolment*

- a) Candidates graduating in the autumn session of the academic year 2022/2023 who have correctly accepted the place must complete their enrolment, once they have obtained their degree, in the period between **3 October 2023** and **19 December 2023**, according to the procedures described in art. 8 below.

Art. 8. Enrolment procedures

8.1. *Enrolment procedure*

- a) Enrolment may only be performed according to the procedures outlined below.
- b) The enrolment procedure consists of two steps:
- compilation of the online pre-enrolment application;
 - payment of the first instalment of tuition and fee payments.
- c) **Compilation of the online enrolment application by the deadlines referred to in art. 6 above:** candidates must log in to the Reserved Area of the website following the procedure used for the pre-enrolment procedure and select **Immatricolazione ai corsi ad accesso programmato**. After choosing the Master's degree programme, candidates must upload a passport-size photograph in .JPG format and the following documents:
- recognised language certificate attesting to at least level B2 in English or self-certification in cases of exemption, where not presented during the pre-enrolment phase. The list of recognised certificates and exemptions are published on the dedicated page (www.unive.it/language-requirements);
 - signed self-certification of degree with exams, only for those who participated in the selection as undergraduates;
 - disability certification for students with degree of disability of 66% or more, with the right to exemption from university fees, or with degree of disability of between 50% and 65%, with the right to reduced fees;

- for students with academic qualifications achieved abroad, any documentation that the candidate was unable to produce during the assessment of admission requirements through the special online procedure available at apply.unive.it;
 - in the case of a non-EU students residing in Italy, a copy of the residence permit;
 - any other documents useful for enrolment.
- d) **Payment of the first instalment of tuition and fee payments:** at the end of the enrolment application, candidates will see a "payments" button for the guided payment procedure.
- e) Students who are entitled to do so may pay the already reduced amount of the first instalment in accordance with the administrative provisions available at www.unive.it/tuitionfees.
- f) The payment of the first instalment must be made **no later than the deadlines for acceptance of the place**, as indicated in art. 6 above.
- g) Once the first instalment is paid and enrolment has been completed, this amount cannot be refunded in any circumstances.

8.2. Completion of enrolment

- a) The completion of the enrolment application and the payment of the first instalment **mean that the place has been accepted but do not imply automatic enrolment**. Enrolment will be completed within **seven working days** by the Enrolment Department and notified via email.

Art. 9. Reopening of selection terms in case of available places

- a) The Educational Board reserves the right to consider any further application to fill the places which may still be available.
- b) **From 8 August 2023 to 12 noon on 7 September 2023** it will be possible to pre-register again to the selection, in the manner indicated in the article 4 above.
- c) Starting from **15 September 2023** candidates who are admitted will receive a communication via email with indications to proceed with enrolment.

Art. 10. Verification of the requirements for admission to the Master's degree programme

- a) Admission to a Master's degree programme is subject to candidates possessing adequate personal preparation and specific curricular requirements

Students who have been awarded a degree mark of at least 90/110 in the degree classes useful to admission, as referred to in paragraph 3 below, are normally already considered to be in possession of adequate personal preparation. Students who fail to achieve the minimum degree mark required in the classes indicated or who have an academic qualification in different degree classes (as long as they hold an adequate number of credits in specific academic disciplines, as specified in paragraph 3 below), shall be evaluated by the Board in terms of professional and academic CVs and possible interview.

- b) For admission to the master's degree course covered by this call, the minimum curricular requirements for progression to personal preparation verification are:
- degree in classes L-1 Cultural Heritage; L-5 Philosophy; L-10 Literature; L-11 Modern Languages and Cultures; L-12 Linguistic Mediation; L-13 Biological Sciences; L-32 Environmental Sciences and Technology; L-33 Economic Sciences; L-42 History, or in the corresponding degree classes of the old system or of another equivalent and approved qualification acquired abroad;
 - degree in other classes only if the graduate has earned at least 42 credits in the following academic disciplines: BIO/03, 05, 07, 08; GEO/01; L-LIN/10, 11, 12; M-DEA/01; M-FIL/01, 03, 05, 06; M-GGR/01, 02; M-PED/01; M-PSI/01, 05; SECS-P/01, 02; SECS-S/04; SPS/01, 04, 06, 07, 08, 09, 10.
- c) Admission to the Master's degree programme covered by this call requires level B2 English at the time of enrolment.

Art. 11. Transfers, Internal Transfers, Enrolment with credit transfer

- a) Transfers from other universities and internal transfers to the first year of the Master's degree programme covered by this call are not permitted. Transfers to other universities are not permitted once enrolment in the first year of the course has been completed.
- b) Candidates who are awarded up to **47 credits** will have to sit the selection test and, if admitted to the ranking referred to in art.5 of this call, may enrol in the first year of the course in the manner indicated in the articles 6 and 7 above.
- c) Candidates who are awarded **48 credits** or more do not have to sit the admission test and may enrol in the second year of the Master's degree course covered by this call for applications, depending on the number of places available.
- d) The procedures and deadlines for enrolment with credit transfer are available on the University website page: www.unive.it/pag/39007/ by following the path *Enrol*> *Admission*.

For information

- **Call Center:** www.unive.it/callcenter
- For further information on admission and enrolment procedure, **Enrolment Unit:** <https://www.unive.it/pag/20065/>
- For information and clarification about financial aid, **Financial Aid Unit:** <https://www.unive.it/pag/20068/>
- For information on enrolment with ECTS accreditation **Linguistic campus:** <https://www.unive.it/pag/20073/>

Ca' Foscari University will be closed for holiday from 12 to 20 August 2023: telephone, email and face-to-face answering services will not be guaranteed during this period.

Venezia, 15 March 2023

The Rector
Tiziana Lippiello