

## **SELECTION ANNOUNCEMENT FOR ADMISSION INTO THE 2017 EDITION OF THE SUMMER GUIDANCE SCHOOL “CHOOSE YOUR FUTURE!”**

The announcement is available online on the University website on the following page:

[www.unive.it/guidanceschool](http://www.unive.it/guidanceschool)

### **Art. 1 – Presentation**

Ca' Foscari University of Venice encourages guidance activities to give high school students a more informed choice on which university programmes they can undertake; in particular the Summer Guidance School “Choose your future!”, organized by the Guidance and Counselling Unit, aims to raise awareness of this study at Ca' Foscari through a direct experience in interdisciplinary activities.

Students that will undertake the Summer Guidance School will spend five days at the university, understanding the education that the university offers and the different activities that contribute to training of Ca' Foscari students, not only within the university classrooms but above all living in the city of Venice, within its historic, artistic and creative dimensions.

### **Art. 2 – Recipients and requirements for participation**

1. The Summer Guidance School “Choose your future!” is aimed for students in their penultimate and final year of study in Italian and international high school education
2. For 2017, 70 places for the Summer Guidance School “Choose your future!” will be available
3. For the purposes of the selection announcement, the following categories are identified:
  1. 40 places for students enrolled in Italian high school institutes that are not pertinent to the Veneto Region, of which 1 place is reserved for the winner of the “Ludi Canoviani” competition organized by the Canova school in Treviso.
  2. 10 places for International students enrolled in an institute of high school education with a different education system to the Italian system.
  3. 20 places for students enrolled in Italian high school institutes pertinent to the Veneto Region, of which 1 place is reserved for the winner of the “Ludi Canoviani” competition organized by the Canova school in Treviso.

For foreign students, understanding of English language at least at level B1 of QCER – Quadro Comune Europeo referring to languages – is required. (<https://europass.cedefop.europa.eu/it/resources/european-language-levels-cefr>).

### **Art. 3 – Contents and period of implementation**

1. Activities in the Summer Guidance School “Choose your future!” deals with current topics of study and research, innovative didactic activities for groups and for understanding of the city, as well as social and cultural initiatives.

2. The duration of the Summer Guidance School “Choose your future!” is 5 days, from 3<sup>rd</sup> to 7<sup>th</sup> July 2017. The activities on education and orientation will take place at various places within the University as well as prestigious places around the city of Venice.

3. The 2017 program of the Summer Guidance School “Choose your future!” will offer the activities listed as follows:

	Monday 03/07/2017	Tuesday 04/07/2017	Wednesday 05/07/2017	Thursday 06/07/2017	Friday 07/07/2017
Morning	Arrival, welcome and brief tour of the University site	Didactic orientation activity in the field of Economics and Management	Didactic orientation activity around Venice in the field of the Arts and the disciplines of Humanities and of Conservation and Restoration of Cultural Heritage	Didactic orientation activity in the field of Science and Technology	Workshop on how to choose your university and Final Ceremony
	Lunch Break	Lunch Break	Lunch Break	Lunch Break	
Afternoon	Institutional welcome, presentation of the programme and the University’s educational opportunities	Didactic orientation activity in the field of Economics and Management	Didactic orientation activity in the field of International Studies and Globalisation, Languages, Culture and the Arts	Didactic orientation activity in the field of International Studies and Globalisation, Languages, Culture, Public Politics and Social Changes	
Evening	Dinner and cultural visit	Dinner and entertainment	Dinner and entertainment	Dinner and entertainment	

There will also be recreation and social activities in the evening.

The program indicated above is provisional; the calendar and contents of the activities could be changed according to the availability of the scholars/supervisors. The definitive programme will be made clear at a later time, before the start of said activity.

4. There will also be a tutoring service, run by the senior university students, understood as informative and complimentary activities to students for the duration of the Summer Guidance School.

#### **Art. 4 – Admission to the Summer Guidance School**

Candidates referred to in Article 2 will be able to participate; they will be selected by the Scientific Committee of the Summer Guidance School, appointed with a specific administrative act.

Candidacy must be presented to the relevant institutes.

During April 2017, the Italian and foreign institutes of higher education will receive specific communication from the University regarding the Summer Guidance School and, if interested in the initiative, will nominate a maximum of 2 students that are considered merited from the penultimate and final year.

Each name must be communicated to the Director of the Institute, filling in the specific online candidacy application indicated in the communication mail and attaching all documents referred to in Article 5 by **29<sup>th</sup> April 2017**. Direct auto candidacy of international students will be accepted in any case.

### **Art. 5 – Required Documentation**

1. For the purposes of the selection process, the following documentation must be attached
  - CV
  - Scholastic grade card for school year 2015/16
  - Document of Identification
  - Possible linguistic certification (only for international students)

All documentation must be presented in Italian or English.

2. The selection process will take into account the scholastic performance, as well as educational and extra-curricular activities presented in the CV.

The overall assessment will establish an asset belonging to an Institute that has established an effective and close collaboration with the Guidance and Counselling Unit of Ca' Foscari University of Venice.

### **Art. 6 – Selection, rankings and acceptance of places**

1. The selection process will take place through the Scientific Committee of the Summer Guidance School, on the basis of the presented documentation, in consideration of the candidate's merit and order of arrival. Following the selection process, separate ranking lists will be drawn up as per article 2 of this announcement, that will be published on the following website, [www.unive.it/orientamento](http://www.unive.it/orientamento) : one ranking list will refer to those acknowledged as enrolled in an Italian institute for secondary education not pertinent to the Veneto Region; a second list will refer to international students enrolled in an institute for secondary education with a different educational system to that of in Italy; and finally a third will refer to those acknowledged as enrolled in an Italian institute for secondary education pertinent to the Veneto Region.

In case of places that are not filled, these will become available for one of the categories listed above.

2. Acknowledged students must send their acceptance by the terms and in the process that will be indicated to them, together with the payment of €50 for the administrative fees. In the case of missing acceptances, the school will proceed with admitting students on the ranking list.

3. In the case of a following withdrawal, the administrative fees cannot be refunded under any circumstances.

### **Art. 7 – Cost covering participation**

1. The University will completely take over the costs of the participation in the activities, the food and accommodation as per the final program, insurance coverage and functional means of transport to carry out the activities planned for 40 students enrolled in Italian institutes of higher education not pertinent to the Veneto Region and for 10 students enrolled in institutes of higher education with a different educational system to that in Italy.

For 20 selected students, enrolled in Italian institutes of higher education pertinent to the Veneto region, the university will take care of the sole costs of participation in the activities and the costs relative to the lunch break relative to the program. Students from the Veneto Region that intend to participate in the serial activities in the program (dinner, visits etc) must support their own expenses to participate and must give notice of this to the Scientific Committee of the Summer Guidance School at the moment of accepting their place.

The university will not cover the travel expenses from the place of residence to the place that the activity will take place in the program, as well as the extra personal expenses.

### **Art. 8 – Responsible for the procedure**

1. The person responsible for the procedure, in accordance with and for the effect of Law n.241/1990, is Dr Arianna Cattarin.

### **Art. 9 – Treatment and discretion of data**

1. In accordance with article 13 of Legislative Decree on 30th June 2003, n.196 “Rights for the protection of personal data” Ca’ Foscari University informs you of the following:

a) required or acquired personal data, data relative to scholastic career, as well as data derived from the automated treatment of both, can be collected, treated, communicated and spread to external subjects for related objectives to carrying out activities at the Scientific Committee of the Summer Guidance School in 2017.

b) The transfer of personal data referred to in a) is mandatory;

c) the treatment of the data can be carried out through manual, computerized and electronic tools to manage the same data and be done to guarantee the security and discretion;

d) those involved are holders of rights until article 7 of the cited law, which includes the right to access the data that regards them, as well as any additional rights among which include the right to correct, update, complete or delete data that is incorrect, incomplete or not collected in accordance with the law, as well as the right to oppose their processing for legitimate reasons;

e) owner of the treatment of the data is Ca’ Foscari University of Venice, office in Dorsoduro, 3246 – 30123 – Venice.

Venice, 28/03/2017

Administrative Manager of Educational Programmes and Student Services Area  
Dr Francesca Magni