



DD rep. 157/2021 rep. 89040 - 30/07/2021

FOUNDATION YEAR

Call for Scholarship Applications for the 2021/22 Academic Year

Deadline: August 29, 2021

Art. 1 – Introduction

- 1.1 The School for International Education (SIE) has established the award of up to 8 scholarships taking the form of tuition fee reductions for international students enrolling in the 2021/22 Foundation Year Programme.
- 1.2 Each scholarship awards a fee reduction of EUR 2.000.00, to be applied as follows to the payment installments:
 - First installment of EUR 1,000.00: no reduction
 - Second installment of EUR 2,000.00: no reduction
 - Third installment of 2,000.00: reduced to 0,00 (no payment due) for the scholarship recipient.
- 1.3 The tuition fee reductions are granted according to specific merit and motivation grounds, as per certification and motivation letter attached to the candidate's online application.
- 1.4 Following evaluation of the documents, a final ranking will be formed and will be posted according to art. 5 of this call. The scholarship will be granted to the top 8 students of the ranking. The other students will only be taken into consideration if one of the scholarship winning students withdraws their application for the Foundation Year.

Art. 2 – Requirements

- 2.1 Candidates can apply for the scholarship only once they have been accepted to the Foundation Programme.
- 2.2 Applicants must:
 - a) possess a valid qualification granting access to the Foundation year programme obtained from a non-Italian school or an Italian institution located abroad
 - b) have already received an acceptance letter to the Foundation programme from Ca' Foscari after completing the pre-evaluation and admission procedures online.

Art. 3 – Criteria for evaluation

- 3.1 Merit will be predominantly assessed on the basis of the student's GPA (Grade Point Average) over the last three years of schooling, and the motivation letter.

3.2 Points will also be awarded for a high level of English as a second language (L2) (above a B1 of the CEFR), as well as for any international study or work experiences that you will highlight in your CV (to be attached).

3.3 The final ranking will be based on the elements shown in the table below:

GPA	80%
Motivation letter	10%
English (as L2) (above B1)	5%
Other experiences	5%

Art. 4 – Submission of applications: terms and procedures

4.1 The scholarship application can be submitted in response to this call following acceptance to the Foundation Year programme until **August 29, 2021**.

4.2 In order to submit their application, candidates must:

- a) Fill out the application form and upload it on their application on apply.unive.it
- b) Upload their personal CV on their application
- c) Upload their personal Motivation Letter (which should be different from the one uploaded previously, and written specifically for this Call for Scholarship Application) to their profile on apply.unive.it
- d) Verify that their CGPA is clearly visible in their transcript, mark sheet or final diploma that has already been uploaded on the application portal during the admission phase; if it is not visible, or has not been uploaded yet, candidates must request a certificate from their school stating their CGPA and upload it together with this form. **Applications with no clear statement of the CGPA will not be assessed.**
- e) Add the reference code *ScholarshipFY* to their profile on apply.unive.it, as explained in the Appendix at the end of this document.

4.3 Scholarship applications sent after the deadline will not be taken into consideration.

4.4 Scholarship applications that are incomplete will not be taken into consideration.

4.5 For clarifications regarding tuition fee reductions and the present call, students are kindly invited to send an email to the address foundation.cfsie@unive.it.

Art. 5 – Ranking and Acceptance

5.1 The rankings of scholarship candidates will be prepared and approved by a Commission. The merit ranking will be posted on the website by September 9, 2021.

5.2 Scholarship winners will be contacted via email and will be required to accept the scholarship within five days from receiving the notification. If they fail to do so, they will lose the tuition fee reduction, which will then be assigned to the next suitable candidate in the ranking.

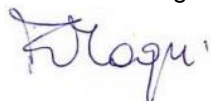
5.3 Once the program starts, the scholarship winners have one month - starting from the notification sent by the School student office - to pay the second installment (EUR 2,000.00). If the student has not paid the second installment within one month s/he will lose the fee reduction and will be required to pay the third installment as well (EUR 2,000.00)

Art. 6 – Processing of personal data

- 6.1** Under article 13 of the EU Regulation 2016/679, all applicants are informed that personal data provided to or acquired by the University for the purpose of this call will be used exclusively to carry out the procedure and treated electronically and/or manually at Ca' Foscari University of Venice by authorized processors, in the manner and under the conditions that are necessary to pursue the purpose of this call. The data will be kept in accordance with the rules on administrative documentation storage.
- 6.2** The data controller is Ca' Foscari University of Venice, which has its headquarters in Dorsoduro, 3246 – 30123 – Venice. PEC protocollo@pec.unive.it.
- 6.3** Data must be provided for participation requirements and qualifications to be evaluated. Incomplete data may prevent the evaluation to be carried out, thus determining the exclusion of the applicant from the procedure.
- 6.4** The rankings will be published in accordance with current legislation; data will not be disclosed to third parties unless this is required by the competent legal or control bodies and to perform activities connected with the provision of benefits.
- 6.5** The applicants concerned have the right to obtain from the University, in the cases provided for, the access to their personal data and the amendment or erasure of said data, or the limitation to the use which concerns them, or to object their use (articles 15 et seq. of the Regulation). An appropriate request must be submitted to the University by contacting the data protection officer at Ca' Foscari University of Venice (Ca' Foscari University of Venice – Data Protection Officer, Dorsoduro 3246 – 30123 – Venice. PEC protocollo@pec.unive.it, email: dpo@unive.it).
- 6.6** The applicants concerned deeming that the use of their personal data is carried out in violation of the Regulation have the right to lodge a complaint with a supervisory authority, as provided for in the article 77 of the same Regulation, or to appeal to the relevant courts (article 79 of the Regulation).
- 6.7** The Supervisor of the tuition fee waiver awarding process is the Director of the School for International Education of Ca' Foscari University of Venice, Dorsoduro 1686, Venice.
- 6.8** The university administration reserves the right to verify the truthfulness of the information provided by all applicants. Without prejudice to the penal sanctions laid down in Art. 76 of the Italian Decree of the President of the Republic no. 445/2000, in the event that fraudulent information is discovered as a result of said verification, the applicant forfeits his or her right to the exemption.

Signed by the Manager of the Educational programmes and Student Services Area

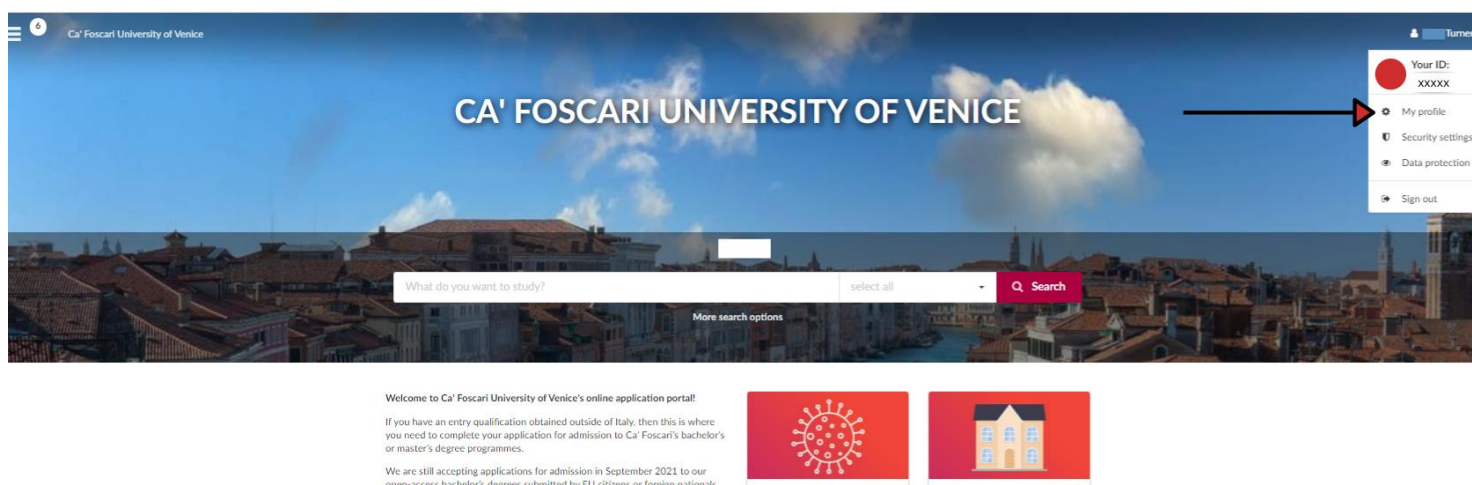
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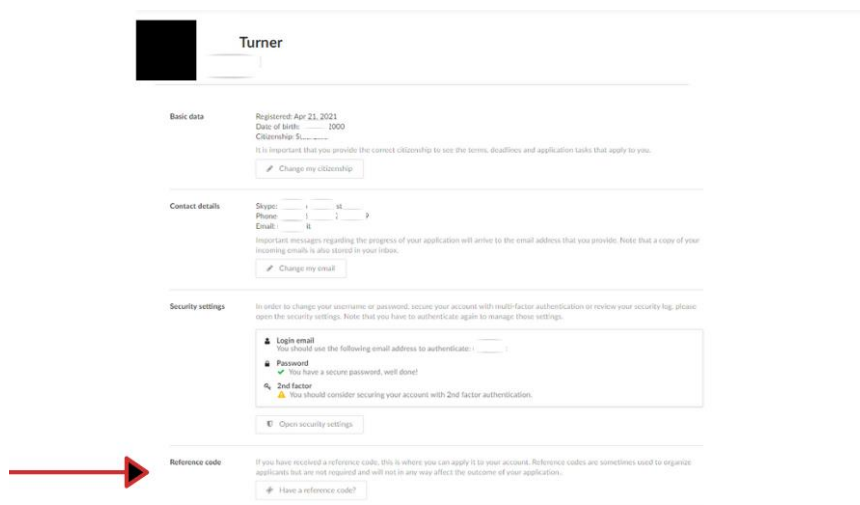
APPENDIX

How to add the Reference Code *ScholarshipFY*:

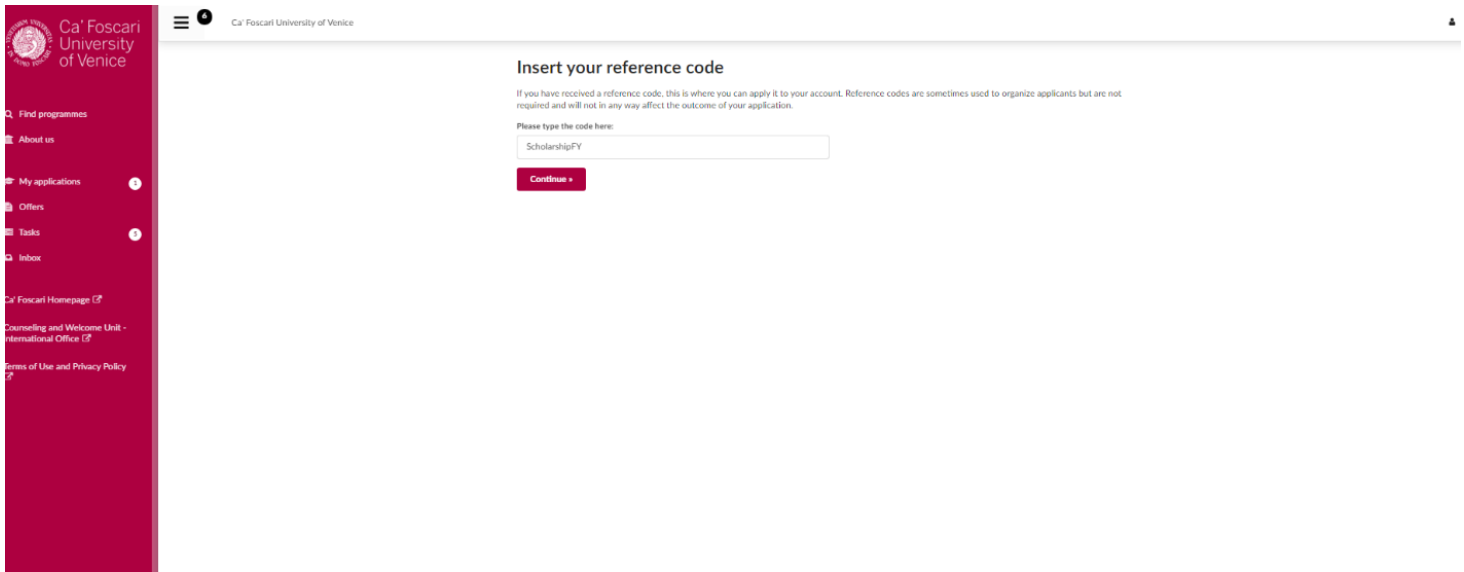
1. Click on the image icon and name connected to your profile, in the upper right side of the application webpage.



2. Click on “My Profile” and then click on “Have a reference code?”



3. Insert your reference code, which is: ScholarshipFY
4. Make sure you have written the code exactly in the same way as written here above. Click on Continue.



The screenshot shows the user interface of the Ca' Foscari University of Venice portal. On the left is a dark red sidebar with navigation links: 'Find programmes', 'About us', 'My applications', 'Offers', 'Tasks', 'Inbox', 'Ca' Foscari Homepage', 'Counselling and Welcome Unit - International Office', and 'Terms of Use and Privacy Policy'. The main content area is white and titled 'Insert your reference code'. Below the title is a small explanatory text: 'If you have received a reference code, this is where you can apply it to your account. Reference codes are sometimes used to organize applicants but are not required and will not in any way affect the outcome of your application.' A form labeled 'Please type the code here:' contains the text 'ScholarshipFY' in a light blue font. Below the input field is a red button with the text 'Continue >'. The top of the page features the university logo and name, and the text 'Ca' Foscari University of Venice'.

5. You have successfully inserted the reference code.