



## Almo Collegio Borromeo

University College of merit since 1561

### Announcement of a selection for study places for the academic year 2019/2020 RESERVED FOR MASTER'S DEGREE STUDENTS

#### 01 Introduction

The Almo Collegio Borromeo, a university college of merit recognized and accredited by the Ministry of Education, Universities and Research (MIUR), has made **5 places available for students who enroll in the first year of a master's degree or master's degree 'plus' at the University of Pavia, or, the first year of a two-year degree course at the Istituto Superiore di Studi Musicali "F. Vittadini" of Pavia (AFAM) in the academic year 2019/2020.**

Places are awarded by selection based on qualifications and tests. The Board of Directors will establish the ranking of the suitable candidates and will award the available study places among them, with possibly more than the number indicated above.

Maintaining this place is subject to annual confirmation, or revocation, in compliance with the requirements of merit and the conditions laid out by the College regulations and the hospitality contract.

Collegio Borromeo institutionally participates in the IUSS, Scuola Universitaria Superiore di Pavia: participation in the ordinary courses of the School is linked to a specific call for places. Students of the ordinary courses are required to be

students of the Colleges as indicated in the IUSS call. The place conferred by the College is not bound to the admission to the ordinary courses of the IUSS. Consistent with the project's founder, San Carlo Borromeo, the College presents itself as a place for human and cultural development, offering students, in addition to hospitality, numerous opportunities for qualification and in-depth study, foreign exchanges, tutoring and post-graduate orientation on a personalized educational plan - drawn up according to the DM 672 and 673/2016 - linked to non-formal learning to be carried out in the academic year.

## Admission requirements

Candidates are eligible for the selection, regardless of their citizenship, who:

- hold a qualification that gives access to the University Degree Courses, with a mark of at least 80/100 (or equivalent);
- are less than 26 years old in the year 2019;
- have no criminal convictions or criminal proceedings in progress;
- at the submission of the admission application, or by the end of October 2019, have taken all the exams included in the three-year study plan, with an average grade for each year of not less than 27/30 (and each exam with a

grade not lower than 24/30) and have completed the three-year degree (or undertake to achieve it by 31 December 2019).

Those candidates who are enrolled in Master's Degree Courses relating to the same class of study for which they are applying are not eligible for the academic year 2018-19.

All admissions are conditional.

## Annual contribution and economic benefits

The annual fee is € 10,500 for the entire period when the College is open.

For each winning student, who does not hold scholarships from other public or private bodies (with the exception of IUSS and EDiSU grants), the College grants financial benefits designed to reduce the annual ordinary contribution based on the ISEE indicator relative to the student's family unit (in the case of separated / divorced parents or candidates with residence outside the family housing unit, the family to consider is that of the family of origin). For ISEE indicators lower than € 15,000 the place is granted free of charge. For ISEE indicators greater than or equal to € 15,000, the discount is calculated relative to the ISEE indicator (the table of contributions and subsidies is attached to the notice and available on the website [www.collegioborromeo.it](http://www.collegioborromeo.it)).

For ISEE indicators over € 180,000 and for those who do not submit an ISEE declaration, there are no discounts.

The annual contribution is divided into 3 installments.

The winners of the places assigned to study awards are required to submit an application to the EDiSU (Ente per il Diritto allo Studio Universitario) of Pavia for the related scholarships.

In order to contribute to the partial coverage

of the expenses incurred by the College, the student is obliged to pay a percentage, defined by the Board of Directors, of any scholarships awarded by university bodies or other contributions obtained during the academic year.

Under the Agreement stipulated with the IUSS Scuola Universitaria Superiore in Pavia and in relation to the call for admission to ordinary courses, a total of 2 free places (1 for each class) will be awarded to the winners of the IUSS ordinary courses who have also won places in the Colleges of Merit of Pavia, including Collegio Borromeo. The place winners must pay the IUSS study award to the College.

**The Board of Directors may grant additional benefits up to offering a place free of charge at the request of the student due to special economic circumstances of the family.**

Unlawful resolution of compliance with the merit and discipline regulations of the College, the code of ethics, compliance with the hospitality contract and the personalized educational plan may be revoked by the Board of Directors for breaches of the regulations in force.

The annual contribution includes the following services (from September 2019 to August 2020 excluding closure for Christmas, Easter and summer holidays):

- **residential:** single rooms with bathroom or shared bathroom (some rooms have air conditioning); utilities and ordinary and extraordinary maintenance included; cleaning every other day except weekends; laundry for personal items (for a fee, coin-operated washer-dryer); full board (7/7) in the open period excluding national and local holidays (refectory service for breakfast, lunch and dinner or alternatively at the request of the student, for some specific degree courses, it is possible to reimburse the costs incurred for the university canteen); concierge and guardian 24h (7/7); chapel; study rooms, conference room, meeting rooms; library (with possibility of book loan), historical archive (subject to specific regulations), newspaper library; computer rooms with printers and photocopiers (with a paid print card); gym, soccer field, basketball, tennis, soccer field); music room (with pianos); recreation rooms, TV rooms; gardens and park; bicycle parking.
- **Educational:** cultural in-depth activities, through interdisciplinary courses and courses recognized by the University of Pavia; thematic workshops of national and international character; integrative interdisciplinary courses aimed at acquiring transversal skills; music programmes; individual orientation interviews with the management staff and with industry professionals; tutoring activities on the university course and university exams with internal students (junior tutors), professors, graduate students (senior tutors); language courses aimed at obtaining certifications; orientation to Erasmus exchange programs and internationalization programs (summer school and conferences); orientation and introduction to the world of work through individual interviews and group activities (internship and internship opportunities, company visits, meetings with professionals); opportunities for discussion and sharing with other students, the management staff, former students, also through community activities such as sports teams for intercollegiate tournaments, musical activities.

The selection consists of an evaluation of the qualifications presented (evaluated in 60 points) and in two oral tests (evaluated overall in 20 points). The Commission for the evaluation of qualifications is appointed by the Board of Administration of Collegio

Borromeo and is composed of university professors and the Rector of the College. **Candidates must attend all the tests with a valid identity document.**

## 06 Evaluation of qualifications

Qualifications evaluated and the relative scores are the following:

- reference letter: max 13 points
- motivational letter to assess the personality of the candidate: max 20 points
- curriculum vitae: max 13 points
- degree thesis or thesis project if not yet achieved: max 6 points
- number and mathematical average of the exams passed during the three-year university course and degree mark (if already achieved): max 8 points

## 07 Oral tests

**Candidates who have obtained a mark of at least 45/60 in the assessment of qualifications are admitted to the oral tests.**

The oral tests consist of an interview with the College Direction to assess the aptitude to community life, the personality, the reasons for the study and the propensity to participate in the College's educational activities and in an interview with the Commission to ascertain the education and level of maturity of the candidate, the skills possessed, also through the possible presentation of his / her thesis.

The Commission for Oral Examinations is appointed by the Board of Directors of Collegio Borromeo and is composed of university professors and the Rector of the College. The test will take place at Collegio Borromeo starting from **Tuesday 3 September 2019** according to a calendar that will be published in the Collegio's Official Journal ([www.collegioborromeo.it](http://www.collegioborromeo.it)) by Monday 2 September 2019.

## 08 Ranking list for admission to the College

The Board of Directors will add the score obtained in the oral tests to the score obtained by the candidate in the evaluation of qualifications and will formulate the ranking that will be published on the Official Register and on the website of Collegio Borromeo by **Tuesday 10 September 2019**.

Only the winners will be notified of the outcome of the competition by telephone or e-mail.

**Only candidates who obtain an overall rating of more than 60/80 will be eligible to obtain a place in the College.**

## 09 Application for admission and deadlines

**The application form is available on the College website [www.collegioborromeo.it](http://www.collegioborromeo.it) from Monday 1 July 2019 until 12 noon on Friday 30 August 2019.**

The selection Secretary is available

for assistance: tel. 0382.395507; e.mail [concorso@collegioborromeo.it](mailto:concorso@collegioborromeo.it).

Candidates must provide online their personal data, their family details (in the

case of separated / divorced parents or candidates with residence outside the family home, the family unit is that of the family of origin), the degree held, any participation in the selection for student places in ordinary IUSS courses and the degree course. Those intending to take advantage of the financial benefits must report the ISEE indicator of the family unit updated to 12/31/2018.

Candidates must also indicate the absence of infectious diseases and that their state of health is such as not to require treatment, assistance or specific assistance.

With their online application candidates must upload (or send in paper form to the Competition Office (Segreteria del Concorso) of the Collegio Borromeo - Piazza Borromeo 9 - 27100 Pavia):

- a digital color photo (or a passport-sized photograph);
- copy of identity card;
- copy of tax code / health card;
- letter of presentation addressed to the Rector of the College, drawn up by a person who has a good knowledge of the candidate, complete with the address of the contact person;
- motivational letter, in which the candidate explains their own study interests, motivations and potential for cultural and professional development

(max 1,500 words);

- curriculum vitae (written in European format) with particular reference to international activities, foreign language certifications, sports activities, etc.;
- number of exams taken and mathematical average of the marks;
- certification issued by the university secretary or by the AFAM secretary acquiring the exams taken and the discussion of the thesis (or letter of commitment to discuss the thesis by December 31, 2019);
- digital copy of the thesis or, if not completed, thesis project;
- for those wishing to take advantage of an economic subsidy, an ISEE declaration of the family updated on 12/31/2018 for benefits for the right to university study.

Pursuant to DPR 445/2000 during the oral test, at the time of identification, **candidates will confirm the declarations made online by signing the application.**

## 10 Checks on the documentation presented

Collegio Borromeo reserves the right (even after the nomination of the winners) to exercise a thorough check on the requirements indicated in the application and on the declarations produced, and will carry out, through any means at its disposal, the inquiries it deems appropriate, including asking the Fiscal authorities for

information and assessments Taxation, the State Financial Administration, the Municipalities and the land registry offices. The lack of the requisites and the non-truthfulness of any declarations made will result in exclusion from the selection and loss of the place.

## 11 Acceptance of the place

**By Friday 13 September 2019, hours 19.00 the winners of college places must communicate in writing via e-mail a declaration of acceptance or**

**non-acceptance of their place.** The Administration may - on a discretionary basis - consider the failure to communicate within the prescribed terms as a refusal.

On acceptance, all formal and economic requirements of the place, including the payment of the confirmation deposit of € 500.00 (non-refundable if the place is cancelled) must be fulfilled. Subsequently, the assignees of the place must sign the hospitality contract (which must be countersigned by the cohabiting parents) in which they accept the economic conditions, the rules and regulations in force of the College sharing the Christian inspiration that characterizes them, the ethical code, the organizational model, the personalized educational plan linked to “non-formal” learning as indicated in the Legislative Decree 13/2013, to be carried out during

the academic year of stay. By September 23, the date of entry into the College, the first installment must be paid (if due), less the amount of the deposit.

In case of cancellations, a subsequent call will be made in order of ranking: the winners will have to send the declaration of acceptance or non-acceptance within 24 hours of the communication being received from the Administration.

Place winners of IUSS ordinary courses for the two-year cycle must submit a copy of the certificate of enrollment at the School.

## 12 Admission to the IUSS

Participation in the selection for admission to the first year of the second level two-year course of ordinary courses of the IUSS Scuola Universitaria Superiore in Pavia is regulated by a specific announcement available at [www.iusspavia.it](http://www.iusspavia.it)

Candidates will access it following a public selection and based on a specific and independent ranking issued by the School. Places are assigned by virtue of a special agreement between Collegio Borromeo and IUSS.

## 13 Information on the processing of personal data

In compliance with the regulation referred to in the European Regulations n. 2016-679 and Legislative Decree n. 196-2003, the Almo Collegio Borromeo informs that the processing of the personal data requested in relation to participation in this announcement is based on principles of correctness, lawfulness, transparency and protection of privacy. Therefore, pursuant to the aforementioned legislation, we inform you that:

- the purpose of the processing of personal data supplied is strictly and necessarily directed at verifying the regulatory criteria for participation in the selection, for reconfirming the position in the College and for taking advantage of the provision of services and activities offered in relation to the Internal Regulations of the College and for the management of the procedures related to the educational activities of

the Colleges of Merit, accredited by MIUR;

- the method of processing personal data is carried out by means of electronic or automated means for the aforementioned purposes, in compliance with the provisions of Legislative Decree n. 196-2003 and to the EU Regulation n. 2016-679, and will include all the operations or series of operations envisaged by art. 4, paragraph 1, lett. a) of the aforementioned Legislative Decree no. 196-2003;
- all personal data processed is kept and placed with the server manager, which is a third party company that adopts very high levels of security regarding the custody and storage of personal data;
- the nature of the provision of personal data for the purposes indicated therein



- is mandatory, since any refusal would not allow the Data Controller to collect the data of the Student interested in being part of the collegial community;
- the use of electronic tools is managed exclusively by personnel specifically appointed by the Data Controller;
  - the data will be stored on computer media;
  - for the purposes of the historical memory of the College, all the data relating to the student entering the collegiate community will be kept in the historical Archives of the Almo Collegio Borromeo.

The communication of personal data relating to the processing in question, for

the purposes indicated in this statement, are not the object of dissemination or disclosure external communication to the College, except in the cases provided for by the Law. The scope of data dissemination will be strictly limited to the execution of the assignment conferred by the Data Controller to the appointed persons. Personal data can therefore be known exclusively by the Data Processor and by the personnel in charge of processing, in the context of their respective functions and duties in accordance with the instructions received, only to achieve the specific purposes indicated in this information notice.

The Chairman of the Board of Directors  
**prof. adv. Vincenzo Salvatore**

The Rector  
**Alberto Lolli**

Pavia, 31 May 2019

