Master Degree course in INNOVATION DESIGN
Class LM-12 [Design] (pursuant to Ministerial Decree 270/04)

Department of Architecture
Jointly organised with the University of Modena and Reggio Emilia and the Department of Engineering of the University of Ferrara, the administrative headquarters University of Ferrara

Selection procedures for admission

Published in the University Register

ACADEMIC YEAR 2020/2021

Pubblicato all’Albo Informatico di Ateneo – Rep. n. 458/2020 Prot. n. 126262 del 10/07/2020
Art. 1 Deadline for the application

In order to take part to the selection procedure it is necessary to apply for the admission test during one of the following rounds:

<table>
<thead>
<tr>
<th>Application</th>
<th>Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>First round</td>
<td>July 15&lt;sup&gt;th&lt;/sup&gt; - August 3&lt;sup&gt;rd&lt;/sup&gt;</td>
</tr>
<tr>
<td>Second round</td>
<td>September 15&lt;sup&gt;th&lt;/sup&gt; - October 10&lt;sup&gt;th&lt;/sup&gt;</td>
</tr>
<tr>
<td>Third round</td>
<td>November 11&lt;sup&gt;th&lt;/sup&gt; – December 2&lt;sup&gt;nd&lt;/sup&gt;</td>
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</tbody>
</table>

The admission test will take place at the end of each round (► art. 4)

It will be possible to enroll once the test has been passed (► art. 7)

**Places are available until exhaustion**, this means that the places that haven’t been assigned during the first round will be available for the second one and those not assigned during the second round will be available for the third.

Art.2 AVAILABLE PLACES

40 places are available (articles 2 and 3 of the Law n. 264, August 2<sup>nd</sup>, 1999, Regulations concernint the admission to university degree courses):

- 35 for EU and non-EU citizens with EU equivalent status (► art. 5).
- 5 for non-EU citizens living abroad (► art. 5).

If the places for non-EU citizens living abroad a not entirely assigned they will available for EU and non-EU citizens with EU equivalent status

Art. 3 ACADEMIC QUALIFICATIONS REQUIRED

- First level bachelor degree or equivalent qualification
- English language knowledge (level B2)

**First level bachelor degree or equivalent qualification**

Candidates must hold at least a First Degree or equivalent qualification gained abroad.

For qualifications gained in EU or non-EU countries, the following academic disciplines are accepted:

- Degrees in Design;
- Degrees in Industrial Engineering;
- Degrees in Computer / Information Technology Engineering;
- Degrees in Engineering Management.

The following First Level Degrees are also accepted: Economics and Corporate Management Sciences (Class L18); Master Degrees in Architecture (Class LM-4), Degrees in Economics and Marketing (Class L-33), subject to gaining at least 80 CFUs.
English language knowledge

Applicants must have an appropriate level of English, as required by the University (Level B2), in order to complete the enrolment procedure. For the above mentioned reason applications must include one of the following documents in digital format:

- B2 level certificate, in accordance with the common European framework, as shown in Table 2 and available at: http://www.unife.it/architettura/lm.design/pages/english
- minimum B2 level equivalent university qualification in English, including a course self-certification for candidates from Italian universities or by a declaration/certification from the home university for EU and non-EU candidates.
- minimum B2 level equivalent upper secondary school qualification, including a course self-certification for candidates from Italian secondary schools and by a declaration/certification from the home secondary school for EU and non-EU candidates.

| Applicant having no language certificate | will have to take also a language proficiency test before the evaluation interview. |

Candidates holding a First Degree or equivalent qualification gained abroad and delivered entirely in English are not required to include the additional language certificates described above to prove they have B2 level English.

ART. 4 HOW TO ACCESS TO THE ADMISSION TEST

The evaluation commission, for each applicant, will carry out:

- an evaluation of the academic qualifications (► art.5)
- an interview for the evaluation of the admission requirements (► art.5)

Admission request

Applications must be submitted online:

1. connect to the link http://studiare.unife.it
   - if already registered, select Login and insert userID and password
   - if not registered yet, enter the section Registration and follow the instruction shown on the Registration guide http://www.unife.it/studenti/immatricolazioni-e-iscrizioni/it-lmcu/modalita-immatricolazione
2. Register for the entry test following the guidelines in the entry test registration guide available at http://www.unife.it/studenti/immatricolazioni-e-iscrizioni/corsi-di-studio-a-numero-programmato
Application documents submission

If the qualification has been achieved in Italy
- signed self-certificate of the achieved title, reporting graduation date and final mark.
- official study programmes of all the disciplines included in the academic curriculum; alternatively, the student may enclose the Diploma Supplement completed with the general and analytical sections.
- English language proficiency certificate or self-certificate (► art.5) Applicants having no language certificate will have to take also a language proficiency test during the evaluation interview.
- a copy of a valid identity document which must be shown at the online interview.

If graduated at the University of Ferrara
- it is only necessary to apply for the admission to the Master Degree in Innovation Design.

If the qualification has been achieved abroad
- First level academic qualification translated into Italian and legalised, and certificate of the qualification gained from the foreign university translated into Italian and legalised, showing a list of the examinations taken, the date of their conferment and the grade obtained (ECTS scale or, where ECTS grades are not adopted, an indication of the grading scale used, showing maximum, minimum and pass grades), ECTS study credits or, where ECTS credits are not adopted, the total number of course hours for each subject. Also to be included is the date the qualification was conferred
- Official study programme of all the disciplines included in the foreign academic curriculum (on headed paper and with a stamp of the foreign university, no legalisation is required), to be translated only if issued in a language different from Italian, English, French and Spanish; alternatively, the applicant may enclose the Diploma Supplement completed with the general and analytical sections (only for the countries issuing this type of document).
- B2 level English language proficiency certificate according to the Common European Framework of Reference for Languages; signed self-certificates are also accepted if referring to English language exams passed during the academic studies and equivalent to B2 level.
- a copy of a valid identity document which must be shown at the online interview.

The application will be considered officially submitted only when the candidate has completed the procedure, explicitly confirms the application and received the confirmation email. If you do not receive this confirmation e-mail or in case of an incorrect or incomplete submission of documents, please contact the Student Online Support http://sos.unife.it and submit your query under "Entry to set quota degree courses". Such queries will be given the highest priority.
ART. 5 QUALIFICATIONS EVALUATION AND INTERVIEW

The Commission will evaluate the academic titles and will have an interview with each applicant.

The Commission can award up to **50 points**
- 30 for academic titles evaluation
- 20 for the interview

**Assessment of qualifications submitted**

For the assessment of qualifications submitted, the committee can award up to 30 points, broken down as follows:
- Final Grade: maximum 10 points
- Courses taken (academic studies showing exams taken and relative grades): maximum 20 points

The score is based only on the exams included in the study plan; supernumerary exams won’t be considered.

The assessment of exams taken in universities with a different grading system to the Italian one or to the ECTS, is done according to the following formula:

\[ \text{Grade} = \left[ \frac{G - G_{\text{min}}}{G_{\text{max}} - G_{\text{min}}} \right] \times (I_{\text{max}} - I_{\text{min}}) + I_{\text{min}} \]

Where:
- \( G \) = Grade to convert
- \( G_{\text{min}} \) = minimum pass grade in the home university
- \( G_{\text{max}} \) = maximum grade in the home university
- \( I_{\text{min}} \) = minimum pass grade in Italian universities (= 18/30)
- \( I_{\text{max}} \) = maximum grade in Italian universities (= 30/30)

The assessment of university exams taken using the ECTS grading system, is based on the following table:

<table>
<thead>
<tr>
<th>ECTS exam grade</th>
<th>Selection grade out of thirty</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>30 cum laude</td>
</tr>
<tr>
<td>B</td>
<td>30</td>
</tr>
<tr>
<td>C</td>
<td>28</td>
</tr>
<tr>
<td>D</td>
<td>26</td>
</tr>
<tr>
<td>E</td>
<td>22</td>
</tr>
</tbody>
</table>

**Interview**

The interview will be held remotely using a web-based audiovisual teleconference tool (eg. Skype, Adobe Connect, GoToMeeting). To this end, candidates should include contact details with their application and have access to a webcam so that the selection committee can confirm their identity.

Candidates must show the identity document already submitted in their online application before the interview begins.
Failure to provide personal contact details, failure to establish an online connection, the unavailability of the candidate on the day or the appointed time, failure to present a valid identification document, will cause the exclusion from the selection process.

**Eligible applicants** will receive an email showing the date and time (local) of the online interview. It is not possible to modify the scheduled day or hour of the interview.

The **online interview is held in English** and will focus on the candidate's studies and aim to assess the knowledge gained from their first degree or the minimum of 80 CFUs in the scientific disciplines (SSD) shown in Table 1 (►http://www.unife.it/architettura/lm.design/pages/table-1)

The interview will focus on the following areas of knowledge:
- History and Methods of Design
- Technology, Computer Science and Engineering applied to Design
- Chemistry, Physics and Mathematics applied to Design
- Economics, Marketing and Sociology applied to Design
- Design and Methods of Representation in Design
- Philosophy and Psychology applied to Design

The committee can award up to 20 points for the interview, broken down as follows:
- Assessment of knowledge gained: maximum 10 points
- Specific language skills: maximum 10 points.

The pass grade for the selection based on qualifications and interview is **30/50**.

Applicants who submit qualifications for evaluation will receive a letter, a copy of which will also be sent to the Italian embassy/consulate of their country of residence, informing them that they will be assessed for admission to the set quota master's degree course in Innovation Design, and will be enrolled only if they attain the required position in the official pass list.

**ART. 6 SELECTION COMMITTEE**

The selection committee is appointed by the Degree Programme Board and consists of 4 members, 1 for each of the Departments participating in the Master degree course.

**Art. 7 PASS LIST AND ENROLMENT**

The **official pass list of successful candidates to be enrolled** will be published only online on the following webpage: http://studiare.unife.it, accessible only with the login details used during the application process.

**Each candidate has to verify on this page the results of the selection procedure as no further communication will be sent.**

In the event of a tie, priority will be given to candidates with a higher oral test score or, alternatively, to the youngest.
Candidates who are offered a place will have to complete their registration within the deadline published on the pass list; failure to do this will be deemed to be a tacit rejection of the offer, regardless of any justifiable reasons for the delay.

The guidelines for the enrolment will be available on the following link http://www.unife.it/it/iscrivi/iscriversi/immatricolarsi/corsi-di-studio-a-numero-programmato.

Applicants with a foreign qualification can enrol only if:
- the academic qualifications are valid; non-EU applicants need also to hand in a copy of their Italian residence permit or a copy of the receipt of the request
- they have shown the original documents to the Orientation, Welcome and Incoming Office.

For further information:
► www.studiare-in-italia.it/studentistranieri.

**Art 8 TUITION FEES AND STUDENT BENEFITS**

Information on tuition fee and exemptions:
► http://www.unife.it/studenti/diritto-studio.

Student benefit and scholarship managed by the Regional Institution for Higher Studies Rights (ER.GO.)
► www.er-go.it.

**ART. 9 SUPPORT FOR APPLICANTS WITH DISABILITIES OR WITH SPECIFIC LEARNING DIFFICULTIES (SpLD).**

**Applicants with disabilities**

Pursuant to law no. 104/1992 and subsequent modifications, candidates with disabilities can outline their particular needs, which will be taken into account when organising the test, by fulfilling the "Help with performing tests" section in the online test registration procedure.

To validate your request and terminate the procedure you must upload a valid certificate issued by the medical commissions of local health units via the web-page headed "List of declarations of invalidity/disability/SpLD" (law no. 295/1990 or law no. 104/1992).

If the uploaded medical certification has not been updated due to the activities limitation made by the National Health Service for the Covid-19 emergency, the candidates are admitted with reservation by the University of Ferrara. The integration of the complete documentation will only be needed afterwards.

The University grants the necessary support measures in relationship to the nature and severity of the disability by communicating all the measures granted to the individual candidate in the moment in which the application will be accepted. The additional time, when allowed, will not exceed 50% of the ordinary time of the test.

**Applicants with specific learning difficulties (SpLD)**

Pursuant to law no. 170/2010 and Ministerial Decree no. 5669 of 12/07/2011, candidates diagnosed with Specific Learning Difficulties (SpLD) have the possibility to outline their particular needs by fulfilling the "Help with performing tests" section, in the online test registration procedure.
To validate the request and complete the procedure is required to upload a valid certificate approved by the National Health Service Facilities, or by accredited facilities or specialists, via the web-page headed "List of declarations of invalidity/disability/SpLD". The entire documentation must be issued by no more than 3 years after the deadline of this announcement or from the age of 18.

If the uploaded medical certification has not been updated due to the activities limitations policy stated by the National Health Service for the Covid-19 emergency, the candidates are admitted with reservation by the University of Ferrara. The integration of the complete documentation will only be needed afterwards.

Candidates diagnosed with SpLD are granted 30% more time to complete the entire tests.

Applicants with disabilities or specific learning difficulties (SpLD), living abroad
To benefit from the support and compensatory measures, participants must present the disability status certificate or SpLD declaration issued in the country of residence, including a translated affidavit in Italian or English. The same methods of submission will be for Italian candidates.

Evaluation of requests and granting of supports and compensatory measures
The Disability and SpLD service of the University accepts reserved requests pending their evaluation. The requests are evaluated by:

▪ Prorector Delegate for disabilities;
▪ President of the Examination Commission;
▪ Disability and SpLD Service, whom require opinions by both experts of disability and SpLD and from the directors of the offices involved.

After the evaluation, the Disability and SpLD Service notifies the candidate of the request’s acceptance. Due to the Covid-19, requests will be reserved in order to allow integrations by updating the needed certifications. The University reserves the right to not accept the request for supports and compensatory measures in the following circumstances:

- expired medical documentation
- unsuitable or sent after the deadline for the enrollment in the admission test.

Disability and SpLD Service contacts:
For further information it is possible to get in touch with the Disability and SpLD Service of the University of Ferrara:

▪ Telephone : 0532/293366, Monday - Friday from 9.30 to 12.30
▪ Website for Disability service: www.unife.it/x-te/supporto/disabilita;
▪ Website for SpLD service: http://www.unife.it/x-te/supporto/dsa

▪ Email: servizio.disabilita@unife.it; servizio.dsa@unife.it

ART. 10 PERSONAL DATA PROCESSING

The University of Ferrara, DataController, processes the collected data in compliance with the new EU General Data Protection Regulation 2016/679. Further information are available on the following link: http://www.unife.it/it/ateneo/protezione-dati-personali

ART. 11 – REFERENCE AND CONTACTS
The University offers enrolment to the Master's Degree in Innovation Design for the academic year 2020/2021 under the terms of this call for application.

The person responsible for managing the selection process is the administrative officer Dr. Beatrice Zucchi.

This call for application is available on the website of the University of Ferrara ►http://www.unife.it/it/iscriviti/iscriversi/immatricolarsi/corsi-di-studio-a-numero-programmato

Contact details
Online Student Support ► http://SOS.unife.it