



International Student Office

**Call for application for 21 Scholarships
reserved to International Students
enrolling in a Master's Degree Programme
in the a.y. 2024/2025**

Deadline: 31 March 2024 at 11.59 pm



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Art.1 Subject

The University of Tuscia announces a public selection for the admission of international students to Master's Degree Courses for the academic year 2024/2025 and for the assignment of 21 scholarships for students enrolling for the first time in an Italian university.

Enrolment in years subsequent to the first, transfer from one degree programme to another or transfer from one university to another, is not considered "*first enrolment*" in one of the degree programmes of the University of Tuscia in the academic year 2024/2025.

International students are students whose qualifications for admission to the chosen degree programme were obtained at an institution not belonging to the Italian education system, regardless of the student's citizenship.

The list of master's degree courses at the University of Tuscia can be found at the link: <https://www.unitus.it/corsi/corsi-di-laurea-magistrale/>.

The validity of this call for applications is subject to the allocation of resources by the MUR within the three-year planning period.

Art.2 Declaration of value

Upon their arrival in Italy, applicants must hand in to the Student Secretary, Via S. Maria in Gradi n. 4, Viterbo, the original **Degree certificates and Transcript of Records, in Italian or English, authenticated by the Italian Diplomatic Mission in charge of the territory or with an Apostille, and the Declaration of Value issued by the Italian Diplomatic Representation in charge of their territory or, alternatively, the certification issued by the ENIC-NARIC (www.enic-naric.net) centres in Italian or English, such as the Statement of Verification (as an alternative to legalization or Apostille) and the Statement of Comparability of foreign qualifications (as an alternative to the Declaration of Value) issued by CIMEA, with which the University of Tuscia has an agreement.**

The student can request the aforementioned documents of the qualifications from the link <https://cimea.diplo-me.eu/unitus/#/auth/register>. The documents must be submitted to the **Student Secretariat**, Via S. Maria in Gradi n. 4, Viterbo, within **30 days from arrival and in any case no later than the first exam session of the academic year 2024/2025 (30 January 2025)**. Failure to submit the aforementioned documents within the deadline will result in the interruption of enrolment operations and therefore the impossibility of taking the exams. Enrolment operations may be completed after the submission of the aforementioned documents.

Art.3 Language requirements

Students enrolling in Master's degree programmes taught in English must present a minimum B2 level

English certificate or prove that their bachelor's degree was fully taught in English.

Art.4 Admission requirements

The call is reserved for international students who meet the following requirements:

1. applicants must have been born after 31/12/1995;
2. hold a Bachelor's degree or a post-secondary qualification issued by a foreign University or a recognized higher institution after 31/12/2020;
3. not be enrolled at the University of Tuscia or at other Italian universities in first-cycle, second-cycle, or single-cycle degree courses;
4. have obtained, at the end of the Bachelor's Degree Programme, a grade point average (GPA) corresponding to at least 27/30 of the Italian grading system, calculated with [the formula](#) provided by the Ministry of University and Research;
5. have received the Acceptance Letter issued by the Dean of the Master's Degree Course, as a positive response to the admission interview. In the event that the applicant has not yet taken the admission interview, they are required to take it by the 31st of March 2024.

Art.5 Scholarships

Scholarship holders will benefit from:

- tuition fee reduction (value € 1,000.00); in any case the student must pay € 156.00 for duty stamp and regional tax;
- scholarship of € 7,000 (gross of Irap 8.5% borne by the Institution), i.e. € 6,451.60 (net of Irap borne by the Institution) for the first academic year, for the duration of 10 months (from 1 October 2024 to 31 July 2025) net of IRAP paid by the Institution. The scholarship is not among those exempt and will be subject to taxation according to current tax rules based on the amounts progressively disbursed during the year, with the application of the deductions provided for income assimilated to employment which may reduce or eliminate the gross tax applied.

For the academic year 2024/25 the scholarships are distributed as follows:

Master's Degree	Language	Number of Scholarships
Circular Economy	English	3

Forestry and Environmental Sciences	English	3
Marine Biology and Ecology	English	3
Mechanical Engineering	English	3
Plant biotechnology for food and global health	English	3
Resilient Agriculture in Mediterranean Environment ¹	English	3
Security and Human Rights	English	3
Total		21

The scholarship does not include accommodation. The International Student Office can provide information on accommodation agreements, but is not in charge of finding accommodation.

The scholarship will be disbursed in three instalments. The 1st instalment will be paid within 45 days of enrolment; the 2nd instalment will be disbursed by 31 March 2025 after the completion of 12 credits in the first semester; the 3rd instalment will be disbursed by 31 July 2025, after the University has verified that the scholarship recipient has regularly paid the rent and accommodation bills.

The amount of the scholarship will be calculated pro-rata based on the student's actual period of attendance at Unitus, starting from the date of arrival.

Selected students must cover their living expenses, travel expenses, health insurance (which must cover the entire duration of their stay in Italy), and other administrative expenses during the study programme.

Art.6 Incompatibility with other scholarships and/or contributions

The scholarships covered by this call cannot be combined with:

¹ In case of approval

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- Erasmus+ scholarships for incoming mobility;
- scholarships issued by the Ministry of Foreign Affairs and International Cooperation (MAECI);
- CRUI (Conference of Rectors of Italian Universities) contributions to beneficiaries of international protection;
- scholarships issued by foreign government bodies or institutions aimed at encouraging the enrolment of international students in Italian universities;
- scholarships provided by the institution for the right to study (LazioDiSCo).

Art.7 Commission

Applicants are selected on the basis of the merit requirements indicated above (art. 4 Admission requirements).

The evaluation, based on the criteria set out in a preliminary report, will be carried out by a Selection Committee composed by the professors in charge of the Master's Degree Programmes concerned and any other professor or staff member designated by the Rector of the University of Tuscia.

Art.8 Documents for admission

Applicants are required to submit the following documentation translated into English or Italian (at this stage, it is not necessary to provide an official - sworn/certified - translation into Italian when submitting the application, nor the relative legalization or "declaration of value" of the title). Legalized translation must be submitted only at the time of enrolment.

Mandatory documents:

1. The online form is available at the following link: <https://forms.gle/bG8P8ZDeuvSgCCZY9>
2. copy of a valid Passport or Identity Card;
3. previous certificates of study (Bachelor's degree certificate);
4. Diploma supplement or transcript of records with the complete list of exams passed and corresponding grades, including the grading scale (minimum and maximum grade in the corresponding education system);
5. B2 level English language certificate (Ielts, CAE, Toefl, Pitman, ESD, Pearson) or proof of having attended a Bachelor's degree programme entirely taught in English;
6. a detailed Curriculum Vitae (CV);
7. a motivation letter (maximum one A4 page).

Non-mandatory documents:

1. Admission letter received by the Dean of the chosen Master's degree programme (see calendar of

admission interviews in Annex A). A specific request must be sent to the Dean of the Master's Degree Programme as indicated in Annex A.

Art.9 Submission of the application

Application must be submitted by filling out the online form available at this link <https://forms.gle/bG8P8ZDeuvSgCCZY9> where students must upload the required documents, by the 31st of March 2024 at 11:59 p.m. (Italian time), exclusively through the [available form](#).

In case of technical problems, please contact the following address: international@unitus.it

Incomplete applications, applications that are not correctly completed, applications received after the deadline or sent by e-mail will not be accepted. In case of multiple applications sent from different email addresses, the first application submitted in chronological order will be considered.

Art.10 Selection process

Applicants are selected on the basis of merit requirements and the evaluation process is held by the Selection Committee.

The Selection Committee will establish the weight of the following criteria at its first evaluation meeting:

- Age
- Academic background and GPA
- Language certificates and/or other qualifications
- Evaluation of CV and other personal skills
- Motivation letter
- Admission interview grade

Establishment and approval of the final ranking list

Applicants' rankings are drawn up by the Selection Committee for each Master's Degree Course.

The rankings are organized in descending order of score and the scholarships will be assigned according to the ranking.

The Selection Committee reserves the right to award scholarships for an equal geographical and gender distribution.

In the event of no suitable applications for a Degree Programme, the Commission reserves the right to reallocate resources among other Degree Programmes.

In the event of a tie, preference will be given to the youngest candidate.

The list of eligible candidates will be notified by email and published on the website <https://www.unitus.it/profilo/international/> by the **24th of April 2024**.

Art.11 Acceptance

Within 10 days of the notice received from the University, winning applicants must accept the scholarship and non-EU students must pre-enrol on the [University web portal](#). Failure to respond within the deadline will result in forfeiture from the ranking.

Students fully and unreservedly accept services and economic benefits under the conditions set out in this announcement. By accepting the scholarship, students confirm, under their own responsibility, that they are not in any of the conditions of incompatibility provided for by art. 7 of this call. It must also notify the University of any changes to the declared data that may occur during the year.

Art.12 Pre-enrolment on University

Upon acceptance of the scholarship, non-EU students must complete pre-enrolment on the University web portal: <http://www.university.it>. For more information on the pre-registration procedure at the Italian diplomatic representations, please consult <http://www.studiare-in-italia.it/studentistranieri/>.

Art.13 Registration

The enrolment process is finalised in person by registering on the University's Student WEB Portal and paying the registration fee of € 156.00 through the online Portal. Payment must be made by the deadline for enrolment (4 November 2024), after submitting the original documents (see art. 2) to the International Students desk at the Student Secretariat.

Selected candidates are not automatically enrolled in their chosen master's degree programme.

Selected candidates are required to comply with the applicable provisions and deadlines, including the enrolment rules established by the Circular of the Ministry of University and Research on the access of foreign students to university degree programmes.

Winners will receive the benefits on a bank account of the SEPA circuit only at the end of the enrolment procedures, which take place upon their arrival in Viterbo, and after paying registration fee of € 156.00 (stamp duty and regional tax). Applicants will receive detailed information from the International Student Office on the procedure to follow to complete their enrolment.

Art.14 Health Insurance

The scholarship holder, who does not already have one, is required to independently take out a health insurance to cover any expenses for illnesses and accidents in Italy.

Art.15 Ranking lists and assignment of available places

In the event of vacancies, the University reserves the right to assign benefits to candidates who meet the admission requirements indicated above (*Admission Requirements*) by scrolling through the ranking list.

In the event that the ranking list of a course is exhausted, the University reserves the right to reallocate the remaining funds for the financing of other scholarships and/or ranking contributions of other courses in this call or other calls for scholarships for international students. The ranking will end on the 15th of July 2024.

In the event that more resources are allocated within the three-year planning by the MUR, the University reserves the right to increase the number of scholarships.

Art.16 Withdrawal

Candidates selected as winners can withdraw from the scholarship by sending an email to international@unitus.it by June 30, 2024. In case of withdrawal, the scholarship will be awarded to the next eligible candidate in the ranking.

Art.17 Information notice concerning data processing

In compliance with the European data protection policy, the personal data collected is processed as described on the following page available at <https://www.unitus.it/ateneo/privacy/>.

Applicants give their consent to publish their passport/identity card number in the final list of applicants admitted to the project on the website: <https://www.unitus.it/profilo/international/>.

The Administration reserves the right to verify the veracity of the information provided. Without prejudice to the penal sanctions referred to in Article 76 of Presidential Decree no. 445/2000, in the event of the detection of fraudulent information as a result of such verification, the candidate forfeits the right to the scholarship.



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Art.18 Publication of the call

This call and the application form will be published on the <https://www.unitus.it/profilo/international/> website.

The call is also translated into English for dissemination purposes only.

For the application of the notice, for the resolution of any dispute and for any legal effect, only the Italian version is valid.

Art.19 Person in charge of the procedure

The person in charge of the procedure for this call is Dr. Agnese Apuzza, Coordinator of Student Services, University of Tuscia.

The Rector
Prof. Stefano Ubertini