



Academic Year 2025/2026

Call for applications for Intensive Course Winter School in:

URBAN AND TERRITORIAL THICKNESS. Designing at the boundary between landscape and the built environment

Department of:
Pianificazione Design e Tecnologia dell'Architettura

Faculty of:
Architecture

Director:
Prof. Andrea Iacomoni

Infostud code ID:
33265

Art. 1 - COURSE ACTIVATION

Applications are now open for admission to the Intensive Course in "Urban and Territorial Thickness. Designing at the Limit between Landscape and the Built Environment," which is being run for the academic year 2025/2026. The main features of the course are outlined in the Course Plan, which has been published on the dedicated course page.

This Course awards 8 ECTS credits.

Art. 2 - ADMISSION REQUIREMENTS

To be eligible for the course, candidates must hold the qualification specified in the "Admission Requirements" section of the Course Plan: a secondary school leaving certificate or a university degree.

Art. 3 - COMPLETION OF THE PRE-ENROLMENT APPLICATION

To participate in the admission selection, candidates must follow the instructions below; failure to do so will result in exclusion:

a) REGISTRATION WITH THE INFOSTUD IT SYSTEM

Candidates must register on the Infostud IT system at the following address: <https://www.studenti.uniroma1.it/phoenixreg/#/> . Upon registration, you will obtain a student ID number and a password. You must use your SPID or CIE credentials to access Infostud. If you already have a Sapienza student ID number, you do not need to register again; simply use the student ID and password you already have. Should you have forgotten your details, you can recover them at: <https://www.studenti.uniroma1.it/phoenix/#/recuperaPassword> .

You must also enter your university qualification into your Infostud profile, as this is a requirement for admission to the Course (after logging into Infostud, click on "Profile" and then on "University Qualifications").

The student ID number must be included in your Course admission application.

IMPORTANT NOTICE: All communications will be sent exclusively to the email address provided during your Infostud registration. Candidates are advised to ensure the accuracy of this email address. Students who are already registered on the Infostud system must verify/update their email address via the "User data > Change access details" function.

b) PREPARATION OF THE ADMISSION APPLICATION:

Candidates must complete the application form (Annex 1), entering the student ID number obtained as described above. The form must be signed with a legible signature and accompanied by a photocopy of a valid form of identification (Identity Card - Driving Licence - Passport).

Candidates with a qualification obtained abroad must also provide one of the following additional documents:

A Statement of Comparability (Dichiarazione di Valore in Loco) issued by the Italian consular authority in the country where the qualification was obtained (accompanied by a transcript of records and a copy of the final diploma).

OR

A CIMEA Statement of Comparability accompanied by a CIMEA Certificate of Verification (accessible via the CIMEA platform: <http://www.cimea.it/it/servizi/attestati-di-comparabilita-e-certificazione-dei-titoli/attestati-di-comparabilita-e-di-verifica-dei-titoli-diplome.aspx>) .

OR

A Diploma Supplement (if the qualification is European) issued by the university of origin and legalised by the Italian Embassy in the country where the qualification was obtained.

Candidates who submit incomplete documentation will be admitted on a conditional basis and will not be able to finalise their enrolment until all required documents have been submitted.

Non-EU citizens residing abroad must comply with the inter-ministerial regulations outlined in the circular "Procedures for the entry, stay and enrolment of international students on higher education courses in Italy academic year 2021-2022," available at:

<https://www.studiare-in-italia.it/studenti/stranieri/>.

Candidates with a recognised disability as per Article 3, paragraphs 1 and 3, of Law no. 104 of 1992 and/or with a disability of 66% or greater must attach the following to their application form:

A copy of the disability certificate issued in accordance with the law, without which they will not be eligible for the provided concessions. The same certificate must also be sent to the Disability Support Office at the email address: sportellodisabili@uniroma1.it , and carbon copied to altaformazione@uniroma1.it .

Applications with incomplete documentation, submitted by any other means than those specified, or submitted after the deadline will not be accepted.

c) SUBMISSION OF THE ADMISSION APPLICATION:

Candidates must submit their admission application, along with all required documents, by 28 December 2025, using one of the following methods:

Electronic submission to the email address: winterschool.siena@uniroma1.it .

Art 4 - LIST OF ADMITTED CANDIDATES

The Course secretariat will verify the admission requirements, followed by the publication of the list/ranking of participants for the Winter School Intensive Course by 08 January.

Following the publication of the ranking, it is possible to enrol in the Course by paying the enrolment fee according to the methods indicated in Article 6 of this notice.

Art. 5 - ENROLMENT FEE

The participation fee for the Course is €280.00, plus the virtual stamp duty of €16.00 (not required for training courses), to be paid according to the methods in Article 6 by no later than 18 January.

Students with a recognised disability of 66% or greater, or with a recognised handicap under Article 3, paragraphs 1 and 3, of Law no. 104 of 5 February 1992, are exempt from 50% of the enrolment fee. To benefit from the reduction, students must send the documentation certifying their disability to sportellodisabili@uniroma1.it, and carbon copied to the altaformazione@uniroma1.it sector.

The enrolment fee can be refunded only and exclusively if the course is not activated.

Art. 6 – ENROLMENT FEE PAYMENT METHODS

Admitted students must access Infostud2.0 with their SPID or CIE (electronic identity card) credentials via the page <https://www.uniroma1.it/it/pagina-strutturale/studenti> using their student ID number and password. They must click on the "CORSI DI FORMAZIONE" box, then click on "TASSE - Immatricolazione", enter the course code specified in this notice, and follow the subsequent instructions.

The enrolment fee must be paid by the deadline indicated in Article 5 of this notice, using the payment slip downloaded from Infostud according to the methods illustrated on the Sapienza institutional website page: <https://www.uniroma1.it/it/pagina/come-pagare> (method 1).

Teacher's Card: State school teachers of all levels can pay up to €500.00 using the so-called "Carta del Docente". In this case, after the deadline specified in Article 2, the admitted participant must write to the email address altaformazione@uniroma1.it, attaching the bonus generated from the MIUR website to receive, also via email, a payment slip for the difference, if due, between the course enrolment fee and the bonus amount.

Company Funding: To fund the enrolment of one or more individuals on a course, the beneficiaries of the funding must register on Infostud and obtain the payment slip as described in point 5, and then complete the following steps:

Phase 1): The funding company must send an email to the following address: altaformazione@uniroma1.it requesting the payment details and the name(s) of the beneficiary/beneficiaries.

Phase 2): After making the payment, send an email with your details (company name, VAT number/tax code, contact details, name, surname and student ID number of the beneficiary/beneficiaries) and a copy of the payment receipt indicating the course code and the Sapienza student ID number(s) to the addresses settoreentrate@uniroma1.it, and altaformazione@uniroma1.it. Once payment has been verified, the offices of the University's Accounting, Finance and Management Control Area will issue a receipt for the amount paid for the training courses and send it to the address indicated in the University's IT system (Infostud) or in the application form.

Art. 7 – DURATION AND ORGANISATION OF TRAINING ACTIVITIES

The Course lasts 2 weeks.

Classes will begin on Monday 16 February 2025 and will conclude in February.

The training activity amounts to a total of 72 hours of commitment, of which at least 32 hours are dedicated to classroom-based teaching.

Attendance of 75% (or a higher percentage decided by the Director) of the activities planned for the Course entitles the student to a certificate of attendance and allows for the potential recognition of ECTS credits as follows:

1. ECTS credits acquired in Advanced Training Courses can be recognised, according to current regulations, in a First or Second Cycle Degree course (up to a maximum of 12 ECTS credits) and in a First or Second Cycle Master's course.

2. ECTS credits acquired in Training Courses or Intensive Courses (Summer/Winter School) can be recognised, according to current regulations, in First Cycle Degree courses up to a maximum of 12 ECTS credits, provided the content is consistent with that of the course itself.

In the event of non-attendance, or other censurable behaviour, the Director may decide not to issue a certificate of attendance for the Course. In this case, the enrolment fees paid will not be refunded.

Art. 8 – PROCESSING OF PERSONAL DATA

With reference to the provisions of EU Regulation No. 679/2016 of 27 April 2016, "GENERAL DATA PROTECTION REGULATION," concerning the protection of individuals and other subjects with regard to the processing of personal data, a dedicated privacy notice is attached as an integral part of this Notice, which must be consulted.

Art. 9 - REFERENCE REGULATIONS

The Course referred to in this Notice is governed by the "Regulations on Master's courses, advanced training courses, training courses, intensive courses," which can be consulted at the following link: <https://www.uniroma1.it/it/documento/regolamento-materia-di-corsi-di-master-corsi-di-alta-formazione-corsi-di-formazione-corsi>

For anything not specified in this selection Notice, reference should be made to the current legislation.

The Director of the Educational Offer and Student Rights Area

Attachment 1

Application form for admission to the Intensive Course Winter School Spessori Urbani e Territoriali

Course identification code:

The undersigned

Surname, Name

Fiscal Code – Tax Code

Nationality

Place and Date of birth

Residential address (City, province, street name, postal code)

Email

Fixed number and Mobile number

Infostud registration number

Financial Entity (if any)

Address of the Financial Entity

VAT number of the Financial Entity

In possession of the following title:

☐ high school diploma ☐ three-year degree ☐ master's degree ☐ Other (specify)

Title of the Degree Course

Institute / University where the qualification was obtained

Date of graduation

Vote

Asks to be admitted to the Intensive Winter School Course:

Course title: _____

Course identification code: _____

Academic year _____ / _____

To this end, please attach the following:

- A photocopy of a valid, duly signed, and legible identity document (Identity Card, Driving Licence, Passport).

For candidates with a foreign qualification:

- A Statement of Comparability (*Dichiarazione di Valore in Loco*) issued by the Italian consular authority in the country where the qualification was obtained (accompanied by a transcript of records and a copy of the final diploma) OR
- A CIMEA Statement of Comparability accompanied by a CIMEA Certificate of Verification (accessible via the CIMEA platform: <http://www.cimea.it/it/servizi/attestati-di-comparabilita-e-certificazione-dei-titoli/attestati-di-comparabilita-e-di-verifica-dei-titoli-diplome.aspx>) OR
- A Diploma Supplement (if the qualification is European) issued by the university of origin and legalised by the Italian Embassy in the country where the qualification was obtained.

For students with a recognised disability as per Article 3, paragraphs 1 and 3, of Law No. 104 of 5 February 1992, and/or with a disability of 66% or greater:

- A copy of the disability certificate - indicating the percentage of disability, or, in the cases provided for by the law, only the type of disability - or of the handicap certificate as per Article 3, paragraphs 1 and 3, of Law No. 104 of 5 February 1992 (for information, you can contact the toll-free number 800-410960).

The undersigned declares to have read and approved every point of this selection notice and the Course Plan, to possess all the declared requirements, and to be aware of the criminal and civil penalties for making false statements or creating or using false documents, in accordance with Article 76 of Presidential Decree No. 445.

Date

Signature

PRIVACY NOTICE PURSUANT TO ARTICLE 13 OF EU REGULATION NO. 2016/679 "GENERAL DATA PROTECTION REGULATION"

Data Controller

The Data Controller is the Sapienza University of Rome; the legal representative of the University is the pro tempore Rector.

Contact details: urp@uniroma1.it ; PEC: protocollosapienza@cert.uniroma1.it

Contact details of the Data Protection Officer

rpd@uniroma1.it ; PEC: rpd@cert.uniroma1.it

Legal Basis and Purpose of Processing

Pursuant to Article 6 of the Regulation, the processing of data is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Data Controller.

The data provided will be processed to the extent strictly necessary and for the purposes related to enrolment and the performance of the Master's Courses.

In particular, the data provided will be collected and processed for the following purposes:

Verifying that the required criteria for participation in the selection process have been met.

Nature of Data Provision and Consequences of a Refusal

The personal data provided are processed in compliance with the principles of lawfulness, fairness, and transparency, as required by law, also with the aid of IT and telematic tools suitable for storing and managing the data, and, in any case, in such a way as to guarantee its security and protect the maximum confidentiality of the data subject.

The provision of data is mandatory. Any refusal to provide data will make it impossible for the Data Controller, the Data Processor, and the data handlers to carry out the data processing operations and, therefore, to proceed with enrolment in the selection and the management of related procedural activities.

Method of Processing and Authorised Parties

The data is collected in compliance with the principles of relevance, completeness, and non-exceedance in relation to the purposes for which it is processed.

The processing of the aforementioned data takes place based on manual, paper-based, and computerised procedures, by entering it into paper and/or computer archives exclusively for the purpose of fulfilling legal requirements or for administrative and educational purposes, by the parties appointed to process the data.

Data Subject's Rights

The data subject may, where the conditions are met, ask the Data Controller or the Data Protection Officer, indicated above, for access to their personal data pursuant to Article 15 of the Regulation, the rectification of the same pursuant to Article 16 of the Regulation, the erasure of the same pursuant to Article 17 of the Regulation or the restriction of processing pursuant to Article 18 of the Regulation, or they may object to their processing pursuant to Article 21 of the Regulation, in addition to being able to exercise the right to data portability pursuant to Article 20 of the Regulation.

In the event of a violation of the provisions of the Regulation, the data subject may lodge a complaint with the Italian Data Protection Authority.

Participation in the selection process in the manner set out in this notice implies acknowledgment of the aforementioned privacy notice.