CALL FOR APPLICATIONS FOR ADMISSION TO
“SAPIENZA FOUNDATION YEAR”. ACADEMIC YEAR 2021-2022
Program Code: 30496

THE RECTOR
HAVING REGARD TO the resolution of the ISO Department Board of April 16, 2021;
HAVING REGARD TO the resolution of the Faculty of Humanities Committee of April 26, 2021;
HAVING REGARD TO the resolution of the Academic Senate of April 16, 2019

DECREES
That the enrolment of students in “Sapienza Foundation Year” program for the academic year 2021-2022 is subject to successfully undergoing an admission procedure.

Article 1 – GENERAL PROVISIONS AND AIMS
This call for applications includes provisions governing the admission to the “Sapienza Foundation Year” program.
The program is held both in English and Italian and is conceived for international students who need to complete their basic education to pass an admission test in Italian public universities (for disciplines such as Medicine, Architecture, Science, Engineering and Humanities).
Students who successfully complete the program will be able to apply to bachelors or single-cycle degree programs at Sapienza University without having to sit the Italian language exam for non-EU students living abroad.
Further information about the program is available at: https://www.uniroma1.it/it/pagina/foundation-year-sapienza-university-rome and is part of this call for applications.

Article 2 – ORGANISATION OF EDUCATIONAL ACTIVITIES AND ATTENDANCE
The “Sapienza Foundation Year” program is composed of a common part (Italian language and culture) and of one of the elective following fields of study: Humanities (Foundation Year in Humanities-FYH) or Sciences (Foundation Year in Science-FYS). Classroom activities total 400 hours and attendance is mandatory for at least 75% of them. The final part of teaching activities includes three groups of classes on different typology of Italian university entrance tests.
Attendance is mandatory for at least 75% of them.
Considering the evolution of the epidemiological situation during the academic year, part or all of the activities can also be offered on-line, using synchronic teaching facilities.

<table>
<thead>
<tr>
<th>November 2021</th>
<th>Preparatory Italian Language Course</th>
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<tbody>
<tr>
<td>50 hours</td>
<td>Online A1-A2</td>
</tr>
<tr>
<td>Nov 2021-Jan 2022</td>
<td>150 hours Intensive Italian language and culture</td>
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<tr>
<td>4-5 days per week</td>
<td>(In classroom or online with teacher) B2</td>
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</tbody>
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Feb 2022–May 2022
160 hours
40 hours each

<table>
<thead>
<tr>
<th>Humanities or Sciences</th>
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<tbody>
<tr>
<td>Art History</td>
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<tr>
<td>Contemporary History</td>
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<td>Italian Literature</td>
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<tr>
<td>Fashion History</td>
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<td>Biology</td>
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<td>Chemistry</td>
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<tr>
<td>Mathematics</td>
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<tr>
<td>Physics</td>
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May 2022–Jun 2022
40 hours each

<table>
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<tr>
<th>Preparatory classes</th>
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<tbody>
<tr>
<td>Clinic Sciences (Medicine, Nursing, Psychology, etc.)</td>
</tr>
<tr>
<td>Non-clinic Sciences (Economics, Engineering, Management, etc.)</td>
</tr>
<tr>
<td>Humanities (Archaeology, Art History, Classics, etc.)</td>
</tr>
</tbody>
</table>

**Article 3 – GENERAL ADMISSION REQUIREMENTS**
The “Sapienza Foundation Year” program is mainly intended for students who do not meet the minimum schooling requirements outlined in the current legislation about enrolment at Italian universities.
Students who do meet such requirements, yet wish to improve their preparation to the same aim, are as well eligible for admission to the Program.
The admission procedure is open to Italian citizens, EU citizens residing anywhere, non-EU citizens permanently residing abroad (and holding a student visa) as well as non-EU citizens legally staying in Italy as per art. 26 of law no. 189/2002, meeting the requirements indicated below.

- Final secondary education leaving qualification (or Certificate of Enrolment, if you are currently attending the last year of secondary school and you are not yet in possession of the final leaving qualification) after 11 years of schooling; candidates may apply even if they already have the 12 years of schooling required to enroll but wish to improve their learning or language skills;
- **✓ Official certification of English language skills - level B2:** students possessing an English language proficiency equivalent to CEFR level B2, to be proven with an official certification (IELTS, TOEFL, CFE, etc.) or, otherwise, to be assessed through an online interview organized by the University. Candidates who have English as their native or second language may be excused of such requirement by providing a formal proof of their status.

**Article 4 – NUMBER OF AVAILABLE PLACES**
The maximum number of admitted candidates is 50 and the minimum is 10. The “Sapienza Foundation Year” program will be not activated in case the number of candidates were lower than 10.

**Article 5 – APPLICATION PROCEDURES, DEADLINE AND REQUIRED DOCUMENTS**
Candidates must apply for “Sapienza Foundation Year” program according to the following directions:

- **Register on INFOSTUD 2.0** by entering their personal data at [https://stud.infostud.uniroma1.it/Sest/registrazioneStudenti/initRegistrazione.do](https://stud.infostud.uniroma1.it/Sest/registrazioneStudenti/initRegistrazione.do), the University’s student information portal. After registration, candidates will receive a student ID number (*matricola*) and a password and are recommended to keep carefully the registration
number issued by the system for all further stages of the procedure. Any communications will be sent to the e-mail address entered during the registration stage; therefore, candidates are requested to provide a valid email address and to regularly check their inbox.

**Candidates who are non-EU citizens** permanently residing abroad shall also [register on UNIVERSITALY](https://www.universitaly.it/index.php/), the site of the Ministry of University and Research (MIUR): [https://www.universitaly.it/index.php/](https://www.universitaly.it/index.php/). Registration is mandatory for obtaining a student visa to Italy. For further information on this subject, please refer to [accesso.sapienza@uniroma1.it](mailto:accesso.sapienza@uniroma1.it).

- **Prepare all necessary documents** as indicated below:
  - Student ID number and password provided by Infostud 2.0;
  - High School Diploma *(achieved after a course of studies not shorter than 11 years)*, officially translated into Italian (unless originally issued in Italian or English), and accompanied by the [Statements of Comparability and Verification](https://cimea.diplo-me.eu/sapienza/#/auth/login) issued by CIMEA ([https://cimea.diplo-me.eu/sapienza/#/auth/login](https://cimea.diplo-me.eu/sapienza/#/auth/login)).
  - Most recent transcript of records;
  - ID or Passport (for everybody);
  - CV;
  - Letter of motivation;
  - Application form (Annex 1) duly filled-in and undersigned.

- **Send all the above-mentioned documents** to foundation.year@uniroma1.it.

Applicants who are not yet in possession of their high school diploma nor leaving transcript of record shall submit in their place a certificate issued from their school and attesting their current status and expected date of graduation, together with the most recent transcript.

Documents originally issued in a language different from English or Italian shall be accompanied by a legalised translation in either language.

Statement of Comparability issued by Cimea ([https://cimea.diplo-me.eu/sapienza/#/auth/login](https://cimea.diplo-me.eu/sapienza/#/auth/login)) or Declaration of Equal Value may be submitted later upon enrolment past the selection procedure.

**Candidates shall send their application form and documents within July 1, 2021. Incomplete applications, applications submitted after the prescribed deadline or otherwise submitted will not be accepted.**

**Article 6 – SELECTION PROCEDURE AND RANKING LIST PUBLICATION**

Candidates will be assessed according to their high school results, the English certifications and their Skype interview, as well as according to any other title or experience declared. Upon completion of the assessment process, a list of the successful candidates will be published at [https://www.uniroma1.it/it/pagina/foundation-year-sapienza-university-rome](https://www.uniroma1.it/it/pagina/foundation-year-sapienza-university-rome) within July 31, 2021.

Should the number of candidates exceed that of the available places, only successful candidates will be admitted to “Sapienza Foundation Year” program and the excess eligible candidates will be included in a special list; the eligible (“Idonei”) but not successful candidates will be admitted only in the event of withdrawal of successful candidates.

**Article 7 - TUITION FEES, DEADLINES AND SCHOLARSHIPS**

Tuition fees amount to € 5,000.00.

The first instalment of € 1,500.00 must be paid by **August 30, 2021**; the second instalment of € 3,500.00 must be paid by **November 15, 2021**.

In order to pay tuition fees, students have to follow the instructions in art.8.
Two scholarships of € 5000.00 each are available for the first two youngest female students from African countries, according to the list of successful candidates (winner ranking list).

Article 8 - ENROLMENT PROCEDURES
To carry out the enrolment procedures, you have to provide the mandatory documents at Hello-foreign students office
In order to enroll all successful candidates holding a foreign educational qualification (Italian, EU citizens, non-EU citizens legally staying in Italy as per art. 26 of law no. 189/2002 and non-EU permanently residing abroad) have to submit the following mandatory documents sending them in one single pdf at studentistranieri@uniroma1.it:

- a valid identity document Passport or ID (required from everyone);
- the residence permit card (only for Non-EU citizens living in Italy). In case of renewal, you will need a copy of your expired residence permit card together with the post office renewal receipt;
- the study Visa for study reason only for Non-EU citizens regularly living abroad issued by the Italian Embassies or Consulates of their country of residence;
- the High School Diploma (the diploma must have been achieved after a course of studies not shorter than 11 years), translated into Italian (unless originally issued in Italian or English), and accompanied by the Statements of Comparability and Verification issued by CIMEA (https://cimea.diplo-me.eu/sapienza/#/auth/login)

The Declaration of Value (DOV) issued by the competent Italian diplomatic authority (Embassy or Consulate) in the country to which the diploma refers, can replace the CIMEA' statements of Comparability and Verification. In this case all submitted qualifications must be legalized (or with Apostille).

Hello-Foreign Students Office have the right to verify that all of the submitted documents are genuine, as well as request any additional documents deemed necessary to confirm possession/authenticity of entry requirements.
For any other enquiry on your foreign titles and on the mandatory documents for enrollment, please contact: studentistranieri@uniroma1.it
For more information, see: https://www.uniroma1.it/en/pagina/office-students-international-degrees

In compliance with the regulations issued by the competent authorities in the context of the Coronavirus emergency, the registration procedures such as submission, processing and administrative checking of the mandatory documents will also be carried out online.

We recall that non-EU citizens permanently residing abroad who apply for a study visa are required to obtain a visa for study purposes (see https://www.uniroma1.it/it/pagina/international-admissions) through the UNIVERSITALY pre-enrolment platform (https://www.universitaly.it/) before starting the procedure indicated in this call for applications. The regulations in effect for the academic year 2021-2022 are available at this address: https://www.studiare-in-italia.it/studentistranieri/.

In order to pay the tuition fees please read the following information:

❖ Create a payment slip (bollettino) for the first/second instalment by logging in Infostud 2.0 from INFOSTUD - Sapienza Università di Roma (uniroma1.it) select CORSI DI FORMAZIONE – IMMATRICOLAZIONE (tuition fees) (on the left side of the screen; under item “Tasse”) Insert CODICE (Code) 30496 and click on VAI
(continue) – click on SUCCESSIVO - GENERA BOLLETTINI - SUCCESSIVO - Select the instalment (first or second) –click on PagoPA.

❖ Pay the installments: Please check the information at https://www.uniroma1.it/en/pagina/payment
Please Note: for international payments click on PagoPA How to Pay (available in Downloads)

Article 9 – FINAL EXAM PROCEDURES AND AWARD OF QUALIFICATION
The final evaluation consists in the results of written texts of each part of the “Sapienza Foundation Year” program.
Attendance certification is issued by Sapienza University of Rome only after that the regularity of the students’ administrative position has been thoroughly evaluated.

Article 10 - Information and useful contacts
This call for applications, any notices or updates will be published on the “Sapienza Foundation Year” program webpage at Foundation Year at Sapienza University of Rome | Sapienza Università di Roma (uniroma1.it).

Further information or assistance are available at:

“SAPIENZA FOUNDATION YEAR” PROGRAM TUTORING

| e-mail | foundation.year@uniroma1.it |

HELLO-FOREIGN STUDENTS OFFICE

| Location: Hello-foreign students office | Rome, Main Campus, P.le Aldo Moro, 5 General Services Building staircase C, 2nd floor |
| Opening hours | Mon, Wed and Fri: 8:30 am to 12:00 am Tue and Thu: 2:30 pm to 4:30 pm Service will close for summer holidays from 11th to 18th August 2021 |
| Skype | Skype: settorestudentistranieri (Skype service during the opening hours) |
| E-mail and website | studentistranieri@uniroma1.it, https://www.uniroma1.it/it/pagina/segreteria-studenti-con-titolo-straniero |
| Location: Hello – information desk | Rome, Main Campus, P.le Aldo Moro, Rectorate Building - Portico Edificio CU001 |
| Opening hours | From Monday to Friday: 9.30 am to 5.00 pm Service will close for summer holidays from 11th to 18th August |
Article 11 - PROCESSING OF PERSONAL DATA
In accordance with the provisions of the EU Regulation no. 679/2016 of April 27, 2016 “GENERAL DATA PROTECTION REGULATION” on the protection of individuals and other subjects with regard to the processing of personal data, a specific information notice is attached to this call for applications and constitutes an integral part of the same.

Rome, May 4, 2021

Signed by THE RECTOR
Prof. Antonella Polimeni

Prot. n. 0035458 04/05/2021
Annex 1

Application Form for 2021-2022
Sapienza Foundation Year program

Identification Code:

The undersigned

________________________________________________________
Surname, Name (write above the line)

________________________________________________________
Nationality

________________________________________________________
Place and date of birth

________________________________________________________
Residence address (City, province/county, street, ZIP code/postal code)

________________________________________________________
E-mail address

________________________________________________________
Mobile telephone number

________________________________________________________
Infostud Student ID Number

High School Diploma

________________________________________________________
Title of Diploma

________________________________________________________
School awarding the qualification
Graduation date

__________________________

Mark

**B2 English language level Certification**

__________________________

Issue date

Mark

**Other qualifications:**

__________________________

Issue date

Mark

**Other qualifications:**

__________________________

Issue date

Mark
INFORMATION NOTICE IN COMPLIANCE WITH ART. 13 OF THE EU REGULATION NO. 679/2016 “GENERAL DATA PROTECTION REGULATION”.

Data processing controller
The data processing controller is Sapienza University of Rome; the legal representative of the University is the 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.

Processing purposes and legal basis
In accordance with art. 6 of the Regulation, processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller. The processing of the data provided is performed for admission procedures purposes and to carry out the Professional Master Course.
In particular, the data provided will be collected and processed for the purpose below:
- ascertainment of the existence of the requisites needed for the participation in the selection procedure.

Nature of personal data conferral and consequence of a possible refusal
Personal data processing is carried out in accordance with the principles of lawfulness, fairness and transparency, also by means of IT tools for data storage and management and, at all events, in a way that guarantees the protection of the data privacy.
Conferral of personal data is mandatory. Failure to obtain such data for admission procedure purposes impairs their processing by the data processing controller, the data protection Officer and the other delegates and therefore invalidates the possibility to take part in the selection procedure and to carry out the relating procedures.

Processing methods and authorised persons
The principles of relevance, comprehensiveness and proportionality of personal data for processing purposes apply to data collection.
The processing of the aforementioned data is carried out with various procedures and data are collected in physical and computerised archives exclusively to fulfil any law requirements or for educational and administrative purposes.

Rights of the data subjects
Data subjects have the right to obtain from the data controller or the data processor, whenever the conditions are met, the access to personal data in accordance with art. 15 of the Regulation, the rectification of said data in accordance with art. 16 of the Regulation, the erasure of their personal data in accordance with art. 17 of the Regulation or the restriction to personal data processing in accordance with art. 18 of the Regulation, or they may object to personal data processing in accordance with art. 21 of the Regulation, besides the right to data portability in accordance with art. 20 of the Regulation.
In the event of infringement of the Regulation provisions, the data subjects may lodge a complaint to the Guarantor for the protection of personal data.
Participation in the admission procedures referred to in this call for applications entails the candidate’s awareness of the aforementioned information notice.