



SAPIENZA
UNIVERSITÀ DI ROMA

Sapienza University of Rome



Faculty of Architecture



**Department of Planning, Design, and Technology of Architecture
DPDTA**

**Dipartimento di Pianificazione, Design, Tecnologia dell'Architettura
DPDTA**



**ACCADEMIC YEAR 2019-20
CALL FOR APPLICATIONS**

intsummschoolgis-bim.dpdt@uniroma1.it



International Summer School Online GIS-BIM for digital integrated design



GISBIM
INTERNATIONAL
SUMMER SCHOOL

Course in English on Zoom Platform

DIRECTOR: Prof. Marco Casini

Infostud code: 30885

1. Submission of the application form for admission

To enrol in the Summer School, candidates must:

1. Register on-line with the Sapienza (Infostud) at
<https://www.studenti.uniroma1.it/phoenixreg/#/>

(use this link if you are already registered: <https://www.uniroma1.it/it/pagina-strutturale/studenti.>)

Once your registration is completed, the system will provide you with a **registration number** and a **password** to access the system.

You must use this registration number on your Application Form (**Attachment 1**).

PLEASE NOTE: it is very important that a valid email address be provided as the system password will be sent to that e-mail address.

If the candidate is or has been a Sapienza student, he/she will already have a registration number. If the candidate doesn't remember his registration number or password he can use the Infostud recovery procedure.

2. To enrol in Summer School, candidates must fill OUT the admission application form (**Attachment 1** to this call) and enclose:

- Copy of a valid ID, signed and readable (I.D. Card / Passport);



- Diploma Certificate (High School Diploma)
- **University Proof of Enrolment - Degree Certificate (admission criteria)**
- Consent to the use of personal data (**Attachment 2**)

For candidates with a qualification obtained in a European Union country:

- Self-certification, pursuant to articles 46 and 47 of Presidential Decree 445/2000 and subsequent amendments and additions, of the degree with a list of exams and relative marks in Italian or English.
- For candidates with a qualification obtained in a country NOT belonging to the European Union: degree certification with exam list and relative grades translated and legalized in Italian or English.

- Declaration of consent for the processing of personal data (Attachment 2)

The deadline for submitting applications is 16 august 2020

The application may be delivered in any ONE of the following ways:

A. By e-mail with the required attachments to: intsummschoolgis-bim.dpdta@uniroma1.it

B. Hand-delivered to: Department of Planning, Design, and Technology of Architecture DPDTA,
Via Flaminia 72, 00196 - Roma, T (+39) 06367749082/68
(Opening Hours: Mon-Fri 9:00 – 12:00)

C. By registered mail to the following address: intsummschoolgis-bim.dpdta@uniroma1.it

Applications received after the deadline will be rejected.

3. Selection of applications

The secretariat of the course will verify the fulfilment of the requirements and will inform admitted students. The list of admitted students will be published by 19 August 2020. After that it will be possible to pay the tuition fees.

4. Tuition fees

Tuition fees are €300,00 + €16,00 tax . The deadline for payments is 26 August 2020.

Tuition fees will be refunded if the Course is not activated. To obtain a refund, students should write to the Director of the Summer School.

Students with recognized disabilities equal to or greater than 66% or with recognition of handicap pursuant to art. 3, paragraph 1 and 3, of the law of 5 February 1992, n. 104 are exempt from 50% of the registration fee.

5 – Duration and organisation of teaching activities

The course lasts two weeks, from.



Total teaching activity is of 40 hours, of which 40 are lectures and final test.
The Summer School consists of 10 days (5+5 Monday-Friday) online lectures lessons.
Courses will start on Monday 31st August 2020 and will end on Friday 11st September 2020.

Students are required to total a minimum 75% attendance at the Course to receive an attendance certificate and the 6 **ECTS credits** (European Credit Transfer System) or Italian CFU in the relative field as per the rules and regulations of the Bachelors and Masters programmes. In case of insufficient attendance or arguable behaviour, the course directors may decide not to issue an attendance certificate. Registration fees may not be refunded.

For information about the teaching activities please contact:

Secretariat: CITERA, Interdepartmental Centre for Territory, Building, Conservation and Environment

Address: Via A. Gramsci 53, 00197 ROME, ITALY

Phone: +39 4991 9172

E-mail: intsummschoolgis-bim.dpdt@uniroma1.it

6 – Method of payment

Students admitted to the course must login to INFOSTUD:

<https://www.uniroma1.it/it/pagina-strutturale/studenti>

Click on “Corsi di Formazione”, then “TASSE -Immatricolazioni” (on the left side of the screen; under item “Tasse”), enter the code indicated on the call for application, click on “Avanti/Accetta” and then “Genera Bollettini”.

Tuition fees must be paid within the deadline indicated in this call (see Point 6) by presenting the payment slip downloaded from INFOSTUD at any UniCredit branch located throughout the country and can be made:

<https://www.uniroma1.it/it/pagina/come-pagare>

oppure tramite il Servizio pagamenti PagoPA.

Tuition fees will be refunded if the Course is not activated. To obtain a refund, students should write to the Director of the Course.

7 – Payments by Third Parties (companies, agencies, etc.)

Third party sponsors must make payments, in the amount specified on the slip downloaded from Infostud by the beneficiary, via wire transfer to:

IBAN code: IT71 I 02008 05227 000400014148

Corporation Code: 9011778

Unicredit University Treasury – Agency 30660

Bank Name: UniCredit S.p.A

Address: P.le Aldo Moro, 5, 00185, Roma

Swift (Bic) Code: UNCRITM1153



The payment description must include:
"FORM (course code) MATR. (student registration number)".

Please note: if making a wire transfer from a Unicredit branch, please also include the University account number: 1001.

This is necessary to match payments to beneficiaries. In the case of more than one beneficiary, the payment description must include all of the beneficiaries' registration numbers. Once the wire transfer has been sent, an email with all the sponsor's details (Company name, VAT number/fiscal code, address, name, surname and registration number of beneficiary/beneficiaries) must be sent to settoeentrate@uniroma1.it; once the payment has arrived, the university accounting offices will send a receipt of the payment to the specified address.

To fund the enrolment of one or more students in the Course, organizations should contact:



ATTACHMENT 1

APPLICATION FORM 2020

PERSONAL DETAILS

Title (Mr/Miss/Mrs/Ms/Dr):

Family/last name:
.....

First name(s):
.....

Gender: Male /Female

Address for correspondence:
.....

Country:
.....

Email address:
.....

We will email booking/payment confirmation and relevant information to this email address

Telephone number:
.....

Date of birth: DD/MM/YYYY

Nationality (as per your passport):
.....

Registration number INFOSTUD:
.....

SPECIAL REQUIREMENTS

We do not discriminate against people with disabilities or medical requirements and will make all reasonable efforts to accommodate their requirements.

Do you have any special physical or medical requirements? No / Yes

If yes, we will contact you for further details.

Dietary requirements:
.....



ACADEMIC AND PROFESSIONAL DETAILS

Please give details of your educational background, including current study and degrees achieved:

- Studying for Bachelor's Degree
- Bachelor's Degree
- Studying for Master's Degree
- Master's Degree
- Studying for PhD
- PhD
- Other graduate programme
- Other

Please give details of your status: Student | Employed | Retired | Academic | Other - Profession:

If you are currently a student, please state institution, course and year of study (e.g. Université de Lyon, Physics, 2nd Year):

Institution:
.....

Course:
.....

Year:

If you are applying as part of a group from a college, university or other institution, please state which one:
.....

LANGUAGE SKILLS

Please attach any language certificate you might have

Mother tongue(s)	<i>Replace with mother tongue(s)</i>				
Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
Italian					



	<i>Replace with name of language certificate. Enter level if known.</i>				
English					
	<i>Replace with name of language certificate. Enter level if known.</i>				
	Levels: A1-2: Basic user - B1-2: Independent user - C1-2 Proficient user Common European Framework of Reference for Languages				

EMERGENCY CONTACT DETAILS

Please give details of someone we can contact in case of an emergency while you are in Rome:

Name:
.....

Telephone number:
.....

Contact address:
.....

Email address:
.....

Please note: subsistence expenditures are not included in the tuition fees.

ATTACHEMENTS

Please attach to your application:

- Copy of a valid photo ID, signed and legible (ID Card, Passport);
- High School Diploma
- University Proof of Enrolment / Degree Certificate

I agree that I meet the requirements for admissions to the Summer School, that the information on this application form is true at the time of writing and I have read this form, and the accompanying Call for Admission and fully accept the terms and conditions (including cancellation and refund policies) as stated in the Call for Admission to the Sapienza Summer Schools.

Applications cannot be accepted without a signature.

Date

Signature of the candidate



ATTACHMENT 2

Consent to the use of personal data in accordance with the D.Lgs 196/2003

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Purposes of the processing

In accordance with the section 13 D.lgs. n.196/2003 the provided data will be processed in the necessary measure and for the purposes connected to the enrollment and the attendance of the training course.

Methods of processing and subjects involved

The data will be both hand and computer processed. They may be communicated to institutions, public or private companies only if strictly necessary for the activities of the Summer School.

Provision of data and consequences in case of refusal

The provision of data is mandatory; refusing to provide the necessary data will result in the impossibility of being admitted to the Summer School and participate in its activities.

Holder and supervisor of the processing

The holder of the processing of the data is the Università degli Studi di Roma represented in person by its pro tempore legal representative, the Magnifico Rettore, domiciled for the role at Sapienza University of Rome, Piazzale Aldo Moro, 5 – 00185, Rome, Italy. The supervisors of the processing are the Directors of the Summer School.

Section 7 d.lgs. 196/2003 - Right to Access Personal Data and Other Rights

- The data subject shall have the right to be informed

- a) of the source of the personal data;
- b) of the purposes and methods of the processing;
- c) of the logic applied to the processing, if the latter is carried out with the help of electronic means;
- d) of the identification data concerning data controller, data processors and the representative designated as per section 5 paragraph 2;
- e) of the entities or categories of entity to whom or which the personal data may be communicated and who or which may get to know said data in their capacity as designated representative(s) in the State's territory, data processor(s) or person(s) in charge of the processing.

- The subject shall have the right to obtain

- a) updating, rectification or, where interested therein, integration of the data;
- b) erasure, anonymizing or blocking of data that have been processed unlawfully, including data whose retention is unnecessary for the purposes for which they have been collected or subsequently processed;
- c) certification to the effect that the operations as per letters a) and b) have been notified, as also related to their contents, to the entities to whom or which the data were communicated or disseminated, unless this requirement proves impossible or involves a manifestly disproportionate effort compared with the right that is to be protected.



- The subject shall have the right to object, in whole or in part,
 - a) on legitimate grounds, to the processing of personal data concerning him/her, even though they are relevant to the purpose of the collection;
 - b) to the processing of personal data concerning him/her, where it is carried out for the purpose of sending advertising materials or direct selling or else for the performance of market or commercial communication surveys.

Signature for acceptance