Academic year 2026/2027

Selection notice for admission to the Winter School intensive course in:

URBAN AND TERRITORIAL DEPTHS. Designing on the boundary between landscape and built environment

SPESSORI URBANI E TERRITORIALI. Progettare al limite tra paesaggio e ambiente costruito

Department of: Planning, Design, and Technology of Architecture

Faculty of: Architecture

Director: Prof. Andrea Iacomoni

Infostud Code: 33265

Art. 1 - ACTIVATION OF THE COURSE

A selection is announced for admission to the Winter School Course in "Urban and Territorial Depths" activated for the 2026/2027 academic year, the main characteristics of which are described in the Training Plan published on the page dedicated to this course. This Course involves the acquisition of 8 CFU (University Educational Credits).

Art. 2 - ADMISSION REQUIREMENTS

To access the course, candidates must possess the educational qualification indicated in the Training Plan under admission requirements: upper secondary school diploma/university degree.

Art. 3 - FILLING OUT THE PRE-ENROLMENT APPLICATION

To participate in the admission competition, the candidate must, under penalty of exclusion, follow the instructions outlined here:

a) REGISTRATION ON THE INFOSTUD IT SYSTEM

At the page https://www.studenti.uniroma1.it/phoenixreg/#/ it is possible to register on the Infostud system and obtain a student ID number (matricola) and a password. Spid or CIE credentials are required to access Infostud. If the candidate already has a Sapienza student ID number, they will not need to register again, but instead use the student ID number and password they already possess. Should the student ID and password be forgotten, it is possible to recover one's data at the page https://www.studenti.uniroma1.it/phoenix/#/recuperaPassword. It is also necessary to enter the university qualification possessed on one's Infostud profile, which is useful for admission to the Course (after logging into Infostud, click on "Profile" and then on "University qualifications"). The student ID number must be entered in the course admission application.

***ATTENTION**: Any communications will be forwarded exclusively to the email address indicated at the time of registration on Infostud. Candidates are strongly advised to check the accuracy of the email address entered. Students already registered on the Infostud system must verify/enter their email address using the User Data > modify access data function.*

b) PREPARATION OF THE ADMISSION APPLICATION:

Fill out the application referred to in Annex 1, inserting the student ID number obtained as above, sign it with a legible signature, and enclose a photocopy of a valid identity document (Identity Card – Driving Licence - Passport).

For candidates with qualifications obtained abroad, it is necessary to present, in addition to what has already been described, a Declaration of Value in Situ issued by the Italian Consular Authority of the country of study (accompanied by a transcript of records and a copy of the final diploma).

Alternatively, a CIMEA Statement of Comparability accompanied by a CIMEA Statement of Verification (by accessing 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).

Alternatively, a Diploma Supplement (if it is a European qualification) issued by the University of origin and legalised at the Italian Embassy of the country of study.

Those who submit incomplete documentation are admitted conditionally and cannot complete their enrolment until all required documentation has been submitted.

Non-EU citizens residing abroad must comply with the inter-ministerial provisions contained in the circular "Procedures for entry, residency and enrolment of international students to higher education courses in Italy for the academic year 2026-27", available at the link: https://www.studiare-in-italia.it/studentistranieri/.

For candidates with recognised invalidity pursuant to art. 3, paragraphs 1 and 3, of law no. 104 of 1992 and/or with invalidity equal to or greater than 66%, a copy of the certificate of invalidity issued in accordance with the law must be attached to the admission application, under penalty of exclusion from the expected concessions:

The same certificate must also be forwarded to the Sector for relations with disabled students at the following email address: servizio.disabilita@uniroma1.it and for information to the sector: altaformazione@uniroma1.it.

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

c) SUBMISSION OF THE ADMISSION APPLICATION:

The candidate must send the admission application accompanied by the required documents by 08 December 2026, according to one of the following specified methods:

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

In the case of postal delivery, the receipt stamp of the competent Administrative Offices will serve as proof, and not the dispatch date of the documentation.

The competitor who chooses to adopt this means of delivery assumes the risks of late delivery.

Art. 4 - RANKING OF ADMITTED CANDIDATES

The Course secretariat will verify the admission requirements, which will be followed by the publication of the list/ranking of participants in the Winter School Intensive Course by 18 December. Following the publication of the ranking, it is possible to enrol in the Course by paying the enrolment fee according to the procedures indicated in Art. 6 of this notice.

Art. 5 – ENROLMENT FEE

Participation in the Course requires a fee of €280.00, to be paid according to the procedures in Art. 6 no later than 28 December 2026. Students with a recognised invalidity equal to or greater than 66% or with recognition of handicap pursuant to art. 3, paragraphs 1 and 3, of law 5 February 1992, no. 104 are exempt from 50% of the enrolment fee. To benefit from the reduction, students must

send the documentation certifying the invalidity to servizio.disabilita@uniroma1.it and for information to the sector altaformazione@uniroma1.it. It is possible to benefit from only one concession if the Training Plan provides for further discounts, and the amount must be paid in a single instalment. The enrolment fee can only and exclusively be refunded in the event that the course is not activated.

Art. 6– ENROLMENT FEE PAYMENT METHODS

The student admitted to the course must access Infostud 2.0 with Spid or CIE (Electronic Identity Card) credentials from the page https://www.uniroma1.it/it/pagina-strutturale/studenti with their student ID number and password, click on the "TRAINING COURSES" box, then click on "FEES - Enrolment", enter the course code indicated in this notice and follow the subsequent instructions.
Those who benefit from any reductions will find the discounted payment slip in their Infostud Profile, "TRAINING COURSES" box, PAYMENT SLIPS, GENERATED PAYMENTS"

Payment of the enrolment fee must take place by the deadline set out in Art. 5 of this notice, via the payment slip downloaded from Infostud according to the methods illustrated on the institutional Sapienza website webpage: https://www.uniroma1.it/it/pagina/come-pagare (method 1).

Teacher's Card: Tenured teachers of educational institutions of all levels can pay using the so-called "Teacher's Card". In this case, after the deadline indicated in Art. 2, the participant admitted to the course must write to the email address altaformazione@uniroma1.it attaching the bonus generated by the MIUR website to receive, again via email, the instructions to pay the difference, if due, between the course enrolment fee and the bonus amount.

Funding by a company: To fund the enrolment of one or more individuals in a course, it is necessary that the beneficiaries of the funding register on Infostud and obtain the payment slip as described in point 5, and subsequently complete the following steps:
Phase 1): the funding company must forward an email to the following address: altaformazione@uniroma1.it requesting the data to make the payment and the name(s) of the beneficiary(ies).

Phase 2): after making the payment, send an email with their references (company name, VAT number/tax code, contact details, name, surname and student ID number of the beneficiary/beneficiaries) along with a copy of the payment receipt indicating the course code and Sapienza student ID number(s) of the beneficiaries to the address settoreentrate@uniroma1.it, and altaformazione@uniroma1.it.

Once the 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 information system (Infostud) or in the enrolment application.

Art. 7 – DURATION AND ORGANISATION OF EDUCATIONAL ACTIVITIES

The Course lasts for 2 weeks. Lessons will begin on Monday 15 February 2026 and will conclude on 27 February 2026. The educational activity corresponds to 68 hours of total commitment, of which at least 32 hours are dedicated to frontal teaching activities.

Attendance of 75% (or another higher percentage decided by the Director) of the activities scheduled for the Course entitles the student to a certificate of attendance and allows the possible recognition of CFU as follows:

1. The CFUs acquired in Higher Education Courses are recognisable, according to current regulations, in a 1st or 2nd level degree Course (up to a maximum of 12 CFU) and in a 1st or 2nd level Master's course.
2. The CFUs acquired in Training Courses or in Intensive Courses (Summer/Winter School) are recognisable according to current regulations in 1st level degree courses up to a maximum of 12 CFU, provided they are coherent with the course contents.

In the event of failure to attend, or other censurable behaviour, the Director may decide not to issue the Course attendance certificate. In such cases, the enrolment fees paid will not be refunded.

Art. 8 – PROCESSING OF PERSONAL DATA

With reference to the provisions set out by EU Regulation no. 679/2016 of 27.04.2016 "GENERAL DATA PROTECTION REGULATION" concerning the protection of natural persons and other subjects with regard to the processing of personal data, there is a specific information notice attached as an integral part of this Notice, which must be read.

ART. 9 - REFERENCE LEGISLATION

The Course referred to in this Notice is governed by the “Regulations on master's courses, higher education courses, training courses, intensive courses” and is available 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 is made to current legislation.

The Director of the Educational Services and Right to Study Area

Annex 1

Admission application to the Course of (Higher Education, Training, Intensive Summer/Winter School) in _____

Course identification code: _____

The undersigned

_____
Surname, Name

_____
Tax code

_____
Nationality

_____
Place and date of birth

_____
Residential address (City, province, street, postcode)

_____
Email address

_____
Landline telephone number and mobile number

_____
Infostud Student ID number

_____
Funding body (if present)

_____
Address of the Funding body)

_____
VAT number of the Funding body

n possession of the following qualification:

□ Upper Secondary School Diploma □ Bachelor's Degree □ Master's Degree □ Other (specify)

_____
Name of the Degree Programme

_____
Institution/University where the qualification was obtained

_____ _____

Date of award of the qualification Grade Vote

Requests to be admitted to the Course of (Higher Education, Training, Intensive Summer/Winter School):

Course Name:_____

Course identification code: _____

Academic year _____/_____

To this end, attaches hereto:

- Photocopy of a valid identity document, duly signed and legible (Identity Card, Driving Licence, Passport

For candidates with foreign qualifications:

- *Declaration of Value in Situ issued by the Italian Consular Authority of the country of study (accompanied by transcript of records + copy of the final diploma)*
- *or CIMEA Statement of Comparability accompanied by CIMEA Statement of Verification (by accessing 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 Diploma Supplement (if dealing with a European qualification) issued by the University of origin and legalised at the Italian Embassy of the country of study.

For students with disabilities recognised under art. 3, paragraphs 1 and 3, of law 5 February 1992, no. 104 and/or with an invalidity equal to or greater than 66%:

- copy of the invalidity certificate - indicating the percentage of invalidity, or for the cases provided for by law, solely the type of invalidity – or of the handicap certificate pursuant to art. 3, paragraphs 1 and 3, of law 5 February 1992, no. 104 (for information it is possible to contact the toll-free number 800-410960).

The undersigned declares to have read and approved this selection notice and the Training Plan in all their parts, to possess all the declared requirements, and to be aware of the criminal and civil penalties in the event of false declarations, the creation or use of false documents, pursuant to art. 76 of Presidential Decree no. 445.

Date Legible signature of the candidate

INFORMATION NOTICE PURSUANT TO ART. 13 OF EU REGULATION NO. 2016/679 "GENERAL DATA PROTECTION REGULATION''

1. **Data Controller:** Sapienza University of Rome Legal representative: Rector Address: P.le Aldo Moro no. 5 Contact details: rettricesapienza@uniroma1.it; PEC (Certified Email): protocollosapienza@cert.uniroma1.it DPO: Dott.ssa Loredana Segreto Address: P.le Aldo Moro no. 5 Contact details: responsabileprotezionedati@uniroma1.it; PEC: rpd@cert.uniroma1.it

2. Purposes of processing and legal basis

The processing of the personal data requested from the Data Subject is carried out pursuant to article 6 letter e) of EU regulation 2016/679, and will be processed to the extent strictly necessary and for the purposes connected to the enrolment in this notice. In particular, the data provided will be collected and processed for the pursuit of the following purposes:

- verification of the existence of the required requisites.

3. Retention period of personal data

The Data Controller informs that the personal data concerning the university career will be kept indefinitely, taking into account the archiving obligations imposed by current legislation. The other data collected for the use of services and for communications will be kept for the periods established by current legislation or by University regulations.

4. Rights of the Data Subject

The Data Subject has the right to:

- ask the Data Controller, pursuant to articles 16, 17, 18, 19 and 21 of the GDPR, for access to their personal data and the rectification or erasure of the same or the restriction of the processing concerning them or to object to their processing, in addition to the right to data portability. Erasure is not permitted for data contained in documents that must necessarily be kept by the University;
- withdraw consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal;
- lodge a complaint with a supervisory authority.

5. Obligation to provide data

The Data Subject is obliged to provide the requested personal data; in case of refusal, the University will not be able to accept participation in the call. The withdrawal of consent can only be exercised for optional processing.