



**UNIVERSITÀ DEGLI STUDI DI PARMA**

ADMITTANCE ANNOUNCEMENT  
COMPETITION FOR ADMISSION TO THE  
EUROPEAN POSTGRADUATE UNIVERSITY MASTER COURSE

in

## URBAN REGENERATION

Analytical Techniques for the Protection and Requalification of the Built Environment

*Established under Rector Decree 22/10/2004 n. 270, according to art. of the Academic Regulations of the University and on the basis of the resolution of the Academic Senate n. 512/17598 of April 28, 2014 and of the Board of Directors n. 523/30486 of April 30, 2014.*

Academic Year 2014/2015

In collaboration with:



**POLITÉCNICA**



**ΠΑΝΕΠΙΣΤΗΜΙΟ ΘΕΣΣΑΛΙΑΣ**

Under the sponsorship of:

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|  |  | <br>COMUNE DI PARMA | <br>Comune di Brescia |
|   |   |   |  |

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## **ARTICLE 1 - DESCRIPTION OF COURSE OF STUDIES**

The University of Parma, in collaboration with the Escuela Técnica Superior de Ingenieros de Caminos Canales y Puertos dell'Universidad Politécnica of Madrid, the Departamento de Ordenación del Territorio, Urbanismo y Medio Ambiente (Spagna) and with the Department of Planning and Regional Development of the University of Thessaly (Grecia), establishes for the Academic Year 2014/2015 the European second level Master Course in “ Urban Regeneration - Analysis techniques for the protection and requalification of the built environment, organized by the Department of Civil Engineering, the Environment and Architecture- DICATEA <http://www.dicatea.unipr.it/it/didattica/offerta-formativa-incardinata-nel-dicatea/master-universitari>.

The Master Course in Urban Requalification is sponsored by:

- The National Council of Architects, Planners, Landscapers and Conservationists;
- The Board of Architects, Planners, Landscapers and Conservationists of the Province of Parma;
- The Municipality of Brescia;
- The Municipality of Parma.

| MINIMUM NUMBER OF PLACES AVAILABLE | MAXIMUM NUMBER OF PLACES AVAILABLE | REGISTRATION FEE INCLUDING € 32 FOR VIRTUAL FEES   | REQUEST FOR ONLINE ADMISSION IN EFFECT FROM | DEADLINE FOR ON LINE REQUEST FOR AMISSION | FINAL DEADLINE PAYMENT ADMISSIONS TAX AND DELIVERY OF REQUEST TO MASTER SERVICE |
|------------------------------------|------------------------------------|--|---|---|---|
| <b>8</b><br><b>(eight)</b>         | <b>20</b><br><b>(twenty)</b>       | <b>€ 2032</b><br><br><b>2 payments: 1st payment at enrollment; 2<sup>nd</sup> payment by 3/31/2015</b> | <b>12:00</b><br><br><b>Dec./1st/2014</b>    | <b>12:00</b><br><br><b>Jan./8/2015</b>    | <b>12:00</b><br><br><b>Jan./12/2015</b>   |

The Master Course has a limited number of participants.

The minimum number of applicants to activate the course is set at 8 (eight) , whereas the maximum number of applicants is limited to 20. Based on the Protocol of Cooperation between the University of Parma, the Polytechnic University of Madrid and the University of Thessaly, 5 places have been reserved for the graduates of each of the foreign Universities, with a reduction of 50% with regards to the enrollment tax for the University Master.

### **1.1 ENTRANCE REQUIREMENTS**

Admittance to the Course is subject to passing a selection. Those, who by the date of the selection possess one of the following degrees may participate:

- Level II degree referred to in the Ministerial Decree of 22/10/2004 n. 270, having obtained the title of Bachelor in Architecture or Civil Engineering or Environmental Engineering or Urban and/or Regional Planning
- For the degrees relative to previous regulations, a Degree in Architecture or Civil Engineering or Environmental Engineering or Urban and/or Regional Planning.

### **1.2 AUDITORS AND REGISTRATION FOR SINGLE COURSES**

The presence of modular auditors , lessons or singular courses with a maximum number of 20 participants and not over the number of 10 per course or module is permitted, only after having made a lump sum registration fee payment of € 400 (included € 16, 00 for administrative fees) for each course or module.

The proposing Department will issue a certificate of participation to the auditors. Those who may be admitted as auditors must be graduates in the field relative to the master or similar or university students enrolled in the final year of the Master degree course.

### **1.3 PROFESSIONAL PROFILE**

The Course has the following formative objectives:

- Improve the technical and cultural knowledge in the areas of urbanism and planning.

- Provide advanced tools to address issues relating to urban regeneration and spatial development in their complexity.
- Fine-tune the preliminary instruments for the preparation of urban projects, to urban and metropolitan scale, with special attention to procedures for analysis and storage of data (geographic information systems).
- Provide advanced techniques for the preparation of planning tools and project management in its various forms: mobility, technological networks, the system of greenery and centrality, the landscape, with special attention to the legal, administrative, social and environmental aspects.

The professional opportunities of the Master course offer highly qualified individual professional activities in urban planning matters for companies, specialized professional studios or public authorities.

#### **1.4 SUMMARY DESCRIPTION OF THE CONTENTS**

The course, lasting one academic year, includes:

- classroom lessons and other forms of teaching,
- guided study and interactive teaching,
- an internship.

#### **1.5 ATTENDANCE AT THE COURSES**

Attendance at the courses is mandatory. The lessons will be concentrated, at the most, in two weekly business days. The internship activities will be part-time. The beginning of classroom teaching is planned for the month of January 2015 ending in the month of July 2015.

The internship activities, indicatively, will begin in the spring of 2015 with completion in autumn of 2015. All the activities of the course will be completed by April 2016.

#### **1.6 CREDITS AND ACADEMIC QUALIFICATION ISSUED**

The Master Course has features of advanced scientific and higher education, permanent and recurrent, at the conclusion of which, after passing the final exam, will be issued the qualification

for the European University Master Second Level. The course will run for 1500 hours corresponding to 60 Credits under DM 22/10/2004 n. 270.

### **1.7 DURATION AND WHERE THE COURSE WILL BE HELD**

All the activities of the master, together with the commitment reserved for study and individual preparation, corresponds to a total volume of 1500 working hours. The course will take place on the campus of the University of Parma from **January 30, 2015**. The internship activities will take place in local authorities, professional studios or with associated economic authorities.

### **1.8 ADMINISTRATIVE, TECHNICAL AND OPERATIONAL INFORMATION**

Servizio Master e Formazione Permanente, tel. 0521/033708 indirizzo e-mail [master.formazionepermanente@unipr.it](mailto:master.formazionepermanente@unipr.it)

### **1.9 DIDACTIC INFORMATION**

Didactic information may be obtained from Prof. Paolo Ventura email [paolo.ventura@unipr.it](mailto:paolo.ventura@unipr.it) or Prof. Michele Zazzi [michele.zazzi@unipr.it](mailto:michele.zazzi@unipr.it) at the Department of Civil Engineering, the Environment, the Territory and Architecture - DICATeA Parco Area delle Scienze 181 / a - 43124 Parma.

### **1.10 SELECTION PROCEDURE**

In order to identify those who may be admitted to the course, a special Commission will compile the ranking of eligible candidates, based on the grade assigned to their university Master degree, the date on which the degree was awarded and other possible qualifications (publications, work experience and research), which the candidate may file. In the case of two candidates who have the same position in the ranking, the younger candidate will be preferred.

## **ARTICLE 2 - REQUIREMENTS AND TERMS OF ELIGIBILITY**

Those who by the deadline date of the competition notice are in possession of a degree obtained in Italy, as provided by article 1 of this notice, or equivalent degree obtained at foreign universities may participate in the admission test.

Applicants holding a foreign degree must submit relevant Original documents to allow for verification (degree accompanied by an official translation in Italian, with legalization and declaration of merit, released by the Italian diplomatic missions in the country where the degree was awarded; all the above in order to allow enrollment for the University Master). These documents must be submitted the Master and Continuing Education Service after having attaching the document to the application form with the procedure described in Article 3.

A request may also be presented for admission to the selection by those who by the expiration date of the competition have not yet taken their Degree exam but expect to be in possession of said qualification by the day of selection for admission to the Master. In this case, it is necessary that these candidates specify their condition on the selection application online. On the day of the selection, said candidates must replace the application submitted previously with the self-certification of their academic degree qualification (model A / 3) otherwise risking exclusion from the selection examination .

## **ARTICLE 3 - APPLICATION FOR ADMISSION**

It's possible to register for the selection, within the peremptory deadline, indicated in Article 1, exclusively by computer, connected by means of any PC that is connected to Internet with the University web site [www.unipr.it](http://www.unipr.it) while having on hand an identity card or passport, fiscal tax code



and a connection to a printer. Those interested should, in order to avoid exclusion, follow the following online steps:

- 1) Click on the banner "UNIPARMA CLICK" and enroll in the online selection;
- 2) Print the application form for admission and the MAV of EUR 50.00 for admittance to the selection which will be paid by the date specified in paragraph 1, refundable only in the event of the test not being administered;
- 3) Delivery must be made by the deadline date of January 12, 2015, as established in article 1, the following:
  - a) The request for admittance to the competition,
  - b) A copy of your identity card and your fiscal tax code card
  - c) Receipt of the selection payment tax as mentioned above ,
  - d) Self-certification of academic qualification downloadable from the web site [www.unipr.it/](http://www.unipr.it/) module A3,,
  - e) Preferential other qualifications
  - f) University Degree accompanied by an official translation in Italian, with legalization and declaration of validity only in the case of students holding a foreign degree.

All the documentation, indicated above, must be delivered in one of the following ways:

- presented personally by the interested party, or by third parties accompanied by a letter of authorization to the Permanent Master and Continuing Education Service of the University of Parma, (according to the hours open to the public as is visible on the web site [www.unipr.it/](http://www.unipr.it/));
- mailed by post to the address Servizio Master e Formazione Permanente- P. LE S. FRANCESCO 1, 43121 PARMA;
- sent by certified electronic mail to the address [protocollo@pec.unipr.it](mailto:protocollo@pec.unipr.it);

Candidates with disabilities, in accordance with the Law 104/92 - art. 20, as well as the Law 68/99 art. 16 paragraph 1, may make a specific request regarding special assistance or extra time necessary for completing the admission exam. It is therefore necessary to attach to the application, a self-certification of disability that is equal to or above 60%, downloadable from the forms section of the website of the University of Parma, [www.unipr.it/](http://www.unipr.it/)

The university administration reserves the right to exclude, at every stage of the selection process, candidates who have submitted incomplete requests for participation or incorrect academic qualifications. Application requests will not be taken into consideration if submitted or received after the deadline, or in a manner different from that indicated in this announcement. The Administration assumes no responsibility in case of loss of communications due to incorrect contact details or failure or late notification of a change in contact details, technical errors or negligence of third parties, unforeseeable circumstances or force majeure. In addition, the Administration assumes no responsibility in case of non-receipt of documents due to negligence on the part of third parties, as well as in the case of errors by the candidate when inserting attachments and in any case of network failure. Those who, in relation to the number of available places and who have obtained the best score, will be admitted to the course.

#### **ARTICLE 4 - PRE-ENROLLMENT PROCEDURE**

At the end of the selection process, starting from January 16, 2015, candidates may view the area reserved for them, under the heading, admission test, suitability for enrollment in the Master Course chosen. Information will not be given over the telephone nor communications sent to place of residence.

**The eligible candidates can pre-enroll for the Masters from 12 noon on Jan./16/2015 until 12 noon on Jan./28/2015, in the following manner:**

- 1) Click on the banner "UNIPARMA CLICK" to access the reserved area and carry out the pre-enrollment under the heading secretariat / registration segreteria/immatricolazione")
- 2) Print out the application for registration and the MAV of € 1032.00 for the registration.
- 3) Pay tax mentioned above which is not refundable, except in the case in which that course is not activated,
- 4) To be presented by January 30, 2015:**
  - a) Application for registration signed,,
  - b) Self-certification of University degree,,

- c) 2 passport size photographs,
- d) Receipt of payment for the above mentioned tax,
- e) Copy of identity card and tax code number,
- f) Residence permit for non-EU citizens (a receipt for a residence permit issued in the mail also constitutes a valid qualification. It will be the responsibility of the applicant to send to the Master Service a copy of the original document as soon as he/she is in possession of it);

All the above indicated documentation must be delivered in one of the following ways:

- Presented personally by the candidate, or by a delegated third party, to the “Servizio Master e Formazione Permanente dell’Università degli Studi di Parma”, (according to the hours open to the public as is visible on the university web site [www.unipr.it](http://www.unipr.it));
- Mailed by post to the address “Servizio Master e Formazione Permanente- P. LE S. FRANCESCO 1, 43121 PARMA;
- Sent by pec (certified electronic post) to the address [protocollo@pec.unipr.it](mailto:protocollo@pec.unipr.it);

Applicants with disabilities, in addition to the documents listed above, must submit to the Master Service the A23 form, a request for total exemption from taxes due to disability, equal to or greater than 66%.The form can be found in the downloadable forms section of the website of the University of Parma.

Currently being drawn up, to be awarded, are two scholarships, equal to the entrance fee paid directly by external sponsoring organizations that will be hosting the internships.

Those who have not taken steps to regularize enrollment in the time period and in the manner indicated above will be regarded, to all purposes, as having withdrawn their request.

Candidates issuing false statements will forfeit their right to qualify.

The qualified candidates that are in a suitable position in the ranking, beyond the established time limit, as a consequence of a change in the position in the ranking, will be contacted by the offices for the procedures of registration in the manner and time that will be communicated to them.

In the case of a failure to reach the minimum number of participants, the activation will be canceled. In that case, the tax paid will be refunded.

## **ARTICLE 5 - HEAD OF PROCEDURE**

1. In accordance with the law of August 7, 1990, n. 241 and following modifications, the person responsible for the procedure of the present selection is Dr.ssa Sonia Rizzoli – Head of Postgraduate Recurring Education (Settore Formazione Post Laurea)- P.le S. Francesco, 3 -43121 Parma tel 0521 – 033708 fax 0521/347016 e-mail master.formazionepermanente@unipr.it.
2. The provisions of this notice are to ensure the transparency of all stages of the procedure and the criteria and procedures for the appointment of the selection boards as well as the heads of the proceedings in line with the implementation of the Law of August 7, 1990, n. 241, and successive modifications.

## **ARTICLE 6 - PRIVACY POLICY**

- 1) According to Article 13 of Legislative Decree 30th June 2003 n. 196, the personal information provided by participants in the selection for access to the Master Course referred to in Article 1, are gathered at the University of Parma, at the main office in via Università, 12-43121 Parma.
- 2) The processing of said data will be used only for the purposes specified in this competition announcement.
- 3) The submission of personal data is required for the assessment of the requirements to participate in the selection penalty of exclusion from the selection procedures.
- 4) Personal data provided by applicants may be communicated by the University to the Ministry for its institutional purposes.
- 5) 5) Candidates are entitled to their rights, under Article 7 of the Legislative Decree n. 196/2003, in particular the right of access to data concerning them and the right to obtain the update or deletion if erroneous, incomplete or not collected in accordance with the law, and the right, for legitimate reasons, to oppose their use. These rights may be asserted with the University of Parma, with its legal registered office in via Università, 12 43121 Parma, the controller of data.

## **ARTICLE 7 - FINAL PROVISIONS**

We will not release information over the telephone nor will communications be sent to one's legal residence. Although not specifically mentioned in this competition announcement, please refer to the rules and regulations of the University.

Parma,

THE ADMINISTRATIVE DIRECTOR

Silvana Ablondi

THE RECTOR

Loris Borghi