

REP. DRD n. 3003/2016

PROT. 168763

## IL RETTORE

PRESO ATTO del Decreto Rettorale n. 1948 prot. 105556 del 18/07/2016 con il quale è stato nominato il Comitato Esecutivo, approvato il bando e nominata la Commissione esaminatrice del Corso per Master Universitario Europeo di II livello in Rigenerazione urbana – Tecniche di analisi per la protezione e la riqualificazione dell'ambiente costruito a.a. 2016-2017;

PRESO atto della nota del Direttore del Dipartimento di Ingegneria civile, ambiente, territorio e architettura, Prot. n. 166289 del 28/10/2016 nella quale si chiede la proroga dei termini contenuti nel bando del Corso per Master sopra detto;

VISTA e RICHIAMATA la procedura speciale conferita in data 22 dicembre 2015 con atto notarile Dott. Attilio Tajani, Rep.n. 69, raccolta n. 47, registrato a Parma in data 12 gennaio 2016, n. 335 alla Prof.ssa Maria Cristina Ossiprandi, Pro Rettore con delega per l'Area Didattica e Servizi agli Studenti;

## DECRETA

- la riapertura dei termini per la presentazione delle domande di ammissione alle procedure di selezione al Corso per Master Universitario sopra detto a partire dalla data del presente decreto fino alle ore 12 del giorno 10/01/2017;
- il termine per il pagamento della tassa di ammissione e della consegna della domanda è differita al 17/01/2017;
- la pubblicazione della graduatoria e l'apertura delle immatricolazioni è differita al 31/01/2017;
- il termine ultimo delle immatricolazioni e per il pagamento della tassa di immatricolazione è differita al 07/02/2017.

Parma, 08/11/2016

F.to IL DIRETTORE GENERALE

Silvana Ablondi

F.to IL PRO RETTORE  
ALLA DIDATTICA  
E SERVIZI AGLI STUDENTI

Prof. Maria Cristina Ossiprandi

*R.P.A. - Responsabile del  
Procedimento Amministrativo*

*Uos Formazione Post laurea*

*Dott.ssa Sonia Rizzoli*

*U.O.R. - Unità Organizzativa  
Responsabile*

*Area Dirigenziale – Didattica e Servizi  
agli Studenti*

*Dott.ssa Anna Maria Perta*

**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**  
**Academic Year 2016/ 2017**

*Established under Rector Decree 22/10/2004 n. 270, according to art. 7 of the Academic Regulations of the University and on the basis of the resolution of the Academic Senate n. 535/17910 of April 26, 2016 and of the Board of Directors n. 547/31602 of April 28, 2016.*

In collaboration with:



**POLITÉCNICA**

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**Comune**  
**di Modena**



COMUNE DI  
REGGIO NELL'EMILIA



Reggio Emilia  
città  
delle persone

## **1) DESCRIPTION OF COURSE OF STUDIES**

The University of Parma, in collaboration with the *Escuela Técnica Superior de Ingenieros de Caminos Canales y Puertos, Universidad Politécnica de Madrid, Departamento de Ordenación del Territorio, Urbanismo y Medio Ambiente* (Spagna), establishes for the Academic Year 2016/2017 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>.

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 Parma;
- The Municipality of Modena;

- The Municipality of Reggio Emilia

Places Available		Registration Fee (including virtual stamp duty € 16)
Minimum	Maximum	
6	20	€ 2016.00 1 <sup>st</sup> installment € 1016.00 at enrollment; 2 <sup>nd</sup> installment € 1000.00 by the 31Mar2017

Deadlines				
Request for online admission (before noon)	from	1Aug2016	to	27Oct2016
Payment for the fee of admission to the competition, € 50.00 ( <i>refundable only in case the test not being administered</i> )				03Nov2016

Based on the Protocol of Cooperation between the University of Parma and the Polytechnic University of Madrid, 5 places have been reserved for the graduates of the foreign University, with a reduction of 50% with regards to the enrollment tax for the University Master (1st installment of € 516 and 2<sup>nd</sup> installment of € 500).

N.B. In the event of not reaching the minimum number of 6 members, the selection will not be administered, the candidate will be able to obtain repayment of the € 50.00 admission fee, providing, within 30 days from the date of selection, the necessary information to the reimbursement (procedures for reimbursement / IBAN), following the procedure in the web site [www.unipr.it](http://www.unipr.it)

### **ENTRANCE REQUIREMENTS**

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

- Level II degree referred to in the Ministerial Decree of 22/04/2004 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.

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 € 400.00 (stamp duty of € 16.00 included) for each course or module.

The proposing Department will issue a certificate of participation to the auditors. Those who will 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.

### **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.

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

The course, lasting one academic year, includes:

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

### **ATTENDANCE AT THE COURSES**

Attendance at the courses is mandatory. The lessons will be concentrated, at the most, in two weekly business days. The beginning of classroom teaching is planned for the month of December 2016 ending in the month of September 2017.

The internship activities will be part-time and will begin indicatively in the spring of 2017 with completion in autumn of 2017. All the activities of the course will be completed by April 2018.

### **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.

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

U.O.S. Formazione Post Lauream, tel. 0521/033708, e-mail [master.formazionepermanente@unipr.it](mailto:master.formazionepermanente@unipr.it)

### **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.

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

The duration of the Master Course is annual. All the activities, 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 the **2<sup>nd</sup> December 2016**. The internship activities will take place in local authorities, professional studios or with associated economic authorities.

The entire program of studies is defined by the Executive Committee considering that the course must be completed by the end of the academic year, i.e. by the 30<sup>th</sup> April 2018. If the Executive Committee, for justified reasons, decides to extend time for educational activities, students are required to enrol in the following academic year with the payment of the current virtual stamp duty. In the latter case, the internship, the didactic modules and the related interim and final exams must necessarily be concluded by the end of next academic year.

### **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.

Also the candidate must send a copy of the receipt of the payment, for the admission to the competition, and a copy of the identity card, by the deadline established at article 1, to the *U.O.S. Formazione Post Lauream*, through the following Email [master.formazionepermanente@unipr.it](mailto:master.formazionepermanente@unipr.it)

The Commission, at the end of the selection process, will formulate a ranking in cents. Candidates, with a score higher than 60, will be judged suitable for enrollment in the Master Course.

## **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 Original documents must be submitted to the *U.O.S. Formazione Post Lauream* during the enrollment procedure. N.B. As long as the candidate has failed to submit to the *U.O.S. Formazione Post Lauream* the original copy of the documents above, he can not register for the Master course.

In accordance with the Law 1592/1933 – art. 142 it is forbidden to enroll simultaneously in more University graduate or postgraduate courses. Therefore participants in this Master, academic year 2016/2017, cannot register in the same academic year to other Master courses, Postgraduate Schools, PhDs, bachelor's degree or master's degree courses, TFA (*Active Formative Traineeship*).

## **3) APPLICATION FOR ADMISSION**

It is possible to register for the selection, within the peremptory deadline, indicated in Article 1, exclusively online, accessing the internet using a portable computer and visiting the University web site [www.unipr.it](http://www.unipr.it) while having on hand an identity card or passport, fiscal tax code (CF/SSN/NINO) and a connection to a printer. Those who are interested should follow the following online steps in order to avoid exclusion:

- 1) Enroll in the online selection (**ISCRIZIONI ON LINE** [www.unipr.it/iscrizioni](http://www.unipr.it/iscrizioni) **uploading** the European CV (arranged as the format provided at the same web page of the admittance announcement), other possible qualifications;
- 2) To be admitted to the selection print the MAV (Pagamento Mediante Avviso), a pre-printed payment slip, of EUR 50.00, which must be paid by the date specified in paragraph 1, refundable only in case the selection procedure is not administered;
- 3) After paying the MAV keep the receipt of the payment to send it by mail to the *U.O.S. Formazione Post Lauream* at [master.formazionepermanente@unipr.it](mailto:master.formazionepermanente@unipr.it)

Candidates with handicap, in accordance with the Law 104/92 - art. 3, or candidates with disability equal to or above 66%, shall be *exempt totally* from payments.

**Candidates with disabilities**, in accordance with the Law 104/92 - art. 20, as well as the Law 68/99 - art. 16 paragraph 1, can make specific request regarding special assistance or extra time necessary for completing the admission exam. It is therefore necessary to attach to the application the form A/38, a self-certification of disability that is equal to or above 66%, downloadable from the forms section of the website of the University of Parma, <http://www.unipr.it/didattica/informazioni-amministrative/modulistica>. To apply for exemption from payment it is necessary to fill in the form A/23 Master.

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 have obtained the best scores during the selection process, in relation to the number of available places, will be admitted to the course. In the event of two candidates ranking equally, then the younger candidate will be preferred.

#### **4) PRE-ENROLLMENT PROCEDURE**

At the end of the selection process, i.e. starting from **18<sup>th</sup> November 2016**, each candidate will be able to view, by logging into the reserved area under the heading "**Test di ammissione**", the suitability for enrollment in the Master Course chosen. **The University Administration is unable to release admission decisions over the phone or by postal mail.**

The eligible candidates can pre-enroll for the Master course from 12.00 (noon) on 18<sup>th</sup> November 2016 until 12.00 (noon) on 25<sup>th</sup> November 2016, in the following manner:

- 1) Access your Reserved Area by logging in [www.unipr.it/iscrizioni](http://www.unipr.it/iscrizioni), "**ISCRIZIONI ON LINE**", and carry out the pre-enrollment **uploading**:
  - a. Copy of identity card (front back)
  - b. Copy of tax code number (CF or SSN/NINO)
  - c. 1 passport size photograph
  - d. 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 *U.O.S. Formazione Post Lauream* a copy of the original document as soon as he/she is in possession of it);
- 2) Print out the application for registration
- 3) Print the MAV of € 1016.00 for the enrollment (€ 516 for candidates graduated from Universidad Politécnica de Madrid).
- 4) Pay the fee mentioned above, which is not refundable, except in the event the course will not be activated,
- 5) Concluded the online procedure, the student has to deliver to the *U.O.S. Formazione Post Lauream*, by the deadline, i.e. the **25<sup>th</sup> November 2016**, a scan of the receipt of payment and a scan of the application for registration, through the following e-mail: [master.formazionepermanente@unipr.it](mailto:master.formazionepermanente@unipr.it). The Subject of the Email **must be** in the form: "**SURNAME, NAME, MASTER COURSE CHOSEN**"

Those who have failed to regularize enrollment in the terms and in the manner indicated above will be considered, 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 case of a failure to reach the required minimum number of participants, the activation will be canceled. In that case, the fee paid will be refunded.

## **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. Sonia Rizzoli – Head of Postgraduate Recurring Education (*U.O.S. Formazione Post Lauream*)- 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.

## **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. 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 via Università, 12 43121 Parma, the controller of data.

## **7) FINAL PROVISIONS**

Executive Committee of the Master may arrange the extension of the terms of registration and enrolment if it is not reached the minimum or maximum number of members or in case of specific circumstances or teaching necessity. Any extension of terms will be notified through a notice published along with the announcement for admittance link.

Although not specifically mentioned in this competition announcement, please refer to the rules and regulations of the University.

Parma, 18 July 2016

The Administrative Director  
Silvana Ablondi

The Rector  
Loris Borghi