



UniSR

Università Vita-Salute
San Raffaele

COMPETITION CALL FOR THE AWARDING OF STUDENTS' COLLABORATIONS A.Y. 2023/2024

This is a simplified translation of the competition call for students' collaborations on the official on-line board of Vita-Salute San Raffaele University website that describes the procedure and steps to take in order to apply. The only official and legal document regulating this competition is the Italian version of the call.

1

Having seen the by-laws of Vita-Salute San Raffaele University, Milan, Italy, approved with the decree of the Italian Ministry for Universities, Scientific Research and Technology of 2 August 1996, as amended;

Having seen article no. 11 of Legislative Decree no. 68 of 29 March 2012, "*Review of the legislation establishing the principles for the right to education and the proper operation of legally recognised university colleges*";

Having seen Prime Ministerial Decree no. 159 of 5 December 2013, "*Regulations governing the calculation and fields of application of the Economic Status Indicator (ISEE)*", as amended;

Having seen the Ministry of Labour and Social Policies and Ministry of Economy and Finance Interministerial Directors' Decree of 7 November 2014;

Having seen Ministerial Decree no. 115 of 28 February 2023, "*Definition of the list of particularly impoverished states for the 2023/2024 academic year*";

Having seen Law no. 241 of 7 August 1990, as amended "*New regulations governing administrative procedures and right of access to administrative documents*";

Having seen the Regulations governing the employment of students in University services approved by Rector's Decree no. 4171 of 9 July 2014;

Having seen the Executive Board Resolution of 3 May 2023.

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

**IT IS HEREBY ENACTED THE ISSUANCE OF THE NOTICE OF COMPETITION CALL TO
AWARD STUDENTS' COLLABORATIONS
A.Y. 2023/2024**

ARTICLE 1. NUMBER OF CONTESTED COLLABORATIONS AND SCOPE OF ACTIVITIES

A call for applications is hereby issued for the award of **32 collaborations**, each for activity of maximum **100 hours** in total, in the following services:

- a) **n. 5** collaborations - Library;
- b) **n. 10** collaborations - Marketing and Communication;
- c) **n. 8** collaborations - International Promotion;
- d) **n. 9** collaborations for "Peer-to-Peer Tutoring" activities for students enrolled in the International Medical Doctor Program.

Applicant students must meet the following skills and availabilities:

Library: willingness to work mainly during the 17:00 to 19:00 hrs time-band, aptitude to archival activities and to public relations, flexibility and methodology.

Marketing and Communication: students will carry out activities as follows, within the different areas of this department:

- n. 6 Promotion and Recruitment
- n. 2 Digital Office
- n. 2 Institutional Events

For these positions, it's necessary to have the following requirements and availabilities: good interpersonal skills, willingness to work off Campus; flexibility in the working hours, even after the standard academic hours; punctuality and commitment in meeting the deadlines; reliability and proficiency in performing tasks; interest in social media, photography, graphics and communication in general.

International Promotion: collaborations are reserved to non-EU students enrolled in the A.Y. 2023/2024, in their third, fourth or fifth year at the International Medical Doctor Program.

Students will carry out activities as International Student Ambassadors in order to provide general information to prospective students.

Tasks will be performed through a suitable online platform ("app") for these activities.

For these collaborations, it's necessary to have the following requirements and availabilities: excellent communication skills, both in written and oral English, interpersonal skills, reliability in organizing and giving the requested information; strong interest and aptitude in the activities of Student Ambassador.

Università Vita-Salute San Raffaele

Via Olgettina 58 - 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 - Cod. Fisc. 97187560152 - N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

“Peer to peer tutoring” activities for students enrolled at the International Medical Doctor Program: tutoring activities can be carried out by students enrolled in the A.Y. 2023/2024, in their second or third year at the International Medical Doctor Program; they have to be able of providing support to other students enrolled at the same degree course in organizing the studies, in dealing with criticalities regarding their study and the individual learning techniques.

3

Each tutor can apply for up to four courses and, during the interview with the Manager, he/she can be eligible to provide tutoring either for one or two courses. By all means, each collaboration assigned will derive in an activity of maximum 100 hours in total.

The courses for which the service will be organised are indicated below:

- Medical Physics
- Medical genetics
- Medicinal Chemistry and Biochemistry
- Molecular cell biology
- Basic medical statistics
- Human Anatomy
- Human Histology
- Physiology
- Principles of Pharmacology

ARTICLE 2. GENERAL PROVISIONS TO ENTER THE COMPETITION CALL

Concerning the collaborations mentioned in article no. 1, **a) and b)**, in order to be **admitted** to the selection procedure, students must be properly enrolled or declaring the intention to enroll in a subsequent year than the first of a Bachelor's Degree, Single Cycle Degree or Master's Degree for the A. Y. 2023/2024.

Concerning the collaborations mentioned in article no. 1, **c)**, in order to be **admitted** to the selection procedure, students must be extra-UE citizens and be enrolled or declaring the intention to enroll in their third, fourth or fifth year during the A.Y. 2023/2024 at the International Medical Doctor Program.

Concerning the collaborations mentioned in article no. 1, **d)**, in order to be **admitted** to the selection procedure, students must be enrolled or declaring the intention to enroll in their second or third year during the A.Y. 2023/2024 at the International Medical Doctor Program and have passed the exams for which they ask to be a tutor with the $\geq 27/30$ grades.

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

Merit criteria

The criteria for the evaluation of merit are the number of ECTS-credits awarded and the students' average marks exams achieved by 10 August 2023.

Students taking part in the selection procedure must have gained the number of ECTS-credits specified below, by 10 August 2023:

➤ **Bachelor's Degree Courses:**

Year 2 49 ECTS-credits

Year 3 95 ECTS-credits

➤ **Single Cycle Degree Courses:**

Year 2 49 ECTS-credits

Year 3 95 ECTS-credits

Year 4 160 ECTS-credits

Year 5 215 ECTS-credits

Year 6 270 ECTS-credits

➤ **Master's Degree Courses:**

Year 2 45 ECTS-credits

ECTS-credits for examinations taken in order to recoup educational deficits are not considered in the above totals (OFA).

The calculation of the ECTS-credits for students enrolled on Healthcare Professions Degree Courses include also the ECTS of the undertaken internship of the a.y. 2022/2023, carried out after 10 August 2023, for reasons relating to the university organisational planning. These ECTS-credits will be considered on a "provisional" basis and definitively acquired or not within 31 October 2023, depending on the success of the internship examination. If students fail to gain the ECTS-credits by the above deadline, it means that they fail to reach the minimum total required by this call for applications and they will be excluded from collaboration assignment.

Ranking points will be assigned as stated in the next article 4.

Financial Condition Requirements

Students participating in the selection procedure, in order to obtain the evaluation of the financial situation of their family unit, must submit a family unit Economic Status Indicator (ISEE) Statement for entitlement to university funding, issued after 1 January 2023, not exceeding **50.000,00 euros**. Students who don't wish to submit this certification or have a major ISEE certification, won't obtain any ranking points on the basis of economic status during the selection procedure (see provisions of article 4).

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

Family unit

Student's family unit is defined in accordance with and using the methods specified in Prime Ministerial Decree no. 159 of 5 December 2013, as amended.

5

Financially independent student

A student is considered financially independent when both the following circumstances apply:

- he/she has lived separately from him/her family unit of origin for at least two years prior to the date of submission of the DSU certification that determines ISEE, in accommodation not belonging to a member of the said family unit;
- he/she has filed tax returns declaring income from regular employment or contract work of not less than € 9.000,00, for at least two years.

If both the above circumstances do not apply or are not sufficiently documented, the student shall not be considered financially independent and therefore the income and asset status of his/her family unit of origin shall be considered for the purposes of the selection process.

Income and asset assessment for foreign students

The economic status of foreign students or Italian students resident abroad is assessed in accordance with the provisions of article 8 comma 5 of Prime Ministerial Decree 159/2013 and, pending approval of the Ministerial Decree envisaged by article 7, comma 7 of Legislative Decree 68/2012, the economic status of foreign students is assessed on the basis of the Foreign Equivalent Economic Status Indicator established by articles 5 and 13 of the Prime Ministerial Decree of 9 April 2001.

The income and asset status of foreign students from outside the European Union is assessed using the methods established by Legislative Decree n. 286 of 25 July 1998, as amended (articles 4 comma 3 and 39) and Presidential Decree no. 394 of 31 August 1999 (art. 46, comma 5).

The income and asset status of the family units of foreign students must be certified by suitable documentation issued by the competent authorities of the countries in which the incomes are produced, and must be translated into Italian by the Italian diplomatic authorities with competence for the territory concerned.

In case of countries where there are particular difficulties in issuing the certification authenticated by the Italian local Embassy, this must be issued by the competent foreign representations or consuls in Italy and legalised by the Prefectures in accordance with art. 33 of Presidential Decree no. 445 of 28 December 2000.

For foreign students from particularly impoverished Countries (Ministerial Decree no. 115 of 28 February 2023, *Definition of the list of particularly impoverished states for the 2023/2024 academic year*), economic status is assessed on the basis of certification by the Italian Representation in the country of origin, confirming that the student does not belong to a wealthy family of high social status. This certification may also be issued by the foreign university where the student is enrolled, linked to the University by agreements

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

or conventions, or by Italian authorities empowered to issue guarantees of economic cover, in accordance with current regulations governing the matriculation of foreign students at Italian universities.

However, the student is obliged in all cases to declare any incomes and assets held by his/her family unit in Italy in accordance with Prime Ministerial Decree 159/2013, with an ISEE certificate for university funding entitlement.

6

All foreign students and Italian students resident abroad, in order to be evaluated based on the income/assets of their family unit, must submit the originals of the following documentation:

- document certifying the composition of the family unit;
- income generated by every member of the family unit during the 2021 calendar year;
- documentation on the real estate owned by the family unit, specifying the square meters of the properties owned as at 31 December 2021;
- certification of the investments owned by the family unit during 2021.

In all cases, the income declared by foreign students must be at least € 6.079,45, equivalent to the minimum living income, which must be proven when applying for a study visa for entrance to Italy. This value is the minimum threshold for the evaluation of economic status prerequisites.

Students not intending to submit the above documentation will not receive any points on the basis of economic status during the selection procedure (see provisions of art. 4).

Students that fall within the following criteria, are not eligible to participate on the call:

- enrolled in the first year of a Bachelor's Degree, Single Cycle Degree or Master's Degree for the A.Y. 2023/2024;
- intermediate year repeating;
- final year repeating

ARTICLE 3. SUBMISSION OF APPLICATIONS

Application must be submitted **exclusively online, by no later than 21 July 2023 at noon CEST** on the www.unisr.it website, accessing the reserved area of the Intranet (from the "Registrar's Office" Menu, access "Financial aid and awards" and select "Call for Applications for Students Collaborations, 2023/2024 Academic Year").

The following documents must be uploaded in .pdf format:

- the duly signed application, together with a copy of valid ID (annex A to this call for applications);

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

- ISEE certificate for the right to university funding issued after 1 January 2023 and a copy of the Personal Declaration signed by the applicant; for foreign students and Italian students resident abroad, in addition, ISEEU parificato and the documentation listed in article 2 of this call for applications “Income and asset assessment for foreign students”;
- for independent students the documents, in addition, listed in article 2 of this call for application, at the paragraph “Financially independent student”.

7

The submission of the documentation for the evaluation of the economic situation is facultative. Students who don't submit this certification or have an ISEE certification that exceeds 50.000,00 euros will not obtain any point on their economic status for the formation of the rankings (see provisions of art. 4).

Declarations made within the application are considered to have been issued pursuant to Italian Presidential Decree no. 445 of 28 December 2000 as amended, by candidates entitled to use the forms of simplified certification for bureaucratic purposes permitted by the said Decree.

For foreign candidates not entitled to use the forms of simplified certification for bureaucratic purposes permitted by Presidential Decree no. 445/2000, statuses, personal characteristics and facts must be documented by means of certificates or declarations issued by the competent authorities in the foreign state of origin, with an Italian translation authenticated by the Italian consular authority confirming conformity to the original.

The form “Annex B”, declaring the average mark in the examinations taken and the number of ECTS-credits gained by 10 August 2023, must be submitted by email to dirittoallostudio@univr.it no later than 31 August 2023.

ARTICLE 4. RANKINGS

PROVISIONAL RANKING:

The ranking is drawn up in decreasing order by adding the points awarded for academic merit (maximum 1.000 points) to those awarded for economic status (maximum 500 points).

In case of a tie in position in the ranking, the candidate with the poorer family unit economic status will take precedence. If there is still a tie, in terms of both academic merit and economic status, the younger student will take precedence.

The provisional ranking will be published by no later than **12 September 2023**, for the sole purpose of announcing the candidates' eligibility and the order of the calls for their aptitude interviews.

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.univr.it



UniSR

Università Vita-Salute
San Raffaele

Method for calculation of scores:

➤ Points available for academic merit (maximum 1.000 points):

A total of 1.000 points are available, assigned as follows: 600 on the basis of the number of ECTS-credits gained and 400 on the basis of the average mark obtained in the successful exams.

The score for the **ECTS** gained by **10 August 2023** is calculated using the following formula:

$$(\text{Student's ECTS} - \text{Minimum ECTS}) \times \frac{600}{(\text{Maximum ECTS} - \text{Minimum ECTS})}$$

The score for the **average mark** in the examinations succeeded within **10 August 2023** is calculated using the following formula:

$$(\text{Student's average mark} - \text{Pass mark}) \times \frac{400}{(\text{Maximum mark} - \text{Pass mark})}$$

➤ Points available for economic status (maximum 500 points):

The economic status score is calculated on the basis of their family unit's Economic Status Indicator for university funding entitlement ("University I.S.E.E."), only for students submitting this document, in relation to the maximum limit of € 50.000,00, with a maximum of 500 points awarded on the basis of the following formula:

$$\left\{ 1 - \frac{\text{I.S.E.E. Universitario}}{50.000,00} \right\} \times 500$$

Students who don't submit ISEE will receive 0 points based on the evaluation of the economic status.

FINAL RANKING:

Service Managers will hold aptitude interviews with the candidates listed in the provisional ranking in order to verify the basic knowledge required for the concerned collaborations.

The final ranking that indicates the selected students will be published once the aptitude interviews finish.

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

ARTICLE 5. PUBLICATION OF THE RANKING LIST

University Vita-Salute San Raffaele will publish the results of the competition call on the university website (www.unisr.it).

9

ARTICLE 6. FINANCIAL STATUS ASSESSMENT

For verification of economic status, Vita-Salute San Raffaele University will exercise the options available to it under current law, specifically art. 10 of Legislative Decree no 68 of 29 March 2012, art. 71 of Presidential Decree no. 445 of 28 December 2000, art. 38 of Decree Law no. 78 dated 31 May 2010 (converted, with amendment, into law no. 122 of 30 July 2010), and art. 11 of Prime Ministerial Decree no. 159 of 5 December 2013 and the relative INPS Pension Authority Circular no. 171 of 18 December 2014, also demanding all relevant documentation for verification of the accuracy of the statements issued (personal and corporate tax returns, VAT returns, etc.).

In the event of false declarations, appointments made will be revoked and the parties concerned will receive the penalties envisaged by articles 75 and 76 of Presidential Decree no. 445/2000, art. 10 of Legislative Decree 68/2012 and art. 38 of Decree Law n. 78/2010, converted with amendments by law no. 122/2010.

In no case shall the above preclude the adoption of disciplinary measures or reporting to the judicial authorities if a crime is considered to have been committed.

ARTICLE 7. PLACE AND LENGTH OF COLLABORATION

Each collaboration shall involve the provision of up to a maximum total of **100 hours** work, to be distributed through the 2023/2024 academic year, according to the inner needs of each service.

These collaborations do not result in a form of subordinate employment under any circumstances, do not imply students' inclusion in the organisation of labour within the University's administrative and teaching services and do not give rise to any form of qualification valid for public competitive examinations.

Under no circumstances shall the collaborations in the aforementioned services imply any administrative students' responsibility.

Activities might be performed either on campus, within Vita-Salute San Raffaele University premises, or in temporary off campus locations, where the University considers necessary due to its activity's nature; as same as through diverse modalities (e.g. online) previous authorisation of the Service Manager.

ARTICLE 8. PAYMENT

Payment for the above activities is set at **€ 10.00 per hour**, exempt from Italian personal income tax under art. 11 of Legislative Decree no. 68 of 29 March 2012.

Students will be paid in a single instalment upon completion of their collaboration, previous receipt of the activities certificate provided by the Services Manager.

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

Payments will only be made by bank transfer to the account indicated in the application form. This has to be an Italian account, headed or jointly held by the student.

ARTICLE 9. ACTIVITIES SUPERVISION AND CAUSES FOR DISMISSAL

The University Administration may dismiss students from the collaborations at any time if they fail to fulfill their relative duties. If students are dismissed prior to completion of the specified hours, they will be paid for the services actually rendered.

ARTICLE 10. INSURANCE STATUS

The University insures students who have been assigned a collaboration, at its own expense against accidents.

Awarding of a collaboration does not imply any obligation on the University's part to pay social security, pension or any other form of contributions.

ARTICLE 11. PRIVACY POLICY

Vita-Salute San Raffaele University, with registered office in Milan, Via Olgettina 58, tax code 97187560152 (hereinafter the "**University**") undertakes to constantly protect the personal data of data subjects. This privacy policy statement is intended to explain the policy adopted by the University with regard to personal data protection in order to: **(i)** inform data subjects of the procedures by which personal data regarding them are processed; and **(ii)** enable data subjects to provide informed consent to the processing of the personal data acquired. The aforesaid follows the provisions of art. 13 of Regulation (EC) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (hereinafter the "**Regulation**") and Italian Legislative Decree no. 196 of 30 June 2003 (hereinafter the "**Data Protection Code**").

The information and data you contribute or which are otherwise collected will be processed in accordance with the provisions of the Regulation and the Data Protection Code, and with the confidentiality obligations enforced in all the University's activities.

In accordance with the provisions of the Regulation and the Data Protection Code, the data will be processed by the University lawfully, fairly, and in a transparent manner, with limitation of the processing purposes and data storage, and measures to ensure data's minimisation, accuracy, integrity and security.

Data Controller and Data Protection Officer

The Data Controller is Vita-Salute San Raffaele University, in the person of its Managing Director.

In accordance with the provisions **(i)** of the Regulations (see Art. 37) and **(ii)** the CODAU University Administration Association Guidelines, via a resolution of its Board of Directors dated 22 January 2018 the University appointed GSD SISTEMI E SERVIZI S.C.A.R.L., with registered office in Milan, Corso di Porta Vigentina 18, VAT no. 06959200962, (hereinafter, "**GSD**") as its Data Protection Officer (hereinafter "**DPO**").

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

The professional nominated by GSD to serve as DPO is Mr Gabriele Tettamanti.

The DPO is at data subjects' service for any information regarding the University's personal data processing operations.

The contacts of the Data Controller and DPO are as follows:

Email: privacy@unisr.it

11

Categories, nature and purpose of processed data

Personal data acquired for the performance of the University's institutional activities - identification and contact data, academic/educational career data, financial data, sensitive and judicial data - are processed for purposes related solely to the performance of the said activities, and specifically for all the procedures necessary for the full achievement of the University's functions under the law and its charter, including possible disclosure through publication on the University's Internet site, in accordance with the provisions of the Regulation, the Data Protection Code, the regulations and the aforesaid principles of legality, fairness, transparency, limitation of purposes and storage, data minimisation, accuracy, integrity and security in relation to the institutional purposes for which they are used, for educational and administrative activities, and for the pursuance of the University's institutional and security aims in more general terms.

Data may also be used for historic, statistical or scientific purposes, in compliance with the relevant legislation and codes of ethics.

With regard, in particular, to the data classified as sensitive (i.e. personal data which may reveal racial and ethnic origin, religious, philosophical or other beliefs, political opinions, membership of parties, trades unions, associations or organisations of a religious, philosophical, political or trades union nature, and personal data which reveal the individual's state of health or sex life) and judicial data (i.e. personal data which may reveal measures as defined by article 3 (1) (a-o, r-u) of Italian Presidential Decree no. 313 of 14 November, 2002, relating to criminal record, list of administrative penalties deriving from offences committed and the relative crimes recorded, or the status of accused or suspected party under articles 60 and 61 of the Italian Criminal Procedural Code) during the pursuance of its institutional aims, the University might acquire the following data:

- a) data relating to diversely able students and/or family members or income data for the purpose of possible verification of self-certification relating to the payment of university fees and any exemption from the payment of university fees and/or access to any reductions granted by law, and data relating to the management of extraordinary grants for students' projects;
- b) data relating to refugee status for access to exemptions and scholarships;
- c) data relating to pregnancy, for the implementation of all necessary precautions to protect pregnant women, both for educational purposes, such as attendance at laboratory classes, and for access to any grants or benefits available by law;
- d) data which may reveal political opinions or membership of parties, associations or organisations of a religious, philosophical, political or trades union nature, for requirements relating to the functioning of the University's internal electoral procedures;
- e) sensitive and judicial data of relevance to disciplinary proceedings against students;

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

- f) data relating to disabled status for interpreting, tutoring, transport and similar services for all handicapped students;
- g) health data, necessary for assessment of the student's suitability, also by means of medical examinations by professionals appointed for the purpose by the University, and for safety purposes.

12

The aforesaid sensitive and judicial data relating to teaching activities and the management of students' enrolments and careers (including, if relevant, access to and residence in the university's student accommodation), acquired both from the data subjects and from third parties, are used by the competent Departments and/or Organisations, both on paper and on digital media.

The following are the main items of legislation under which the University is permitted to use sensitive and judicial data: Italian Royal Decree 1592/1933 and subsequent amendments and additions (*Consolidation Law on Higher Education*); Italian Royal Decree 1269/1938 and subsequent amendments and additions. (*Approval of regulations regarding students*); Italian Presidential Decree 382/1980 (*Reorganisation of university teaching, relative educational categories and trial of new methods of organisation and teaching*); Italian Law 168/1989 (*Creation of the Ministry Of Universities And Scientific And Technological Research*) Italian Law 398/1989 (*Regulations governing university scholarships*); Italian Law 341/1990 (*Reform of the university system*); Italian Law 390/1991 (*Legislation on the right to university education*); Italian Law 104/1992 (*Framework law for the assistance, social integration and rights of handicapped people*); Italian Ministerial Decree 224/1999 (*Regulations governing research doctorates*); Italian Legislative Decree 445/2000 (*Consolidation Law incorporating legislation and regulations on administrative documentation*); Italian Law 148/2002 (*Ratification and Implementation of the Lisbon Convention of 11 April 1997*); Italian Ministerial Decree 270/2004 (*Changes to the Regulations governing the teaching independence of Universities, approved by Ministry Of Universities And Scientific And Technological Research Decree no. 509 of 3 November 1999*); Italian Presidential Decree 334/2004 (*Regulations for the implementation of the consolidation law on immigration and the status of foreigners*); Italian Ministerial Decree no. 142 of 25/3/1998 and Law no. 196 of 24 June 1997 (*Regulations governing internships*); Italian Prime Ministerial Decree 9 April 2001; Italian Law no. 30 of 14 February 2003 (*"Biagi Law", reforming the labour market*); Current Socrates/Erasmus Institutional Contract; University Charter, University Teaching Regulations, Student Regulations and other current University Regulations; current Regional Laws on the right to university education.

Compulsory nature of data provision

Subject to the aforesaid principles of limitation of purposes and storage and minimisation of data, the provision of personal data is compulsory and those refusing to provide them will be unable to establish and continue any relationship with the University.

Data processing procedures

Personal data are processed using manual and automated tools, by methods strictly correlated to the relative purposes, by means of appropriate security measures and for the period of time required by the current regulatory framework.

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

13

Transfer of personal data

Personal data acquired by the University may be transferred to other countries, including outside the EU. In this case, the University undertakes to perform preliminary checks and to oblige any third parties to which personal data are transferred to comply with the relevant principles and legal requirements enforced by the Regulation and the Data Protection Code. For this purpose, the University may require the third-party recipient of the personal data to sign a specific deed designating the third party as a data processor pursuant to Art. 29 of the Data Protection Code or Art. 28 of the Regulation.

Rights of data subjects

Data subjects are entitled to apply to the University, at any time, for access to their personal data, or for their rectification or erasure, or to object to their processing in the circumstances envisaged by Art. 20 of the Regulation, and are entitled to request the restriction of processing in the circumstances covered by Art. 18 of the Regulation, and to obtain the personal data concerning them in a commonly used, machine-readable format (portability) in the circumstances envisaged by Art. 20 of the Regulation.

Requests must be sent in writing, by email to the Data Controller or the DPO.

Data subjects are entitled at all times to lodge a complaint with the competent supervisory authority (Italian Personal Data Protection Authority), under art. 77 of the Regulation, if they maintain that their data are being processed in breach of the current law.

ARTICLE 12. FURTHER INFORMATION

For any further information, interested students may call 0291751500.

This competition call is available on the university website: <https://www.unisr.it>.

The official in charge of the administrative procedure is Luca Pollastri.

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

Annex A

APPLICATION FOR THE COMPETITION CALL FOR THE AWARD OF STUDENT COLLABORATIONS VITA-SALUTE SAN RAFFAELE UNIVERSITY A.Y. 2023/2024

SELF-CERTIFICATION DECLARATION
(Pursuant to articles 46 and 47 of Italian Presidential Decree 445/00)

Section 1 – APPLICANT STUDENT DETAILS

THE UNDERSIGNED

Applicant student tax code:

Matriculation number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--

Last name and first name

Place of birth

Prov.

Foreign country

Date of birth

Nationality

Municipality of residence

Prov.

POSTAL/ZIP CODE

Locality, street name and number

Email

Cell phone

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

Section 2 – UNIVERSITY REGISTRATION DETAILS

I, the undersigned, declare:

that I am enrolled for the A.Y. 2023/2024 on the _____ year of the Bachelor's Degree/ Single Cycle Degree/ Master's Degree in _____

2

Section 3 – ECONOMIC STATUS INDICATOR FOR UNIVERSITY FUNDING ENTITLEMENT (UNIVERSITY ISEE)

Data from ISEEU parificato funding entitlement, issued after 1 January 2023:

Economic Status Indicator (ISEEU): Euro _____

or declare

that I am NOT submitting an ISEE (Economic Status Indicator) certificate and, for foreign students and independent, the documentation required under article 2 of the Call for Applications, and thus agree that I will not receive any points on the grounds of economic status.

Section 4 – APPLICATION TO THE SELECTION PROCEDURE AND CHOICE OF THE SERVICE

I, the undersigned, request

to be admitted to the selection procedure for the following Service:

PLEASE, INDICATE A PRIORITY (1-2-3)

- () LIBRARY
- () MARKETING AND COMMUNICATION
- () INTERNATIONAL PROMOTION
- () PEER TO PEER TUTORING, International Medical Doctor Program

The indicated priority is purely indicative and will be evaluated depending on the exigences of the services.

Section 5 – PEER-TO-PEER TUTORING COLLABORATIONS ONLY

I, the undersigned, hereby apply for tutoring activities for the following courses

Specify no more than four courses:

- () MEDICAL PHYSICS
- () MEDICAL GENETICS
- () MEDICINAL CHEMISTRY AND BIOCHEMISTRY
- () MOLECULAR CELL BIOLOGY

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

- () BASIC MEDICAL STATISTICS
- () HUMAN ANATOMY
- () HUMAN HISTOLOGY
- () PHYSIOLOGY
- () PRINCIPLES OF PHARMACOLOGY

I, the undersigned, declare to have successfully passed the examination(s) of the course(s) for which I am applying as tutor with the following marks:

Course Name _____ score _____

Course Name _____ score _____

Course Name _____ score _____

Course Name _____ score _____

Section 6 – DATA PROTECTION

I, the undersigned, declare that I have read and understood Article 11 of the Call for Applications (privacy policy statement issued by Vita-Salute San Raffaele University) and specifically agree to the processing of my personal data.

Date

Signature of applicant student

Section 7 – BANK DETAILS FOR PAYMENT OF COLLABORATION COMPENSATION (the c/a must be headed or jointly held by the student)

C/A holder: _____

Bank transfer to Bank: _____

IBAN:

I	T																						
---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Date

Signature of applicant student

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it



UniSR

Università Vita-Salute
San Raffaele

Annex B

1

**ADDENDUM TO THE APPLICATION TO THE COMPETITION CALL FOR THE AWARD OF STUDENT
COLLABORATIONS VITA-SALUTE SAN RAFFAELE UNIVERSITY
2023/2024 ACADEMIC YEAR**

PERSONAL DECLARATION OF CERTIFICATION

(Pursuant to articles 46 and 47 of Italian Presidential Decree 445/00)

THE UNDERSIGNED

Applicant student tax code:

Matriculation number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--

Last name and first name

DECLARE

- that I am enrolled for the A.Y. 2023/2024 in the _____ year of the Bachelor's Degree/ Single Cycle Degree/ Master's Degree in _____
- that as of 10 August 2023 I had acquired n° _____ ETCS-credits with the average mark of: _____/30
- that I am not enrolled as an intermediate year repeating student
- that I am not enrolled as a final year repeating student

Date

Signature of applicant student

Università Vita-Salute San Raffaele

Via Olgettina 58 – 20132 Milano

Tel. +39 02 91751 500

P. IVA 13420850151 – Cod. Fisc. 97187560152 – N° REA MI-1511742

www.unisr.it