



UNIVERSITÀ DEGLI STUDI DI TRIESTE

MASTER PROGRAMMES

Academic Year 2023/2024

In accordance with art. 3, paragraph 9, of D.M. 270/2004 the following first and second level University Master Programmes are available at the University of Trieste. For details regarding specific courses, please refer to the Didactic Regulations which are an integral part of this Information Sheet (www.units.it/master).

1st LEVEL MASTERS

SOCIAL SCIENCES AND HUMANITIES

MASTER PROGRAMME TITLE	FEES	MIN/MAX NO. STUDENTS	MAX NO. AUDITING STUDENTS	ECTS	LANGUAGE	LENGTH	ADMISSION BY
ECONOMICS AND MANAGEMENT							
MASTER IN INSURANCE AND RISK MANAGEMENT <i>2nd EDITION</i>	For informations on deadlines, fees and admission requirements, please visit the website: Master in Insurance & Risk Management – MIB Trieste						
MBA IN INTERNATIONAL BUSINESS <i>2nd EDITION</i>	For informations on deadlines, fees and admission requirements, please visit the website: MBA in International Business – MIB Trieste						
POLITICAL SCIENCES/ INTERNATIONAL STUDIES AND DIPLOMACY							
DMTS - THIRD SECTOR LAW AND MANAGEMENT: SOCIAL, WELLBEING SYSTEMS AMONG ENTREPRENEURSHIP, VOLUNTEERING AND SUBSIDIARITY <i>2nd EDITION</i>	€ 2.946,00	10/25	5	60	Italian	1 year	Ω qualifications and interview
HUMANITIES							
ARCHEOLOGY AT SCHOOL: STRATEGIES AND NEW APPROACHES FOR TEACHING ARCHEOLOGY IN KINDER-GARTEN AND PRIMARY SCHOOL <i>NEW</i>	€ 2.046,00	10/50	-	60	Italian	1 year	※ qualifications and interview
PHOTOGRAPHIC ARCHIVES: DIGITIZATION, CATALOGUING, VALORIZATION <i>2nd EDITION</i>	€ 2.046,00	10/50	-	60	Italian	1 year	Ω interview

LIFE AND HEALTH SCIENCES

MASTER PROGRAMME TITLE	FEES	MIN/MAX NO. STUDENTS	MAX NO. AUDITING STUDENTS	ECTS	LANGUAGE	LENGTH	ADMISSION BY
MEDICAL, SURGICAL AND HEALTH SCIENCES							
NURSING MANAGEMENT OF PATIENT WITH CHRONIC WOUNDS <i>VIII EDITION</i>	€ 1.646,00	10/50	-	60	Italian	2 years	Ω qualifications
NEONATAL AND PEDIATRIC NURSING <i>IV EDITION</i>	€ 2.146,00	5/13	-	60	Italian	1 year	Ω qualifications and interview
NURSING FOR NEONATAL AND PEDIATRIC EMERGENCY-URGENCY <i>IV EDITION</i>	€ 2.146,00	5/13	-	60	Italian	1 year	Ω qualifications and interview
ORAL MEDICINE AND SPECIAL NEEDS PATIENTS <i>IV EDITION</i>	€ 1.330,00	6/18	2	60	Italian	1 year	Ω qualifications and interview

2nd LEVEL MASTERS

HUMANITIES

MASTER PROGRAMME TITLE	FEES	MIN/MAX NO. STUDENTS	MAX NO. AUDITING STUDENTS	ECTS	LANGUAGE	LENGTH	ADMISSION BY
EDUCATION AND SOCIAL SERVICE SCIENCES							
TEACHING IN HOSPITAL AND HOMEBOUND EDUCATION: SKILLS, METHODOLOGIES, STRATEGIES <i>III EDITION</i>	€ 1.346,00	10/25	-	60	Italian	1 year	Ω qualifications and interview

TECHNOLOGY AND SCIENCES

MASTER PROGRAMME TITLE	FEES	MIN/MAX NO. STUDENTS	MAX NO. AUDITING STUDENTS	ECTS	LANGUAGE	LENGTH	ADMISSION BY
ENGINEERING							
SPECIALIST MASTER OF "MANAGEMENT IN CLINICAL ENGINEERING" (SMMCE) <i>XX EDITION</i>	€ 2.646,00	10/40	5	60	Italian and English	1 year	Ω qualifications and interview
PHYSICS							
MEDICAL PHYSICS <i>XI EDITION</i>	€ 2.030,00	10/30	2	120	English	2 years	Ω qualifications
EARTH SCIENCES							
SUSTAINABLE BLUE ECONOMY <i>VII EDITION</i>	€ 1.546,00	10/25	-	60	English	1 year	※ qualifications and interview

LIFE AND HEALTH SCIENCES

MASTER PROGRAMME TITLE	FEES	MIN/MAX NO. STUDENTS	MAX NO. AUDITING STUDENTS	ECTS	LANGUAGE	LENGTH	ADMISSION BY
MEDICAL, SURGICAL AND HEALTH SCIENCES							
ANDROLOGIC SURGERY AND GENDER DYSPHORIA <i>XV EDITION</i>	€ 1.246,00	5/6	1	60	Italian	1 year	Ω qualifications and interview
HYSTEROSCOPIC SURGERY <i>IV EDITION</i>	€ 2.646,00	5/5	-	60	Italian	1 year	Ω qualifications
GYNECOLOGICAL LAPAROSCOPY SURGERY <i>IV EDITION</i>	€ 3.546,00	5/5	-	60	Italian	1 year	Ω qualifications
UROLOGIC, ANDROLOGIC AND NEPHROLOGIC ECOGRAPHY <i>VII EDITION</i>	€ 1.530,00	5/11	-	60	Italian	1 year	Application order
CLINICAL MANAGEMENT OF CARDIOMYOPATHIES <i>NEW</i>	€ 1.246,00	10/20	-	60	Italian	1 year	Ω qualifications and interview
CLINICAL NUTRITION, DIABETOLOGY AND METABOLISM: PHYSIOLOGY AND MULTIDISCIPLINARY TRATMENT <i>V EDITION</i>	€ 2.046,00	10/40	2	60	Italian	2 years	Ω qualifications and interview

(*) The regional tax for the right to study is added to the amount indicated (see Article 7 of this notice). (see point 7 below)

※ selections are carried out in any case

Ω selections are carried out only if the number of candidates is greater than the maximum allowed

On completion of the Master programme, having gained the required credits (at least 60), a first or second level University Master's certificate is issued. There is a set number of students per course, attendance is compulsory and lessons may be attended solely by students enrolled in the course or auditing students.

1. ADMISSION: REQUIREMENTS AND REGULATIONS

In accordance with art. 3 (9), of D.M. 270/2004, the minimum requirements to matriculate in a University Master Programme are the following:

- for a first level Master Programme: a three year degree or equivalent qualification;
- for a second level Master Programme: a degree awarded in accordance with the terms outlined in D.M. 509/99, a specialist degree and/or a Master's degree.

With regard to the specific requirements for the above Master programmes please refer to the Didactic Regulations for each Course.

Applicants who do not yet hold the degree may also apply for admission to the Master's programs. For this type, please refer to Article 3 of this Notice.

2. APPLICATIONS

IMPORTANT: The following enrolment procedures do not apply to auditing students, who should follow the instructions in point 5 of this Information Sheet.

Candidates must enrol online, otherwise their applications will not be considered. **Applications open on the 8th of August 2023 at 5 PM and close on the 10th of October 2023 at 11.59 PM:**

- 1) **connect** to the specific online service available at <https://esse3.units.it/Home.do>. To register online, you must already have credentials or, if you have a SPID digital identity, use it to register on Segreteria Online; this way your identity will already be validated.
 - Former students who have lost or never received their credentials, and do not have a SPID digital identity, should send an email request to helpesse3@amm.units.it, attaching a scan of a front/back ID (for clarity report the serial number of the ID separately), with a cell phone number and email address;
 - In case of first-time enrollment at the University of Trieste, register for the service. Upon completion of registration, print and keep the memo with the credentials, username and password, because they will be valid for all subsequent access. For any problems, see <http://www.units.it/credenziali>;
- 2) **register** for the competition by selecting, from the Menu, "Admission tests (programmed access and master's degrees)" and follow the instructions;
- 3) **pay the admission fee of €30.00 no later than Thursday, October 10, 2023** using the PagoPa platform only. On the use of PagoPa see "[F.A.Q. PagoPa and Methods of Payment of University Fees](#)" accessed by following the path Students ☑ Fees and Facilities ☑ Methods of Payment and Refunds.
In case of payment from third parties (Entities or Companies), contact the office at master@amm.units.it by October 10, 2023. By accessing the "Payments" link from the online services, it is possible to check the status of the payment (a green light indicates that it has been credited) with the caveat that it is updated in real time.

Other payment methods than those provided by the Esse3 system are not allowed.

The registration for the competition for admission to the Master's program is completed with the payment of the admission fee (€ 30.00). In the absence of such payment, the registration will not take place.

Admission fees are not reimbursable.

Applications shall be considered undersigned when candidates sign them on the day of the examination or, if no examination is required, on enrollment.

Applicants holding a foreign degree, in addition to the admission procedure, must submit a pre-enrollment application on the ministerial portal University (<https://www.universitaly.it/index.php/students/stranieri>) by entering all required attachments by the deadline of October 10, 2023. UniTS will review the pre-enrollment applications and, if they appear to have uploaded all the required documents, will confirm their eligibility for admission directly on University. They will also need to submit a CIMEA certificate or other certificate issued by foreign official bodies (e.g., Diploma Supplement, if issued by the foreign university) to the Masters Secretariat. Cimea has an agreement with UniTS and guarantees to issue the certificate of comparability in 15 days. To receive the certificate, please visit the webpage <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 certified copy of the degree with its declaration of value, issued by the relevant Italian Embassy or Consulate in the country where the degree was obtained, can be submitted. Said documents must be legalized or Apostille stamped (except for countries adhering to conventions on exemption from legalization) and officially translated into Italian. The declaration of value or other equivalent attestation must contain the final grade.

Non-EU citizens must also show their residence permit.

Those who do not hand in the documentation or who submit it after the deadline will be admitted conditionally and, if they are found to be eligible, must hand it in at the time of enrollment (see Art. 4). Otherwise they will lose the right to matriculate.

Foreign citizens (non-European Union) residing abroad, before enrolling online following the above procedure, must have submitted their pre-enrollment application and applied for a study entry visa to the relevant Italian Embassy or Consulate in their country of residence. Upon their arrival in Italy and in any case no later than the deadline for the enrollment, candidates must hand over the documents perfected by the Consulate and show the receipt of the residence permit application at the Post Lauream courses desk.

Candidates with disabilities and candidates with specific learning disorders

A candidate with disability, disability as per Law No. 104/1992 or DSA as per Law No. 170 of 2010 who, for A.Y. 2023/2024, intends to enroll in a Master's degree program must scan the disability and/or impairment certification or certification for the diagnosis of DSA and send it promptly to disabili.dsa@units.it.

Only applicants with a disability recognized by the Commissions of the S.S.N. between 66% and 100% are eligible for a subsidized fee. Interested parties are invited to contact the Master's Department at master@amm.units.it for more information **no later than October 10, 2023**.

Admission tests

For Master's degrees that include an admission test, information regarding the date, time and location of the tests will be provided later on the webpage of each individual Master's degree program.

Candidates will be admitted to take the admission examination upon showing a valid personal identity document.

Results related to the examinations will be announced by publication on the University website at the Official University Register (www.units.it/ateneo/albo) and on the page www.units.it/master under "Activated Courses."

No personal communications will be sent to the interested parties; the online publication has the value of notification for all legal purposes.

The Didactic Regulations of each Master's degree and any other useful information can be found on the University of Trieste's website, address www.units.it/master under "Activated Courses."

3. STUDENTS WHO HAVE NOT YET GRADUATED: HOW TO APPLY

Students enrolled in a first/second level course of studies for academic year 2023/24 may apply for admission to a Master programme provided they attain their degree **by the date on which the didactic activities of the Master programme start up, as listed in point 1 of each Master Programme Didactic Regulation.**

Students who, by the deadline set for admission, **fail to attain their degree solely because they have not taken the final examination**, may apply conditionally for admission. To this regard the candidates, having completed the procedures for admission as per point 2 of this Information Sheet, must provide the Master Administration Office with a statement to this effect. A facsimile is available on www.units.it/master under "Modulistica studenti". This will allow the student to be considered for any vacancy which may be vacant once matriculations have been completed, on condition that the student attains their degree **by the date on which the didactic activities start up, as listed in point 1 of each Master Programme Didactic Regulation**. Eligible candidates will be included in a *separate ranking list*. If there are places available **once matriculations have been completed** the Board of the Master programme **might consider** re-opening matriculations solely for the above mentioned candidates. Students included in the *separate ranking list* may apply for matriculation, in order of ranking, following the procedure detailed in point 4 below. Terms regarding any re-opening of matriculations will be notified at a later date.

4. REQUEST FOR ENROLLMENT

IMPORTANT: Procedures for enrollment as auditors, for courses that require it, are indicated in Section 5 of this Notice.

Registration deadlines for individual Master's degrees will be announced at the same time as the publication of the lists of admitted students.

For information on the online procedure, visit the webpage www.units.it/master, under "Master's 2023/2024: REGISTRATION PROCEDURES."

The matriculation application must be submitted online only.

In accordance with Law 33/2022, the compatibility of enrolment in a master's degree course with enrolment in another university degree course must be assessed on a case-by-case basis by the relevant collegiate bodies.

Before accessing the online procedure, you must prepare the following scanned documents, of which you will be asked to upload:

- front and back copy of a valid identity document (ID card only for Italian and EU citizens or passport for non-EU citizens) and the social security number (ID card or health card), if not already included in the electronic ID card, in a single PDF file format;
- a passport photo (size 35 x 40 mm = 132x151 pixels). Acceptable formats are JPEG (.JPG) and BITMAP (.BMP), and the file size must not exceed 2 Mb;
- the supplementary form, available at www.units.it/master under "Master's Degree 2023/2024: REGISTRATION PROCEDURES," to be completed, signed and scanned in PDF format.

To obtain matriculation, eligible applicants must:

- 1) **connect** to the page <https://esse3.units.it/Home.do> and log in using the credentials (username and password) received upon admission or SPID digital identity;
- 2) **proceed** with matriculation by entering the required data and attachments listed above;
- 3) **pay** the first installment of fees and contributions directly online using the PagoPa platform. On the use of PagoPa see "[F.A.Q. PagoPa® and payment methods for university fees](#)" accessed by following the path Students ☞ Fees and facilities ☞ Payment methods.

In the case of payment from third parties (Entities or Companies), contact the office at master@amm.units.it by the registration deadline.

By accessing the "Payments" link from the online services, it is possible to check the status of the payment (a green light indicates that it has been credited) with the caveat that it is updated in real time.

Payment methods other than those provided by the Esse3 system are not allowed.

Enrollment in the Master's program is completed with the payment of the first installment of the registration fee. In the absence of said payment, enrollment will not run.

Non-European Union students in possession of an Italian qualification, by the enrolment deadline, must submit their residence permit to the Masters Secretariat.

Applicants holding a foreign qualification, who have not yet submitted the documents required in point 2 (Applications for Admission), before proceeding with online matriculation, must necessarily upload the documents on the ministerial portal University (<https://www.university.it/index.php/students/stranieri>).

Scrolling of rankings

Candidates ranked as winners who fail to comply with the above procedures and deadlines will be considered to have renounced and any vacancies will be made available to candidates ranked as successful according to the order of the ranking list. The list of places that have become vacant as a result of the renunciation of the winners and the names of the eligible successor candidates will be published on the website www.units.it/master under "Activated Courses," selecting the Master's program of interest, within the week following the closing of registration. These candidates are obliged to finalize their matriculation application by the peremptory deadline that will be indicated in the notice of any vacancies. Eligible applicants who fail to adhere to the indicated terms and procedures will be considered forfeited for all purposes.

Virtual badge, Institutional email box, online learning materials and safety video course

Upon completion of matriculation, a virtual badge available in the *myUnits* app is issued.

Following matriculation, with the credentials issued at the time of the admission procedure, the student is assigned a personal institutional e-mail box that is the channel of electronic communication between the University and students. In addition, with the same credentials, it will be possible to access online distance learning platforms (for courses that provide for it)

Following the finalization of the matriculation application by the Registrar's Office, students will have to take the video course on safety (accessible from the web page www.units.it/master under "Safety Training"), which is mandatory in order to access the educational activities.

5. ENROLLING AS AUDITING STUDENTS

Enrolment as auditing students is possible only for specific courses (see table above) and only for courses which have reached the minimum number of students to start.

Candidates must express their interest in being admitted as auditing students by sending an email to master@amm.units.it, writing "ISCRIZIONE UDITORI – MASTER IN ..." in the subject line, **from 16th October to 30th October 2023**.

Candidates shall be admitted depending on the order of arrival of their applications, until the maximum number of students allowed is reached.

Auditing students will need to pay 25% of the enrollment fee for the Course. Enrolment fees are not reimbursable.

Since auditing students are not considered in the minimum number of students required for the course to start, the Administration Office shall inform the concerned parties about the enrolment procedure after the matriculation deadline has passed. At the end of the Course, auditing students shall receive an "Certificate of Attendance".

6. ENROLMENT AS SUPPLEMENTARY-YEAR STUDENTS

Students who enrolled to the same Master Programme in academic year 2022/2023 and have met the minimum attendance requirements, but have not yet achieved the Master Programme degree since they have not yet taken all required exams or still need to take the final examination, may enroll as supplementary-year students. Enrolment requires submission of an application form. The application form (which can be downloaded from www.units.it/master under "Modulistica") must be signed and sent by email to master@amm.units.it together with a double-sided scan of an identity document by **14.06.2024**.

Attendance, exams, internships and ECTS that students have already acquired are automatically acknowledged.

The tuition fee amounts to € 1,016.00 plus the lowest Regional Tax (see point 7 below). The first installment must be paid by **21.06.2024**. **The deadline for the second installment, equal to any balance of the Regional Tax, shall be notified at a later date.**

Penalty surcharges will be applied to all documents submitted after the deadlines, as detailed in point 7 below.

Enrolled candidates will lose their status as students unless their enrolment application is submitted strictly by 27.09.2024 or graduate within the last exam session of the supplementary-year.

7. TAXES, FEES AND GENERAL INFORMATION

To know the total amount of tuition fees, **inclusive of stamp duty paid virtually**, for each Master programme please refer to page 1. These amounts are **fixed** and no reduction is provided subject to the ISEE certification (Indicatore della Situazione Economica Equivalente - Equivalent Economic Status Indicator). The fees provided for the Course results from these fees plus the regional tax, which can vary from € 120.00 to € 160.00, subject to the ISEE certification.

For Master programmes the **first instalment**, to be paid upon matriculation, is 50% of the matriculation fee plus the lowest regional tax (€ 120.00).

The **second instalment, settling the fee**, is to be paid by **29.04.2024** and includes any balance of the Regional Tax and, for master programmes where it is possible to pay in instalments, the final 50% of the matriculation fee.

The regional tax can vary **from a minimum of € 120.00 to a maximum of € 160.00, depending on the 2023 ISEE certification for University**. The first instalment always includes the minimum Regional Tax, €120.00; any balance is calculated in the second instalment.

Amount of Regional Tax based on the ISEE Certification for University:

The amount of the Regional Tax is established based on the 2023 ISEE certification for University.

- € 120.00 if calculated based on a ISEE certification for University under or equal to € 26.306,25;
- € 140.00 if calculated based on a ISEE certification for University from € € 26.306,26 and € 52.612,50;
- € 160.00 if calculated based on a ISEE certification for University higher than € 52.612,50 and for those who do not submit a ISEE certification for University.

The 2023 ISEE certification for University can be requested at any CAF – Centro di Assistenza Fiscale (government office for tax assistance) or acquired online on the INPS (Italian National Institute for Social Security) website (a Pin code issued by INPS is needed).

For students holding a permit of stay for humanitarian reasons, subsidiary protection or political asylum in Italy and for stateless students, the ISEE certification will consider only income and assets owned in Italy.

Should the student already hold a valid ISEE certification, he/she only needs to request a more recent ISEE certification, namely a ISEE Corrente (Current ISEE). The ISEE Corrente is issued only if the employment situation of one or more components of the household has changed and the general income status of the household differs for more than 25% from the previous ISEE certification. The ISEE Corrente can be issued also for ISEE for University. It is possible to request the Equivalent Economic Status Index (ISEE) also for University. The current Equivalent Economic Status Index (ISEE) application must be signed: by 30 May 2024 by students enrolling in the academic year 2023/2024 in 2023 against an ordinary ISEE already presented by 31 December 2023. Students shall send an email to tasse.studenti@amm.units.it to notify they have requested a ISEE Corrente for University (N.B.: notification must be presented via the University email account ONLY if the specific "ISEE Corrente" is issued. If a standard ISEE certification for University is issued, it shall NOT be notified by email).

ISEE data retrieval

During the online matriculation procedure or, for those already matriculated, when accessing the personal pages of Esse3, the student will be asked to allow/disallow the University to consult the INPS database to download ISEE/DSU data. If permission is not given, the maximum regional fee will be assigned.

Deadlines for obtaining the Regional Fee determination:

ISEE for the University must be applied for by the deadline of December 31, 2023 for students who enroll and pay the first installment in 2023.

They are excluded from the redetermination of fees and are therefore required to pay contributions at the maximum amount:

- a) students who do not apply for the ISEE applicable to the right to university study facilities for the University by the above dates;
- b) students who obtain redetermination of fees and contributions on the basis of an ISEE for the University that is untrue or false.

Additional contributions and allowances:

- Late fees for payments made after the specified deadlines and for any other late act is € 30.00 for a delay up to 30 days and € 60.00 for a delay between 31 and 45 days, € 100.00 for a delay exceeding 45 days.
- Contribution for enrollment in Single Courses is € 40.00 per single ECTS (max 36).

The student will be informed of the billing of fees and contributions by sending an automatic e-mail message to the institutional mailbox. It is reiterated that no personal communications will be sent.

8. STUDY PLANS

Study plans are drawn up in accordance with the criteria set forth in the Master's Course Regulations. The Council of the Master's Course may approve study plans with a number of CFUs higher than those required for the degree, up to a maximum of 6 CFUs, in order to avoid splitting of didactic activities and the placement of the extra relevant CFUs.

Training activities carried out in a university setting may be recognized by the Council of the Master's Course as credits acquired for the purpose of completing the University Master's Course, with a corresponding reduction in the training load due, provided that they are consistent with the training objectives and contents of the Course and provided that the relevant credits are not already included among those acquired for the achievement of the degree that gives access to the Master's Course.

The request, completed on the appropriate form available on the website www.units.it/master under "Forms," must be sent by e-mail no later than the registration deadline, exclusively to master@amm.units.it. Requests for changes in study plans received after the deadline will not be accepted.

Examinations not included in the study plan may not be taken, under penalty of nullity.

9. ENROLMENT TO SECOND YEAR (Two-year Programmes – students enrolled in a.y. 2023/2024)

In order to complete the enrolment to the second year, students must pay the Regional Tax and the stamp duty strictly **by 16.12.2023**.

The second installment, equal to any balance of the Regional Tax, shall be paid **by 29.04.2024**.

Students shall be notified when fees and taxes are registered with an automatic email sent to their university email account. They will not be notified individually.

For recalculation of the Regional Tax, please refer to point 7 above.

Any documentation presented after the deadline will be subject to penalty surcharges.

10. UNIVERSITY STAFF: REDUCTIONS ON TUITION FEES

Students who are employed as technical or administrative staff at the University shall benefit from a reduction in the tuition fee which is established every year by the Administration Board.

The concerned parties shall follow the enrolment procedure as described in point 2 of this Information Sheet and send an email at master@amm.units.it. Upon receipt of the email, the Post Lauream Office shall notify any following procedures.

11. "PA 110 E LODE" INITIATIVE RESERVED FOR OFFICIALS OF PUBLIC ADMINISTRATIONS

As a result of the Memorandum of Understanding signed by the University with the Minister for Public Administration, all civil servants are allowed to enroll in the following university Master's degree programs at a subsidized rate:

Level I Master's degree

- Photographic archives: digitization, cataloging, valorization (1 place)
- DMTS - Law and management of the third sector: social welfare systems between entrepreneurship, volunteerism and subsidiarity (1 place)

Level II Master's degree

- Specialist master of "Management in clinical engineering" (SMMCE) (4 places)
- Sustainable blue economy (2 places)

The registration fee for the aforementioned courses is €266.00 plus the regional fee (art. 7 of the Notice) and the admission fee (art. 2 of the Notice).

Applicants interested in accessing this initiative must carry out the online admission procedure according to the procedures and deadlines indicated in Article 2 of this Notice. For the calculation of the reduced fee, at the time of the online procedure, the applicant must select the administrative category "Student Civil Servant."

Applications will be accepted up to the maximum number of places indicated above, and applicants will not contribute to the minimum number for course activation.

In the event that the minimum number of "ordinary" enrollments is not reached and the course is not activated as a result, the enrollment fee will be refunded excluding the stamp duty and admission fee.

12. GRANTS FOR THE REDUCTION OF THE COSTS OF ENROLLMENT AND ATTENDANCE AT MASTER'S DEGREES

The Autonomous Region of Friuli Venezia-Giulia, within the limit of available financial resources, grants contributions for the abatement of the costs of enrollment and attendance to some Level I and II master's degrees. The list of master's degrees will be available at www.units.it/master, under the section "Grants for the abatement of enrollment costs."

For information see the notice available at <https://www.ardis.fvg.it/upload/schede/1684480211.pdf>

13. DATA PROCESSING, RIGHT OF ACCESS TO RECORDS AND ADMINISTRATIVE PROCESS MANAGER

Pursuant to art. 13 of EU Regulation 2016/679, the personal data provided by the candidates will be processed, stored and archived, including electronically, by the University of Trieste, for purposes related to the management of this competition procedure. The provision of such data is mandatory for the purposes of the evaluation of the participation requirements, under penalty of exclusion from the competition procedure. The data controller is the University of Trieste, with registered office in Trieste, Piazzale Europa 1.

The data processed for the purposes described above will be communicated or will otherwise be accessible to the employees and collaborators of the competent offices of the University, who are, for this purpose, adequately instructed by the Data Controller. The University may also communicate the personal data of which it is the holder to other public administrations if they have to process the same for any procedures of their own institutional competence as well as to all those public entities to which, in the presence of the relevant prerequisites, the communication is mandatorily provided for by EU provisions, laws or regulations.

The management and storage of the personal data collected by the University takes place on servers located within the University and/or on external servers of suppliers of certain services necessary for the technical-administrative management who, for the sole purpose of the requested service, may become aware of the personal data of the data subjects and who will be duly appointed as Data Processors in accordance with Article 28 of the Regulations.

Applicants are granted the rights set forth in Articles 15-21 of the aforementioned EU Regulations and, in particular, the right to access their personal data, to request their rectification, integration and deletion, as well as to obtain the restriction of processing, by sending an e-mail to the Data Controller or the Data Protection Officer at the following addresses ateneo@pec.units.it and dpo@units.it.

In the cases provided for, candidates are guaranteed access to the documentation of the selection procedures, in accordance with current legislation (Law 241/90 and Presidential Decree 184/2006).

Pursuant to Law 241/90, the person in charge of the administrative procedure is the pro tempore Head of the Postgraduate Office of the University of Trieste.

14. FINAL PROVISIONS AND INFORMATION

For all information regarding the student's career, please refer to the [Regulations on Level I and II University Master's Degrees, Postgraduate Courses, Continuing and Recurrent Higher Education Courses](#).

This Information Sheet and the relevant rankings are published on the Official University Register (www.units.it/ateneo/albo) and at www.units.it/master.

Any notices regarding admissions, enrollment and fees are available at www.units.it/master. Online publication serves as official notification and applicants will not be notified individually.

For anything not specified in this Schedule, please refer to the laws and regulations in force at the University of Trieste.

Contacts

Address: Settore Servizi agli Studenti e alla Didattica
Ufficio *Post lauream*
Piazzale Europa, 1
34127 Trieste (I)
PEC ateneo@pec.units.it
email master@amm.units.it
website www.units.it/master

This is an unofficial courtesy translation into English of the Italian language version. This translation has been prepared solely for the purpose of facilitating the reading of the Italian language version of the Notice by potential applicants. The Italian text shall prevail in the event of any discrepancies or omissions in the English translation.

Trieste, 02/08/2023