



UNIVERSITÀ DEGLI STUDI DELL'AQUILA

Amministrazione centrale
Area Uffici Didattica
Segreteria Studenti Area Ingegneria

Rep.n.730 /**2018**
Prot.n. 29681/**2018**

Single cycle master's degree in Building Engineering-Architecture (LM - 4)

NOTICE OF ADMISSION Academic Year 2018/2019 THE CHANCELLOR DECREES

1. General provisions

At the University of L'Aquila, Department of Civil, Building-Architecture and Environmental Engineering (DICEAA), a public selection for the admission to the single-cycle master's degree course is announced for the 2018/2019 academic year. Building Engineering-Architecture (Class LM-4) according to the indications contained in the Ministerial Decree 26 April 2018 n.337.

The community candidates, non-community candidates as per art. 26 of the Law n. 189/2002 and non-EU candidates residing abroad.

The test is unique and is of identical content in all test sites. It is prepared by the MIUR which avails itself of a commission of experts. The MIUR also makes use of the technical support of the CINECA Interuniversity Consortium.

The procedures related to the admission test are indicated in Attachment 1, an integral part of the D.M. MIUR n.337.

The procedures for registration, access to the results and the sliding of the ranking are indicated in Attachment 2 of the aforementioned D.M. 337.

2. Contingent of available seats

MAIN DEGREE COURSE IN SINGLE CYCLE IN ENGINEERING BUILDING-ARCHITECTURE Class LM-4	Community and non-EU students of which to the art.26 L. n. 189/2002	Non-EU students residing abroad
	n.87	n. 3

The seats not used in the ranking of non-EU residents abroad can not be used for the sliding of the ranking of EU citizens and non-EU citizens as per art. 26 of the L. n. 189/2002.

3. Rules for admission

It is an admission title, pursuant to art. 6 of the DM n. 270/2004, the diploma issued by an Institute of Higher Education or other qualification obtained abroad deemed suitable.



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The admission test must also be supported by those already in possession of another Italian academic qualification not belonging to class 4 / S or LM-4 and by students enrolled in study courses not belonging to class 4 / S or LM-4 who intend to move or move to the one-cycle master's degree course in Building Engineering - Architecture.

4. Methods and terms for access to the admission test

Community candidates, non-EU candidates referred to in art. 26 of the Law n. 189/2002 and non-EU candidates residing abroad must register for admission only on-line, through the University portal <http://www.universitaly.it/> from 2 July to 24 July 2018

Online registration closes without delay at 3.00 pm (GMT + 2) on 24 July 2018.

After registering for the admission test on the portal www.universitaly.it, candidates must complete this registration at the University of L'Aquila with the payment of € 35.00 contribution to the test by July 27, 2018 - 1.00 pm

The payment must be made using a personalized arrow bulletin (the only payment method allowed) that the candidate must print with the following procedure:

1. access the web address: <http://segreteriavirtuale.univaq.it>
2. if new user, register; you get the credentials (username and password) to access through the "Login" function on the homepage. From the menu select "programmed access selection tests" and enter the required data;
3. if the user is already registered, use the credentials (username and password) already possessed to access the "Login" function on the homepage. From the menu select "programmed access selection tests" and enter the required data;
4. make payment of the payment of € 35.00 by PagoPA procedure by July 27, 2018 - 1.00 pm on penalty of exclusion from the admission contest

WARNING !

The payment of the participation fee to the test NOT accompanied by the receipt of the online registration on the University portal does NOT entitle the holder to participate in the test itself. The contribution will NOT be reimbursed under any circumstances.

5. Online registration for the admission test through the www.universitaly.it portal

At the time of online registration for the admission test through the portal www.universitaly.it, the candidate provides the following information (all data with an asterisk are required) (Attachment n.2 D.M. n.337:

High school that attended or is attending *, Surname *, Name *, Country of birth *, Province of birth *, City of birth *, Date of Birth *, Gender *, Citizenship *, Tax Code *, Email *, Type Document



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* Document Number * Issued by * Valid from ... to ..., Residence: Country * Province * City * Postal Code * Address *, Mobile Phone (a).

The information referred to in note (a) must be inserted in the absence of an e-mail address, exclusively for the purpose of providing communications regarding the selection procedures.

When registering for the exam, the candidate must simultaneously indicate, in order of preference, the premises for which he intends to compete. These preferences can be changed / integrated no later than 3 pm on 24 July 2018.

In any case, the last "confirmation" expressed by the candidate within this deadline will be valid. First useful preference means, in the order of preferences indicated, the best option relating to the place and the course in which the candidate, according to the score obtained and the number of available places, is immatriculable.

The candidate is in any case obliged to take the test at the location indicated as "first choice". No exceptions are allowed on the venue of the test.

Non-EU candidates residing abroad not included in art. 26 of the L. n. 189/2002 must indicate only the degree course already chosen during the pre-enrollment at the diplomatic or consular offices.

Warning !

Once the place of first choice has been confirmed, the candidate must necessarily print the receipt for admission. The receipt must be presented on the day of the test.

6. Proof of knowledge of the Italian language

Non-EU candidates residing abroad, to be admitted to the admission test, must pass the test of knowledge of the Italian language, except in cases of exemption provided for by Circular MIUR 19.2.2018 - part III, point 1.2.

Proof of knowledge of the Italian language will be held on August 31, 2018 at 16.00 at the Engineering office, Monteluco di Roio, L'Aquila. With a subsequent public notice, the classroom will be announced. The test will be considered passed with the minimum mark of 18/30. Candidates must present themselves to the test with a passport with entry visa for study reasons or the residence permit or receipt of the application for the issue of the residence permit. Candidates will be admitted to the test with reserve, until the release of the residence permit.

Those who are in possession of a residence permit of a different type from the one provided for by Circular MIUR 19.2.2018 will not be admitted to the test.

7. How to take the admission test

The admission test for the single-cycle master's degree course in Building Engineering-Architecture will take place at the Engineering office in Monteluco di Roio, L'Aquila, on the day Thursday 6 September 2018

The room reserved for the performance of the test will be announced with a subsequent public notice.



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To allow identification, candidates must present themselves at the location indicated at 9.00, with a valid ID, a copy of the € 35.00 receipt and a copy of the registration receipt on University.

The test starts at 11.00 am and is assigned a time of 100 minutes.

From the moment of the actual start of the test no candidate can be admitted to the exam, whatever the justifying cause of the delay.

It is allowed to leave the classroom only 30 minutes before the end of the test.

WARNING !

All the information contained in this announcement have the value of official communication to the interested parties and no further personal communications will be sent

Admission test

The text of article 5, paragraph 2, D.M. 337.

"The admission test consists of the solution of sixty (60) questions that present five response options, among which the candidate must identify only one, discarding the wrong conclusions, arbitrary or less probable, on topics of: general culture and logical reasoning; history; drawing and representation; physics and mathematics. On the basis of the programs listed in Annex B, which is an integral part of this decree, two (2) questions of general knowledge are prepared; twenty (20) of logical reasoning; sixteen (16) of history; ten (10) of drawing and representation; twelve (12) of physics and mathematics.

The procedures relating to the performance of the test are indicated in Attachment n. 1, an integral part of the D.M. 337 ".

Fulfillment of candidates during the test

Candidates are forbidden to:

- introduce and use in the classrooms cell phones, personal computers, PDAs, smartphones, smartwatches or other similar equipment, as well as manuals, school / university texts, manuscripts and reference material, bags or backpacks, under penalty of cancellation of the test;
- communicate to each other verbally or in writing or to relate with others, except with the members of the Commission or the university staff responsible for supervision.

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- communicate to each other verbally or in writing or to relate with others, except with the members of the Commission or the university staff responsible for supervision.

At the time of the test, each candidate is given a package prepared by the MIUR which contains:

- a) a personal data card without any identification code;
- b) a form on which are reported the questions related to the admission test, bearing the code identifying the envelope;
- c) a form of answers, with the same identification code as the envelope;



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d) a sheet on which the identification code of the envelope is affixed, as well as the indication of the University and of the degree course to which the proof refers.

The replacement that may become necessary during the test even of only one of the documents indicated in points b) and c) involves the complete replacement of the package as they are identified by the same code identifying the envelope.

Any corrections or signs made by the candidate on the personal data card do not entail the replacement of the same.

The replacement of the personal data card is provided only where there is difficulty in identifying the candidate: in that case, the commission will replace the personal data card by taking it from one of the reserve files and the operation will acknowledge the minutes of the classroom.

The replacement of the personal data card never entails replacing the entire package in any case.

Each candidate:

- must use only a black pen provided by the University, for the completion of the answer form;
- can correct one (and only one) answer already given to a question, taking care to completely blacken the previously traced box and choosing another one; in any case it must show a mark in only one of the five boxes to allow the relative score to be assigned;
- must tick, to give certainty of the desire not to respond, a small circular figure provided in the answers form corresponding to the progressive number of each question. This indication, once affixed, can no longer be changed; if the candidate does not put any sign in the answer boxes, even if he does not bar the circular figure, the answer is considered not given.

At the end of the test:

- must go to the post prepared by the Commission where he is invited to choose a pair of identical adhesive labels;
- must apply each label to its exclusive care on the answer form and on the personal data card, after having verified the correspondence of the alphanumeric codes printed on the labels;
- must therefore sign, on the personal data sheet, the declaration of veracity of the personal data and correspondence of the codes of the labels applied to the personal data sheet and to the answers form;
- must insert the personal data card in the sealed container in the dedicated location;
- must go to the Commission location to insert the answer form into the closed container prepared there.

The admission test is subject to cancellation for:

- 1) conduct of the test in a different room from that in which the candidate must take the test (according to the lists prepared);
- 2) introduction in the classroom of mobile phones, PDAs, smartphones, smartwatch or other similar equipment, as well as manuals, school / university texts, manuscripts and reference material, bags or backpacks;
- 3) application of the signature replies or marks of the candidate or of a member of the Commission on the form.



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The annulment of the proof is ordered by the Commission.

In the cases referred to in points 1), 2) and 3), the CINECA does not determine the score of the canceled test.

8. Exam Commission

The examination commission, as decided by the Department Council of DICEAA on 18.1.2018, is as follows:

President Prof. Raimondo QUARESIMA
Actual members Prof. Sandro COLAGRANDE
Prof. Federico DE MATTEIS
Prof. Francesco GIANCOLA
Substitute members Prof. Stefano BRUSAPORCI

9. Fulfillment of the President or Classroom Manager

Before the trial begins, The President of the Classroom Committee or the Classroom Manager draws four students **from among** the candidates present in the classroom and verifies with them the integrity of the boxes; then provides for the opening of the same and the distribution of the envelopes in relation to the number of participants; give each candidate the "instruction sheet to complete the answer form". The "instruction sheets for completing the answers form" are made available to the candidates before the test is carried out. The President of the Classroom Committee or the Classroom Manager then draws up a declaration indicating the integrity of the boxes, the number of envelopes assigned and the number of unused items. This declaration is also signed in the margin by the four drawn students.

In the event that one or more candidates report any irregularities regarding the package received, the Chairman of the Classroom Committee or the Classroom Manager verifies the reliability and, if necessary, provides for the replacement of the package itself. This operation must result from the minutes of the classroom together with the relative motivations.

At the end of the test,

The President of the Classroom Commission or the Classroom Manager shall:

- a) insert all the answer forms in one or more containers that must be closed in the presence of the same candidates called to verify the integrity of the boxes or in any case of four other candidates drawn by lot;
- b) insert all the personal data sheets into one or more containers that must be closed in the presence of the same candidates called to verify the integrity of the boxes or in any case of four other candidates drawn by lot;
- c) affix a signature on the closing flaps of the container (s);
- d) invite the four students to sign on the flaps;
- e) packaging other containers in which to enclose: the envelopes open because they are being replaced; the declaration indicating the integrity of the boxes, the number of envelopes assigned



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and the number of unused items and a copy of the class record or minutes with the lists of candidates.

At the time of delivery of the answer forms, the President of the Classroom Committee or the Classroom Manager, in the presence of each candidate, must retain, so that it is kept by the University, both for the purpose of formulating the final ranking of merit, and for any future request for access to documents, the following material:

- 1) the sheets in which the questions relating to the test are printed;
- 2) the personal data card;
- 3) the control sheet of the package.

The aforesaid material will be kept by the University for five years from the performance of the test.

On the same day of the admission test, by the Administrative Manager or his delegate, the University will deliver to the CINECA headquarters, in the presence of the MIUR representative, the container (s) in which the response forms and envelopes are enclosed. not used.

10. Rankings, minimum score threshold and evaluation of the test

Within the places available for enrollment, the Community and non-EU candidates referred to in art. 26 of the L. n. 189/2002 and, within the relative reserve of posts, non-EU candidates residing abroad, according to the descending order of the achieved score.

Candidates belonging to all the aforementioned categories are admitted to the course and have obtained a minimum score of twenty (20) points in the test. Those unsuitable are not included in the ranking.

A maximum of 90 points are attributed to the evaluation of the test, taking into account the following criteria:

- for each correct answer, points 1.5
- for each wrong answer, points minus 0.4
- for each answer you do not give points 0

On the basis of the score calculated according to the criteria indicated above, CINECA draws up a single national ranking for EU and non-EU applicants as per Article 26 Law n.189 / 2002, according to the procedures in Attachment 2 of the DM 26.6.2018 n.337.

The reserved classification of non-EU candidates residing abroad is defined by the University. In case of equal scores in the ranking order, the score obtained by the candidate in the solution, respectively, of the questions related to the topics of logical reasoning, general culture, history, drawing and representation, physics and mathematics, prevails in descending order.

In case of further parity, the youngest candidate will prevail.

The eligibility condition refers to the only selective procedure in progress: it does not give rise to any right in relation to access to the master's degree course in years subsequent to the one in



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which the test was held.

The ranking of the competition is closed by ministerial provision.

11. Methods and terms for matriculation

The national ranking of merit will be published on October 2, 2018 in the area reserved for students of the University portal.

The candidate who, for each ranking scroll, falls within the available places relative to the first useful preference, is **ASSIGNED** and is required to matriculate within the maximum term of 4 (four) days, including the day of publication of the ranking list and excluding Saturdays and holidays. The methods are described in the following articles 12 and 13.

In case of non-compliance with the terms, the candidate loses the right to enroll and the justification for the delay is not relevant.

The candidate who, for each ranking scroll, does not fall in the available places relative to the first useful preference, is **BOOKED** on a subsequent choice. In this case, the candidate can matriculate, within a maximum of 4 (four) days, including the day of publication of the ranking list and excluding Saturdays and holidays, according to the procedures described in paragraphs 12 and 13 below, or wait until at the end of the registrations of those who precede it in the ranking list, eventually make available places on the best preferences indicated. If the **RESERVED** candidate is registered they automatically cancel all the other preferences expressed.

Within 5 days from the date of publication of the first ranking and no later than 12.00 of the fifth day following each ranking, excluding Saturdays and holidays, all candidates, except for the matriculated and the renegades, must show confirmation of interest in stay on the list in the reserved area of the University website. In the absence of confirmation, the candidate lapses from the national classification in which he / she is inserted and does not retain any right to enrollment.

12. Enrollment of assigned / reserved candidates who took part in the admission test at this university

All successful candidates must register online at <http://segreteriavirtuale.univaq.it/>, selecting the entry "Standard enrollment" after login.

After entering the personal data, the candidate must upload the required mandatory documents (digital photography, double-sided identity document).

At the end of the procedure, the Rapid Accrual Data and the electronic bulletin must be printed for an amount of Euro 156.00, inclusive of regional tax and stamp duty.

Payment is made exclusively through PagoPA mode. Attention: payments made in different ways will not be considered.

The receipt for the payment of the arrow bulletin and the summary sheet of fast printed registration data, necessary to complete the matriculation, must be handed over to the Student Secretariat desk at the opening time, no later than 1.00 pm on Friday 5 October 2018, in the case of first ranking.

Students in possession of a foreign qualification must also deliver the original degree of study



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translated and legalized with a declaration of value showing the final mark, the evaluation system in use in the country (minimum grade and maximum mark) where the qualification was achieved. Non-EU students residing abroad must also deliver the original qualification translated and legalized with a declaration of value showing the final mark, the evaluation system in use in the country (minimum grade and maximum mark) where the qualification is been achieved and the valid residence permit as per art. 26 of the L. n. 189/2002.

For subsequent rankings, on the site of University, the terms will be indicated within which the enrollment must be carried out, always with the methods indicated above.

WARNING !

The only payment of the enrollment fee does not constitute a matriculation title. The winners who will not proceed to the on-line registration and the delivery of the documents within the prescribed deadlines will be excluded from the Degree Course and considered in effect to have been renounced.

13. Enrollment of assigned / reserved candidates who took part in the admission test at other Italian universities

The enrollment must be completed no later than 1.00 pm on Friday 5 October 2018, in the case of first rankings, according to the following procedures:

a- register your data:

access the web address: <http://segreteriavirtuale.univaq.it>;

register and enter the required data; at the end of the registration you will get the personal credentials (username and password) that the student must keep to access the virtual secretariat;

b- carry out the online registration as indicated in point 12;

c - deliver the documentation indicated in point 12 to the branches of the Engineering Student Secretariat.

For subsequent rankings, on the site of University, the terms will be indicated within which the enrollment must be carried out, always with the methods indicated above.

WARNING !

The only payment of the enrollment fee does not constitute a matriculation title. The winners who will not proceed to the on-line registration and the delivery of the documents within the prescribed deadlines will be excluded from the Degree Course and considered in effect to have been renounced.

14. Second degrees, course passes, transfers from other Italian universities

Registrations following years after the first, following the procedures for credit recognition by the University, can only take place within the limit of the places available after waiving,



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relocation, abandonment in the reference year, in relation to the places at the time defined in the annual planning decrees.

The enrollment to years following the first of a student coming from a community or non-EU university is always subject to the establishment by the University of the training course carried out by the student requesting the transfer, with particular regard to the peculiarities of the course degree, the exams taken, the theoretical studies completed and the practical experience acquired in the University of origin, as well as the unavoidable limit of the number of available places set by the University itself for each year of the course in the annual program.

To be admitted to the years following the first one, it is always necessary to pass the test.

The only exception is provided exclusively for those who are already enrolled in the same single cycle master's degree courses in another Italian university or community or non-EU university.

For the start of the transfer and transfer procedures from the University of origin, those admitted must request the issue of clearance to the Student Administration Area.

A) second degree

Those who are already in possession of a university degree must still take the admission test; for this purpose, the procedure provided for in the present call for applications for the test will follow.

By 5 October 2018 the winning candidates will have to proceed with the pre-matriculation modalities (Article 10 of the present Call) and present at the branches of the Engineering Area Student Secretariat, in addition to the summary sheet of rapid registration data and the payment of the first installment, the receipt of the payment of the contribution of € 50.00, the degree certificate with exams or self-certification of the achievement of the qualification according to the DPR 445/2000 and an application for credit recognition as a graduate student (for the necessary forms and payments, consult the University website at the following address: <http://www.univaq.it/section.php?id=67>).

B) steps from other degree courses of the University of L'Aquila

Students enrolled in one of the graduate courses of the University of L'Aquila useful use in the ranking must proceed to renew online registration to the course of origin, submit the application for passage to their Secretariat and submit by October 12, 2018 to Doors of the Student Secretariat Area of Engineering:

- the receipt of the I installment of taxes, already paid
- the receipt of the request for passage
([Http://www.univaq.it/section.php?id=680](http://www.univaq.it/section.php?id=680))
- request for continuation of studies
([Http://www.univaq.it/section.php?id=680](http://www.univaq.it/section.php?id=680))
- self-certification of exams taken for the purpose of possible recognition of credits
- the receipt of the contribution where required.

c) transfers from other universities

Students enrolled in a degree course of another University, usefully placed on the list, to be admitted to the new degree course must submit an application for transfer to the University of origin and then proceed with enrollment online in accordance with the present call (Article 11) by October 5, 2018.



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By the aforementioned date, those admitted must present at the offices of the Student Administration Secretariat:

- receipt of the transfer request
- self-certification of exams taken
- request continuation of studies (transfers arriving from another University) (<http://www.univaq.it/section.php?id=680>) with the receipt of the payment of the expected contribution
- the summary sheet of rapid registration data
- receipt of payment of the first installment

For subsequent rankings, on the site of University, the terms will be indicated within which the enrollment must be carried out, always with the methods indicated above.

15. Deadlines schedule

- from 2 July to 24 July 2018: candidates must register online on the test through the portal www.universitaly.it;
- from 2 July to 27 July 2018: candidates must register online through the University website www.univaq.it for the payment of the participation fee for the test of € 35.00 through the bulletin arrow;
- by August 3, 2018: the University will inform CINECA of the list of students who have completed the enrollment in the test by paying the relative contribution;
- 6 September 2018: date of the admission test to the master's degree course in Building Engineering and Architecture;
- 20 September 2018: CINECA, on behalf of MIUR, publishes, on the website www.universitaly.it, exclusively the score obtained by the candidates according to the label code, in compliance with the rules for the protection of personal data;
- 26 September 2018: sending to the CINECA by the University the identification data of each candidate taken from the personal data sheets,
- 28 September 2018: on the University portal, candidates can view their own work, their score and their personal data sheet;
- 2 October 2018: on the University portal, in the area reserved for students, the national ranking of nominative merit is published.

16. Candidates with disabilities and candidates diagnosed with DSA

The tests referred to in this announcement are organized taking into account the individual needs of candidates with disabilities pursuant to Article 16 of Law no. 104/1992.

Candidates with diagnoses of specific learning disorders (DSA), as per Law n.170 / 2010, must present suitable certification issued by no more than 3 years from the NHS structures or by structures and specialists accredited by the same.

In consideration of the provision contained in Article 20 of Law n. 104/1992, the candidate in a situation of disability must deliver to the Engineering Student Secretariat no later than July 27, 2018 the declaration certifying the nature of the disability, indicate the necessary aid as well as any additional time needed to complete the test.



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17. Information pursuant to art. 13 of the Code regarding the protection of personal data

With reference to the provisions of Legislative Decree no. 196/2003, the personal data provided by the candidates will be collected at the University of L'Aquila for the purposes of managing admission contests and will also be processed in an automated form.

18. Transparency of the phases of the procedure and Managers of the procedure

With the Decree of the General Manager, posted on the Official Notice Board and published on the University website www.univaq.it, the staff responsible for admission tests will be appointed. This staff is designated by the Human Resources Management Area among the University staff. The person responsible for the insolvency proceedings is the Chairman of the Examination Commission.

The person in charge of the administrative procedure is the Administrative Officer of the Engineering Student Secretariat Office Dott. Fabrizio Carnicelli.

This Decree is posted on the Official University Notice Board and published on the University website at www.univaq.it.

For information, contact the Engineering Student Secretariat - Monteluco di Roio - L'Aquila.

Opening hours to the public: Monday-Wednesday-Friday: 10 am to 1 pm. Tuesday-Thursday: from 14.30 to 16.00. Email: sestuin@strutture.univaq.it.

19. Referral rules

For what is not provided for by the present announcement, reference is made to the following regulations, which can be consulted from the Ministry website:

- D. M. 26.4.2018 n.337 - Methods and contents of admission tests for the degree courses with access programmed at national level a.a.2018-19;
- Attachment n. 1 Proof of admission to the undergraduate and master's degree courses referred to in Articles 2, 4, 5 and 6;
- Attachment n. 2 Procedures for registration, access to the results and the sliding of the merit ranking;
- Attachment n. 3 Information pursuant to art. 13 of Legislative Decree 30.06.03 n. 196 "Code regarding the protection of personal data";
- Annex B Programs related to the admission test.

L'Aquila, 3 July 2018

THE CHANCELLOR
Prof. Paola Inverardi