



**CALL FOR EXTRA-FEE EXEMPTIONS ASSIGNMENT
FOR THE BACHELOR/MSC IN CONSERVATION AND RESTORATION OF
CULTURAL HERITAGE (Books, Archival
Documents, Paper artifacts, Photographic Cinematographic and Digital
Materials).
A.Y. 2016/2017**

Art. 1 – Call purpose and number of available exemptions

For the Academic Year 2016/2017, at the Department of Art, Literature and Philosophy, University of Rome Tor Vergata, it has been announced a call for extra-fee exemptions of the Bachelor/MSc in Conservation and Restoration of Cultural Heritage (Books, Archival Documents, Paper artifacts, Photographic Cinematographic and Digital Materials), which is equal to 2.500,00 euros.

The Department will grant 3 exemptions, which is equal to the quota of the 10% of the students enrolled to the programme in the academic year 2015/2016 (as approved on the Rectoral Decree nr. 1175/2016). The exemptions will be distributed to students of the different year of the course, as follows:

1st year: (nr. 1 exemption)
2nd year: (nr. 1 exemption)
3rd year: (nr. 1 exemption)
4th year: /
5th year: /

Art. 2 - Eligibility Criteria

Students regularly enrolled at the first year (or following years) of the Bachelor/MSc in Conservation and Restoration of Cultural Heritage (Books, Archival Documents, Paper artifacts, Photographic Cinematographic and Digital Materials).for the A.Y. 2016/2017 can be eligible for this exemption, if they have an ISEEU not higher than 19.468,75.

- ✓ The income evaluation will be based upon ISEEU as reported by the student personal area in the Delphi system, properly uploaded in the University database.

Please note: in order to be eligible from the second year of enrolment, students will also have to provide a certificate showing they have taken at least 24 credits per year (to be added to ISEEU criterion). CFUs earned within 31st October 2016 will be considered valid for the admission to the competition.

❑ **Exclusion**

A student cannot apply for the extra-fee exception if he/she:

- a) Is enrolled out of time with the normal duration of the course;
- b) Has received a disciplinary sanction.

Art.3 – Application and evaluation criteria

Students will not have to submit any application for this exemption because a final ranking based on family income and credits in the University database, will be drawn up.

By 31st December 2016, students will have to:

- have paid University fees and being regularly enrolled
- own the eligibility criteria stated in the art. 2

The selection will be based on financial requisites, therefore the final ranking will be drawn up upon the ISEEU, according to an ascending order where the lower the ISEEU the higher the ranking.

In case of *ex aequo* result:

A) FIRST YEAR STUDENTS

In case of equal ISEEU for two or more students enrolled to the first year of the A.Y. 2016/2017, the younger student will be considered as the winner.

B) STUDENTS ENROLLED TO THE SECOND OF FOLLOWING YEARS

In case of equal ISEEU for two or more students enrolled to the second or following year of the A.Y. 2016/2017, the student having the best academic career (higher GPA and the higher number of credits to be obtained during each academic year by 31st October 2016), will be considered the winner.

Art. 4 – Admission board and final ranking

The Board working on the students selection will be appointed by the Director General.

Each student will be able to check his position in the final ranking on his/her personal area entering the Delphi system, from 31/01/2017.

The final ranking will be considered as definitive if no revision request will be submitted within twenty days from the online publishing.

The Department Council is competent for what concerns revision requests.

Abandoning the programme after having won the above-mentioned competition, will mean to the student the total loss of the benefit (even in case he/she asks for a transfer to a different programme taught in English at the University of Rome Tor Vergata; if transferring, the student will have to pay the extra-fee even if he/she was one of the winner of the competition).

The extra-fee will be canceled by the Delphi system on the bulletin for the taxes payment to all the students winning the competition.

Art.5 – Information

For further information, students may ask to:

Prof.ssa Maria Rosaria Falivene, coordinatrice del CdS, falivene@lettere.uniroma2.it;

Dott. Michela Guglielmi, segreteria del CdS, michela.guglielmi@uniroma2.it.

Rome, 30th november 2016

The Head of Department of Art,
Literature and Philosophy

Signed – *Prof. Emore Paoli*