1 – Subject

The Department of Social, Political and Cognitive Sciences is involved in a cooperation programme with the Jagiellonian University in Krakow (Poland), which allows students of the Master’s Degree programme in Public and Cultural Diplomacy to obtain a double degree.

Students who successfully complete the programme will be awarded both the Master in Public and Cultural Diplomacy of the University of Siena and the Master in International Relations and Public Diplomacy of the Jagiellonian University Krakow.

Please be advised that, due to evolving pandemic conditions in different countries and geographical areas, international mobility programmes may be suspended or undergo significant changes in terms of implementation (in presence or remotely) or timing, in accordance with any restrictions in destination countries. Therefore, students’ mobility abroad will be subject to the final approval of the Host Institution.

2 – Applicants and admission requirements

The selection procedure is open to those enrolled in their first year of the Master of Science in Public and Cultural Diplomacy at the University of Siena with a weighted average of 28/30 or higher.

Candidates must have certified knowledge of the English language at level B2.

During the period abroad that forms part of the exchange programme, participants must remain fully enrolled at the University of Siena.

3 – Programme description and available positions

The programme provides 12 available spots. To obtain the double degree students will be required to spend the second year of their Master’s programme at the Jagiellonian University in Krakow.

Students participating in the double degree programme must have completed all university credits (CFU) as provided in their respective 1st year study plan before the start of courses at Jagiellonian University in Krakow. In the case of failure in meeting this requirement, the case will be submitted to the Didactic Committee, which will evaluate whether the student may participate in the programme.

The programme provides:

- The attainment at the Jagiellonian University in Krakow of the university credits provided for in the 2nd year programme of Public and Cultural Diplomacy;
• Preparation of Master’s degree thesis, which will be valid in both universities, according to the respective educational regulations, as foreseen by the agreement;

• Defence of the degree thesis, which will be held at the home University with the presence of the host University supervisor or at both Institutions.

Double degree students follow a set study plan, and do not therefore need to prepare a Learning Agreement (LA), except in cases where variations in the academic offer of the two universities has to be managed or a choice has to be made within a group of modules, or when requested by the host university. When a LA is required, the programme coordinator shall sign it in the section dedicated to his/her University.

At the end of their study period at the Jagiellonian University in Krakow, students who have not succeeded in obtaining all of the 60 university credits (CFU) as provided in their 2nd year study plan but who have gained at least 40 university credits:

A- will spend an additional semester at the Jagiellonian University in Krakow in order to complete the programme and gain the double degree;

B- gain only their home university degree.

Subject to the approval of the Host University, students who have not met all the requirements they need to gain the double degree may apply to the host university for recognition of Exchange student status and the Transcript of Records.

4 – Financial contribution and costs

Successful candidates will receive an economic contribution based on their ISEE (in compliance with DM. 1047 of 29/12/2017), as shown in the following table:

<table>
<thead>
<tr>
<th>ISEE</th>
<th>MONTHLY MOBILITY GRANT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISEE ≤ 13.000</td>
<td>€ 500</td>
</tr>
<tr>
<td>13,000 &lt; ISEE ≤ 21,000</td>
<td>€ 450</td>
</tr>
<tr>
<td>21,000 &lt; ISEE ≤ 26,000</td>
<td>€ 400</td>
</tr>
<tr>
<td>26,000 &lt; ISEE ≤ 30,000</td>
<td>€ 350</td>
</tr>
<tr>
<td>30,000 &lt; ISEE ≤ 40,000</td>
<td></td>
</tr>
<tr>
<td>40,000 &lt; ISEE ≤ 50,000</td>
<td></td>
</tr>
<tr>
<td>ISEE&gt;50,000</td>
<td></td>
</tr>
</tbody>
</table>

Grants will be disbursed as follows:
- a first instalment equivalent to 3 months' contribution upon receipt of the certificate of stay, completed and signed by the host university, certifying the student's date of arrival;
- the remaining sum after delivery of the official certificate of stay signed by the host university certifying the actual period of study, with the dates of arrival and departure. Prior to departure, students must enter their bank details (bank account or card registered or co-registered in their name) in the University's Segreteria on-line system. The financial contribution cannot be disbursed without this data.

Students participating in the double degree programme will not have to pay enrolment fees at the partner university, but must remain enrolled in the aforementioned master courses at the University of Siena and pay the relevant tuition fees. However, should they fail to complete the degree examination within the legal terms of the academic year in which they are enrolled at the host university, the latter may request the renewal of their enrolment for the following year and payment of the relevant university contributions. Students must pay for their own insurance, travel and accommodation expenses in relation to their period abroad.

Successful applicants will continue to receive any assigned national benefits or scholarships. Those in receipt of A.R.D.S.U. (Regional Agency for the Right to University Education) scholarships for academic year 2020/2021 may also apply for the regional bursary for international mobility. For further information, see the website www.dsu.toscana.it, call 0577/760819 or email cghezzi@dsu.toscana.it.

During the mobility period abroad, students may offer their accommodation in Siena to an incoming exchange student. The procedure is mandatory for those assigned university residences, and optional for those staying in private accommodation. The form to be filled in to declare the availability of accommodation can be found among the forms published on the web pages of the International Relations Division at:

https://docs.google.com/forms/d/e/1FAIpQLSfQhY93HV8-IS9lE34pifZefGn8GC1JDs38JVC4uK9rPAFCIw/viewform?c=0&w=1

5 – Selection of candidates and formation of list in order of merit

Students will be selected by a committee composed of at least three (3) faculty members of the degree course in Public and Cultural Diplomacy nominated by the President of the Didactic Committee (Comitato per la Didattica). The Coordinator of the Double Degree programme must be included in the selection committee.

Students will be assessed on the basis of the following criteria:

- personal statement;
- Curriculum Vitae;
- level of competence in English language;
- university career (grade point average and credits obtained);
- individual interview.

The aim of the interview, which will be conducted in English, is to further discuss the student’s motivations, study plan and background. Based on the abovementioned criteria a list in order of merit will be drawn up. Candidates will be assigned points (max. 100) for each of the following criteria:

| CV (30%) | 0 to 30 points |
| University career (30%) | 0 to 30 points |
| Personal statement (10%) | 0 to 10 points |
| Language competence (10%) | 0 to 10 points |
| Interview (20%) | 0 to 20 points |

Office for the Development and Management of International Relations
Double Degree Programme Public and Cultural Diplomacy
Selection notice – A.Y. 2021/2022
All available positions will be assigned according to this list. Please note that the ranking list will only provide provisional admission: students will obtain final admission once they gain all of the university credits (CFU) of their respective 1st year study plan by the September 2021 session, except in cases expressly authorized by approval by the Didactic Committee (see Art. 3).

Should additional positions be available, they will be assigned according to the same list.

The location, date, and time of the interview will be communicated to the candidates by the Committee or by the Students’ Office shortly after the application deadline and cannot be changed. Those who cannot attend will be considered not assessable for the purposes of the selection procedure.

6 – Acceptance/Renunciation

Successful candidates will receive all communications, including the outcome of the selection procedure, by email. Successful candidates must inform the university of their intention to accept or decline the opportunity offered by the deadline indicated. If a successful candidate does not respect this deadline, he/she loses any right to the programme and the next candidate in the list of merit will be nominated.

7 - Procedure for registration at the host university

Following their acceptance, successful candidates must begin the application procedure as required by the host university. Successful candidates must also send any documents requested by the foreign university as instructed. Should a successful candidate not fulfill these requirements, the University of Siena cannot be held responsible for his/her non-acceptance by the host university, and in any case the final acceptance of the candidate is decided upon by the host university and under no circumstances can the University of Siena interfere with or change such a decision.

The information provided in this notice is subject to amendment following any instructions from the host universities. In this case the University of Siena cannot be held responsible for any amendments made to the terms specified in this announcement.

8 – Documents to be sent to the International Relations Division and the Student’s Office

Upon arrival at the host university each participant must go to the relevant office (e.g. International Relations, Student Mobility etc.) to announce his/her arrival and ask the office to record the exact start date for his/her study abroad period on the certificate of attendance, to be sent to the International Relations Division by email at internazionale@unisi.it.

At the end of the study period at the host university, participants must send the following documents to the International Relations Division by email at internazionale@unisi.it:

- copy of an official certificate of attendance signed by the host university, confirming the effective period of study and indicating the dates of arrival and departure;
- a copy of the Transcript of Records. The original Transcript of Records must be sent to the Student’s Office of the relevant department;
- Final Report form, duly filled in.

These documents can be downloaded from the following page: https://www.unisi.it/internazionale/doppi-titoli-double-degrees

Students who do not submit the required documentation listed above will not receive the financial contribution.
At the end of the study abroad period, students are required to send a copy of the degree they will have obtained at the partner university both to the International Relations Division and to their relevant student’s office.

9 - Applications

Applications, made using the form available on the website and accompanied by a copy of the applicant’s identity card/passport, must be sent by email to internazionale@unisi.it in a single pdf file exclusively from the institutional mailbox of the domain unisi.it (documents sent from other domains will not be considered). The email must have the following subject: Application DD programme Public and Cultural Diplomacy 2021-2022.

Applications must be received no later than 23:59 of Monday, 15 March, 2021.

Candidates must send the following documents with the application form:

- Self-certification of enrolment at the University of Siena and exams taken;
- Self-certification regarding attainment of the Bachelor’s Degree, the final grade awarded and all exams taken, with respective grades;
- Personal statement in English;
- Curriculum Vitae in English;
- Certificate of Spanish language competence;
- Any other document deemed useful.

If any documents are missing the candidate will be informed of his/her exclusion from the selection process.

10- Handling and confidentiality of personal data

Pursuant to art. 13 and having regard to art. 24 of Legislative Decree no. 196/2003, personal data provided by candidates with their applications for this selection procedure will be processed for the purposes of managing this selection procedure. Interested parties can, at any time, exercise their rights under art. 7 of Legislative Decree no. 196/2003 in relation to the holding of the personal data.

Siena, date of the digital signature

Signed The General Manager
Emanuele Fidora