



UNIVERSITÀ
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MASTERS AND COURSES OFFICE

Rector's decree

Classification: III/7

No. of attachments: 0

**CALL FOR APPLICATIONS OF ADMISSION TO THE SPECIALIZATION COURSE IN
OXYGEN OZONETHERAPY: FROM BENCH TO BEDSIDE
AY2021/2022**

THE RECTOR

- Having regard to the Ministerial Decree dated 22 October 2004 no. 270 (Amendments to the regulation containing rules regarding the didactic autonomy of universities, approved by decree no. 509 of the Ministro dell'università e della ricerca scientifica e tecnologica -scientific and technological research ministry- dated 3 November,1999) and in particular article 3 paragraph 9;
- Having regard to the inter-ministerial decree by MIUR and the Ministero per la Pubblica Amministrazione e l'Innovazione of 9 July 2009 concerning the equivalence between university degrees of the classes referred to in the ministerial decrees of 4 August 2000 and 2 April 2001 and the university degrees of the classes referred to in ministerial decrees of 16 March 2007 and 19 February 2009;
- Having regard to the interministerial decree MIUR and Ministero per la Pubblica Amministrazione e l'Innovazione (ministry for public administration and innovation) dated 9 July 2009 concerning the equivalence of degree diplomas referred to in the regulations not yet reformulated pursuant to the Ministerial Decree 509/99, conferred by state universities and non-state universities authorized to issue qualifications with legal value, and the specialized degrees of the classes referred to in the ministerial decrees of 28 November 2000, 2 April 2001 and 12 April 2001 as well as the master's degrees of the classes referred to in the ministerial decrees of 16 March 2007 and 8 January 2009;
- Having regard to Law no. 240 dated 30 December 2010 establishing the rules governing the management of universities, academic staff and recruitment, as well as the authorization to the government to incentivize the quality and efficiency of the university system;
- Having regard to the interministerial decree by the MIUR and the Ministero per la Pubblica Amministrazione e l'Innovazione dated 11 November 2011 concerning the equivalence of three-year study diplomas of schools for special purposes, established pursuant to Presidential Decree no. 162/1982, and university diplomas, established pursuant to Law no. 341/1990, of the same duration, and the degrees ex DM 509/1999 and to the degrees ex DM 270/2004, for the purpose of participation in public competitive examinations;
- Having regard to the Statute of the University of Siena issued with DR (Rector's decree) no. 164/2012 of 7 February 2012 published in G.U. (Official Gazette)- no. 49 of 28 February 2012 and amended with DR no. 93/2015 of 28 January 2015, published in the G.U. no. 37 of 14 February 2015, and in the Official University Bulletin - Supplement to no. 114 in force as of 14 February 2015;
- Having regard to the Electoral Regulations and those for the establishment of the bodies of the University of Siena (issued with DR no. 813/2018 of 08.06.2018 published in the on-line University register on 08.06.2018, amended with DR no. 1805 / 2018 of 08.11.2018 published in the online University register on 09.11.2018, modified with DR no. 6/2019 of 07.01.2019 published in the online University register on 07.01.2019, modified with DR no. 563/2020 of 31.03.2020 published in the online University register on 31.03.2020);



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- Having regard to the Didactic Regulations of the University of Siena Issued with DR n. 1332/2016 of 26.09.2016 published in the University online register on 26.09.2016, published in BU no. 125 and subsequent amendments and in particular letters e) and f), paragraph 1 of art. 8 which specifies that the University may provide for the activation, also in collaboration with public and private entities, of: permanent training courses aimed at encouraging lifelong learning and also intended for people already inserted in the world of work;
- Having regard to the resolution of the Board of Directors of 21 December 2018 regarding the determination and allocation of the deductions on loans for educational services, for non-commercial research activities and on other external financing;
- Having regard to the Regulations on university master's degrees, on advanced courses, on professional training, on training and on summer schools of the University of Siena (Issued with DR n. 1564/2017 on 13.12.2017 published on the Online University Register on 14.12.2017 and in BU no. 132, amended with DR 964/2021 of 24.05.2021 published in the online University Register on 24.05.2021);
- Having regard to the Regulations for the conferment of teaching positions at the University of Siena, issued with DR no.1529 of 17 October 2012, published in the online University Register on 18.10.2012 and published in B.U. no. 101, and subsequent amendments, as well as the guidelines regarding the university's curriculum;
- Having regard to the resolution of the Academic Senate of the University of Siena on 6 November 2012 which established the criteria for admission to master's degree, advanced, refresher and training courses, as well as of summer schools to the Department proposing their creation;
- Having regard to the resolution of the Academic Senate of the University of Siena of 17 December 2012 wherein provisions were made for the operating methods of any telecommunication-held meetings of the collegiate bodies of the Postgraduate Schools, PhD, University first and second level Master's degrees and advanced training courses;
- Having regard to the resolution of the Board of Directors of the University of Siena on 26 March 2014 which identified the maximum amounts for the remunerations of the Course Director and the professors of the University Master's degree as required by art. 8 of the Regulations on University Master's degrees of the University of Siena;
- Having regard to the resolution of the Academic Senate of the University of Siena of 4 January 2020 with which the new periodization of the curriculum of the first and second level university master's degrees was approved, starting from the 2020/2021 academic year, Advanced Courses, Training Courses, Professional Refresher Courses, Summer School;
- Having regard to the circular no. 14/2021 of 26 February 2021 which establishes the division into periods of the curriculum, for the AY 2021/2022, of the first and second level university masters, postgraduate courses, training courses, professional refresher courses, summer school ;
- Having regard to the resolution of the Academic Senate of the University of Siena of 16 January 2018 with which the standard schemes of the first and second level university master's degree courses, specialization courses, training courses, professional refresher courses and summer school were approved;
- Having regard to the resolution of the Board of Directors of 19 January 2018 with which the technical and administrative staff of the University of Siena with permanent or fixed-term contracts with seniority of at least six months were granted access to individual courses of university master's degrees and to the entire training path of university master's degrees if relevant to their service activities;
- Having regard to the University provisions on the fulfillment of self-employment contracts, of an occasional or coordinated and continuous nature;

- Considering that the Regulations on university master's degrees, advanced courses, professional refresher courses, training courses and summer schools of the University of Siena in Article 3 paragraph 1 provide that the proposals for the institution of university master's degrees be approved by the Departments;
- Considering that the Department Councils, indicated in the attached table, have proposed the institution for the academic year 2021/2022 of the courses of scientific specialization and permanent and continual higher education, at the end of which the university master's diplomas will be issued;
- Having regard to the report of 08.06.2021 of the Commission provided for by art. 3, paragraph 3, of the University Masters Regulations of the University of Siena and designated by the Academic Senate in the session of 20 April 2017;
- Having ascertained that the Council of the Department of Medical, Surgical and Neuroscience of the University of Siena on 25 May 2021 proposed the institution for the AY 2021/2022 of the specialization course in OXYGEN OZONETHERAPY: FROM BENCH TO BEDSIDE
- Whereas the Academic Senate of the University of Siena on June 15, 2021 expressed a favorable opinion on the establishment for the academic year 2021/2022 of the specialization course in OXYGEN OZONETHERAPY: FROM BENCH TO BEDSIDE
- Whereas the Board of Directors of the University of Siena on June 25, 2021 expressed a favorable opinion on the establishment for the AY 2021/2022 of the specialization course in OXYGEN OZONETHERAPY: FROM BENCH TO BEDSIDE

HEREBY DECREES

Object of the call

1.1 The University of Siena institutes, for the AY 2021/2022, the Training Course in OXYGEN OZONETHERAPY: FROM BENCH TO BEDSIDE of the Department of Medical, Surgical and Neuroscience.

1.2 The course aims to provide students with the theoretical-practical bases for a correct use of ozone therapy in the field of internal and neuromuscular pathologies. In particular, all the knowledge relating to the methods of large ozone autohemotherapy, local ozone infiltrations and the treatment of ulcers with systemic and local therapy, referring to the biochemical discoveries of Prof. Velio Bocci. During the course it will be possible to acquire information on the equipment, material and clinical protocols to be used in one's professional practice

Oxygen ozone therapy is a form of therapy widely used in the world. However, it is necessary to know the biochemical and pathophysiological basis of this therapy before using it in patients. This postgraduate course, according to Prof. Velio Bocci's School, will explain the clinical and experimental evidence on the use of ozone in neuromuscular, internal and orthopedic diseases. The course will be held at the Siena University Hospital.

1.3 Contact person for the organization and teaching (lessons, calendar, classrooms etc.) of the course:
Dr. Emma Borrelli Department of Medical Biotechnology Tel: 0577 233202 email: borrelli@unisi.it.

Requirements

2.1 In order to be admitted to the course, one of the following requirements must be fulfilled:

- DEGREES OBTAINED IN ACCORDANCE WITH THE REGULATIONS IN FORCE UNDER Ministerial Decree 509/99 - Access allowed to:
Medicine and surgery



- SPECIALIST DEGREES PURSUANT TO DM 509/99 AND MASTER'S DEGREES PURSUANT TO DM 270/2004:

Classe LS46-Medicina e Chirurgia

- Class LM-41-MEDICINA E CHIRURGIA (new system pursuant to DM 270/04)

THE COMMISSION RESERVES THE RIGHT TO ASSESS APPLICATIONS FOR ADMISSION OF POTENTIAL CANDIDATES WHO, HAVING A DEGREE DIFFERENT FROM THOSE INDICATED IN THE TABLE, PRESENT IN THEIR CURRICULUM VITAE ADDITIONAL TRAINING PATHS AND/OR SPECIFIC ACTIVITIES CARRIED OUT WITHIN THE AREAS OF INTEREST OF THE COURSE.

2.2 Furthermore, the following applicants may file for admission :

- Applicants in possession of an equivalent degree, according to current legislation, to one of the admission qualifications provided for in art. 2 paragraph 1.
- Applicants in possession of an academic degree obtained abroad considered equivalent solely for enrollment purposes in terms of level, nature, content and academic rights (access to further courses) to the Italian qualifications required to access the chosen course .

2.3 Applicants must have fulfilled the aforementioned requirements by the date of expiry of the deadline for submitting applications for admission to the course.

In case of lack of the prescribed requirements, the Masters and Courses Office may decide, at any time and with a motivated provision, to exclude the applicant from admission to the course.

2.4 The number of places for admission to this master's degree is set at a minimum of 10 and a maximum of 30.

and 1 supernumerary place reserved for employees of the University of Siena.

2.5 Disabled students with a percentage of disability greater than or equal to 66%, who declare a UNIVERSITY ISEE value (valid for subsidies for the right to university study) of the family unit not exceeding € 22,000, relating to the calendar year 2021 , are admitted in excess as long as they possess the requisites required for admission to the course and after passing any scheduled selections.

The students referred to in this paragraph are totally exempt from the payment of registration fees and are not part of the minimum number of places eventually established for the course to be activated. The latter cannot exceed the limit of 10% of the total number of students, unless otherwise decided by the competent body with a motivation, and, however, this number cannot be less than 1.

If students, in possession of both requirements, exceed the limit defined above the benefit will be granted on the basis of the admission ranking.

In the event that the number of applications for admission does not exceed the places foreseen in the selection notice, the decision-making body of the course will identify the objective criteria on the basis of which to attribute the aforementioned benefits.

To compete for this benefit, interested students must fill in the fields provided in the online procedure, attach a photocopy of the certificate of disability and declare their consent for the access to the INPS database.

Applicants with disabilities, pursuant to Law no.104 of 5 February 1992, and recipients of Law 68/1999 and Law no. 170/2010, will have to contact the Ufficio accoglienza disabili e servizi DSA (Disabled Reception and DSA Services Office) – Via Banchi di Sotto, 55 – Siena – Tel. 0577/235415.

2.6 The course has a duration of 40 hours and awards 4 CFU (university training credits).



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Applications submission

3.1 The application for admission must be submitted **no later than 1 March 2022** exclusively online through the website <https://segreteriaonline.unisi.it> of the University of Siena. After the aforementioned deadline, it is no longer possible to register for the call for applications.

3.2 Instructions for completing the application

a) Before completing the application, applicants must proceed with the authentication in the system:

- I. by clicking on "Registrazione" (only if you do not have active or previous courses of study at the University). At the end of the registration procedure, a **username** and a **password** will be issued which will allow you to authenticate with the system to access the services offered and modify the data entered. The login credentials will be shown on screen, printable from the registration reminder and sent by e-mail to the private e-mail address indicated in the procedure.

Or in the case of active or previous courses of study at the University

- II. by clicking on "Recupera credenziali UNISIPASS" (in case you do not remember the credentials)

- b) Once logged in with your credentials (if you have another course of study, select it to continue), click on the "Segreteria" menu and choose "Test di ammissione"
- c) Choose the type of course of study
- d) Choose the course you want to pre-enrol in
- e) Fill out the application form.

At the end of the procedure, the system issues the "promemoria domanda di partecipazione selezione" (reminder of application form for selection).

3.3 During the online procedure, applicants must attach the following documents , **as a mandatory requirement**, in the section "**Gestione titoli e documenti per la valutazione**" (management of qualifications and documents for assessment):

– CURRICULUM VITAE ET STUDIORUM

- Only for holders of degrees obtained abroad:
 - **For non-European Union citizens residing abroad**, copy of the qualifications obtained abroad showing the legal duration of the courses.
 - **For EU and equivalent applicants**, copy of qualifications translated into Italian, authenticated, legalized and bearing the required dichiarazioni di valore (value declaration).

With the entry into force of article 15 of Law 183/2011 from 1 January 2012, administrations can no longer accept certifications issued by other Public Administrations or by managers of public services regarding status, personal qualities and facts. Certificates are always replaced by substitute declarations of certification or by a notary deed.

It should be noted that the documentation NOT EXPRESSLY REQUIRED by this call for applications, attached through the online registration procedure for the competition, will not be taken into consideration for the purposes of evaluation by the competent judging committee.

3.4 Applicants with foreign citizenships and EU citizens in possession of an academic qualification obtained abroad are to attach, mandatorily, during the online procedure, the qualifications indicated in the following article 4.

Non-EU citizens residing in Italy must also submit a copy of the residence permit.



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If you are unable to complete the online procedure, you can contact the International Place - Sportello Integrato Internazionale (Mon.-Fri. 9.30-13 Tue and Thu. also 15-17) by calling the toll-free number 800221644 (only from land lines in Italy) or the number +39 0577 232111 or send an email tointernationalplace@unisi.it internationalplace@unisi.it.

The International Place also offers assistance to international students (with accommodation, permits, health care and language support).

3.5 General reference to documents and qualifications presented at this Administration attached to applications for participation in other courses is not allowed.

3.6 The Administration assumes no responsibility for the dispersion of communications resulting from an incorrect indication of contact details by the competitor or from failure or late communication of the change of address, either of e-mail and/or residence/domicile, nor for any misunderstandings in any case attributable to third parties, fortuitous or by force majeure.

3.7 Applications submitted with deficient or irregular documentation will be rejected

3.8 Applicants with disabilities, pursuant to Law no. 104 of 5 February 1992, and recipients of Law 68/1999 and Law no. 170/2010, will have to make an explicit request in relation to their needs, regarding the necessary aid, as well as the possible need for additional time to be able to take any admission tests. To this end, they must contact the Ufficio accoglienza disabili e servizi DSA (Disabled Reception and DSA Services Office) - Via Banchi di Sotto, 55 - Siena - Tel. 0577/235415.

Rules for applicants of foreign citizenship and for EU citizens in possession of an academic degree obtained abroad

4.1 Applicants in possession of a foreign academic degree equivalent, in terms of level, nature, content and academic rights (access to further courses) to the Italian academic qualification requested to have access to their chosen course, may apply for enrollment. Enrollment, however, remains subject to verification of the regularity of the study documentation, for the sole purpose of enrollment, carried out by the First and Second level Courses Division as well as the passing of the respective admission tests/qualifications evaluation, where required.

4.2 **EU applicants and equivalent** in possession of degrees obtained abroad must submit the latter attachments to the admission application duly completed by the Italian Representatives competent for the territory of the country of the institution that issued the qualifications. These qualifications must be translated into Italian, authenticated, legalized and submitted with the required dichiarazioni di valore (value declarations).

Non-EU applicants residing abroad must submit the application for admission together with a copy of the qualifications obtained abroad showing the legal duration of the courses. The University of Siena reserves the right to ask the candidate for a translation.

For courses where enrollment in a professional register is also required, it is necessary to produce the corresponding certificate in an original or certified copy together with the translation into Italian.

The pre-enrollment application for applicants (international students) who need an entry visa for study purposes must be submitted using the UNIVERSITALY portal <https://www.universitaly.it>.

4.3 At the time of enrollment **the originals of the academic degrees** (translated, authenticated, legalized and with the required dichiarazioni di valore- declarations of value) completed by the competent Italian Representatives for the territory must be attached, under penalty of non-completion of the enrollment.

For non-EU citizens it is also compulsory to present a copy of the receipt of the application for a residence permit or a copy of the valid residence permit.



Non-EU citizens residing abroad must also present a copy of their passport with a specific entry visa for study purposes.

4.4. Provisions for access to the course for applicants of foreign citizenships and for EU citizens in possession of academic degrees obtained abroad can be found at the website of the Ministero dell'Università e della Ricerca <http://www.studiare-in-italia.it/studentistranieri/>.

Evaluation and testing

5.1 Admission to the university course will take place following the evaluation of the curriculum vitae presented by each candidate with the formulation of a merit ranking. Qualifications belonging to one of the following categories will be evaluated:

- Educational degree 10/30
- Diplomas or certificates of specialization and professional qualifications 10/30
- Further qualifications 10/30

To be deemed eligible applicants must obtain a score of at least 18/30.

5.2 The criteria for the assessment of these qualifications will be established in advance by the competent body during the first meeting.

5.3 For each candidate, the committee will have to draw up a summary sheet where they will include a breakdown of the titles related to the various categories and the corresponding scores.

5.4 Applicants placed in the ranking in a valid position will be admitted to enrollment.

5.5 In case of equal merit among suitable applicants, the youngest will be admitted. .

5.6 In case of waiver, the following applicants on the merit ranking will be admitted. In this sense, the substitutions will be carried out until the beginning of the courses.

Enrollment procedure

6.1 The Ufficio Master e Corsi (Masters and Courses Office) will send each applicant admitted to the course a special communication to the private e-mail address indicated during the online registration which will contain the terms within which to access the "Segreteria online" (online secretariat) service to complete the enrollment.

Alternatively, the notice may be sent by post or telegram or fax.

At the end of the procedure, the system generates the payment form for the first/single installment of university fees for the amount established in the following paragraph 2 of this article.

The supernumeraries provided for in art. 2 paragraph 5 will be exempt from the payment of registration fees, but will in any case be required to pay the electronic mark for stamp duty in the amount of 16.00 euros via MAV.

The form in question is a MAV that can be printed and used for payment at any bank counter in Italy.

Students can also pay their fees online by credit card.

Normally, the payment data is transferred to Esse3 (computer system that manages the students' course of study) within 48 hours.

At the end of the online procedure, if carried out correctly, the student can print the enrollment memo.

Enrollment is completed only with the payment of the fee. Those who are not up to date with the payment of the fee at the beginning of the courses will have their course of study closed due to implicit waiver.

In the event of a merit ranking, failure to pay by the applicant placed in a useful position in the ranking determines the scrolling of the ranking until the required places are filled.

Applicants of foreign citizenships and EU citizens in possession of an academic degree obtained abroad must deliver or send to the Ufficio Master e Corsi (Master's degree and Courses Office) within the deadline indicated in the communication and under penalty of exclusion from the courses, the following documents:

- a) Original degrees as provided for in article 4 above for foreign citizens and EU citizens in possession of an academic degree obtained abroad;
- b) Copy of the residence permit for non-EU citizens referred to in art. 4 paragraph 1.
- c) Copy of the passport with a specific entry visa for study purposes for non-EU citizens residing abroad.

The original documents referred to in point "a" must be delivered or sent to the Masters and Courses Office, no later than 6 months from the beginning of the course, under penalty of decline. Until then, foreign students or students with a degree obtained abroad will be considered "enrolled subject to conditions".

The final completion of the enrollment is conditioned by the verification of the possession of the requisites for access to the course. Until that moment, the registration is to be understood as subject to conditions.

The Administration assumes no responsibility for the dispersion of communications resulting from incorrect indication of contact details by the competitor or from failure or late communication of the change of address, either of e-mail and/or residence/domicile, nor for any misunderstandings in any case attributable to third parties, fortuitously or force majeure.

Pursuant to Article 75 of the Presidential Decree of 28/12/2000 no. 445, without prejudice to the provisions of art. 76 in criminal matters, if the untruthfulness of content emerges from the control of the substitutive declarations of certifications, the declarant forfeits any benefits resulting from the provision issued on the basis of the untruthful declaration. .

6.2 The enrollment fee amounts to **1300 euros** net of any charges and bank commissions. This sum must be paid in a single installment to which the amount of 16.00 euros will be added for the payment of the electronic stamp duty, to be paid at the time of enrollment.

Payment must be made through **PagoPA system** according to the instructions on the site <https://segreteriaonline.unisi.it> ; Further information can be found at : <https://www.pagopa.gov.it/>

Regular enrollment in courses is subject to payment of the amounts due.

Matriculation is completed only with the payment of the fee.

In the event that the registration fees are borne by third parties (public bodies, foundations, companies, etc.) the following is necessary:

- o Payments made by private entities or companies, must be effected through the **PagoPA system** upon reception of a payment notice sent by the University of Siena.
- o For the payment from a public body a *Girofondo (bank transfer)* on the account of Contabilità Speciale no. 0038125 in the name of Università degli Studi di Siena at the Banca d'Italia. The procedure refers to Law 27/2012, for Special Accounting.

The payment of the contribution by a third party must be formalized with a letter of commitment no later than the enrollment deadline date.

6.3 Since this course is part of the institutional activity of the University, and not the commercial one, enrollment fees are exempt from VAT, therefore no invoice can be issued.

6.4 In case of failure to reach the minimum number, provided for in art. 2 paragraph 4 of this call, the course will not be activated and the Administration will start the procedures for the reimbursement of the enrollment fee, net of the payment of € 16.00 for the electronic stamp duty.

Course bodies

7.1 The bodies of the Course are:



- the Director elected by the Course Council from among the professors of the University of Siena;
- the Course Council composed of all teachers interested in the course itself.

Training path

8.1 Attendance is mandatory. Justified absences are allowed up to a maximum of 10% of voluntary internships, mandatory internships and scheduled teaching activities.

8.2 The Course will start in April 2022 and end in October 2022.

8.3 The calendar will be communicated by the Course Management .

8.4 The venues for the didactic activities are:

-Policlinico Le Scotte;

8.5 Courses will be taught in the following languages: ENGLISH.

A good knowledge of Italian is requested.

The following subjects are identified within the training path:

SCIENTIFIC FOUNDATIONS OF OZONE THERAPY

CFU = 0.5

Under the charge of: BORRELLI EMMA

EFFECTS OF OZONE ON THE INTEGUMENTARY SYSTEM: BIOCHEMISTRY AND PHYSIOPATHOLOGY

CFU = 0.5

Under the charge of: VALACCHI GIUSEPPE

OZONE THERAPY IN ANALGESIC AND ONCOLOGICAL TREATMENT

CFU = 0.5

Under the charge of: CLAVO BERNARDINO

OZONE THERAPY IN NEURODEGENERATIVE PATHOLOGIES

CFU = 0.5

Under the charge of: ROSSI ALESSANDRO

OZONE THERAPY IN THE TREATMENT OF MUSCULOSKELETAL DISORDERS

CFU = 0.5

Under the charge of: ALEXANDRE ALBERTO

Final assessment

9.1 The final assessment, which confers 1.5 university credits, will consist of an INTERVIEW TO VERIFY THE KNOWLEDGE ACQUIRED

9.2 The maximum mark for the final assessment will be one hundred and ten.



Release of the final certificate

10.1 At the end of the course, students who, in the opinion of the Board, have carried out their activities and fulfilled their obligations, will receive a certificate of attendance according to the laws in force on the subject released by the Course Director. The issue of the certificate is subject to a specific request to be made on the form available at the Masters and Courses Office.

Waiver

11.1 Students can renounce studies provided that they are up to date with the payment of the fees due on the date of presentation of the waiver to be made using the appropriate form available on the website http://www.unisi.it/sites/default/files/allegati/modulo_rinuncia_corsi_master_4.pdf.

11.2 Failure to pay the fees does not constitute, in this case, tacit renunciation of studies: students who do not pay the amount due, in addition to not having the opportunity to complete any course of studies activity, cannot consider their relationship with the University concluded and therefore cannot enroll in another course.

11.3 The waiver does not imply the refund of the fees paid.

Changes to the call for applications

12.1 Any changes to this call for applications will be communicated by a an announcement on the University online register (www.unisi.it) and on the specific postgraduate University web pages.

12.2 Communication to those entitled about any changes to this call for applications will be under the charge of the Management of the course.

Treatment of personal data

13.1 The processing of applicants' personal data is carried out by the University of Siena exclusively for institutional purposes and for the purposes of managing this call for applications. Information on the processing of students' personal data can be obtained in the Privacy section of the University Portal <https://www.unisi.it/ateneo/adempimenti/privacy>

13.2 The University makes a commitment to respect the confidential nature of the data and information provided by the Applicant, which will be processed in accordance with EU Regulation 2016/679 on the protection of personal data and the Legislative Decree 196/2013 of the Privacy Code, for provisions not incompatible with the Regulation The data controller is the University of Siena, legally represented by the pro-tempore Rector, Prof. Francesco Frati.

Applicants may assert their rights (articles 15 and following of the EU Regulation) by contacting the Data Controller, writing an email to the pec box rettore@pec.unisipec.it, or to the e-mail box segreteria.rettore@unisi.it.

13.3 The provision of data is mandatory for the management of the relationship between the Student and the University (eg: selection, admission, enrollment, university course of study management, etc.). Any refusal to the data processing will result in the exclusion from the call for applications.

Person in charge of the procedure

14.1 The Head of the Procedure is identified, pursuant to articles 4, 5 and 6 of law no. 241/1990 and



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subsequent amendments, in the person of Dott. Paolo Genovese in charge of the Ufficio Master e Corsi (Masters and Courses Office) of the University of Siena.

Final provisions

15.1 For matters not provided for in this call for applications, reference is made to the regulations and internal regulations and provisions of the University of Siena as well as to the national regulations of the sector.

Siena, date of the digital signature by

The Rector
Francesco Frati

Seen by the
Head of the procedure
Paolo Genovese

Seen by the
Interim Head of Student Services Area
Emanuele Fidora