



**Announcement of selection for master positions at the
“Joint European Master in Comparative Local Development CoDe ” –
Academic Years 2012-2014**

The University of Trento, coordinator, (Italy), the Corvinus University of Budapest (Hungary), the University of Ljubljana (Slovenia), the University of Regensburg (Germany) in collaboration with the University of Belgrade (Serbia), the University of North Carolina at Chapel Hill (USA) and the Tshwane University of Technology (South Africa) offer up to 29 places in a post-graduate Master’s course degree.

Article 1 – ESSENTIAL INFORMATION and MAIN DEADLINES

Length: 2 years

Head of the master CoDe Programme: Prof. Italo Trevisan

Official website: <http://www.unitn.it/sld>

Email: master-code@unitn.it

Application on line: <https://www5.unitn.it/Apply/en/Web/Home/master-uni>

Official language: English

Minimum number of students required to activate the program: 16

Maximum number of participants: 29

Deadline to submit Application on line: the deadline has been extended to Friday 22nd June 2012 no later than 12:00 noon (GMT +2:00 Central Europe Daylight)

Deadline to confirm participation by payment 1st year fee and submitting the registration form: 10th October 2012

Activation of the programme will be announced: at the latest on October 11th 2012

The programma will start: October 22nd 2012

Article 2 – ADMISSION REQUIREMENTS

Applications are invited from candidates, regardless of sex, age and nationality, who hold a first level (Bachelor) university degree in Economics, Sociology, Political Sciences, Law and Engineering or an equivalent qualification, i.e. relevant to local development and a functional knowledge of English.

The degree should correspond to a 180 ECTS study programme. In case of applicants from countries where ECTS is not in place, only the holders of a degree of at least three years, eligible to proceed with master studies in the country of origin, are considered to meet the selection criteria.

Applications are also invited from candidates who expect to complete their bachelor degree by July 31 2012. In such cases, admission is conditional and applicants are required to send to Master CoDe offices the relevant degree certificate, or a declaration, that the degree has been conferred by fax 0039 0461 282803 at least on 30th August 2012.

Applicants possessing a university degree which was not conferred by an Italian university and that has not been officially recognized as equivalent to an Italian degree should submit a request for equivalence to be recognized in their application for the selection.

In this case they must attach the following documents in addition to the application form:

- degree certificate or degree self-certification (according to Presidential Decree no. 445 of 28.12.2000 concerning EU citizens);
- translation into English of the degree certificate with exams and marks obtained and duly signed by the applicant to enable the Selection Committee to declare its equivalence, for the only purpose of being admitted to the selection of the Master Programme.

Only admitted non-EU applicants holding a non-Italian qualification and admitted EU applicants holding a non-EU qualification must also present their degree certificate along with exams taken and grades, translated and authenticated by an Italian consulate, embassy or diplomatic representative in the country where the degree was issued, and the respective declaration of validity ("Dichiarazione di Valore") or the Diploma supplement in English - the latter, according to the form drawn up by the European Commission, the European Council and UNESCO/CEPES when enrolling.

Article 3 – THE MASTER PROGRAMME

I. **Didactic activities** are structured around mandatory and optional courses. Courses planned to be offered are:

Mandatory modules (60 ECTS)	ECTS
1. Economic foundations of local development	9
2. Legal analysis of local development	9
3. Social foundations of local development	9
4. Data analysis and territorial statistics	6
5. Economic and social analysis of institutions	6
6. Local sustainable development	9
7. Research methodology, project evaluation and impact assessment	6
8. The management of diversity in societies	6

Provisional list of elective (optional) modules (27 ECTS)

The role of culture, history and language in international relations and business	6
Management Problems in the New Economic Environment	6
A Political Sociology of European Democracy	6
Comparative legal systems of social enterprises and cooperatives	6
Principles and problems of local development: financial aspects	6
The Economics of European Integration	6

Protection and Promotion of Human Rights	6
Human Rights Protection in International and European Law	6
Sociology of International Relations	6
Micro and Macroeconomics of Development	6
International Economic Policy	6
Sociology of Globalization	6
Socio-economic analysis of social enterprises & cooperatives	6
Social Network Analysis: labour market and corruption networks	6
Local Society	6
Migration Studies	6
Inter-governmental Fiscal Relations	6
Gender and organization in labour markets	6

Didactic activities may also include laboratories and guest lectures.

II. Participants are required to attend **a module of Italian or German language** (3 ECTS - 50 hours). Slovenian, Hungarian or other language modules might be offered upon students' request.

III. **Internship for research** (10 ECTS): internship are held in qualified organisations (institutions of local and regional government, public/private partnerships, decentralised administrations of national government, industrial districts, trans-border co-operation-projects, policies for enterprises and local development, services to enterprises, research centres, local banks, NGOs active at local level or for the promotion of local development) located in the countries of the partner universities or in international organisations (350 hours).

IV. **Dissertation** (20 ECTS): analysis, research and experience aimed at the elaboration of an original and innovative analysis for local development in areas in transformation. The project should be presented as a thesis preferably including an operational activity plan.

3.1. Schedule of activities

I term (1 st term, 1 st year) <i>Modules 1 – 3, Language module; Examinations</i>	October 2012– January 2013 Trento
II term (2 nd term, 1 st year) <i>Modules 4, 6, 8; 2 elective modules; Examinations</i>	February - June 2013 Trento
III term (1 st term, 2 nd year) <i>Modules 5 and 7; 3 elective modules; Examinations</i>	September 2013– January 2014 EU Partner University
IV term (2 nd term, 2 nd year) <i>Internship; dissertation</i>	Any Partner University February - June 2014
<i>Dissertation completion</i>	June 2014
<i>Dissertation defence</i>	September 2014
<i>Graduation Ceremony</i>	September 2014, Trento

Article 4 – APPLICATIONS

The application, together with all the attachments required, shall be submitted no later than **22.06.2012** in the following way:

on-line application at the following website:

<https://www5.unitn.it/Apply/en/Web/Home/master-uni> **no later than 12.00 noon** (GMT +2:00 Central Europe Daylight).

Applications should include:

- Transcript of records. Applicants expecting to complete their degree while applying (within July 31th 2012), must submit a certification of enrolment in the course of studies;
- Applicants with a foreign qualification that has not been officially recognized as equivalent to the Italian degree have to attach a translation into English of the degree certificate;
- Curriculum vitae;
- Dissertation proposal.

According to Italian law, the applicants possessing a university degree which was not conferred by an Italian university that has not already been officially recognized as equivalent to the Italian degree have to attach, in addition to the above mentioned document, a translation into English of the degree certificate with exams and results obtained, signed by the applicant (or, if available, to submit their degree certificate along with exams taken and results, translated and authenticated by an Italian consulate, embassy or diplomatic representative in the country where the degree was issued and the respective declaration of value "Dichiarazione di Valore" or the Diploma supplement in English - the latter, according to the form drawn up by the European Commission, the European Council and UNESCO/CEPES) in order to enable the Selection Committee to state its equivalence, only for the purpose of being admitted to the selection procedure of this announcement.

Applicants expecting to complete their degree when applying, must submit a certification of the enrolment in the course of studies with a list of the examinations passed successfully and grades obtained in each examination. Applicants will be required to send the relevant degree certificate, or a declaration that the degree has been conferred (in conformity with Presidential Decree no. 445 of 28 December 2000, applicable only to citizens of the European Union) to the Secretariat of the School on Local Development (fax 0039 0461 282803). If this is not done, the applicant shall lose the right to be admitted to the master programme.

Other documents which can be included in the application are:

1. one or two letters of recommendation written by qualified scholars, experts on the master's research fields and belonging to the faculty of national or international universities and institutions¹;
2. list of scientific publications and/or articles accepted for publication including works in progress, if available;
3. any other qualifications that attest to the research skills and abilities of the candidate (final thesis, scholarships, research and study activities post graduation, etc.) if available.

Applications will be disregarded if they are not duly compiled and signed, or not completed with the required attachments and submitted online within the deadline of June 22 2012.

¹ In case the letters are not available, the candidate will not be excluded by the selection procedure.

According to Italian law, the University of Trento has the right to check, even to spot check, declarations and documents provided by the candidates, according to art. 71, and following articles of the Presidential Decree no. 445 of 28.12.2000. Candidates not fulfilling the requirements requested can be omitted from the selection for the master programme at any time.

Article 5 – SELECTION

A joint selection committee (see article 7) makes a comparative evaluation and selection of candidates. Candidates are evaluated on the following criteria: academic background; dissertation proposal; motivation; post-degree courses and activities; letters of reference.

After the title assessment, selection results will be published at the School on Local Development website: <http://www.unitn.it/sld>;

Should the joint selection committee decide upon a second selection step, suitable candidates will be asked for an interview² (see article 6). In this case a electronic notification (e mail account provided in the online application form) will be sent.

Should the joint selection committee decide to carry out the interviews shortlisted candidates will be contacted and provided with information on date, place and other organisational relevant instructions

Final ranking will be posted at the School on Local Development website:
<http://www.unitn.it/sld>

The head of the selection procedure is identified in the President's Commission.

Article 6 – PROGRAMME OF THE EXAMINATION

If the interview will take place (see article 5), it will be focused on the candidate's qualifications, on the motivation and interests of the candidate and on the working project.

Article 7 – SELECTION COMMITTEE

The joint selection committee is nominated by the Director of the School on Local Development in consultation with the Academic Master Director and the International Committee. The Committee will be composed of academic staff in representation of the partner universities, who are experts in the scientific areas of the master programme. At the end of the selection procedure the Committee will compile the ranking of candidates based on the scores obtained in the title evaluation and eventually the interview.

Article 8 - ADMISSION TO THE MASTER PROGRAMME

Applicants will be admitted to the master programme according to their order on the final ranking until all available places will have been assigned (up to 29).

Art. 9 - INCOMPATIBILITY

The master candidates shall not be enrolled in another course of study at the University of Trento or other Universities or Institutes of Higher Education in Italy or abroad while enrolled

² Non-Italian candidates not resident in Italy or Italian citizens not able to come to Trento for justified reasons who wish to conduct the oral exam at distance can ask for a telephone interview. The request is to be submitted by the shortlisted candidate at least one week before the date of the interview and is subject to the approval of the Selection Committee and after a technical check about the feasibility of the connection. A identity guarantor will be asked to be present the day of the interview to confirm the Commission the identity of the candidate.

in the master programme. Should they be willing to enrol in another course a request must be presented at the School temporary interruption of enrollment (withdrawal) with effect from a date prior to Master.

Article 10 – ENROLMENT

The registration form (available online at the latest on 23rd June 2012) along with the requested attachments³ are to be received by 10th October 2012 in one of the following ways:

- hand delivered to the Master Office in Trento, Via Belenzani n. 39 from Monday to Friday from 9.00 to 12.00am and from 2.00 to 5.00pm on Tuesday and Thursday.
- Sent by registered mail with return receipt to this address: Segreteria del Master in Comparative Local Development- School on Local Development - University of Trento Via Belenzani, n. 12 cap 38122 or by fax +39 0461 282803.

Enrolment forms and attachments received late or incomplete will not be considered. The University of Trento does not accept responsibility for the loss of communications due to errors in the address by the candidate, nor for any postal delay not attributable to the administration itself.

Article 11 – FEES

Registration fee for the Master are to be paid at the beginning of each year. The fee is fixed in € 3,000.00 per year.

Payment must be made by October 10th, 2012 for the first year;

By 15 September 2013 for the second year. In the case of payments after the deadline (15 September 2013), student will be requested to pay a fee for late payment: € 12 up to 10 days; € 40 after 10 days.

The payment can be carried out through bank transfer:

From Italy:

Unicredit Spa

Sede di Trento - Via Galileo Galilei, 1

IBAN IT37L0200801820000100807242

From the rest of the world:

Unicredit Spa

Sede di Trento - Via Galileo Galilei, 1

IBAN IT37L0200801820000100807242

SWIFT UNCRITM10HV

Please describe the reason for payment and specify your name, surname and date of birth, and add "Master in Comparative Local Development" edition 2012-2014.

The registration fee is not refundable. The Director of the Master, can accept, in exceptional, justified and documented the occurrence of unforeseen acts of God cases, the requests for

³ Registration form duly completed and signed, receipt of payment of the fees, copy of the identity card or passport, and as regard the diploma, declaration of value or diploma supplement (or copy of the diploma and official translation in Italian as well as a self declaration where the students declare that they will deliver the declaration of value or the diploma supplement later than four months), Upon the arrival in Italy students will deliver a Italian tax stamp of €14,62 and a stay of permit or copy of the request for the stay of permit only non EU students within 8 days of arrival in Italy.

partial refund of the registration fees, which imply the impossibility of attend the master courses. In such cases a refund is possible and may not exceed 60% of the fee. Requests for reimbursement are rejected in the case the students have attended more than one third of the training activities.

According to art. 11 of the CoDe regulation, attendance of all components of the programme is compulsory; all absences must be justified. Attendance of at least 80 per cent of CoDe programme is required for graduation. Upon request, a dispensation from the attendance requirement can be granted for a minor part of the Programme, at discretion of the Academic Committee.

Article 12 – SCHOLARSHIPS

Grants may be awarded made available by the University or other institutions. The scholarships will be awarded by the Consortium of the course upon request on the basis of the final ranking and within any constraints mentioned above. The Director may suspend, with written justification, all or part of the payment of the grant in case of failure to achieve the expected frequency thresholds. Failure to graduation, the recipient of grant will be required to repay the amounts received.

Article 13 – MASTER TITLE CONFERRAL

Upon the successful completion of all Master activities, including the dissertation defence, the Academic Authorities of the organising Institutions will award a **Joint Master Degree** corresponding to:

- in the Italian University system: **Master di primo livello** according to the DM 509/99 and subsequent revisions, DM 270/04;
- in the German University system: **Mastergrad** according to Art. 18 paragraph 1 HRG, Art. 86 paragraph 1, 86 a paragraph 3 BayHSchG;
- in the Hungarian University system: **mesterképzés (M.A.) (Összehasonlító helyi fejlesztési tanulmányok szakon)** according to the 117. § (4) of the Law of Higher Education of Hungary
- in the Slovenian University system: **skupni magistrski program**.

Article 14 – PERSONAL DATA

The University of Trento, in accordance with Legislative Decree 196/03 ("Code for protection of personal data"), uses the applicant's personal data only for the fulfilment of the selection procedures and for institutional reasons.

In observance of the above-mentioned law, participation in the selection allows the University of Trento to publish on the University's website the applicant's personal data concerning the results of the selection procedure.

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