



MED – OR Foundation
University of Palermo –University of Pisa

D.R. No. 1794/2022

ONE-YEAR
2nd LEVEL PROFESSIONAL MASTER PROGRAMME
(*MASTER DI II LIVELLO*)
IN PROJECTING EUROPE:
POLITICS, POLICIES AND APPLYING TOOLS

(It is activated according to Min. Decree No. 509 of 3 November 1999
and Min. Decree No. 270 of 22 October 2004)

(1500 hours- 60 ECTS credits)

A.Y. 2022/2023

I Edition

Programme Director
Professor **Ciro SBAILÒ**

Outline

The Professional Master Programme (*Master di II Livello*) in “Projecting Europe: politics, policies and applying tools” is the result of fruitful synergies between the academic community and the technical and scientific community. This Master programme is the outcome of a shared vision, with a view to strengthen the relations and cooperation between Euro-Mediterranean countries. The Master Programme intends to provide students with technical and professional skills, allowing them to identify and use EU resources for the implementation of cooperation policies with neighbouring states. Special consideration is given to Countries on the southern shore of the Mediterranean Sea.

Objectives

The training course intends to provide students with the opportunity to widen their knowledge of the EU and the mechanisms governing its institutional machinery. Thus, they will be able to identify and have access to several opportunities of professional and cultural growth within European projecting.

In particular, the course tries to facilitate the participants’ access to European funds, with special attention to the possibilities within the Multiannual Financial Framework 2021-2027. At the end of the programme, the participants will be able to adopt a strategic approach in relation to European projecting. They will also submit an articulated European project that is consistent with the call’s objectives. A particularity of the course is the continuous reference to how relevant it is to identify and implement operational techniques and models within European projecting, anchored in evidence-based practices. In fact, if intuition can be an effective and efficient way to take low-risk decisions, top decisions must be taken whereas they are adequately supported by evidence, ensuring their sustainability and effectiveness both in the short and in the medium-long period.

Applicants

Applicants with the specific access requirements set out here below can register for the programme if they wish to obtain high-qualifying training in Euro-projecting that they can use at institutional and managerial level. In particular, the programme is intended for young people and recent graduates with a strong interest in projecting, as well as for assistants and executives of any kind of organization: companies of any sector and size, local and regional public bodies, professional associations, trade unions, third sector associations, voluntary organizations and international and non-governmental organizations, universities and research institutes.

Educational Goals

The course’s educational syllabus consists in two main educational units: the first unit is devoted to the study of the history and institutions of the European Union, with a special focus on foreign policy and European defence policy, and the question of migration flows. The second unit examines the issues linked to European projecting, with a special focus on the skills needed for understanding and participating in the calls, the management techniques for European projects, the strategies whereby to identify the priorities of EU public policies that are functional to the drafting of successful projects.

At the end of the educational program, the participants will be able to:

- Analyse the main changes in the present times by looking at social relations and economic processes, as well as make comparative analyses in different space-time frameworks, especially with respect to the Euro-Mediterranean area;

- Know EU institutions, the regulatory process, EU legislation, and frame this institutional system within the national, supranational and global context;
- Know EU policies, with special reference to the Multiannual Financial Framework 2021-2027
- Know Structural Funds (ERDF, ESF, Cohesion Fund);
- Know the main direct Sectorial Funds, especially funds for the benefit of local authorities;
- Understand the opportunities provided for by the European Union in terms of financial aid;
- Know the instruments of Euro-projecting required for the participation in the calls and the management of European projects;
- Find their way around EU legislation and its application at a national and local level;
- Identify the priorities of EU public policies.

Learning outcomes

At the end of the Master Programme, the participants will develop the following skills and expertise that are consistent with the Master Course's objectives and goals and the outgoing professional profile. In particular, they will acquire:

- ✓ Knowledge and ability to understand European legislation with respect to public and private law, as well as the mechanisms for the provision and access to European funds;
- ✓ Ability to apply their knowledge through the study and critical examination of relevant case-law;
- ✓ Ability to relate the special aspects of the legislation to the general system and find solutions in the settlement of conflicting interests;
- ✓ Ability to evaluate and analyse the reference regulatory framework, identify the legal issue and the different solutions they may eventually find;
- ✓ Ability to develop projects on their own;
- ✓ problem solving skills, ability to integrate the knowledge acquired and manage the complexity of information, with a view to provide appropriate judgments;
- ✓ Ability to express the knowledge acquired clearly and exhaustively and argue adequately, using the appropriate technical language;
- ✓ Ability to report the addressed topics in a reasonable and critical way;
- ✓ Ability to treasure the educational and training process experienced within the community and with the other participants of the master programme, capturing the answers they receive and considering these answers as an opportunity to think about their experience, even in consideration of the enrichment when resorting to further activities of educational evaluation.

Admission criteria and compatibility

Access requirements

The applicants to the Master Programme must hold a four-year degree (old system) or a second-cycle/ Master's degree.

Conditional Admission

The applicants without a degree at the call for tender's expiration date can be admitted conditionally. They must commit to informing immediately that they have obtained their degree; in any case, all this must mandatorily happen within and no later than 31 March 2023. In the event that they do not obtain their degree within the mentioned date, the registration is considered void and the paid application fees are not reimbursed.

Admission of foreign and Italian students with qualifications obtained abroad

Italian or EU citizens holding qualifications obtained abroad and non-EU citizens who regularly sojourn in Italy must submit their application including their own degree, regularly legalized, accompanied by a declaration of value issued by the Italian representation in the country where they obtained their qualifications with an official translation in languages other than English, French, Spanish, German and Portuguese. As for European qualifications, the Declaration of Value can be replaced by the Diploma Supplement. The Diploma Supplement or the declaration of value is required to assess the suitability of the candidate's qualifications in relation to the admission to the Master Programme.

Besides, non-EU candidates, not sojourning in Italy, holding academic qualifications that are equivalent to the above qualifications, can apply to the programme through the "University" portal of the Ministry of Education and Research.

Compatibility

Act No. 33 of 12 April 2022 establishes that students may simultaneously enrol in two higher education courses. Thus, they can obtain two qualifications when they attend these types of courses over the same period. In detail, Article 1 (section 1) of this Act states that any student is entitled to enrol simultaneously in two different degree programs, master's degrees or master courses, even in several Universities, Schools or Higher Institutions of Advanced Studies with a special status. However, Section 2 of this Act expressly states that students are not entitled to enrol simultaneously in two different degree programs, master's degrees or master courses belonging to the same class, the same master's course, even in two different institutions.

Duration and organization of the Course

The Master Programme lasts one year. Classes are scheduled to start in January 2023 and finish by January 2024.

The training course allows students to obtain 60 training and university credits, corresponding to 1,500 hours, which are **divided in streaming lessons, workshops, drafting and discussion of the final paper (project work) and individual study.**

The Master Programme is run during weekends, in days and times taking into account the work commitments of the students enrolled in the course.

By way of indication, the lessons are organized in teaching modules on a monthly basis, mostly on Fridays and Saturdays.

Syllabus

The course units are divided as follows:

Modules	SSD (List of subjects)	Course	Credits
Module 1	(IUS/14) European Union Law	History and institutions of the European Union	5
Module 2	(IUS/21) Comparative Public Law	Law of the European Legal Systems I	6
Module 3	(IUS/02) Comparative Private Law	Law of the European Legal Systems II	3
Module 4	(M-GGR/02) Economic-political Geography	Contemporary Geopolitics of the Mediterranean Area	8
Module 5	SECS-P/07 Business Administration	Building Techniques of European Projects	6

Modules	SSD (List of subjects)	Course	Credits
Module 6	SECS-P/07 Business Administration	Needs and Context Analysis Techniques	6
Module 7	SECS-P/07 Business Administration	Monitoring European Projects: Budget Planning and Management	6
Module 8	SECS-P/02 Economic policy	Workshop of EU Project Management	8
		Report (project work)	7
		Final Test	5
		TOTAL	60

Training Methodologies

Classes are held in English.

The course is held in presence through face-to-face lessons, and on-line through in-streaming lessons. Some of the Master course's activities are workshops employing a methodology of active learning, thus ensuring the development of cooperative and reflective learning.

Here below are other training methodologies:

- ✓ Case-study methodology, i.e. analysis of relevant cases to develop analytical and decision-making skills;
- ✓ Team meetings with professionals on a specific subject;
- ✓ Cycle of testimonies and workshops with relevant professionals;

Lessons are scheduled with the support of:

- ✓ in *streaming* seminars built as thematic and debate sessions where topics of special interest and current topics are examined;
- ✓ interactive debates based on the experiences that each student lived within his/her own organization;

Attendance

Compulsory attendance is required and an absence rate of no more than 20% is allowed respectively from lectures, workshops and activities leading to the drafting of the paper (project work).

Absences exceeding the above limits do not allow students to take the final test, unless they are due to health problems, or other serious reasons, duly noted.

The attendance of *in streaming* lessons is traced through a report coming from the used platform, which can prove the access time and duration of all students' connections.

Students obtain their credits if they finish drafting their paper (project work), and pass the final test.

Methods of learning assessment

At the end of the learning activities of each course and workshop, a summative and formative assessment is adopted. Teachers conduct a summative assessment (hetero-evaluation) with respect to the expected learning outcomes. Participants conduct a formative assessment by self-evaluation through self-report. The results of the summative and formative activities help create an e-portfolio, where to collect all the information on the students' development and/or learning of abilities and skills.

Admission Test

Access to the Master Course is reserved to a maximum number of 30 participants.

If the applications exceed the number of available places, a selection process is activated by a special committee of the Master Course. The Committee establishes the eligibility rankings, following the descending order of evaluation for each candidate.

Eligibility ranking criteria

The process involves the selection of candidates, depending on the evaluation of the merit criteria, expressed in twentieths, as indicated here below:

1. Final marks:
 - 110/110 magna cum laude 8 points
 - From 110/110 to 106/110 7 points;
 - From 105/110 to 100/110 6 points;

In case of foreign students submitting the declaration of value and the application form, the Committee assigns a score, following the international conversion tables.

2. Analysis of the study curriculum (*curriculum studiorum*) and the qualifications obtained: a maximum of 8 points.
3. Assessment of motivational aspects and individual inclination for the subjects addressed by the Master Course through individual interviews: a maximum of 4 points.

In the event of a tie, preference will be given to the comparatively younger candidate.

The ranking list is drawn up by the Master Course's Selection Committee, and it is published on the University Website in the section devoted to the Master Course within 10 working days from the date of the interviews. The publication shall be considered as a formal notification to all those concerned.

Final Test

Students shall pass a final test, consisting in the drawing up and discussion of a final paper (*project work*). The study, experiment and research paper is aimed at projecting and carrying out a field research, with the goal of applying the knowledge acquired during the course to real cases.

Qualifications obtained

If the students comply with the administrative requirements, attend at least 80% of the lectures, workshops and activities for drawing up of the final paper, and pass the final test, they are awarded the 2nd Level Professional Master Programme's Qualifications in "Projecting Europe: politics, policies and applying tools", with the allocation of 60 University credits.

Outgoing professional profile

In compliance with the objectives, goals and expected learning outcomes of the Master Programme, the course intends to train interdisciplinary professionals with a solid theoretical, methodological and operational background. In particular, the course intends to train the following professionals:

- Business executives and managers ;
- Managers and top civil servants of public, local and regional authorities;
- Executives, officials and employees of trade associations, trade unions, third sector and voluntary work associations, international and non-governmental organizations, as well as Universities and Research Institutions;

- Free-lance professionals, European project managers for institutions and business firms;
- Project managers in public bodies and public or private companies.

Scholarships

Scholarships covering the full amount of the Master Programme's tuition fees and the transfer costs to attend workshops organized during the teaching period and the in-presence test are provided.

The selection process, based on qualifications and interviews, is aimed at awarding No. 5 scholarships, amounting to € 5,500.00 (five thousand five hundred euros), in compliance with the rules of this call and within the limits of the available resources.

Applicants

Applicants of foreign citizenship residing abroad, namely in the countries of North African MENA Area (Algeria, Egypt, Libya, Morocco and Tunisia) can participate to the selection process.

The benefit of the scholarship is awarded for the maximum time limit corresponding to the conclusion of the Master Programme.

Application

The application for admission to the selection process and participation to the Master Programme with a scholarship must be submitted through the portal "*University*", by registering on the platform and following the procedures indicated therein.

The following documents must be included to have one's application evaluated:

- A copy of the University Degree;
- A declaration of value or statement of compatibility of foreign qualifications by the Italian Centre ENIC-NARIC (CIMEA);
- Study curriculum (*curriculum studiorum*) and obtained qualifications;
- Passport;
- Passport-size photo;
- A self-declaration of the level of proficiency in English, i.e. a self-certification where the applicant states that his/her proficiency in English allows him/her to follow a course such as this Master Programme, also taking an active part in it, where necessary.

These documents must be uploaded on the portal within and no later than 12:00 a.m. of 22 December 2022.

Methods to grant scholarships

The evaluation of the applicants in relation to the awards of the scholarships is made by the Master Programme's Selection Board, based on the comparative analysis of the applications, the compliance with the requirements and criteria concerning the merit of the applicant's curriculum, and the individual interview he/she had.

The evaluation criteria are decided by the Selection Board in the session when the Board takes office.

The evaluation is made in consideration of each applicant's educational background and his/her motivational drives resulting from the interviews.

The interview must also ascertain the knowledge of the English language.

Publication of the ranking list

The ranking list concerning the awards of the scholarships is published on the University website within 10 working days from the interview. The publication shall be considered as a formal notification to all those concerned.

The candidates positioning themselves among the applicants included in the ranking list must acknowledge the Scuola di alta formazione (School of Higher Education) with their formal acceptance of the scholarship within five days from the publication of the ranking list. The acceptance must be accompanied by a statement whereby they state that they do not benefit from any other scholarship awarded by private or public bodies, except for the scholarships awarded by national or foreign institutions to supplement the students' training and study activities with stays abroad.

If the winners do not comply for any reason within the above deadline, the University proceeds to scroll down the ranking list.

Registration and Enrolment

The registration and participation to the Master Programme with the contribution is finalized when a student enrolls in the University website (on-line Secretariats), logging in at the address <https://my.unint.eu/sso> and proceeding as follows:

- ✓ *effettuare la registrazione* (register);
- ✓ *immatricolarsi al master* (enrol in the Master Programme).

The application can be:

- sent by mail to the address: formazione@unint.eu with its attachments, duly scanned;
- sent by registered letter with return receipt to UNINT- Scuola di alta formazione – Via Carlo Conti Rossini, 38 -00147 -Rome within and no later than five days after the acceptance of the scholarship;
- delivered by hand at Scuola di alta formazione (School of Higher Education), Via Carlo Conti Rossini, 38 - Rome within and no later than five days after the acceptance of the scholarship.

In case one or several winner(s) may give up the scholarship(s), the ranking list for awarding the scholarship(s) based on the merit is scrolled down within and no later than the starting day of the course's teaching activities.

Enrolment without scholarship

The application to the Master Programme can be submitted right after the publication of the call and until 20 January 2023.

For the **application form**, the applicant shall:

- connect to the University website (on-line Secretariats) at the address <http://myunint.unint.eu>;
- *effettuare la registrazione* (register);
- *immatricolarsi al master* (enrol in the Master Programme).

The application, accompanied by the study curriculum (*curriculum studiorum*) and the student's qualifications can be:

- sent by mail to the address formazione@unint.eu with its attachments, duly scanned;
- delivered by hand at Scuola di alta formazione (School of Higher Education), Via Carlo Conti Rossini, 38 – Rome.

Further information relating to the on-line procedure can be found at the following address:

<https://portal.unint.eu> .

Applications without the required documents or incomplete applications are not taken into account.

If a student is taking the selection test, he/she can finalize his/her registration within 5 working days from the publication date of the ranking list on the website www.unint.eu by the University.

If a student is not taking the selection test, he/she can finalize his/her registration within 5 working days from the admission's formal receipt by the Office of Scuola di alta formazione (Higher Education).

For the registration to the Master Programme **the payment of the tax for the study right is not due.**

The Master Course is only activated if a reasonable number of participants are reached.

Registration fees

Full tuition fees for the Master Programme are € 4,016.00, plus VAT if due. These fees include the required tax stamp. The deadlines for the payments are divided as follows:

Instalments	Fees and deadlines
I instalment	Euros 916.00 (including tax stamp) when registration is finalized.
II instalment	Euros 1,100.00 within 30 days from the starting date of the course
III instalment	Euros 1,000. 00 within 60 days from the starting date of the Course
IV instalment	Euros 1,000.00 within 120 days from the starting date of the course

If there is any delay in the payment of the fees after the first payment, a surcharge of € 25.00 for late payment is requested for every month or fraction of a month. The payment of the registration fees can only be reimbursed if the Master Programme is not activated.

Waiver

The participants intending to withdraw from the Master Programme are all the same required **to pay full tuition fees for the participation to the Master Programme.** If the students registered to the course intend to withdraw and request a statement whereby their waiver is expressly stated, they are requested to give formal notice through the forms published on the University website. Anything not expressly provided for in this call shall be governed by the University legislation in force.

CONTACTS DETAILS

SCUOLA DI ALTA FORMAZIONE - UNINT

Università degli Studi Internazionali di Roma (University of International Studies of Rome)

Via Carlo Conti Rossini, 38

00147 Rome

Telephone: +39 06 510.777.400

(Mondays through Fridays: 9:30 a.m. – 12:30 p.m.)

E-mail: formazione@unint.eu

www.unint.eu