Academic Year 2026/2027

Call for applications for Intensive Course Winter School in:

Rule of Law, Transitions, Security

Department of:

Legal Sciences (Scienze giuridiche)

Faculty of:

Law (Giurisprudenza)

Director:

Prof. Alessandra Di Martino

Infostud Code:

34360

Art. 1 – COURSE ACTIVATION

A selection procedure is hereby opened for admission to the Intensive Course (Winter School) in "*Rule of Law, Transitions, Security*", offered for the 2026/2027 academic year. The Course details are described in the Educational Programme published on the dedicated webpage.
The Course awards 8 ECTS (CFU).

Art. 2 – ADMISSION REQUIREMENTS

In order to be admitted to the Course, applicants must hold one of the qualifications specified in the Educational Programme under "Admission Requirements": an upper secondary school diploma or a three-year bachelor's degree.

Art. 3 – COMPLETION OF THE PRE-ENROLMENT APPLICATION

In order to participate in the admission selection process, applicants must, under penalty of exclusion, follow the instructions set out below:

a) REGISTRATION ON THE INFOSTUD ONLINE SYSTEM

Applicants can register at https://www.studenti.uniroma1.it/phoenixreg/#/ with the Infostud system in order to obtain a student ID number and password. A SPID or CIE credential is required to access Infostud. Applicants who already have a Sapienza student ID number do not need to register again; they should use the student ID number and password they already have; if the candidate doesn't remember his registration number or password he can use the Infostud recovery procedure at the page https://www.studenti.uniroma1.it/phoenix/#/recuperaPassword. Foreign students do not need

to use either SPID or CIE, they simply need to access the Infostud system and generate a student ID and password.
It is also necessary to enter the university degrees on your Infostud profile, which is useful for admission to the Course (after accessing Infostud, click on “Profile” and then on “University degrees”). The registration number must be inserted in the application for admission to the Course.

***Please note**: Any communications will be sent exclusively to the e-mail address indicated at the time of registration on Infostud. Candidates are recommended to check the accuracy of the mailing address entered. Students already registered on the Infostud system must check / enter their email address using the User data > edit access data function.*

b) APPLICATION FOR ADMISSION:
Fill in the application form (Attachment 1), including registration number, readable signature and photocopy of a valid identity document (Identity Card - Car Driving License - Passport).
For candidates with qualifications obtained abroad it is necessary to submit, in addition, one of the following documents: Declaration of Value issued by the Italian consular authority of the country of study (with transcript of records + copy of the final diploma) or:

- Declaration of Value (*Dichiarazione di Valore in Loco*) issued by the Italian Consular Authority in the country where the qualification was obtained (accompanied by the transcript of records and a copy of the final diploma)

or

- CIMEA Certificate of Comparability accompanied by CIMEA Verification Certificate (by accessing the CIMEA platform: http://www.cimea.it/it/servizi/attestati-di-comparabilita-ecertificazione-dei-titoli/attestati-di-comparabilita-and-verification-of-qualifications-diplome.aspx)

or

- Diploma Supplement (in the case of a European qualification) issued by the University of origin and legalized at the Italian Embassy in the country of study.

Applicants who submit incomplete documentation will be **admitted on a provisional basis** and will not be able to complete their enrolment until all the required documentation has been submitted.
Non-EU citizens residing abroad must comply with the provisions set out in the interministerial circular “Procedures for entry, residence and enrolment of international students in higher education programmes in Italy for the academic year 2026/2027”, available at: https://www.studiare-in-italia.it/studentistranieri/.
For applicants with a certified disability pursuant to Article 3, paragraphs 1 and 3, of Law No. 104/1992, and/or with a disability rating of 66% or higher, the following document must be attached to the application for admission:

- copy of the certificate of disability issued by law, under penalty of exclusion from the benefits provided. The same certificate must also be sent to the Sector for relations with disabled students at the following email address: sportellodisabili@uniroma1.it and for information to the sector: altaformazione@uniroma1.it.

Applications with incomplete documentation, submitted in ways other than those envisaged or submitted after the deadline, will not be accepted.

c) APPLICATION SUBMISSION:
The candidate should submit the application accompanied by the required documents within **15 December 2026**, via one of the following methods:

- Electronic transmission to the e-mail address: alessandra.dimartino@uniroma1.it.

Art. 4 – LIST OF ADMITTED APPLICANTS
The course secretariat verifies the admission requirements, followed by the publication of the of participants in the Intensive Winter School Course by **22 December 2026**.
After the publication of the list, it is possible to enroll in the Course by paying the registration fee as indicated in Article 6.

Art. 5 – REGISTRATION FEE
Participation to the Course requires the **payment of a € 300 registration fee and the stamp duty of € 16.00** to be paid in accordance with the terms of Article 6 **no later than 15 January 2027.**
Students with a recognized disability equal to or greater than 66% or with a recognized handicap pursuant to art. 3, paragraphs 1 and 3, of the law of 5 February 1992, n. 104 are exempt from 50% ofthe registration fee. To take advantage of the reduction, students must send the documentation certifying the disability to servizio.disabilita@uniroma1.it and for information to altaformazione@uniroma1.it.

Only one fee reduction may be applied, even where the Educational Programme provides for additional discounts, and the fee must be paid in full in a single instalment.

The registration fee may be refunded only if the Course is not activated.

Art. 6 – PAYMENT METHOD OF THE REGISTRATION FEE
Students admitted to the Course must access Infostud 2.0 using their SPID or CIE credentials, from the following page: https://www.uniroma1.it/en/pagina-strutturale/students, using their student ID number and password. They must then click on the "CORSI DI FORMAZIONE" box, select "TASSE - Immatricolazione", enter the course code indicated in this notice, and follow the subsequent instructions. Applicants entitled to any applicable fee reductions will find the discounted payment notice in their Infostud profile, under the "CORSI DI FORMAZIONE" box, by selecting "BOLLETTINI, PAGAMENTI GENERATI". Foreign students do not need to use SPID or CIE; they simply need to access the Infostud system with their student ID and password.
The registration fee must be paid by the deadline specified in Article 5 of this notice, using the payment notice downloaded from Infostud, in accordance with the payment methods described on the Sapienza institutional website at: Infostud: Come pagare | Sapienza Università di Roma.

Carta del Docente: Permanent teachers of educational institutions of all levels can pay up to € 500.00 through the use of the so-called "Teacher's Card".
In this case, after the deadline specified in Article 2, the participant admitted to the Course must send an email to altaformazione@uniroma1.it, attaching the voucher generated through the MIUR website, in order to receive, by email, instructions on how to pay any difference between the Course enrolment fee and the amount covered by the voucher.

Company Sponsorship: To sponsor the enrolment of one or more individuals in a Course, the beneficiaries of the sponsorship must first register with Infostud and obtain the payment notice as described in Article 5. They must then follow the steps below:

Step 1: The sponsoring company must send an email to altaformazione@uniroma1.it requesting the payment details and indicating the name(s) of the beneficiary/beneficiaries.

Step 2: After making the payment, the company must send an email to settoreentrate@uniroma1.it and altaformazione@uniroma1.it, providing its details (company name, VAT number/tax identification number, contact details), the full name and student ID number of the beneficiary/beneficiaries, and a copy of the payment receipt, indicating the Course code and the Sapienza student ID number(s) of the beneficiary/beneficiaries.

Once payment has been verified, the offices of the University's Accounting, Finance and Management Control Area will issue a receipt for the amount paid for the training courses and send it to the address indicated in the University's information system (Infostud) or in the enrolment application.

Art. 7 – DURATION AND ORGANIZATION OF TRAINING ACTIVITIES
The course lasts two weeks.

Classes will start on 1st February 2027 and will end on 12th February 2027. They will take place at Sapienza premises and at EPLO/ELGS premises in Rome.
The training activity is equal to 60 (sixty) hours, of which at least 45 (forty-five) hours shall be devoted to classroom-based teaching activities. Online delivery will also be available.
Attendance of at least 75% of the Course activities (or such higher percentage as may be determined by the Director) entitles participants to receive a Certificate of Attendance and may allow for the recognition of ECTS, as follows:
1. ECTS earned through Advanced Training Courses may be recognized, in accordance with the applicable regulations, towards a first- or second-cycle degree programme (up to a maximum of 12 CFU) and towards a first- or second-level Master's degree programme.
2. ECTS earned through Training Courses or Intensive Courses (Summer/Winter Schools) may be recognized, in accordance with the applicable regulations, towards first-cycle degree programmes, up to a maximum of 12 ECTS, provided that they are consistent with the content of the Course itself.
In the event of failure to attend the Course, or of any other conduct deemed inappropriate, the Director may decide not to issue the Certificate of Attendance. In such cases, the enrolment fees already paid will not be refunded.

Art. 8 – PROCESSING PERSONAL DATA
With reference to the provisions of EU Regulation No. 679/2016 of 27 April 2016, "General Data Protection Regulation", concerning the protection of individuals with regard to the processing of personal data, a specific privacy notice is provided as an integral part of this Notice and must be read carefully.

ART. 9 – REFERENCE REGULATIONS
The Course referred to in this Notice is governed by the "Regulations governing Master's Degree Courses, Advanced Training Courses, Training Courses and Intensive Courses", available at the following link: https://www.uniroma1.it/it/documento/regolamento-materia-di-corsi-di-master-corsi-di-alta-formazione-corsi-di-formazione-corsi.

For any matters not expressly covered by this Selection Notice, reference shall be made to the applicable legislation.

Rome October 22, 2026
Signed
The Director of the Area for Education and Student Services

Attachment 1

Application form for admission to

Intensive Course (*Winter School*) in

_____

Course Identification Code: _____

The undersigned (ALL IN CAPITAL LETTERS)

_____

Surname, Name

_____

Fiscal Code – VAT Code

_____

Nationality

_____

Place and Date of birth

_____

Residential address (City, province, street name, postal code)

_____

E-mail

_____

Contact number

_____

Infostud registration number

_____

Funding institution (if any)

_____

Funding institution address

_____

Funding institution VAT number

Holding the following qualification:

□ High school diploma □ Three-year degreee □ Master's degree □ Other (specify)

_____

Name of the Title/Degree

_____

Institute / University where the qualification was obtained

_____ _____

Date of graduation Vote

Asks to be admitted to the Intensive Course:

Course title:_____

Course identification code: _____

Academic Year: _____/_____

Please find attached:

- Copy of a valid identity document, duly signed and legible (Identity Card, Driving License, Passport)

For candidates with a foreign qualification:

- Declaration of Value (Dichiarazione di Valore in Loco) issued by the Italian Consular Authority in the country where the qualification was obtained (accompanied by the transcript of records and a copy of the final diploma)

or

- CIMEA Certificate of Comparability accompanied by CIMEA Verification Certificate (by accessing the CIMEA platform: http://www.cimea.it/it/servizi/attestati-di-comparabilita-ecertificazione- dei-titoli/attestati-di-comparabilita -and-verification-of-qualifications-diplome.aspx)

or

- Diploma Supplement (in the case of a European qualification) issued by the University of origin and legalized at the Italian Embassy in the country of study.

For students with disabilities recognized pursuant to art. 3, paragraphs 1 and 3, of the law of 5 February 1992, n. 104 and / or with disability equal to or greater than 66%:

- copy of the certificate of disability - with indication of the percentage of disability, or for the cases provided for by the law, the only type of disability - or of the disability certificate pursuant to art. 3, paragraphs 1 and 3, of the law of 5 February 1992, n. 104 (for information it is possible to contact the toll-free number 800-410960).

The undersigned declares to have read and approved in all its points this selection notice and the Training Plan and to be in possession of all the declared requirements and to be aware of the criminal and civil sanctions, in case of false declarations, of formation or use of false documents, pursuant to art. 76 of Presidential Decree no. 445.

Date Applicant's signature (in clear handwriting)

PRIVACY NOTICE PURSUANT TO ARTICLE 13 OF EU REGULATION NO. 2016/679 “GENERAL DATA PROTECTION REGULATION”

1. Data Controller: Sapienza University of Rome Legal Representative: Rector
Address: P.le Aldo Moro No. 5
Contact details: rettricesapienza@uniroma1.it
Certified email (PEC): protocollosapienza@cert.uniroma1.it
Data Protection Officer (DPO): Dr Loredana Segreto
Address: P.le Aldo Moro No. 5
Contact details: responsabileprotezionedati@uniroma1.it; Certified email (PEC): rpd@cert.uniroma1.it

2. Purposes of Processing and Legal Basis
The processing of the personal data requested from the Data Subject is carried out pursuant to Article 6(1)(e) of EU Regulation 2016/679 and will be limited to what is strictly necessary for and connected with participation in the selection procedure referred to in this Notice.
In particular, the data provided will be collected and processed for the following purpose:

- verification that the required eligibility requirements are met

3. Retention Period of Personal Data
The Data Controller informs applicants that personal data relating to their university career will be retained indefinitely, taking into account the archiving obligations imposed by applicable legislation.

Other data collected for the provision of services and for communications will be retained for the periods established by applicable legislation or by University regulations.

4. Rights of the Data Subject
The Data Subject has the right to:

- request from the Data Controller, pursuant to Articles 16, 17, 18, 19 and 21 of the GDPR, access to their personal data and the rectification or erasure thereof, or restriction of processing concerning them, or to object to the processing of their personal data, as well as the right to data portability. Erasure is not permitted for data contained in records that the University is legally required to retain;
- withdraw consent at any time, without affecting the lawfulness of processing based on consent given prior to its withdrawal;
- lodge a complaint with a supervisory authority.

5. Obligation to Provide Personal Data
The Data Subject is required to provide the personal data requested. In the event of refusal to provide such data, the University will not be able to accept the applicant’s participation in the selection procedure.
Consent may be withdrawn only in relation to optional processing activities.