

Title III. Biomedical University Residence

Art. 36. - Announcement of the call for applications for admission

Every year, the Board of Direction issues a public call for applications for admission to the Residence.

The subsequent selection procedure and the procedures for drawing up the ranking lists and for allocating the available places and any free or subsidised places are established in the competition rules.

Candidates are selected on the basis of qualifications and an interview.

Art. 37 - Assignment and maintenance of the place

The places are assigned by the Board of Direction following a public call for applications and selection procedure, in accordance with art. 36.

On accepting a place, all students must self-certify that they are free from infectious diseases and that their state of health is compatible with community life and does not necessitate particular care or assistance.

All students awarded a place may keep it for the duration of their university studies, subject to annual confirmation.

- To keep their place for the subsequent year, students enrolled on first or second-level degree courses (Bachelors or Masters degrees) must meet a series of conditions.

- a) At the end of September, they must have obtained at least three quarters of the current year's credits with an average mark of 27/30 and a mark of at least 24/30 in each examination;
- b) At the end of February, they must have completed all the examinations for the previous academic year, again with an average mark of 27/30 and a mark of at least 24/30 in each examination.
- c) They must be found to have met the objectives set out in the Educational Agreement stipulated with the Residence, and to have participated actively and responsibly in Residence life.

Students who fail to meet any of the requirements in points a), b) and c) will not have their place in the Residence renewed, but they will be allowed to remain as paying guests in the Residence until August.

- Students enrolled on postgraduate courses (further training, doctoral programmes, master's degree courses, and so on), to have their place confirmed, must meet the requirements for admission to the successive year of their course, as envisaged by their study plan.

Exceptions to the provisions of this article may be made on a case-by-case basis by the Board of Direction, after consideration of particular circumstances.

Art. 38 - Payment

Students may be asked to contribute to running costs of the Residence, paying an amount that will be decided by the Board of Directors at the time of assign-

ing the place, in accordance with the terms of the competition. This amount may vary in subsequent years with changes in the cost of living. Any variation will be decided by the Board of Direction.

Art. 39 - Acceptance of the Regulations

Every student, on accepting a place in the Residence, is required to accept the present regulations by signing this document. Commitment to respecting these rules is one of the requirements for confirmation of the place for the second and subsequent years.

Art. 40 - Security deposit

By accepting a place in the Residence every student undertakes not damage its furniture and equipment and to accept liability for any damage they may cause to the same. At the time of admission the student must pay a security deposit (an amount established by the Board of Direction), to cover possible individual and collective damage. This may need to be supplemented should it be used up, while any amount remaining will be returned to the student at the end of his/her stay at the Residence. In the event of cancellation of a place, without the due notice of two months, the deposit will not be returned.

Art. 41 - Admission of other students

Non-biomedical students and post-graduates enrolled at the University of Pavia or other universities may also be admitted to the Residence for temporary periods. Admission will be decided by the Director but in any case must be either approved in advance or subsequently ratified by the Board of Direction.

Art. 42 - Exchange programmes and study periods elsewhere

The Foundation may offer students exchange places with other universities. These are granted by the Board of Direction at the suggestion of the Director.

For students spending study periods longer than six months at other universities, the Foundation offers the following options:

- a) to keep their room, paying a reduced contribution
- b) to make their room available to the Foundation during their time away.

To take up either of these options, students must notify the Board of Direction and the Director of their absence at least two months beforehand. Their choice will be approved in advance or subsequently ratified by the Board of Directors.

For periods of less than six months, students must keep their rooms, continuing to pay the full contribution.

The Board of Direction may make exceptions to the above in exceptional circumstances and upon written request.

Furthermore, it is understood that all students who are away will be accommodated at the Residence should they need to return temporarily for study reasons.

Art. 43 - Study plan

Students are required to submit their study plans to the Director by the beginning of the first exam session each year. Should their plan differ from the offi-

cial course of study, the study plan must be approved by the competent academic bodies.

After each examination students, should promptly inform the Director of the result, so that the mark can be recorded.

Art. 44 - Presence in the Residence

Normally students must be present in the Residence during university semesters and periods of university activity, and may not accept assignments that may prevent them from attending their university lectures regularly, as they are required to do. If students spend the night away from the Residence, they must note their absence in the special register, also indicating the date of their expected return.

The Director must be notified of any absences longer than one week.

Art. 45 - Community life

Students must have a lifestyle appropriate to the nature and spirit of the Foundation. In particular, students are encouraged to cooperate actively and productively in ensuring a peaceful community life, and to contribute to the cultural and educational initiatives of the Residence.

Indeed, students are also required to participate in the cultural activities open to them, each of which is worth one university credit, and is therefore useful for overall assessment of the student's curriculum. Attendance of such activities is self-certified.

Inside the Residence students must be appropriately dressed, and are not permitted to go to the reception or common rooms in nightwear or dressing gowns.

Silence must be observed from 11.00 pm to 8.00 am.

Art. 46 - Guests

Students may receive guests in the Residence under their own responsibility. Guests are not allowed in the Residence between 1.00 a.m. and 9.00 a.m. All public areas are also accessible to students of the Collegio Universitario S. Caterina da Siena.

Art. 47 - Services

Students are accommodated in single rooms, furnished and equipped with hot and cold water, electricity, heating and air conditioning, telephone, wired internet connection, and a bathroom with shower.

Students must wash their own sheets and towels. Students are responsible for keeping their own rooms clean. Once a week, Residence staff clean the floor and the bathroom.

Heaters and hotplates may not be used and it is not permitted to keep animals or materials that may cause a disturbance or damage, or pose a hazard. The Foundation is not responsible for valuables and personal effects kept by students in their rooms.

Students have one dining area for every six rooms, including a kitchen equipped with a hob, oven, refrigerator and dishwasher. Daily cleaning of this

area must be done by the students who use it, while the Residence staff clean it once a week.

Students are entitled to use all common areas in the Residence (chapel, computer room, music room, TV room, games room, gym, study room, library, newspaper/magazine room) and the coin-operated laundry service.

On admission to the Residence the students will receive an electronic key that gives them access to the building round the clock. Students are not allowed to duplicate the key. If the key is lost the student will be required to pay for a copy. The key does not operate during periods when Residence is closed and, in any case, will be deactivated at the end of student's stay at the Residence.

The Residence has a reception which is open during certain hours, as stipulated in art. 49.

Failure to comply with the provisions of this article, in particular with regard to the use of the bedrooms and kitchens, will be considered a violation punishable in accordance with the art. 48 below.

Art. 48 - Offences

Breaches of discipline, depending on their severity, may result in a verbal warning from by the Director, a written warning from the Rector at the suggestion of the Director, or suspension or expulsion from the Residence, which are courses of action decided by the Board of Directors.

Art. 49 - Opening days of the Residence

The Residence is open all year round. However, during periods when the University is closed, and also during the Christmas and Easter holidays, the Residence may be closed.

The reception is normally open from 8.30 to 12.30 and from 15.30 to 18.30, Mondays to Fridays, and from 9.00 to 12.00 on Saturdays.

Title IV. Privacy clause

Art. 50 - Privacy

In accordance with the Italian Legislative Decree no. 196/2003 (Personal Data Protection Rules), personal data are used for the various operations (carried out by electronic and automated or non-electronic and automated means) instrumental to the pursuit of the institutional purposes, as referred to in Law n. 390/1991 and relevant regional decisions.

Data provided by students are collected by the Foundation and used, also through telematic tools and procedures, for purposes directly related to and necessary for the provision of services and the running of the College and the Residence.

For the protection of users and property, a video surveillance system may be installed at each facility. Any recorded images would be kept only temporarily and stored using instruments that guarantee security and confidentiality, in compliance with privacy rules.