

## ATT. 1

- **First-level university masters**
- **Second-level university masters**
- **Specialist university Courses**

INPS

Central Support Directorate to non-self-sufficiency, civil Invalidation and other Benefits (only in respect of initiatives offered by foreign Universities) Regional Directorate _____	
Address	_____ _____

### **Accreditation and convention proposal relating to first- and second-level university Masters and Specialist University Courses for the 2017-2018 academic year.**

In response to the selection notice published by this Institute, we hereby forward to you the present candidacy:

Offering subject	
Tax code	
Address	
Title of the training program offered	
Scientific field (Ministerial Decree of 04 October 2000)	
Type of course (select with an X)	<input type="radio"/> First-level master <input type="radio"/> Second-level master <input type="radio"/> Specialist university course <input type="radio"/> Master's degree <input type="radio"/> Equivalent one year/two year course provided by a foreign entity
Internet site	
Contacts	Telephone
	E-mail

We attach hereto the Technical Card, duly filled in, so as to prove and describe possession of the minimum requirements prescribed by the Notice.

Date,

Legal representative's signature and stamp

**The present card, which illustrates the training project, is filled in by referring to the minimum requirements for the accreditation of first- and second-level masters, specialist university courses and masters/equivalent courses abroad, as prescribed by the Notice published on the institutional website**

<p><b>Offering subject</b> (specify the category referred to in article 3 of the Notice which is applicable)</p>	
<p><b>Title and level of the Master</b></p>	
<p><b>Title of the specialist university Course</b></p>	
<p><b>Scientific field</b> (referred to in Ministerial Decree of 04 October 2000)</p>	
<p><b>Maximum number of places for which funding is requested</b></p>	
<p><b>Cost of the Master/Course</b> (Art. 19 of the Notice - indicate the total cost and, if long-term, the cost/year of the course; indicate whether, and to what extent, any concessions are provided on the cost of the Master/Course - Art. 19.5).</p>	
<p><b>Cost of the Master/Course for individuals</b></p>	
<p><b>Educational office</b> of the Master/Course</p>	
<p><b>Duration</b> (indicate if one year or two year, and specify the expected start and end dates of the Master/Course)</p>	

<p><b>Title of the Master/Course undertaken in the previous 3 editions</b> (article 4 of the Notice - <i>Specify, moreover, the academic years in which they have been undertaken, the number of participants, the number of graduates, if already concluded, and whether they have been provided pursuant to an agreement with the Institute)</i></p>	
<p><b>Training hours provided and their apportionment</b> (Art. 4; indicate the course curriculum, specifying the total number of hours and for teaching activity and, if not a university for distance learning, the number of hours of classroom lectures; provide information on the guidance module and on project work)</p>	
<p><b>Internship/Apprenticeship</b> (with the exception of graduate courses and of equivalent foreign courses) Art. 6 of the Notice. Indicate the duration and the total number of hours of the stage, the company, professional studies or the public administration bodies where students can carry out their internships within their Master's course.</p>	
<p><b>Educational Director/Coordinator</b> (name, declaration of prior experience and position currently held)</p>	
<p><b>Teaching staff</b>, (names, experience, position currently occupied, relationship with the applicant)</p>	
<p><b>Logistics and instrumental equipment</b> referred to article 8 of the notice</p>	

<b>Objective of the Master/Specialist course</b>	
<b>Occupational prospects</b>	
<b>Requirements demanded from the students for participation in the selection</b>	
<b>Method of selection of participants</b> (tools and methodology)	
<b>Attendance register</b> ( <i>specify method of ascertaining attendance</i> )	
<b>Promotion activities (modalities and tools)</b>	
<b>Description of Customer Satisfaction models</b> (article 20 of the Notice)	
<b>Publication of the CV's</b> (specify if compliance with the obligation set out in article 21 of the Notice has duly been made)	
<b>Placements expected at the end of the Master/Course</b> (Article 22 of the Notice) Indicate in detail the activities that are planned	
<b>Number of students participating in the last edition of the Master/Specialist course</b>	

<p><b>Number of students who have obtained the qualification in the last, finalized edition</b> of the Master/Course offered or of a Master/Course dealing with issues within the same field;  <b>number of apprenticeships undertaken at professional studies and number of apprenticeships undertaken at Public Administrations</b></p>	
<p><b>Reimbursement of student's expenses throughout the stage/internship</b> (Article 6.2 – indicate if applicable and specify the monthly amount)</p>	
<p><b>Placement actions pursuant to the last edition of the Master/Specialist course</b>  <i>(describe the actions promoted and list the supporting documentation produced)</i></p>	
<p><b>Innovative teaching methods</b> (Art. 4.7 – list, by giving a proper definition and description, the innovative teaching actions used during the training programme)</p>	
<p><b>Number of applications for enrolment in the Master/Course in each of the three previous course editions</b>  <i>(including those of non-scholarship INPS students)</i></p>	

Whatever is set out here above represents a declaration and corresponds to what is set out in the Proposing Subject's acts and to expressions of will concerning actualized activities that are preparatory to the activation of the offered training program.

Date,

Legal representative's signature and stamp