CALL FOR APPLICATION FOR THE RECRUITMENT OF STUDENTS FOR PART-TIME COLLABORATIONS ACCORDING TO THE ARTICLE 13, LAW 390/1991 FOR THE ACADEMIC YEAR 2017/2018

ART. 1
Notice is hereby given for the recruitment of students enrolled in the following study courses:
- Management dell’informazione e della comunicazione aziendale
- Business Administration (Master’s Degree)

activated in Turin at SAA, School of Management and Economics – Department of Management, aimed at establishing for the academic year 2017/2018 ranking lists for the allocation of part-time collaborations according to the article 13, Law 2/12/1991 n. 390 (Italian Law).

The tasks of the students will concern the following activities:
1) Implementation of educational and practical activities;
2) Collaborative activities related to the information services for the students.

The abovementioned collaborations may have a duration of 50 hours, 100 hours, 150 hours to be carried out by March 2019, from the effective starting date of the contract.

The number of the available collaborations is indicated in Table B (see attachment).

ART. 2
The applicants must be enrolled in the following study courses of the School of Management and Economics – Department of Management:
- Management dell’informazione e della comunicazione aziendale
- Business Administration (Master’s Degree)

The abovementioned call is addressed to full-time students who are enrolled for the academic year 2017/2018:
- in the 2nd, 3rd year and also those enrolled for the 4th time in the bachelor’s degree;
- in the 1st year of the master’s degree.

They must have collected the number of credits set out below:

<table>
<thead>
<tr>
<th>Bachelor’s Degree</th>
<th>MANAGEMENT DELL’INFORMAZIONE E DELLA COMUNICAZIONE AZIENDALE</th>
</tr>
</thead>
<tbody>
<tr>
<td>First registration year</td>
<td>14/15</td>
</tr>
<tr>
<td>Minimum number of collected credits</td>
<td>60</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Master’s Degree</th>
<th>BUSINESS ADMINISTRATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>First registration year</td>
<td>17/18</td>
</tr>
<tr>
<td>Minimum number of collected credits</td>
<td>0</td>
</tr>
</tbody>
</table>
The sum of the exams passed and recorded by 30 September 2017 referred to ay. 2016/2017 shall prevail in calculating the aforementioned requirement. For the actual completion of the part-time collaboration it is however necessary that the applicant is a full-time student (the registration is not valid under condition) of the University of Turin for the academic year 2017/2018 to study courses in Management dell’informazione e della comunicazione aziendale and Business Administration (Master's Degree), School of Management and Economics - Department of Management.

It is possible to subscribe only one part-time collaboration per academic year.

**ART. 3**

Application forms must be submitted **EXCLUSIVELY** by filling out the online form available at saa.campusnet.unito.it, no later than 23:00 on 29 December 2017. Applications submitted outside the aforementioned deadline and / or incomplete form missing the requested data and the required documentation will not be considered.

**READ CAREFULLY THE INSTRUCTIONS FOR COMPILING THE MODULE.**

The student can submit **only one application** indicating 1 or 2 activities in order of preference. In case of presentation of more applications, only the first one inserted in temporal order will be considered valid.

**ART. 4**

The Selection Commission is established by the Director of the Department of Management. It is composed of three professors of the study courses, a SAA S.c.ar.l employee and a representative of the students in the Boards of Studies.

**ART. 5**

The abovementioned Commission will prepare, by February 2018, separate rankings for activities and sectors. In the process of formulating the rankings the Commission will abide by the merit criteria previously set and indicated in Table B.

Under the same conditions of merit, the less well-off income conditions prevail. Any appeal against the decisions of the School Selection Committee is admitted, no later than the 10th day after the publication of the official rankings.

**ART. 6**

Once the Director approves through a specific decree the rankings, they will be valid for the academic year 2017/2018.

In the event that the number of students in the ranking is lower than the number of part-time activities available to the Degree Program, the Department Council may deliberate or reopen the terms of the students’ applications or make use of rankings related.
The School of Management and Economics authorizes a re-launch of unfinished collaborations, by renunciation or disqualification, provided that the working hours exceeds one third of the total. The rankings will be published through a notice on the official noticeboard of the School, and will be available on the study course website http://saa.campusnet.unito.it, in the Bandi e Scholarships - Part-time students (Collaborations) section. In case of renunciation or interruption of the collaboration, the students will be called in order of ranking for the remaining period of time (more than a third of the total).

ART. 7
Students in the ranking will be called to start their activities in February / March 2018 and finish their collaboration by March 2019, after formal communication of the collaboration and corresponding acceptance by the applicant. The winning candidates who will not accept the contract within the deadlines set for the publication of the rankings, will be automatically removed from the rankings, as renouncers without justified reason.

ART. 8
The amount of the remuneration is set at € 9.00 hours. This compensation is exempted from local income tax and personal income tax. The students will receive their compensation upon declaration of collaboration made by the person in charge of the structure with which the student carried out his activity. The compensation will payed in two installments, the first at the end of the first half of the activity and in any case after the expiry date of the payment of the second installment of tuition fees to the course of study, the rest at the end of the activity.

ART. 9
The collaboration can be resolved at any time due to non-compliance or unworthiness. The collaboration is also resolved when the candidate loses the quality of the student (resignation of studies, closure of the career after the graduation, wrong enrollment in the academic year for which the application was submitted, transfer to another University).

ART. 10
Collaboration is not in any way a subordinate employment relationship and it is not evaluated in any public competition.

ART. 11
The University provides insurance coverage for the student awarded the collaboration against accidents and civil liability.
ART. 12

Applicants who still work at the University are not allowed to submit their application.

Turin, 4 December 2017

THE DIRECTOR 
OF THE MANAGEMENT DEPARTMENT 
(F.to Valter Cantino)