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Regulation for the appointment of the student representatives

Art. 1 - Object

1. The present regulation disciplines the modalities for the appointment of the University's student representatives.

Art. 2 – Initiation of the procedure

1. The appointment procedure shall be initiated by Rector's decree, containing the announcement of selection, published on the University website.

2. The aforementioned decree shall indicate:

- a) the person in charge of the selection procedure;
- b) the number and the purview of the representative charges to be assigned;
- c) the modalities and the deadlines for the submission of the candidacies;

Art. 3 – Representative charges to be assigned

1. One or more students for each Degree Course (hereinafter referred to as DC) shall be appointed as student representatives, in accordance with the necessities of the University, ensuring the presence:

- a) of a representative for each DC or for contiguous DCs, within the Joint Teacher-Student Committee;
- b) of a representative for each DC within the Re-Examination Groups.

2. The appointed candidates shall be assigned on the basis of the necessity for said posts within the Re-Examination Groups or the Joint Teacher-Student Committees.

3. In case the necessities for said posts concern both the Institutions the candidate shall be assigned by drawing lots.

4. Under no circumstance shall a representative be member of both the Institutions.

Art. 4 – Person in charge of the selection procedure

1. The person in charge of the selection procedure shall be appointed by Rector's Decree, and chosen among the University's administrative officers or teachers.

Art. 5 – Requirements for the candidacy

1. Shall be entitled to submit their candidacy for the role, all the students whom are regularly enrolled, have regularly payed all the fees, are not suspended for a disciplinary action nor for penal measures, and did not permanently interrupt their studies at the moment of the submission of said candidacy.

Art. 6 – Candidacies

1. The candidacies shall be submitted solely and exclusively through the modalities provided for in the announcement of selection, which shall be the following:

- a) through the University online system;
- b) through e-mail.



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2. In any case, the candidacies shall be submitted within the deadline set by the announcement of selection; said deadline shall be a minimum of 5 days and a maximum of 20 days.

Art. 7 – Circumstances for suspension

Shall be considered circumstances for immediate suspension from the Student Representative role:

- a) the loss of the status of student of the University for the following motives:
 - i. transfer to another University;
 - ii. withdrawal from studies;
 - b) the written resignation of the student representative;
 - c) the imposition of a disciplinary action against the student representative.
2. Shall be considered circumstances for non-immediate suspension:
- a) the loss of the status of student of the University for the acquisition of the academic title;
 - iii. the loss of the status of active student of the Degree Course or the similar Degree Courses for which the candidate was appointed;
 - iv. the transfer to another Degree Course or to a Degree Course with a different specialization;
 - v. the suspension of the academic career.
3. In case of non-immediate substitution the Representatives shall continue to exercise their functions until the appointment of a substitute whom, subject to what is specified in the following paragraph, shall take place within three months from the suspension of the representative.
4. In case, for whatever reason, within the three following months from the suspension of the representative provided for in the previous paragraph, the authority within which the representatives undergoing the non-immediate suspension carry out their activities shall be called upon to provide reports or documents provided for in the University/National regulations, the appointment of the substitute shall be postponed until the provision of said documents.

Art. 8 – Selection procedure

1. The Selection Panel, chaired by an officer selected for the purpose, shall verify the compliance with what is provided for in the present Regulation and that the candidacies are submitted observing all due formalities within the deadlines provided for in the present Regulation.
2. The Selection Panel shall provide a ranking of the candidates following the criteria listed below.
 - a) The Selection Panel shall assign:
 - i. a point to the candidates enrolled in the final year of a Degree Course;
 - ii. two points to the candidates enrolled in the penultimate year of a bachelor's degree course or of a single cycle degree course or in the first year of a specialist degree course;
 - iii. three points to the candidates enrolled in the first year of a bachelor's degree course or in the third year of a single cycle degree course;
 - iv. four points to the candidates enrolled in the second year of a single cycle degree course;
 - v. five points to the candidates enrolled in the first year of a single cycle degree course.
 - b) In the case of identical scores the ranking shall be formed according to the age of the candidate starting with the youngest.



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3. The Rector, by Decree, shall approve the deeds of the selection procedure and the appointment as Representatives of the candidates whom meet the requisites, according to the number of vacant posts indicated in the Announcement.

4. In case of suspension of a Representative, the Rector, by decree shall alternatively: appoint by decree the first among the non-appointed candidates in the ranking list who does not comply the circumstances for suspension; exclusively in case of absence of non-nominated candidates shall be activated the procedure provided for in article 2.

5. The Rector is entitled to activate at any particular time the appointing procedure provided for in article 2; in such circumstances the eventual candidates present in the ranking list and not appointed within the deadlines, shall compete with the new candidates, even if they did not submit a new candidacy.

Art. 9 – Duration of the term of office

1. The appointed candidates shall remain in office until the occurrence of a circumstance of immediate suspension or the appointment of a successor in accordance with the second and third paragraphs of article 7.

Art. 10 – Waivers

1. The Rector shall modify the time limits provided for in the present regulation by Decree motivated by reasons of extraordinary nature and urgency.

Art. 11 – Entry into application

1. The present regulation shall entry into application on the following day to its date of issue.

2. The representatives appointed before the entry into application of the present regulation shall remain in office until the occurrence of a circumstance for suspension.

3. The present regulation shall replace the Regulation for the appointment of the student representatives issued by Rector's Decree on 5/05/17.