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CALL FOR APPLICATIONS FOR STUDENT ASSISTANTSHIPS FOR THE YEAR 2027

Annex to Rector's Decree No. 732 of 5 August 2026

Art. 1 – Launch of the selection process

A selection process is hereby announced, in accordance with the 'Regulations governing forms of student involvement in activities related to services provided by the University' (available at: <https://www.unibs.it/it/ateneo/amministrazione/statuto-e-regolamenti/regolamenti-di-ateneo/regolamenti-la-didattica-e-gli-studenti>), hereinafter referred to as the "Regulations", a selection process is hereby launched for the award of student assistant positions for activities related to services provided by the University.

The total number of available posts and their breakdown by type will be determined, on the basis of the allocation set out in the draft budget for the year 2027, by order of the University's Director-General.

Each position involves 150 hours' work, with the possibility that the student may be required to carry out a further 50 hours, up to a maximum of 200 hours, to be completed by 31 December 2027.

Art. 2 – Financial remuneration

For the year 2027, the hourly rate of remuneration for the work is divided into the following levels:

1. Exam invigilation: €6.50;
2. Support for administrative, secretarial and drafting tasks: €7.70;
3. Support for guidance and normal teaching activities: €8.90;
4. Support for the day-to-day running of laboratories: €7.70.

This amount is exempt from personal income tax (IRPEF) pursuant to the aforementioned Article 11(3) of Legislative Decree No. 68 of 29 March 2012. This financial benefit is also exempt from regional tax on productive activities (IRAP).

The collaboration does not in any way constitute an employment relationship and does not give rise to any assessment for the purposes of public sector recruitment competitions, nor to social security or welfare benefits.

The financial benefit is paid to the student in a single instalment by the end of the month following the date on which the collaboration ends, subject to certification of the work carried out by the head of the department to which the student has been assigned.



Art. 3 – Eligibility criteria:

Students who meet the merit-based requirements set out below may apply for inclusion on the ranking list:

- students enrolled on three-year bachelor's degree programmes and single-cycle master's degree programmes, who are duly enrolled for the 2026/27 academic year, from the second year of the programme onwards and up to the first year beyond the standard duration of the programme relative to the year of initial enrolment on the current programme;
- enrolled on non-single-cycle master's degree programmes, with valid enrolment for the 2026/27 academic year up to and including the first year beyond the standard duration of the programme, calculated from the year of first enrolment on the current programme.

Students must have obtained at least 2/5 of the total credits, as specified for the year of study and the study plan for the 2025/2026 academic year, by 10 August 2026. Credits relating to the Healthcare Professions placement will be acquired by the deadline for submitting the application: 15 October 2026.

Students enrolled in the first year of a non-single-cycle Master's degree programme are assessed, in terms of merit, on the basis of their academic record in the previous programme, provided there is continuity of enrolment between the two cycles.

For placements requested for the Healthcare Professions programmes at the Mantua campus, candidates must be enrolled at that campus.

Students wishing to make use of the services provided by the University of Brescia must be duly enrolled and therefore up to date with the payment of their tuition fees.

Art. 4 – Exclusion / Incompatibility:

The following are excluded from the programme:

- a) students who have been enrolled for more than one year beyond the standard duration of the course, calculated from the year of their first enrolment on the current course;
- b) recipients of grants for tutoring activities;
- c) students who already hold a degree of the same level (second degree).

Art. 5 – Activities:

Collaborations will take place in activities related to services provided by University departments. Four types of activity are identified, and students must indicate their order of preference for the activities listed below when submitting their application:

1. exam invigilation;
2. support for administrative, secretarial and copy-editing tasks;



3. support for student guidance and routine teaching activities;
4. support for the day-to-day running of laboratories.

For activities supporting administrative, secretarial and drafting work, as well as those supporting student guidance and routine teaching activities and the day-to-day running of laboratories, a good knowledge of the Italian language is required; this will be assessed during the allocation process.

Should a student be found to lack sufficient knowledge of the Italian language, they will, where possible, be reassigned to invigilation duties. If no posts are available for invigilation duties, the placement will be terminated and payment will be made only for any hours actually worked.

Activities offering the same remuneration are interchangeable, depending on the needs of the assigning department.

Art. 6 Submission of applications:

Applicants may submit their application *online* **until 1.00 pm on 15 October 2026**. To submit an application, applicants must log in to their personal page and select: Secretariat – Tutoring and 150 hours. Then access the application form for the '150-hour Student Collaboration Scheme for the 2026/2027 academic year', complete the application questionnaire and confirm your registration to the Call Student Collaboration Scheme, by clicking the REGISTER button – print the receipt confirming registration for the call for applications, which the student must keep as proof of successful registration.

Art. 7 Determination of the ranking list:

The ranking list is drawn up on the basis of the criteria set out in Art. 8 of the Regulations.

The criteria relating to credits earned and the corresponding weighted average mark are calculated, on the basis of the credits earned, with reference to the year of study and the curriculum for the 2025/2026 academic year, by 10 August 2026, with the exception of credits relating to the work placement for Healthcare Professions, which must be earned by the application deadline: 15 October 2026.

Priority is given, in accordance with Article 11(4) of Legislative Decree 68 of 2012, to students in the most disadvantaged financial circumstances.

Financial circumstances are determined on the basis of the university equivalent economic situation (ISEEU) indicated in the ISEEU certificate valid for the calendar year 2026 and self-declared to the University via the student's personal page.

The criteria set out in the preceding paragraphs lead to the compilation and publication of a provisional ranking list.

Following the publication of the provisional ranking list, applicants may request a review of the list by sending an email to the Inclusion, Participation and



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Student Services, at the email address: 150ore@unibs.it , within 15 days of its publication, stating 'Request for correction of the student collaboration call for applications' in the subject line.

The final ranking list will then be drawn up and published.

Art. 8 Allocation:

The allocation of student collaboration positions to University departments is carried out in accordance with the provisions of Article 9 of the Regulations.

The student will receive a notification from the assigning department regarding the start of the work placement via the email address provided by the University.

This notification is official, and the student concerned must confirm acceptance within the following 2 days. Any student who refuses to accept the position or fails to respond within the specified timeframe will be placed at the bottom of the reserve list of eligible candidates, regardless of their score; upon a second refusal, they will be removed from the list altogether.

Art. 9 Referral provision:

For any matters not covered in this call for applications, reference should be made to the Regulations governing forms of student collaboration in activities related to services provided by the University.

Art. 10 Provisions on the processing of personal data

In accordance with and for the purposes set out in EU Regulation 2016/679 (General Data Protection Regulation), the personal data collected shall be processed, including by electronic means, exclusively within the context of the procedure for which these declarations are made. (See the University Regulations on the protection of personal data).

Art. 11 Data Controller:

The sole interim person responsible for the administrative procedure, pursuant to Article 4 of Law 241/90, as amended by Article 21 of Law 15/05, is Dr Roberta Zani, Head of the Inclusion, Participation and Student Services Unit.

For further information, please contact the following email address: 150ore@unibs.it .

Brescia,

THE RECTOR
(Prof. Francesco Castelli)

Digitally signed in accordance with Article 25 of
Legislative Decree 82/2005