



SCUOLA  
NORMALE  
SUPERIORE

SEC/SST  
ALBO UFFICIALE

SEC/AG

**THE DIRECTOR HEREBY DECREES THAT**

the following "Second call for the assignment of part-time collaboration contracts to students of the undergraduate and postgraduate courses - year 2023" is approved:

**Art.1 - Subject.**

A selection is announced for the conferral to students of collaboration contracts regarding activities related to the services provided by the SNS to be carried out primarily in person (or online if the activity permits it), no later than 15<sup>th</sup> December 2023, concerning the activities specified in attachment A.

#### **Art. 2 - Requirements.**

Students of the undergraduate and postgraduate courses of the SNS can apply for the collaboration contracts, with the exception of students of the first year of the undergraduate course and of those who, by the deadline of the call, have been authorised to carry out, in 2023, activities outside the SNS for a period of more than six months.

#### **Art. 3 - Application.**

Students must apply using the online form "Richiesta collaborazione allievi Secondo bando 2023" ("Application for student collaboration second call 2023") on the following web page: <https://forms.sns.it/>

In accordance with current legislation, students may work for up to 200 hours per academic year and for a maximum remuneration of 3,500.00 euros per calendar year. Applications must be sent exclusively using the online form. The deadline for submitting applications is 5<sup>th</sup> September 2023.

#### **Art. 4 - Selection and assignment of collaboration contracts.**

In the event that several requests are received for the same collaboration, a waiting list of candidates will be drawn up on the basis of the average of the exam results reported; in the case of equal merit, or for collaborations that require specific technical skills or requirements related to aptitude, the collaboration will be assigned following an interview with the reference person for the activity.

Collaborations will be assigned by the General Secretary and made public in the Official Register. If, during the collaboration, a student does not comply with the assignment, withdraws or comes up against a situation of incompatibility, the General Secretary will revoke the collaboration, which will be assigned to the next student on the waiting list.

#### **Art.5 - Contract and remuneration.**

Within 10 days of the publication of the assignment decree, the students selected will sign a specific contract. The collaboration does not constitute subordinate employment, does not give the right to social security and welfare contributions and is not valid for evaluation for the purposes of public competitions. The SNS will provide supplementary insurance coverage against accidents.

The remuneration is € 10.00 per hour, and is not subject to personal income tax, as established by Resolution No. 71 of the Board of Directors of 28 October 2015. Payment will as a rule be made at the conclusion of the collaboration unless the student requests remuneration for the hours worked when at least half of the specified hours have been carried out. In both cases payment is subject to a positive assessment by the person in charge of the collaboration.

At the end of the collaboration, the person in charge must certify that it has been carried out using form C attached; the certification must be sent by 20<sup>th</sup> December 2023 at the latest via e-mail to [collaborazionipart-time@sns.it](mailto:collaborazionipart-time@sns.it).

#### **Art. 6 - Incompatibility.**

Loss of student status, expulsion from the SNS for a fixed period and the authorisation to carry out off-site activities lasting more than 6 months are incompatible with carrying out the collaboration.

#### **Art. 7 - Final provisions.**

Matters not included in the call are covered by the provisions as specified in the "Regulations for carrying out collaborations of students in activities related to the services provided by the SNS" published on the web page:

<https://www.sns.it/it/opportunita-di-collaborazione>

For information, you can contact: [collaborazionipart-time@sns.it](mailto:collaborazionipart-time@sns.it) - Antonella Gregorace .

The person in charge of the procedure is the head of the Cultural Events and Career Services.

Pisa,

THE DIRECTOR  
Prof. Luigi Ambrosio

(\* ) Digitally signed document pursuant to the so-called Digital Administration Code and related regulations