

## THE DIRECTOR

### HEREBY DECREES

that the ensuing “Call for the conferral of part-time collaboration contracts to students of the undergraduate and Ph.D. courses for the academic year 2024 has been approved.

#### **Art.1 – Subject**

A call is announced for the awarding to students of collaboration contracts regarding activities related to the services provided by the SNS, to be carried out predominantly in person by 9<sup>th</sup> December 2023 at the latest, with reference to the activities specified in attachments A.

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

Students of the undergraduate and Ph.D. 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 2024 activities outside the SNS for a period of more than six months.

#### **Art. 3 – Applications**

To apply, students will need to use the form "[Application for student collaboration](#)", and they may indicate several preferences.

In compliance with prevailing legislation, students whose application is accepted for collaboration contracts may not in any case work for more than 200 hours of assignment per academic year and are limited to 3,500 euro of remuneration in each calendar year. The deadline for the submission of applications is 10<sup>th</sup>, July 2024.

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

If several applications are received for the same collaboration contract, a ranking list will be drawn up on the basis of candidates' examination mean



results; if more than one candidate achieves the same result, or for collaborations entailing specific technical competences or aptitudes, the collaboration will be assigned further to an interview with the person in charge of the activity.

Collaborations will be assigned by the General Secretary and made public in the Official Register. If, during the collaboration, a student is not able to 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 ranking list.

### **Art. 5 – Students' Obligations**

Students asked to perform collaborations are obliged to:

- a) state that they agree to accept the engagement;
- b) agree with the person in charge on the ways and times in which they are to carry out the collaboration, which must be compatible with the needs of the structure and must take into account the student's study requirements;
- c) guarantee the confidentiality of the data and information that will be made known to them in the carrying out of the activities inherent to their collaboration pursuant to the 2016 Regulations;
- d) register the hours effected on the appropriate form provided, countersigned by the person in charge of the structure at which they carry out the collaboration.

### **Art. 6 - Contract and remuneration**

Within 10 days of the publication of the assignment decree, the students selected will need to 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 per hour, and is not subject to personal income tax. Payment will as a rule be made on conclusion of the collaboration, although the student may request 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. On termination of the collaboration, the person in charge must certify its correct fulfilment using the attached form B; the certification must be sent no later than 13<sup>th</sup> December 2024 via e-mail to [collaborazionipart-time@sns.it](mailto:collaborazionipart-time@sns.it).

**Art. 7 - 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. 8 - 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, please contact: [collaborazionipart-time@sns.it](mailto:collaborazionipart-time@sns.it) – Valeria Giuliani.

The person in charge of the procedure is the head of the Teaching Activities Service.

THE DIRECTOR

Prof. Luigi Ambrosio