

**RU
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Admissions, fees and scholarships

AY 2020/21

Admission

BACHELOR OF ARTS FOR INTERNATIONAL STUDENTS

Joining the community of RUFA is not difficult, but it requires commitment and determination. To be admitted to the Bachelor of Arts programs you will need to pass an admission test, that will enable us to assess your motivation and aptitude to study at RUFA. Admission tests vary according to the chosen course, cycle, and if the student is transferring from another University.

Requirements for admission

To enroll in a Bachelor of Arts Degree program you will need to submit:

- a leaving cert confirming that you have attended 12 years of schooling, recognized through a "Declaration of Value (DV)", legalization and translation of the qualification (to be requested at the Italian Embassy/Consulate of your country);
- a certificate stating that you have passed the proof of academic suitability exam, if required to be admitted to Universities in your Country (Selectividad, YKS etc.);
- a certificate stating that you have an adequate level of Italian or English;
- for Non-EU students: study visa required to attend the Academic programs. Students must send a copy of their residence permit/residence permit request to the International students office within 8 days after arriving in Italy.

Matriculation

Enrolment to the first year of a study program is called 'matriculation' and consists of the the assignment of a 'first registration' number that will identify you as a student throughout your studies.

Procedure for admission

Enrolment in any of the Bachelor of Arts programs depends on passing an admission test. The admission test is based on a logical-aptitude test (60 questions in 50 minutes – computer based version) and a motivational interview.

The logical-aptitude test includes 20 cultural-related questions, related to the chosen course.

Painting and visual arts, Sculpture and Installations courses require a practical assessment such as a manual drawing.

The admission assessment is aimed to evaluate aptitudes, motivations and abilities of the candidates. For international students, the admission exam may also be held through Skype. In this case, if required, the practical test consists of the student submitting a portfolio.

Language requirements for BA programs taught in Italian





International students must have reached an adequate knowledge of the Italian language, so to be able to attend the courses.

In order to prove that they possess the required Italian language knowledge level, generally B2, students must submit an Italian knowledge certificate, issued by an authorized institution.







Language requirements for BA programs taught in English

Students are required to submit a certificate that demonstrates their knowledge of the English language (B2 level).

Documents for registration in admission test

-  Online application for admission: <https://unirufapoint.it/Ammissione>
-  Photocopy of an identification document and the tax registration code
-  Higher secondary school Diploma, in the original or a self-declaration
-  Proof of payment of the admission fee amounting to € 180.00 (only for the September and October sessions)

After passing the admission test, you will be required to submit your application for matriculation, within the period specified, together with the following documents:

-  Application for matriculation <https://unirufapoint.it/Immatricolazione/intropage>
-  Two passport size photographs
-  Payment receipt of the matriculation fee amounting to € 520.00 and of the regional tax amounting to € 140.00
-  Language knowledge certificate or substitute documentation
-  For Non-EU students: study visa/residence permit required to attend the Academic Programs
-  "Declaration of value" (Dichiarazione di valore), legalization and translation of the qualification.

Deadlines regarding admission

APPLICATION FOR ACCESS TO ADMISSION TESTS	First session: from 11 November 2019 to 16 January 2020 Second session: from 3 February to 16 April 2020 Third session: from 3 february to 14 May 2020 Fourth session: from 17 April to 4 June 2020 Fifth session: from 3 February to 10 September 2020 Sixth session: from 3 February to 1 October 2020
ADMISSION TESTS	First session: 20-24 January 2020 Second session: 18 April 2020 Third session: 16 May 2020 Fourth session: 8-12 June 2020 Fifth session: 14-15 September 2020 Sixth session: 5-6 October 2020
APPLICATION FOR MATRICULATION AFTER PASSING THE ADMISSION TEST	First session by the 10/09/2020 Second session by the 10/09/2020 Third session by the 10/09/2020 Fourth session by the 10/09/2020 Fifth session by the 24/09/2020 Sixth session by the 15/10/2020 The application for admission and the application for matriculation must be fill out online, via the website or at the Academy

STUDENTS OFFICE OPENING HOURS

Open to the public from 9 a.m. to 5 p.m. from Monday to Friday.

For further information: Phone. 06.85865917 / e-mail: rufa@unirufa.it

Fees for Bachelor of Arts

2020 / 2021

BACHELOR OF ARTS (THREE-YEAR PROGRAM) IN **ITALIAN** IN

PAINTING AND VISUAL ARTS — SCULPTURE AND INSTALLATIONS — SET DESIGN — DESIGN
— GRAPHIC DESIGN — COMICS AND ILLUSTRATION — PHOTOGRAPHY

Fee for admission test (1 st year only). Free for the January, April , May and June Session:	€ 180.00
Annual entry Fee:	€ 520.00
Fee for teaching, equipment and workshops:	€ 4,000.00
Annual tuition Fee:	€ 2,000.00
Annual Exams contribution:	€ 280.00
Annual regional tax: (Ente Regionale per il Diritto allo Studio e alla Conoscenza - DiSCo)	€ 140.00
Degree contribution (3 rd year only):	€ 400.00
Degree tax (3 rd year only): (Ufficio del Registro Tasse CC.GG. - Roma - Tasse Scolastiche - c.c.p. 1016)	€ 90.84

BACHELOR OF ARTS (THREE-YEAR PROGRAM) IN **ITALIAN** IN

CINEMA

Fee for admission test (1 st year only). Free for the January, April , May and June Session:	€ 180.00
Annual entry Fee:	€ 520.00
Fee for teaching, equipment and workshops:	€ 4,500.00
Annual tuition Fee:	€ 2,000.00
Annual Exams contribution:	€ 280.00
Annual regional tax: (Ente Regionale per il Diritto allo Studio e alla Conoscenza - DiSCo)	€ 140.00
Degree contribution (3 rd year only):	€ 400.00
Degree tax (3 rd year only): (Ufficio del Registro Tasse CC.GG. - Roma - Tasse Scolastiche - c.c.p. 1016)	€ 90.84

BACHELOR OF ARTS (THREE-YEAR PROGRAM) IN **ENGLISH** IN

PAINTING AND VISUAL ARTS — SCULPTURE AND INSTALLATIONS — DESIGN FOR HUMANS

Fee for admission test (1 st year only). Free for the January, April , May and June Session:	€ 180.00
Annual entry Fee:	€ 520.00
Fee for teaching, equipment and workshops:	€ 6,000.00
Annual tuition Fee:	€ 2,000.00
Annual Exams contribution:	€ 280.00
Annual regional tax: (Ente Regionale per il Diritto allo Studio e alla Conoscenza - DiSCo)	€ 140.00
Degree contribution (3 rd year only):	€ 400.00
Degree tax (3 rd year only): (Ufficio del Registro Tasse CC.GG. - Roma - Tasse Scolastiche - c.c.p. 1016)	€ 90.84

Payment

BACHELOR OF ARTS DEGREE

€ 520.00 Annual entry Fee // to be paid when registering each year.

Please be informed that when paying the yearly registration fee, you will also be required to pay the DISCOLAZIO regional tax of € 140.00 via bank transfer to:

DISCOLAZIO // to be paid when registering each year.

IBAN: **IT46 P056 9603 2110 0005 1111X93**

BIC CODE (Swift): **PASCITM1RM1**

Motivation: **T.R. 2020/2021 RUFA Student's First and Last name + tax registration code**

€ 6,000.00 Fee for teaching, equipment and workshops / Tuition fee / **Italian language** // for the following courses: **Painting and Visual Arts, Sculpture and Installations, Set Design, Design, Graphic Design, Comics and Illustration, Photography**; the fee may be settled as follows:

- **the whole fee**, when enrolling each year.

€ 6,500.00 Fee for teaching, equipment and workshops / Tuition fee / **Italian language** //for the following course: **Cinema**; the fee may be settled as follows:

- **the whole fee**, when enrolling each year.

€ 8,000.00 Fee for teaching, equipment and workshops / Tuition fee / **English language** //for the following course: **Painting and Visual Arts, Sculpture and Installations, Design for Humans**, the fee may be settled as follows:

- **the whole fee**, when enrolling each year.

€ 280.00 Annual Exams contribution // to be paid by 31 May of each year.

Payments are accepted in cash by the administration (up to € 2,000.00) or by cheque or bank transfer made sent to:

R.U.F.A. S.r.l.

IBAN: **IT27 H0103003201000002065138** – Motivation: **Student's First, Last name and Course**

BIC CODE (Swift): **PASCITM1RM1**

Or by Flywire (Visit rufa.flywire.com)

Admission

MASTER OF ARTS DEGREE

Requirements for admission

To be admitted to the Master of Arts programs you will need to submit:

- Bachelor's Degree recognized through a "Declaration of Value DV", legalization and translation of the qualification (to be requested at the Italian Embassy/Consulate of your country);
- a certificate stating that you have an adequate level of Italian or English;
- for Non-EU students: study visa required to attend the Academic programs. Students must send a copy of their residence permit/residence permit request to the International students office within 8 days after arriving in Italy.

Procedure for admission

The admission test aims to assess the students' academic curriculum and reason why they wish to study at RUFA.

Candidates for the Master of Arts programs will need to sit a motivational interview which will focus on the digital and/or hardcopy portfolio they will provide (if they do not have one, they may provide their Degree thesis).

The portfolio must demonstrate the candidate's creative abilities, with a particular reference to the chosen course.

The candidate's evaluation will be carried out by a commission of selected lecturers. For the international students, the admission exam may also be sat through Skype.

Language requirements for MA programs taught in Italian




International students must have reached an adequate level of Italian language knowledge, so to be able to attend the courses.

In order to prove that they possess the required Italian language knowledge level, generally B2, students must submit an Italian knowledge certificate, issued by an authorized institution.







Language requirements for MA programs taught in English

Students are required to submit a certificate that demonstrates their knowledge of the English language (B2 level).

Documents for registration in admission test:

-  Online application for admission: <https://unirufapoint.it/Ammissione>
-  Photocopy of an identification document and the tax registration code
-  Bachelor's Degree, in the original or a self-declaration

After passing the admission test, you will be required to submit your application for matriculation, within the period specified, together with the following documents:

-  Application for matriculation <https://unirufapoint.it/Immatricolazione/intropage>
-  Two passport size photographs
-  Payment receipt of the matriculation fee amounting to € 520.00 and of the regional tax amounting to € 140.00
-  Language knowledge certificate or substitute documentation
-  For Non-EU students: study visa/residence permit required to attend the Academic Programs
-  "Declaration of value" (Dichiarazione di valore), legalization and translation of the qualification.

Deadlines regarding admission

APPLICATION FOR ACCESS TO ADMISSION TESTS	First session: from 11 November 2019 to 16 January 2020 - Second session: from 3 February to 16 April 2020 Third session: from 3 February to 14 May 2020 - Fourth session: from 17 April to 4 June 2020 - Fifth session: from 3 February to 10 September 2020 - Sixth session: from 3 February to 1 October 2020
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Fees for Master of Arts Degree

2020 / 2021

MASTER OF ARTS (TWO-YEAR PROGRAM) IN **ITALIAN** IN

SET DESIGN — **VISUAL AND INNOVATION DESIGN** — **COMPUTER ANIMATION AND VISUAL EFFECTS**

MULTIMEDIA ARTS AND DESIGN

Annual entry Fee:	€ 520.00
Fee for teaching, equipment and workshops:	€ 3,700.00
Annual tuition Fee:	€ 2,500.00
Annual Exams contribution:	€ 280.00
Annual regional tax: <i>(Ente Regionale per il Diritto allo Studio e alla Conoscenza - DiSCo)</i>	€ 140.00
Fee for final Diploma examination (2 nd year only):	€ 400.00
Diploma tax (2 nd year only):	€ 90.84

MASTER OF ARTS (TWO-YEAR PROGRAM) IN **ENGLISH** IN

FINE ARTS: PAINTING, SCULPTURE AND PRINTMAKING

Annual entry Fee:	€ 520.00
Fee for teaching, equipment and workshops:	€ 6,000.00
Annual tuition Fee:	€ 2,500.00
Annual Exams contribution:	€ 280.00
Annual regional tax: <i>(Ente Regionale per il Diritto allo Studio e alla Conoscenza - DiSCo)</i>	€ 140.00
Fee for final Diploma examination (2 nd year only):	€ 400.00
Diploma tax (2 nd year only):	€ 90.84

MASTER OF ARTS (TWO-YEAR PROGRAM) IN **ENGLISH** IN

FILM ARTS

Annual entry Fee:	€ 520.00
Fee for teaching, equipment and workshops:	€ 6,500.00
Annual tuition Fee:	€ 2,500.00
Annual Exams contribution :	€ 280.00
Annual regional tax: <i>(Ente Regionale per il Diritto allo Studio e alla Conoscenza - DiSCo)</i>	€ 140.00
Fee for final Diploma examination (2 nd year only):	€ 400.00
Diploma tax (2 nd year only):	€ 90.84

Payment

MASTER OF ARTS DEGREES

€ 520.00 Annual entry Fee // to be paid when registering each year.

Please be informed that when paying the yearly registration fee, you will also be required to pay the DISCOLAZIO regional tax of € 140.00 via bank transfer to:

DISCOLAZIO // to be paid when registering each year.

IBAN: **IT46 P056 9603 2110 0005 1111X93**

BIC CODE (Swift): **PASCITM1RM1**

Motivation: **T.R. 2020/2021 RUFA Student's First and Last name + tax registration code**

€ 6,200.00 Fee for teaching, equipment and workshops / Tuition fee / **Italian language** // for the following courses:

Set Design, Visual and Innovation Design, Computer Animation and Visual Effects, Multimedia Arts and Design.

The fee may be settled as follows:

- **the whole fee**, when enrolling each year.
-

€ 8,500.00 Fee for teaching, equipment and workshops / Tuition fee / **English language** // for the following courses:

Fine Arts: Painting, Sculpture and Printmaking.

The fee may be settled as follows:

- **the whole fee**, when enrolling each year.
-

€ 9,000.00 Fee for teaching, equipment and workshops / Tuition fee / **English language** //for the following course: **Film Arts;**
the fee may be settled as follows:

- **the whole fee**, when enrolling each year.
-

€ 280.00 Annual Exams contribution // to be paid by 31 May of each year.

Payments are accepted in cash by the administration (up to € 2,000.00) or by cheque or bank transfer made sent to:

R.U.F.A. S.r.l.

IBAN: **IT27 H0103003201000002065138** – Motivation: **Student's First, Last name and Course**

BIC CODE (Swift): **PASCITM1RM1**

Or by Flywire (Visit rufa.flywire.com)

Scholarships

RUFA offers **7 renewable Scholarships**:

> **2 scholarships** are fully covered by RUFA (except for the DiSCo Lazio regional tax of € 140.00).

> **5 scholarships** provide a partial discount (€ 2,500.00) on the annual academy tuition. It is intended for international students (EU and Non-EU citizens) who are beginning the BA and MA Programs.

Scholarships are awarded each year to the students who have submitted the best portfolios for the undergraduate and postgraduate programs and who successfully passed their admission exam (January, April, June session).

RUFA awards 2 fully funded scholarships for the 2 best portfolios that are selected by the Academy's commission.

Eligibility & Requirements

These scholarships are only for international students who enroll in the first year of a BA or MA program at RUFA.

To participate in the selection process applicants must submit the scholarship application form through the unirufa.it website, and attach their portfolio and a letter of intent (see below). To be eligible for a scholarship, the admission exam results will be taken into consideration. Students must sit the exam in one of the following sessions: January, April, June.

Students who have submitted the portfolio but have not sat the admission exam in the sessions indicated above will not be considered eligible for a scholarship.

Portfolio Requirements

Submit a portfolio with at least ten digital images. The portfolio must be attached to the scholarship application form.

- The portfolio must be saved as a PDF file
- The size of the portfolio should not exceed 8 megabytes
- The portfolio must include a list with the following information for each image: image number, title, medium, dimensions (Height x Width or Height x Width x Depth)

Moreover, candidates applying for the BA in Cinema and to the MA in Film Arts can send us a short film by email to concorsi@unirufa.it through a file transfer service (e.g. WeTransfer). The Academy's commission will review the portfolios. The assessment is based on the quality, originality, creativity, technical competence and presentation of the portfolios.

Scholarship renewal requirements

Scholarship must be confirmed each year for the legal duration of the course. For the first year the scholarship is awarded on the basis of the portfolio and the admission exam (sat in the January, April, June sessions), whereas for the following years the renewal is subject to a review of the following requirements.

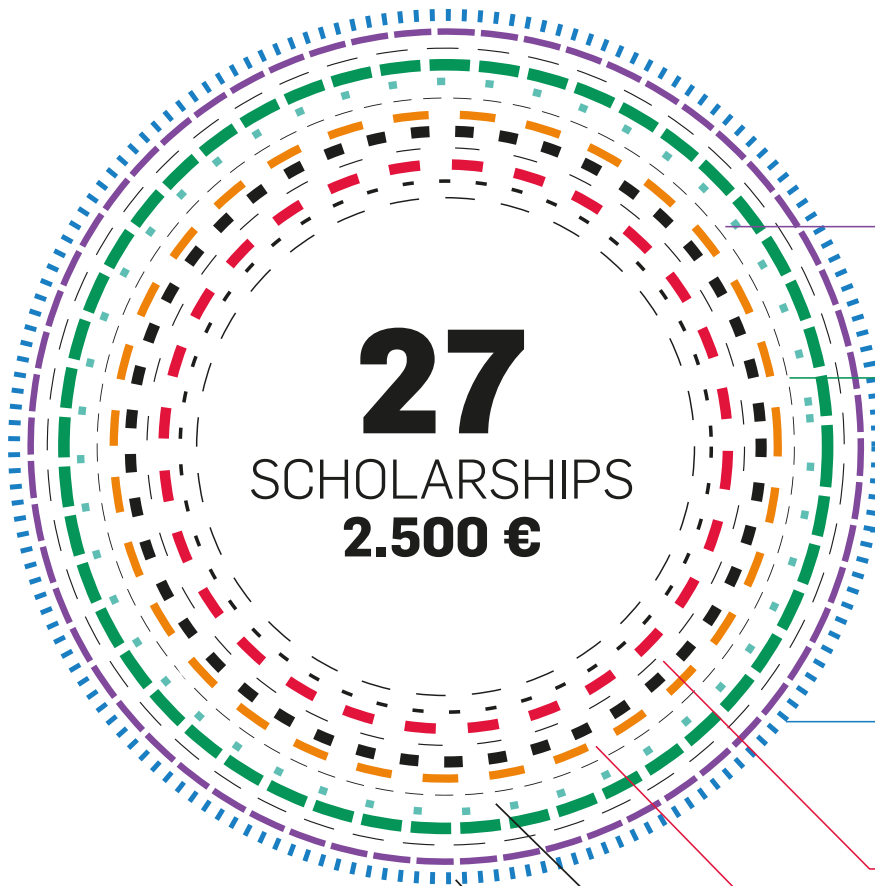
Students must achieve at least the following Academic credits:

- Bachelor of Arts (BA) > 2nd year of the Course = 30 Credits
- Bachelor of Arts (BA) > 3rd year of the Course = 75 Credits
- Master of Arts (MA) > 2nd year of the Course = 30 Credits

Students must also have passed each exam with a grade no lower than 23/30. Students must have a grade average no lower than 26,00/30.

Publication of the call for applications: 2nd of March

Deadline of the call for applications: 4th of June



N.05 Bachelor students in **Painting and Visual Arts, Sculpture and Installations, Set Design**
requirement: ISEE

N.02 Bachelor students in **Design**
requirement: ISEE

N.02 Bachelor students in **Graphic Design**
requirement: ISEE

N.02 Bachelor students in **Comics and Illustration**
requirement: ISEE

N.02 Bachelor students in **Photography**
requirement: ISEE

N.02 Bachelor students in **Cinema**
requirement: ISEE

N.05 Master students of all courses
requirement: ISEE

N.07 Bachelor and Master international students
requirement: portfolio



Students already enrolled in RUFA:

- N. 4 guidance
- N. 2 library
- N. 2 communication and events
- N. 2 photography
- N. 1 digital archive
- N. 1 visual arts laboratory assistant