Dir. DF/FTLI

## Call for applications to the Summer School in INTEGRATING TRADITIONAL AND DIGITAL APPROACHES IN MANUSCRIPT STUDIES (INTRADAMS) a. y. 2024-2025

### THE RECTOR

– Having regard to Presidential Decree no. 162 dated 10 March 1982, and in particular article 1, paragraph 2, point (c), and articles 16 and 17, pertaining to advanced courses;

– Having regard to art. 6 of Law no. 341 dated 19 November 1990;

– Having regard to Ministerial Decree no. 270 dated 22 October 2004, containing new rules governing the educational autonomy of Universities and replacing Ministerial Decree no. 509 dated 3 November 1999;

– Having regard to the Statute of the University of Milan, issued by Rector's Decree on 15 March 2012, as subsequently amended and supplemented;

– Having regard to the Academic Regulations of the University of Milan, issued by Rector's Decree no. 1208 dated 4 March 2020;

– Having regard to the Regulations for Master Programmes, Advanced Courses and Lifelong Learning, issued by Rector's Decree no. 1737 dated 23 April 2020;

– Having regard to the resolutions passed by the Academic Senate, at its meeting of 10 December 2024, and by the Board of Directors, at its meeting of 17 December 2024, with which these academic bodies authorised the institution of the Summer School in INtegrating TRAditional and Digital Approaches in Manuscript Studies (INTRADAMS) for the a. y. 2024/2025

### HEREBY DECREES AS FOLLOWS:

The Summer School in INtegrating TRAditional and Digital Approaches in Manuscript Studies (INTRADAMS), organised in collaboration with the Department of History and Cultures of the University of Bologna, will run for the academic year 2024/2025, starting on 9 June 2025. The coordinators are: Prof. Marta Luigina Mangini, associate professor in the scientific-disciplinary sector HIST-04/D Palaeography; Prof. Marta Calleri, tenured associate professor in the scientific-

disciplinary sector HIST-04/D Palaeography; Dr. Giacomo Vignodelli, tenure track researcher in the scientific-disciplinary sector HIST-01/A Medieval History at the Department of History and Cultures of the University of Bologna.

**Objectives**

The Summer School, organised in collaboration with the Department of History and Cultures of the University of Bologna, aims to give historical, textual, graphic and material knowledge of books and documents, thanks to the interaction between historical, palaeographical, codicological and philological-textual exegesis on one hand, and computer-based data management and processing, digital diagnostics, applied physics and materials science on the other hand. Participants will discover the latest developments in the areas of palaeography, codicology, archiving, cataloguing and exegesis of sources, as well as techniques of physical analysis and image processing of cultural heritage. They will be able to apply such knowledge to develop innovative ways to explore, investigate, analyse and enhance the manuscript heritage. Course contents have been developed in collaboration with: the University of Rochester, New York, USA; the Library of the Metropolitan Chapter of Milan; the Archivio Storico Civico e Biblioteca Trivulziana of Milan; the Ambrosian Library of Milan; Fondazione Museo del Tesoro del Duomo e Archivio Capitolare of Vercelli.

**Course organisation**

The course will take place **from 9 June 2025 to 20 June 2025** at the University of Milan. It includes 76 hours of lessons and exercises taught in English, divided as follows:

- Palimpsests as Historical Sources: The Methodological Challenge of Reused Writing Materials

- Overview of Recycled Medieval Diplomatic Fragments

- Material Texts. Continuities and Fractures in the History of Books

- Historical Analysis of Palimpsest Manuscript Case Study

- Cataloguing Manuscript Fragments and Palimpsests. Methodologies and Ongoing Projects

- The Liber Primicerii: the Memory of the Church of Milan

- Codicological Analysis and Critical Edition of Palimpsest Manuscript Case Study

- IT for Cultural Heritage: Workflows, Algorithms, Colour, Data Management

- Multispectral Analysis Techniques for the Non-invasive Study of Pictorial and Documentary Works

- Automated Handwritten Text Recognition using Deep Learning

- Forensic Codicology: Manuscripts, Materials, and Types of Damage

- Overview of Image Processing

- Overview of Multispectral Image Capture

- The Manuscript Heritage of the Biblioteca Ambrosiana in Milan and the Digital Tools for its Preservation and Usability

- The Capitular Library of Vercelli and its Heritage: a Story across History

- The Bergamo Palimpsests: Archaeology and Digitisation

- The Trivulziana Library and its Cultural Heritage: Public Access, Preservation and Research

- Capturing and Image Processing of Manuscripts.

Upon completion of all activities, participants will be awarded 8 university credits (CFU/ECTS).

Attendance at the various activities of the Summer School is mandatory.

**Places available**

A maximum of 25 students can enrol in the Summer School. The course will not run if the number of enrolled students is less than 20.

**Admission requirements**

Applicants must hold a Bachelor's or Master's degree in one of the following degree classes pursuant to Ministerial Decree 270/2004: L-1 Cultural heritage; L-10 Humanities; L-30 Physics; L-31 Computer science; L-42 History; L-43 Diagnostics for the conservation of cultural heritage; LM-5 Library studies; LM-11 Science for conservation of cultural heritage; LM-14 Modern philology; LM-15 Ancient philology, literature and history; LM-17 Physics; LM-18 Computer science; LM-43 Information technology methods for the humanities; LM-84 History.

Applicants holding other Bachelor's or Master's degrees may also be admitted, subject to an assessment by the competent bodies of the Summer School.

Applicants must be proficient in English at level B2 (no language certificate is needed).

Applications by applicants who studied abroad will be assessed by the Admission Board, in compliance with the regulations in force in Italy and in the country where applicants pursued their studies.

**Selection process**

Applicants will be selected on the basis of their CV and a cover letter of no more than 250 words, written in English, in which they will have to outline:

- their experience in the study of manuscripts using traditional methods (e. g. palaeography, codicology, diplomatics, philology etc.);

- their experience in the study of manuscripts using digital methods;

- their learning expectations (if they have no experience in the above-mentioned disciplines);

- any current or future research project to which they hope to apply the course contents.

**Applicants must submit their cover letter and CV in English by 27 February 2025, following the instructions specified in the section "Applications for Admission".**

The Admission Board will meet for the selection process on **13 March 2025.**

**Enrolment fee**

Applicants admitted to the Summer School are required to pay an enrolment fee of **€786.00** (including the insurance premium and a €16.00 stamp duty), by the enrolment date.

**University residences**

The University of Milan offers accommodation in its student residences at a cost of €280.00 for two weeks. **Students wishing to book accommodation will have to write a message via InformaStudenti, selecting the category Postgraduate > Advanced courses, lifelong learning, summer/winter schools.**

**Course administrative office**

Department of Historical Studies

Via Festa del Perdono 7 - 20122 Milan, Italy

Tel. 02503 12394

E-mail: intradams@unimi.it

Summer School website: https://studistorici.unimi.it/it/didattica/progetti-e-laboratori/summer-school-intradams

**Administrative enquiries**

For information on enrolment please contact the Student Office for Phd, Vocational Masters and Advanced Courses via the InformaStudenti online platform, selecting the category Postgraduate > Advanced courses, lifelong learning, summer/winter schools.

**Applications for admission**

Applications for admission must be submitted **by 23:59 on 27 February 2025**, as follows:

1. Register on the University portal at https://registrazione.unimi.it/. Applicants already registered on the portal or in possession of University login credentials, such as students or graduates of the University of Milan, can skip this step;

2. Log in with your credentials and submit an application for admission to the Summer School using the online procedure available at https://studente.unimi.it/ammissioni/a/summerWinterSchool/checkLogin.asp;

3. Upload the following documents in .pdf, .jpg or .rtf format:

   **All applicants:**
   - CV
   - Cover letter

   **Applicants holding a foreign degree:**
   - Degree certificate

Applicants who provide false data or fail to meet the requirements will be excluded from the Summer School.

5

**Applicants holding a foreign degree**

Applicants who have obtained their degree from a foreign university must comply with the same admission procedures and deadlines as the other applicants.

Moreover, they are required to upload the following documents:

- Degree certificate

- Translation of their degree into Italian or English

Certificates written in Spanish, French or German will also be accepted.

**List of admitted applicants**

The list of admitted applicants will be published on **19 March 2025** at

https://studente.unimi.it/graduatorie/selezioneCorso/it/7.html

Such publication serves as official notice. Therefore, no personal communication will be sent out to applicants.

**Enrolment**

Admitted applicants are required to enrol **between 19 March 2025 and 26 March 2025** at the following link:

https://studente.unimi.it/immatricolazioni/summerWinterSchool/checkLogin.asp

Failure to do so will result in exclusion from the Summer School. Moreover, they must pay the enrolment fee by credit card or using the payment notice issued by the online system, by the due date stated on the notice itself.

Applicants who are exempt from paying the enrolment fee must nonetheless pay the stamp duty.

As the Summer School is part of the University's institutional activities, no VAT is applied to the enrolment fee, and no invoice will be issued.

Late payment will be subject to a penalty fee of €30.00 (Regulations on Tuition and Fees, Waivers and Scholarships).

Applicants are advised to keep the payment receipt issued by the system, as it is valid for tax purposes.

6

Foreign applicants are required to provide a copy of their tax ID (*codice fiscale*) via the online enrolment procedure.

**Withdrawal**

Enrolled students who intend to withdraw from the Summer School must fill the corresponding form available on the website and send it to the Student Office for PhD, Vocational Masters and Advanced Courses via the InformaStudenti online platform, choosing the category Postgraduate > Advanced courses, lifelong learning, summer/winter schools.

If withdrawal occurs prior to the actual start of the Summer School, any fees paid will be reimbursed, minus an amount equal to 10% of the enrolment fee and in any case not lower than €100.00, which will be withheld to cover general and administrative costs. Studies cannot be interrupted for any reason whatsoever.

**Certificate of attendance**

At the end of the Summer School, a certificate of attendance will be issued to all students who fulfilled their obligations.

**Further information and data protection**

Pursuant to Legislative Decree no. 196 of 2003 (Italian Personal Data Protection Act), as subsequently amended and supplemented, and to Regulation (EU) 2016/679 (General Data Protection Regulation, GDPR), the University undertakes to respect the confidential nature of the information provided by applicants. All data will be processed solely for purposes related and instrumental to the Summer School, and to manage the applicants' relationship with the University, in compliance with current laws and regulations. The personal data protection policy is available at https://www.unimi.it/en/university/legislation/privacy.

Milan, 15 January 2025

**THE RECTOR**
**(Prof. Marina Brambilla)**
**Signed Marina Brambilla**

Index no. 293/2025 of 15/01/2025