



ALMA MATER STUDIORUM – UNIVERSITA' DI BOLOGNA

First-cycle degree programme Bachelor's Degree

in

Economics and Finance - CLEF

Call for Applications A.Y. 2024-2025

This is an adapted translation in English of the original Call for Applications ("Bando di Ammissione") in Italian and it is made only for publicity purposes. For enforcing the call, resolving any dispute and for all legal purposes only the Italian version of the act is valid, and prevailing with regard to the exact interpretation of the rules contained within, also in case of potential disputes.

Table of contents

1. INTRODUCTION.....	2
2. AVAILABLE POSITIONS	3
3. ADMISSION REQUIREMENTS	3
4. TRANSFERRING STUDENTS	5
5. ADMISSION ROUNDS AND SELECTION CRITERIA.....	5
6. APPLYING TO THE SELECTION PROCEDURE	7
7. ADMISSION RANKING	8
8. ENROLMENT PROCEDURE FOR ADMITTED CANDIDATES.....	8
9. OPEN POSITIONS.....	10
10. OFA	11
11. NON-ITALIAN SECONDARY SCHOOL CERTIFICATES	11
12. VISA AND RULES FOR RESIDENCE IN ITALY	12
13. CHECKLIST	12
14. TABLE OF DATES AND DEADLINES	13
15. TUTION FEES AND BENEFITS	14
16. CONTACTS	15

1. INTRODUCTION

Dear Perspective Student,

Thank you for your interest in our Bachelor’s Degree in Economics and Finance (CLEF) of the University of Bologna. CLEF has a limited number of places available, and admission is based on the assessment of candidates’ skills. Applying entails a number of steps: **please read this document thoroughly** to find out how to take part in the selection, and eventually how to enrol. As we go through the admissions procedure in detail on this document, important dates and deadlines for every step will be provided. An overview of these dates and deadlines can be found in the table on par.14. Please note: **all candidates, including transferring students from other degree programmes** (either of the University of Bologna or from other Universities), **will be required to follow the same selection procedure explained in the next pages.**

2. AVAILABLE POSITIONS:

For

- Italian citizens
- EU citizens
- Non-EU citizens with EU equivalent status
- Non-EU citizens with residency abroad competing with EU candidates

80 positions

For

- Non-EU citizens living outside of Italy

40 positions

2.1 Which group of students do you belong to?

Please check to which of the above groups you belong on this page: [Who are international students](#)

3. ADMISSION REQUIREMENTS

3.1 Admission test:

We will admit students based on the scores obtained the **SAT General Test**. The essay part of the test is not required and will not provide any extra points in the evaluation. More information on the SAT on in par. 5. We will not base our admission on elements other than scores in the SAT (e.g. no motivation letters, no secondary school grades, no CV). We will not consider other tests (e.g. English TOLC-E).

3.2 English language requirements

CLEF is entirely taught in English: all lectures and exams will be in such language. To take part in the selection, **your English must be at least at B2 level** (according to the European Council scale [CEFR](#)). For this year, we are not asking candidates to provide any evidence of their English language level via official certificates, since the entrance test required (the SAT General Test) is in English. This means that for the purposes of the selection, you don't need to show us any official language certificate (like IELTS etc.). However, we would **strongly discourage to take part in the selection those candidates who don't think they have at least a B2 level**, or equivalent: attending classes smoothly and sit exams profitably would be very difficult otherwise.

Italian language requirement: non-Italian candidates enrolling in a degree course taught in Italian at an Italian University are normally requested to take an Italian language test in order to assess their knowledge of such language. If you are a non-Italian citizen and you are admitted to CLEF, however, no Italian language is required and you will be exempted from taking the test, because CLEF is taught in English.

3.3 Requirements for candidates with a non-Italian secondary school certificate:

Important: CLEF students are selected according to their SAT score(s). However, your secondary school leaving certificate must comply with specific requirements to make you eligible to enter Italian university. If it does not, even if you are selected, you will not be able to complete your enrolment and enter University.

To be admitted to an Italian Bachelor's Programme (First-Cycle Degree), as it is CLEF, your **school leaving certificate** must meet these requirements (see exceptions below, under "Important"):

- a) Must be obtained following a period of schooling of at least **12 years** (12 years must be the **official length of schooling** in a specific education system).
- b) It is obtained following a final period of at least 2 years, successfully passed, in a specific school system.
- c) Must allow access, in your own country of reference, to a degree programme similar to Economics and Finance. If entrance exams are established for university admission in your country (e.g., the *GaoKao* in China, the *Selectividad* in Spain) you must pass such academic tests.

Related to point a)

If your overall schooling period lasts **less than 12 years**, it is essential that you have **fully completed** (and have passed all the required exams for) **one** of the following:

1. the full first year of university (if you have 11 years of schooling);
2. the full first two years of university (if you have 10 years of schooling);
3. the final qualifications for post-secondary (= Higher Education) studies in a subject related to Economics and Finance, obtained from a non-university higher education institution;
4. certificates issued by universities stating the successful completion of Foundation Years.

The length in years of such "complementary" courses should be clearly stated in the related academic qualifications/transcripts and, added up to the years of your previous studies, should make 12.

Related to point b)

If you hold a diploma obtained following a period of less than two years (all successfully passed) in a non-Italian educational system (i.e. during **the mobility abroad at the fourth year of the Italian Secondary School**) you may not be allowed in the degree programme. You may be asked to provide evidence that you actually attended (successfully) at least 2 years in a given school system, e.g. by means of transcripts.

Related to point c)

This aspect will be clear from specific documents that you will have to provide (see par. 11)

- Do check this page out: [Enrolling in a Bachelor's degree in Italy with a foreign qualification](#);
- Special rules apply to some specific qualifications (e.g. US, UK): check the [information by country](#);
- It is essential that you obtain your school leaving diploma title (and all the necessary integrations, if needed, e.g. APs) no later than **30 December 2024**.
- The official, extended information and guidelines from the Ministry of University for non-Italian school titles are available at the ["Studiare in Italia" website](#).

4. TRANSFERRING STUDENTS

If you wish to transfer to CLEF from another Unibo course, or from another Italian or non-Italian University, or if you wish to transfer to CLEF after having already completed another Bachelor's degree, **you will have to follow the same admission process, up to enrolment, as all other applicants**. Once you are admitted, if you wish, you can apply for exam recognition. Transfers with recognition of exams are acceptable only if you have more than 12 years of schooling¹, and if your previous degree programme was taught entirely **in English**. For more information, please check the ["Transfer to CLEF" page](#).

5. ADMISSION ROUNDS AND SELECTION CRITERIA

For a.y. 2024/25 we will admit 120 students. Admissions will take place across **2 admissions rounds** (or intakes) + **a third one if needed**:

1st intake	<i>For Italian and EU citizens, non-EU citizens with EU equivalent status, non-EU citizens with residency abroad competing with EU candidates.</i>	40 places
1st intake	<i>For non-EU citizens living outside of Italy</i>	40 places
2nd intake	<i>For Italian and EU citizens, non-EU citizens with EU equivalent status, non-EU citizens with residency abroad competing with EU candidates.</i>	40 places + places left available from the 1 st intake, if any
3rd intake*	<i>For Italian and EU citizens, non-EU citizens with EU equivalent status, non-EU citizens with residency abroad competing with EU candidates.</i>	*To be activated only in case of places left available from the 2 nd intake.

Please check application dates and deadlines on the tables in par. 14.

¹ **Only for students with non-Italian secondary school diplomas transferring to CLEF from another University:** The exams passed in the academic year(s) that you need to fulfil the 12 years of schooling requirement cannot be transferred and used as credits for CLEF. You can ask to have recognised exams, obtained previously at another university, as CLEF exams only if your university years exceed those needed to integrate the 12 years' requirement. E.g.: if the school system in your country of reference is one of 11 years, and you have completed one year at university, the exams you passed in that year cannot be transferred to CLEF.

5.1 SAT

The SAT is a standardized test used to apply to universities/colleges. It assesses your critical thinking and problem-solving skills in maths, reading and writing. Even though the University of Bologna is a SAT centre, we do not manage directly the tests; SAT is provided by College Board: for information on the test such as dates, prices, test centres and score reports please check College Board website www.collegeboard.org. To apply you can use one (or more) SAT score(s) that you have obtained after one (or more) test taken **starting from 1st February 2022**. There is **no minimum SAT score** to participate: we will admit the 120 highest-scoring candidates.

It is essential that you comply with all the following points:

1. Take the SAT / have taken it no earlier than 1st February 2022.
2. Register to the right CLEF intake on Studenti online (see par. 6 for complete instructions).
3. Make sure that the personal information you provide when registering on the College Board website match exactly those you insert on Studenti Online when you apply for the CLEF selection (e.g. first vs. last name, date of birth American vs. European format, etc.)
4. When you register on our Portal (Studenti Online), **in the “private email” field you must provide the same personal email address that you used at the moment of registration on the College Board website**. Do not change your email address on CB website to make it match with that of Studenti Online, because this way we won't be able to retrieve your score(s).
5. You must **ask College Board to forward your SAT scores to the University of Bologna**, before or after taking the test, using code 6993. Please check the following College Board page: [sending your scores](#).

5.2 Sending your score(s) to Unibo

As explained in par. 5.1, you will need to actively ask College Board to send your scores to the University of Bologna. We will consider only scores arrived to Unibo **no later than the specific dates** indicated in the table of deadlines on par. 14. NB: **We will consider the date of arrival, not the date when you requested College Board to send us your scores**. It is important, therefore, to check with College Board the SAT score delivery times to universities/colleges and, if the case, ask for a rush report. **Some** information is provided [here](#). Unibo will check scores only after the set dates of reception, not before. If you have taken **more than one SAT General test**, starting from 1st February 2022, and have correctly sent all the scores to Unibo within the deadlines, at CLEF **we will consider the test with the highest score**.

6. APPLYING TO THE SELECTION PROCEDURE

You can apply to CLEF even if you haven't graduated from secondary school yet, as long as you do within 30th December 2024. If you need to take extra exams to complete your eligibility requirement (e.g. taking APs), grates must be obtained within the same deadline.

As indicated on par. 5.1, points 1 and 2, you have to register (or have already registered) on the College Board website and on Studenti Online to the relevant CLEF admission round. The application **dates and deadlines are in par. 14** and the steps to follow are the following:

FIRST STEP - Register on Studenti Online (SOL)

- a) Go Studenti Online (www.studenti.unibo.it) and log in using your SPID digital identity (for information www.spid.gov.it) or CIE. The system will automatically retrieve the personal data from SPID database and a personal Unibo account for you will be created (name.surname@studio.unibo.it).
- b) If you do not have a SPID digital identity, please register on SOL by selecting the "Register" button and enter your data, at the end the system will create the name.surname@studio.unibo.it credentials.
- c) If you are a foreign student who does not have an Italian tax code, click on "Register" and then "International Student Registration" and follow the instructions, until the institutional credentials are created; after the first access, the website requires you to enter a personal password.

Important! When providing your personal information on SOL, make sure you meet the requirements detailed in par. 5.1 and 5.2.

SECOND STEP – Apply to the CLEF selection

- a) Log in to SOL. You can switch to English from the top left button. Click on "Admission application – Take part in the selection" > "First cycle degree programme" > "Economics and Finance". **Select the appropriate intake, based on your citizenship status** (see [Who are international students](#) – please pay attention to this). NB **Non-EU citizens living outside of Italy cannot apply to the second intake**. If you have double citizenship, e.g. a European and a non-European citizenship, please consider that the European citizenship prevails, as long as you give evidence of this in the ID you will upload.
- b) Upload an ID in .pdf format, valid (i.e. not expired), and legible. **If you are an EU-assimilated citizen**, please upload also valid permit of stay, or receipt of permit of stay renewal application. Please do not upload other documents other than these.
- c) Pay an application fee of €20,00, non-refundable, within the **deadlines in par. 14**. If you are an EU or EU-assimilated citizen and wish to take part in the first AND, for another chance, in the second CLEF intake in the same academic year, you will have to pay the application fee only for the first application, although you will have to apply twice.

Do not forget to get College Board to send your scores to the University of Bologna (see par. 5.2).

Only candidates who have completed their application in all its parts (documents uploaded, admission fee paid, score received), within the relevant deadlines, will be considered for the selection. If you experience any **technical** problem on SOL when registering or applying, you may contact help.studentionline@unibo.it. For information and issues related to SAT or sending your scores, you must contact College Board.

7. ADMISSION RANKINGS

Selections are performed according to the SAT scores arrived to the University of Bologna within the deadlines. If you have taken more than one SAT General test and have correctly sent all the scores to Unibo within the deadlines, at CLEF we will consider the test with the highest score taken starting from 1st February 2022 up to the relevant deadline.

Official admission rankings will be uploaded on Studenti Online (section "See detail" next to the relevant application) in the specific dates indicated in the **table of dates and deadlines (par. 14)**. **Candidates are requested to check results exclusively on Studenti Online:** unfortunately, the University of Bologna cannot notify successful and unsuccessful candidates via email or post.

Selections will be based on the SAT scores attained; in the case of a tie, preference is given to the younger candidate. On the official rankings admitted and eligible candidates will be paired with **their SAT score : 10**.

8. ENROLMENT PROCEDURE FOR ADMITTED CANDIDATES

If you are admitted, congratulations! Now you have to confirm your place in the programme, by paying the first instalment of university tuition fees on Studenti Online (please note this is different from registering to the selection), within the specific deadlines indicated in par. 14. Please consider that if you miss them, your place will be given to someone else and you will lose your chance to enrol in CLEF.

Full enrolment implies paying **in due time** the first instalment (or the full amount) of tuition fees and, only for candidates with international school certificates, providing specific documents to the International Students Administration Office (see par. 15). **If you graduated/will graduate from a non-Italian secondary school**, but do not have all the requested documents ready by the deadline to pay the first instalment of tuition fees, you can provide them at a later stage (but no later than **28th February 2025**). However, to secure your place at CLEF it is essential that you at least pay in due time the first instalment of tuition fees.

Remember that if your secondary school leaving certificate does not meet the requirements for you to enter Italian university, you will not be able to complete your enrolment even if you are selected and paid the first instalment of tuition fees.

8.1 Enrolment

- 1) Login to www.studenti.unibo.it (SOL) with your SPID or CIE credentials or your personal username and password and select “Registration” > “1st cycle degree programme”> “Economics and Finance”;
- 2) Insert the requested information and upload a passport-size photo (*beware of consequences under art. 496 of Italian Criminal Code regarding false declarations: in such case, you are punishable by law, will be not enrolled, and will lose any right to benefits or reimbursements*);
- 3) Pay the 1st instalment – or total amount – of CLEF tuition fees. Late payments or deferrals are not allowed.
- 4) Activate your CLEF student profile:
 - ➔ If you registered on SOL with your SPID or CIE credentials, it will be activated automatically after you pay the first instalment of tuition fees.
 - ➔ If you registered on SOL using with self-generated Unibo username and password, an identification will be requested: please follow the specific instructions that will appear on SOL (“See detail” of the enrolment” line).

See par. 8.2 for special cases where extra documents are needed.

- 5) After your career is activated, you will be able to book exams online, use the University Wi-Fi, [print your student card](#) (called “badge” – you’ll also receive an email with the relevant instructions),

8.2 Special cases and extra documents needed

If you are in one or more than one of the following conditions, to complete your enrolment and activate your CLEF student profile you first need to pay the first instalment of tuition fees and then do some extra steps with the Economics Students Administration Office (segecosta@unibo.it) and/or to the International Students Administration Office (segstudentbo@unibo.it):

- ➔ **If you are a student with disabilities**, more specifically with recognised invalidity of at least 66%, and whose disability is recognised by law 104/92, please email to the Economics Students Administration Office (segecosta@unibo.it) attaching the certificate proving your situation (online reference [here](#)).
- ➔ **If you are a non-EU citizen with EU-equivalent status**, please email a copy of your valid residence permit to segecosta@unibo.it. If you have applied for the residence permit but have not received it yet, it is important that you email at least a copy of the application receipt. You will be considered as conditionally enrolled, until you obtain the permit and email a copy of it.
- ➔ **If you are a non-EU citizen resident outside of Italy**
 1. Within 8 days from your arrival in Italy you must apply for a residence permit for study reasons (see par. 12.2)
 2. Log in to www.studenti.unibo.it then click on “Calls” > “Matriculation for the 23_24 academic year - document upload for international students with foreign qualifications”.

3. Upload a copy of your visa and a copy of your residence permit application receipt.
 4. As soon as you obtain your permit of stay (it'll take a few months) please also upload a front/back copy of it (or email it to segstudintbo@unibo.it). You will be considered as conditionally enrolled until you obtain the permit of stay.
- **If you have a non-Italian secondary school certificate** you have to upload online scanned copies of your qualification-related documents (see par. 11) as soon as you have them. To do so, please log on to Studenti Online then click on "Calls" > "Matriculation for the 24_25 academic year - document upload for international students with foreign qualifications". At a later stage, you will need to make an appointment with the International Student Administration Office (email segstudintobo@unibo.it) and **show in person the original documents**. All this should be completed no later than **28th February 2025**.
- **If you wish to apply for the recognition of exams from previous academic activities**, please consider the general information on par. 4, then:
- For credits obtained from a non-Italian university: please follow the procedure (and hand in the documents) available [at this link](#). Deadline: 28th November 2024.
 - For credits obtained at an Italian university other than Bologna (*trasferimento*): [check the instructions here](#).
 - For credits obtained in another degree programme (taught in English) of the University of Bologna (*passaggio*): [check the instructions here](#).

9. OPEN POSITIONS

Not all selected students eventually secure their offer at CLEF which is why, **after each admission round**, there may still be some places left available; this is often the case. If you are "eligible" in the admission ranking and are still interested in being included in the programme, there might be another chance for you to join in. To do that, you have to **actively confirm your interest** by selecting the appropriate button on Studenti Online - if not, **you will not be automatically picked up**. A list of newly admitted candidates will then be published: if it features your name, you can enrol and you should within the relevant deadlines.

- a) Check your position in the admission ranking ON sol. If you were not marked as "admitted" in the ranking but are "eligible" and still interested in enrolling in CLEF, check the detail of your CLEF application on SOL to **confirm your interest**, by using the relevant button.
- b) The names of newly-admitted candidates are published: these candidates may secure their place by paying the first instalment of tuition fees **within the set deadline**.

Please check all the relevant deadlines in par. 14.

10. OFA – ADDITIONAL LEARNING REQUIREMENT

SAT assesses your general knowledge as well as your preparation in some specific fields. At CLEF it is important to know some basic mathematics, therefore if you do not reach a **minimum score in the maths** section of your test, you will be assigned with OFA (standing for *Obbligo Formativo Aggiuntivo* = “Additional Learning Requirement”) and be asked to do some supplementary study. This makes sure that Economics and Finance students do not have any pronounced deficits in subjects that must be thoroughly grasped, due to the very nature of the degree programme. The minimum set threshold score is **500/800** (for the math sections only).

I was assigned an OFA: what now?

Having been assigned an OFA does not in itself prevent one from enrolling, going to class and sitting exams; if you are selected, but were assigned an OFA, you can still register to the programme and take exams, but must as soon as possible fulfil the OFA requirement. Such requirement is fulfilled by attending the bridging course in mathematics (“Tutorials in Mathematics”) in September, and passing the maths exam “Calculus and Linear Algebra” within your 1st year. Students who receive the OFA and fail to pass the Calculus exam within their 1st year cannot enrol in the 2nd year. Enrolment to 2nd year will become effective only once the OFA requirement is met; only after that, students may begin to sit second-year exams. For more information:

- [OFA on the CLEF website](#);
- [FAQ on OFA](#)

11. NON-ITALIAN SECONDARY SCHOOL CERTIFICATES

If you hold a non-Italian school-leaving certificate, to complete your enrolment (aka matriculation) you may need to hand in some extra documents confirming the eligibility to enrol in the Degree programme. You can take part in the selection even though you do not have all the needed documents yet, but if you are eventually admitted to the programme, you will need them to complete your enrolment. Check in the following links what documents you need and if you need to and them in:

- [Enrolling in Bachelor’s degree with a non-Italian secondary school title – par. “Documents to be submitted upon matriculation”](#);
- [Special cases: information by country](#);
- [Translation, authenticity and value of foreign qualifications](#);

12. VISA AND RULES FOR RESIDENCE IN ITALY

12.1 EU and EU-assimilated citizens

When you apply to CLEF as an EU-assimilated candidate, you need to upload a valid residence permit or the receipt of application for its renewal. If you are selected and decide to enrol, remember to send, again, to segecosta@unibo.it, a scanned copy of the same documents, and the new and renewed residence permit as soon as you receive it.

If you are EU or EU-assimilated and have been living in Italy for more than 3 months, it is a good idea to register with the Registry office of the municipality (*Anagrafe comunale*) in the city you live and study in.

12.2 Non-EU citizens living outside of Italy

PRE-ENROLMENT All admitted non-EU students need to fill out an online pre-enrolment form on the portal [University](#). On such form you will have to state the University and the degree programme you were admitted to and the Italian Embassy / Consulate where you wish apply for an entry visa to Italy. The pre-enrolment application will be verified by the University of Bologna and forwarded to the Embassy / Consulate you have indicated in the form.

→ [Check info on pre-enrolment](#)

VISA If you are a non-EU citizen resident abroad, you are required to apply for a **student visa** at the Italian Embassy or Consulate in your country of citizenship or of residence. Such visa (**Visto D: studio/immatricolazione università**) is typically issued **after** the pre-enrolment procedures have been completed, and when you have proof of having been admitted to a degree programme.

→ [Check the info on entry visa](#)

RESIDENCE PERMIT (aka permit of stay): all non-EU citizens living outside of Italy, who hold a valid and correct type of student visa for Italy, must apply for a **residence permit for study purposes** (*Permesso di soggiorno per motivi di studio*), within 8 days from their arrival in Italy. The permit of stay is issued by the local Police Department (*Questura - Ufficio Stranieri*) in the place where you live in Italy; however, the applicant must physically submit his/her application not directly to the Police, but at any Post Office.

→ [Check the info on residence permit](#)

13. CHECKLISTS

- [Checklist for admitted EU and EU-assimilated candidates](#)
- [Checklist for NON-EU admitted candidates living outside of Italy](#)

14. TABLE OF DATES AND DEADLINES

All dates refer to year 2024 - Date format: DAY/MONTH – times expressed as Central European Time

1st round of admissions

Open to candidates with all citizen statuses

Application period on Studenti Online	From 5/2 to 29/4 at 1pm
SAT scores arrived to Unibo within	29/4
Admissions results	24/5
Admitted candidates pay 1 st instalment of tuition fees	From 29/5 to 5/6

Places left available after the end of the intake – see par. 9

Confirmation of your interest	From 29/5 at 3pm to 5/6
Names of newly admitted candidates are published on SOL	7/6
Newly admitted candidates pay 1 st instalment of tuition fees	From 7 to 14/6
Second list of names of newly admitted candidates is published on SOL	18/6
Newly admitted candidates in the second list pay 1 st instalment of tuition fees	18 to 25/6

2nd round of admissions

Open to Italian citizens, EU citizens, non-EU citizens with EU equivalent status, non-EU citizens with residency abroad competing with EU candidates – **not for non-EU citizens living outside of Italy.** Please check to which of the above groups you belong on this page: [Who are international students](#)

Application period on Studenti Online	From 6/5 to 1/7 at 1pm
SAT scores arrived to Unibo within	1/7
Admissions results	22/7
Admitted candidates pay 1 st instalment of tuition fees	From 25 to 31/7

Places left available after the end of the intake – see par. 9

Confirmation of your interest	From 25 at 3pm to 31/7
Names of newly admitted candidates are published	2/8
Newly admitted candidates pay 1 st instalment of tuition fees	From 2 to 8/8

3rd round of admissions

(to open only in case of places available from previous intakes)

Open to Italian citizens, EU citizens, non-EU citizens with EU equivalent status, non-EU citizens with residency abroad competing with EU candidates – **not for non-EU citizens living outside of Italy**. Please check to which of the above groups you belong on this page: [Who are international students](#)

Application period on Studenti Online	From 26/8 to 2/9 at 1pm
SAT General test arrived to Unibo within	2/9
Admissions results	12/9
Admitted candidates pay 1 st instalment of tuition fees	From 16 to 23/9

Places left available after the end of the intake – see par. 9

Confirmation of your interest	From 16 at 3pm to 23/9
Names of newly admitted candidates are published	25/9
Enrolment for newly admitted candidates	From 25/9 to 3/10

15. TUITION FEES AND BENEFITS

The enrolment fees, **net of the first instalment**, for A.Y. 2024/2025 academic and information on benefits and exemptions will be published on the University website [at this page](#). On the same page, you can read how tuition fees may be reduced and calculated on the basis of a student's household income.

If you are a student from a list of **specific countries**, you can be granted reduced tuition fees. Please refer to [this page](#) for all the info.

Information on other benefits can be found [at this page](#). If you are interested in benefits related to the right to higher education, you can consult the call published by the Regional Authority for the Right to Higher Education on the website www.er-go.it.

If you are already enrolled in a degree course (from Unibo or other Italian university), before transferring you need to refer to the requirements, related to academic merit, to access grants and exemptions on www.er-go.it. This is because academic merit is evaluated starting from the year of first registration to University, regardless of the exams that actually get recognised in the degree course they transfer to.

16. CONTACTS

For more info and support on selections please refer to:

Tutor CLEF, e-mail: didatticasociale.tutorclef@unibo.it

Offices in charge of the application procedure:

**Students Administration Office for Economics, Management and Statistics / Segreteria Studenti
Economia, Management e Statistica**

e-mail: segecosta@unibo.it. For Office Hours, address, telephone [click here](#) and refer to “Degree Programmes in Economics, Management and Statistics” - Bologna

International Students Administration Office /Segreteria Studenti Internazionali

e-mail: segstudentbo@unibo.it For Office Hours, address, telephone [click here](#) and refer to “International student administration office in Bologna”

For technical support on the application website

Student Helpdesk, e-mail: help.studentionline@unibo.it Tel. +39 051 2099882,

For info on foreign qualifications and immigration procedure:

International Desk, e-mail: internationaldesk@unibo.it. For Office Hours, address, telephone [click here](#)