

# ALMA MATER STUDIORUM - UNIVERSITÀ DI BOLOGNA

First-level degree program – Bachelor’s in

Economics, Politics and Social Sciences - EPOS (code: 5819)

Call for Applications a.y. 2023- 2024

*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. To enforce the call, resolve any dispute and for all legal purposes only the Italian version will be valid, and will prevail in the exact interpretation of the rules contained within.*

Course code	Name of the Course	Class	Course Website
5819	<b>Economics, Politics and Social Sciences - EPOS</b>	L-33 & L-36	<a href="https://corsi.unibo.it/1cycle/EconomicsPoliticsSocialSciences/index.html">https://corsi.unibo.it/1cycle/EconomicsPoliticsSocialSciences/index.html</a>

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## Introduction

Welcome and thank you for your interest in our Bachelor's Degree in Economics, Politics and Social Sciences (EPOS) of the University of Bologna. If you wish to know more about it, please check our website <https://corsi.unibo.it/1cycle/EconomicsPoliticsSocialSciences>, where you will find information about programme profile, learning outcomes, study plan, contact details, and more.

EPOS has a limited number of available places, and admission is based on the assessment of candidates' skills. Applying entails a few steps: please read this document thoroughly to find out how to take part in the selection, and how to enroll. As we go through the admissions procedure in detail, important dates and deadlines for every step will be provided. An overview of these dates and deadlines can be found in the table on the following page. 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.

## Table of deadlines

INTAKE	STAGE	DATES AND DEADLINES
<b>FIRST INTAKE</b> (for Italian, European, European-assimilated, and non-European candidates residing abroad)  <b>55 places</b>	Application deadlines	From 06/02/2023 to 06/04/2023, 1pm CET
	Candidates for whom the English TOLC-E score has not been received by UNIBO	
	a) List of candidates with no test score is published	20/04/2023
	b) Deadline to send the score report to UNIBO	21/04/2023
	Admission results	27/04/2023
	Enrolments for successful candidates start	04/05/2023
	Enrolments for successful candidates end	16/05/2023
	Number of open positions is available and eligible students declare their interest in enrolling from	19/05/2023
Eligible students declare their interest in enrolling up to	22/05/2023	

	Ranking of admitted candidates is published and enrolment for them starts	24/05/2023
	Enrolment deadline for open positions candidates	31/05/2023
<b>SECOND INTAKE</b> (for Italian, European, European-assimilated, and non-European candidates residing abroad)  <b>55 places</b>	Application deadlines	<b>From 08/04 to 30/05/2023, 1pm CET</b>
	Candidates for whom the English TOLC-E score has not been received by UNIBO	
	a) List of candidates with no test score is published	12/06/2023
	b) Deadline to send the score report to UNIBO	13/06/2023
	Admission results	19/06/2023
	Enrolments for successful candidates start	22/06/2023
	Enrolments for successful candidates end	29/06/2023
<b>THIRD INTAKE</b> (only for Italian, European, European-assimilated candidates)  <b>10 places</b>	Application deadlines	<b>31/05 to 26/06/2023, 1pm CET</b>
	Candidates for whom the English TOLC-E score has not been received by UNIBO	
	a) List of candidates with no test score is published	06/07/2023
	b) Deadline to send the score report to UNIBO	07/07/2023
	Admission results	24/07/2023
	Enrolments for successful candidates start	27/07/2023
	Enrolments for successful candidates end	25/08/2023
	Number of open positions is available and eligible students declare their interest in enrolling from	28/08/2023
	Eligible students declare their interest in enrolling up to	01/09/2023
	Ranking of admitted candidates is published and enrolment for them starts	04/09/2023
Enrolment deadline for open positions candidates	11/09/2023	

Deadline for obtaining the high school diploma and any necessary additional documents (also with respect to qualifications obtained abroad)	28/12/2023
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## Available positions

There are 120 available places for the EPOS degree programme A.Y. 2023/2024, divided into the following three sections:

FIRST INTAKE	SECOND INTAKE	THIRD INTAKE
40 for European and European-assimilated candidates	40 for European and European-assimilated candidates	10 for European and European-assimilated candidates
15 for non-European candidates residing abroad	15 for non-European candidates residing abroad	

### Which group of students do I belong to?

**EU citizens:** Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Spain, Sweden, Slovenia, Slovakia, Hungary.

**International students:** Please find further information at this link

<https://www.unibo.it/en/international/Who-are-international-students>

**Non-EU citizens living outside Italy:** Citizens of a country that is not a member of the European Union, who do not have the requirements to be considered as equivalent (assimilated) to EU citizens -see above. The Italian Ministry of Education, University and Research - MUR defines the regulations for the admission of non-EU citizens living outside of Italy. More details available here: <http://www.studiare-italia.it/studentistranieri/>

**See detailed information on:**

[www.unibo.it/iscrizioniLaureaTitoloEstero](http://www.unibo.it/iscrizioniLaureaTitoloEstero) and [www.unibo.it/iscrizioniStudentiNonUE](http://www.unibo.it/iscrizioniStudentiNonUE)

Non EU- students, while they are applying for EPOS (see the following articles) shall immediately - anyway not later than the deadline defined by the Ministry of Foreign Affairs- get in touch with an Italian Embassy or Consulate where the degree was issued and follow the procedure:

- **apply for the Pre-ENROLMENT** through the Italian consulate or Embassy

<http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/pre-enrolment-in-the-italian-diplomatic-representations-abroad>

- all the students holding a foreign qualification must apply for the “**Declaration of Value**”/ “Dichiarazione di valore” and the competent embassy/consulate, see also information here:

<http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/declaration-ofvalue>

If a candidate holding a European qualification have the Diploma Supplement, the candidate can enroll without having the qualification validated at the Embassy.

- Candidates, once admitted, must get an entry **Visa for STUDY reasons (ENROLMENT/university)** and they will need to request a permit of stay for study reasons to stay in Italy and enroll to the University. While waiting for the release of the permit of stay, the candidates will be admitted and enrolled conditionally until the delivery of the permit itself.

## Admission requirements

To apply you must take a test of your choice between the English TOLC-E and the SAT General Test (please see paragraph 6 for further information).

Make sure that your secondary school-leaving certificate complies with all the requirements below. If it does not, even if you apply and are selected, you will then not be able to enroll.

If you are completing your secondary school education at a non-Italian secondary school, please consider the following mandatory regulations by the Italian Ministry of Education, University and Research.

In order to be admitted to an Italian Bachelor's Programme (First-Cycle Degree), as it is EPOS, **your school leaving certificate must meet these requirements:**

- a) Must be obtained following a schooling period 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 two years of successful attendance in a foreign educational system;
- c) Must allow access, in your own country of reference, to a degree programme similar to EPOS. If entrance exams are established for university admission in your country (e.g. the Selectividad in Spain) you must pass this academic test.

### Important:

**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 (in the case of local school systems of 11 years);
2. The full first two years of university (in the case of local school systems of 10 years);  
You will need to show proof of 1) or 2) by providing the related academic qualifications/transcripts.
3. An Italian or non-Italian title of post-secondary (= Higher Education) studies in subjects related to Economics, Politics and Social Sciences, obtained from a university or non-university institution (as long as it is HE), certifying at least one year of studies (in the case of local school systems of 11 years) or two years of studies (in the case of local school systems of 10 years); e.g. foundation courses.
4. Certificates issued by other Italian universities stating that you attended preparatory courses (e.g. foundation courses) and passed the related exams, covering for the school year that you lack.

**b)** If you hold a qualification obtained following a final period of less than two years (all successfully passed) in a foreign educational system (i.e. during the **mobility abroad at the fourth year of the Italian 6 Secondary School**) you may be granted conditional admission to selections for degree

programmes. The suitability of such qualifications for admission is assessed individually on the basis of the consistency of the whole educational path with the chosen degree programme. To find out in advance whether your qualification is valid for admission, you can submit your case via email to the International Desk ([internationaldesk@unibo.it](mailto:internationaldesk@unibo.it)). Please specify the degree programme you are interested in and attach a copy of your qualification and the syllabi of all the courses you have attended during your mobility period abroad, which must be translated into Italian unless they are in French, English, German or Spanish. The assessment is exclusively in relation to admission to the chosen degree programme and is valid for one academic year only.

**Important!** The assessment of your qualification takes a long time. Please contact the relevant offices well in advance. The actual achievement of the qualification will be checked during your official enrolment, where you will have to submit the original papers to the Student Administration Office.

**Important for transfer students:** The exams passed in the academic year(s) required to fulfil the 12 years of schooling cannot be transferred and used as credits for EPOS. You can ask to transfer previously-obtained university credits to EPOS 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 one complete year at university, the exams you passed in that year cannot be transferred to EPOS and you can only enroll in the first year of the programme. For further information regarding international school-leaving diplomas, please contact the local Italian Consulate or Embassy in the country where the diploma was issued, or alternatively, the University of Bologna International Desk ([internationaldesk@unibo.it](mailto:internationaldesk@unibo.it)).

## Special regulations apply to some specific qualifications:

- **US High School diploma**

Candidates holding a US High School Diploma, issued by an American high school in the US or by an American school in other countries, in order to be eligible to enroll to Italian University must, alternatively:

- 1) Have earned at least 3 US Advanced Placements (APs), passed with a minimum grade of 3 out of 5, in subjects related to Economics, Politics and Social Sciences.
- 2) Have successfully completed two years of college/university education (and be admitted to the third year) .
- 3) Have successfully completed one year of college education (and be admitted to the second year) and have earned at least 4 US Advanced Placements (APs) in subjects related to Economics, Politics and Social Sciences.

APs in Italian cannot be considered valid when applying to a degree course taught in English. Please remember that APs are courses accredited by the College Board. You can have the College Board send your test results to the University of Bologna (**recipient code 6993**) and thereby avoid the legalization of their certification. Please note that The American High School Diploma alone is NOT valid.

- **GCE (from the British school system)**

With a British GCE secondary qualification, you can be eligible if you have at least 3 A-levels in different subjects related to Economics, Politics and Social Sciences. A-levels in Italian cannot be considered valid when applying to a degree course taught in English.

- **Apolytirion**

Candidates holding the Greek certificate “Apolytirion” need to have passed it with an overall mark of at least 10/20, and to have obtained a “Veveossi Prosvassis” certificate (special regulations apply to those who obtained the “Apolytirion” before 1999). The points 2 and 3 of this paragraph stay valid too.

- **International Baccalaureate Diploma**

The International Baccalaureate (IB) Diploma is valid for admission to Italian universities, whereas the International Baccalaureate Certificate and the IB Diploma Programme courses are not valid for admission. We can only accept full IB Diplomas.

- **Other**

If, in your home country, admission to university-level studies is subject to special exams, you must give evidence to have passed such selections with the required minimum scores (e.g. Gao Kao, Veveossi Prosvassis, Matura, YGS, Vestibular/ENEM) to enroll in any Italian university. It is important that your secondary school-leaving certificate complies with all the requirements above. In case it does not, you may not be able to enroll. If you have doubts it is a good idea, however, to get in contact with the local Italian Consulate or Embassy in the country where the diploma was issued and/or the University of Bologna International Desk ([internationaldesk@unibo.it](mailto:internationaldesk@unibo.it)).

## Transferring students

If you wish to transfer to EPOS from another course of the University of Bologna, or from another Italian or non-Italian University, or if you wish to transfer to EPOS 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, you can apply for the recognition at EPOS of the credits/exams you earned at the previous University.

Transfers with recognition of exams are acceptable only if you have more than 12 years of schooling. For more information on transfers and recognition of previous exams, please check this page and the related links: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/transferringto-the-university-of-bologna/transferring-to-the-university-of-bologna>

## Selection Criteria

The SAT and the English TOLC-E are standardized tests used to apply to colleges and universities. They assess your critical thinking and problem-solving skills in math, reading and writing, besides an English language knowledge.

### SAT

The SAT is a standardized test used to apply to colleges and universities in the US and in Italy. It is managed by College Board: for information on the tests such as dates, prices, test centers, deadlines and score report please check College Board website [www.collegeboard.org](http://www.collegeboard.org) We can accept SAT certificates obtained starting from **1st of February 2021**.

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

- A. When you register on our Portal (Studenti Online – see next par.), 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.**
- B. **You must ask College Board to forward your SAT scores to the University of Bologna, using code 6993, as soon as you can. You can do this directly from the College Board website (<https://collegereadiness.collegeboard.org/sat/scores/sending-scores/how-to-send>)**
- C. In any case, we will consider only scores arrived to Unibo no later than the following dates:
  - **For the I intake: April 6<sup>th</sup>, 2023 - 1.00pm CET**
  - **For the II intake: May 30<sup>th</sup>, 2023 - 1.00pm CET**
  - **For the III intake: June 26<sup>th</sup>, 2023 - 1.00pm CET**

It is important, therefore, to check with College Board the SAT score delivery timing. If you have taken more than one SAT General test starting from 1st February 2021 and have correctly sent all the scores to Unibo within the deadlines, **EPOS Admission Board will consider your latest score.**

## English TOLC-E

The English TOLC-E is managed by CISIA: for information on the test such as dates, prices, test centers, deadlines and score reports please check CISIA website <https://www.cisiaonline.it/area-tematica-englishtolc-cisia/home/>

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

- **When you register on our Portal (Studenti Online – see next paragraph), in the “private email” field you must provide the same personal details you provided when registering for CISIA, and CISIA will provide Unibo with your test results.**
- If you are a foreign student and you do not have a fiscal code issued by the Tax Authority you should indicate FOREIGN COUNTRY as place of birth and mark “I do not have a fiscal code” in the registration form in the TOLC Student area.
- You can take the English TOLC-E in any date available and at any University shown on the CISIA website. (<https://tolc.cisiaonline.it/calendario.php?l=gb>)
- In any case, we will consider only ENGLISH TOLC-E obtained starting from **1st of February 2021.**
- If you have taken more than one test, **EPOS Admission Board will consider only your latest score.**

## Applying to the selection procedure

If you wish to participate in an intake, you must apply by the following deadlines:

- **First intake: 06/04/2023, 1pm CET**
- **Second intake: 30/05/2023, 1pm CET**
- **Third intake: 26/06/2023, 1pm CET**

In order to apply to the selection procedure, follow these steps:

### FIRST STEP

Register on the [Studenti Online](#) website:

- a. **if you have a SPID digital identity** (for information [www.spid.gov.it](http://www.spid.gov.it)) this can be used to register on [Studenti Online](#) by selecting the "Register" button and then the "Enter with SPID" button. The system will automatically retrieve the personal data from SPID and at the end it will create the name.surname@studio.unibo.it credentials.



- b. **if you do not have a SPID digital identity**, you must register on [Studenti Online](#) by selecting the "Register" button and enter your data, at the end the system will create the name.surname@studio.unibo.it credentials.

In the case of foreign students who do not have a tax code, access the "International Student Registration" section and follow the instructions until the institutional credentials are created; after the first access, the application requires you to enter a personal password.

**IMPORTANT:** remember and keep your institutional credentials for the entire duration of your career, as they will be required at every access to your personal profile on [www.studenti.unibo.it](http://www.studenti.unibo.it);

**!!! Important! It is essential that in the "private email" field you provide the same personal email address that you used at the time of your registration on the College Board website (for SAT tests) or on the CISIA website (for English TOLC-E tests). We will not be able to assess your application if you do not.**

## SECOND STEP

- 1) Access the Portal [www.studenti.unibo.it](http://www.studenti.unibo.it) (Studenti Online). You can switch to the English version from the top left button.
- 2) Click on "Entrance exams or requirements check" > "First cycle degree program" > "Economics, Politics and Social Sciences - EPOS" > Select the right option: are you an EU or EU-assimilated student, or a non-EU student living outside of Italy? (check paragraph 3 if you have any doubts)
- 3) Choose whether you want to participate in the selection with:
  - A. SAT - GENERAL TEST
  - B. English TOLC-EThe choice is irrevocable. No changes are allowed.
- 4) Upload all the required documents in .pdf format:
  - ID/Passport
  - Copy of your permit of stay (if applicable)
- 5) Pay the application fee (20,00 €), through one of the following payment methods only (other methods will not be accepted):
  - on-line, by credit card (Visa, Mastercard, Diners, American Express), even if the holder of the credit card is not the candidate;
  - through any UniCredit Bank agency, using the appropriate payment code, that you can print at the end of your online registration. The list of UniCredit Bank agencies is available on the UniCredit website.

**N.B.** Payments from different banks, through bank transfers, or from postal offices cannot be accepted. The application fee is not refundable and must be forwarded within the deadline of the relevant intake.

Candidates who wish to take part in more than one intake will have to pay the application fee only once.

Payment must be made peremptorily by:

- First intake: 06/04/2023, 1pm CET

- Second intake: 30/05/2023, 1pm CET
- Third intake: 26/06/2023, 1pm CET

Only candidates who have completed the application and paid the related contribution within the deadlines are admitted to the selection.

For technical support during the online application, candidates may contact:

**Studenti Online Help Desk:** [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it) or by phone +39 051 2099882

## Admission Rankings

All rankings will be issued on Studenti Online on the dates indicated in the above calendar.

**Candidates are requested to check the selection outcomes on their Studenti online page ([www.studenti.unibo.it](http://www.studenti.unibo.it));** the University of Bologna cannot notify successful and unsuccessful candidates via email or post.

All reported scores will be expressed in points out of 1600. Selection will be based on a ranking based on the scores attained and received in due time. In case of a tie, the youngest candidate will prevail.

## OFA – Additional learning requirement

If you do not reach a minimum set threshold for Math (math only) in your test, you will be assigned with OFA (standing for Obbligo Formativo Aggiuntivo = Additional Learning Requirement).

The minimum set thresholds, for the Math sections only, are:

- 500/800 for SAT
- 4,5/13 for English TOLC-E

Having been assigned an OFA does not prevent one from enrolling, going to class and sitting exams; if you are admitted but were assigned an OFA, you can still register to the program and take exams, but you must fulfil the OFA requirement as soon as possible. Such requirement is fulfilled by passing the “Mathematics for social sciences” exam within 31 March 2025. If you do not pass the exam within the deadline you cannot enroll in the second year.

## Students with NON-Italian secondary school certificates

If you hold a non-Italian school-leaving certificate, it needs to be legalized, officially translated, validated and accompanied by a suitable “Declaration of Value” (Dichiarazione di Valore) confirming the eligibility to enroll 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 in order to finalize your enrolment.

**LEGALIZATION:** Foreign qualifications have no legal validity in Italy, therefore they must be legalized in order to guarantee their authenticity. Ask the relevant authority to legalize the documents that attest your degree before going to the Italian Embassy/Consulate. If you are not sure about which is the relevant authority, please ask the Italian Embassy/Consulate to which your school system refers (e.g. all British Schools graduates should refer to the Italian Consulate in London). Legalization is not required if the country where the qualification was obtained is part of the Hague Convention (1961). In this case, legalization is substituted with an “**Apostille**”. Nor is legalization required if your qualification was awarded by an institution in Belgium, Denmark, France, Ireland or Latvia (Brussels Convention 1987), Germany (Rome Convention 1969), Austria (Vienna Convention 1975). Students with non-legalized

International Baccalaureate (IB) Diplomas must give the University of Bologna permission to check their results on the International Baccalaureate Organization website.

**Please check the following link with all procedures:** <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/declaration-of-value-translation-and-legalization>

**TRANSLATION:** Your final secondary school diploma and all other relevant school documents must be submitted along with an official translation in Italian, obtained from the Italian Embassy. If you are in Italy you can get your documents translated by official translators (traduzione giurata), at district court offices (Tribunali). Please note: the University of Bologna does not require a translation for diplomas, certificates and syllabuses that are issued in English, French, German or Spanish. However, some Embassies or Consulates may ask you to have such documents translated into Italian anyway to release you a visa.

**DECLARATION OF VALUE:** The Declaration of Value (Dichiarazione di Valore) is an official information document describing the characteristics of a given qualification obtained within an education system other than the Italian one. It is used by the competent University offices to assess qualifications for the purposes of admission. The Embassy where you apply for the visa may or may not be the same that will release you the DoV. This is because the DoV is issued by the Italian Embassy in the country related to the school system (which means, for example, that if you are in Kenya and graduated from a British school in Kenya, you need to request the DoV to the Italian General Consulate in London.) If your diploma needs to be legalized (see above), the Italian Embassy in charge will issue the DoV only after the qualification has been legalized by the competent authorities in that country (for further information visit the MIUR website). A declaration of value is not required for International Baccalaureate (IB) Diplomas and for Advanced Placements (APs). The declaration of value can also be substituted by attestations issued by ENIC-NARIC centres that contain all the information given in the Declaration of Value, which are necessary for the evaluation of the degree.

## Following steps:

- You should pre-enroll on University Portal: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/visa-and-rules-for-residence-in-italy/before-leaving-home-entry-visa> and apply for Study Visa to enter Italy
- If you are interested in applying for Er.Go. financial aid, (study grants, housing and tuition fee waivers), you must obtain a certification attesting to your family's income and assets from the Italian Embassy, which must be translated and legalized.  
<http://www.er-go.it/index.php?id=5963>

### ▪ **Visa and rules for residence in Italy**

**EU and EU-assimilated:** If you have been living in Italy longer than 3 months, it is a good idea to register with the Registry office (Anagrafe) in the city you live and study in: Bologna, Cesena, Forlì, Rimini or Ravenna (however, not all municipalities require such registration).

**Non – EU:** If you are a non-EU citizenship, you are required to apply for a student visa at the Italian Embassy or Consulate in your country of citizenship or 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.

Read the information about the visa for Italy here <http://vistoperitalia.esteri.it/home/en>, selecting “study – university enrolment” as the reason for your stay. Contact the relevant Italian Embassy well in advance and find out what documents are required. Make an appointment if necessary.

**Important:** an entry visa for tourism cannot be used to enroll at the university or to obtain a residence permit for study purposes. Before leaving, you will need to purchase health insurance in your own country (which must be valid in Italy and cover illnesses, accidents and maternity). Take the policy documentation with you to the embassy together with the other documents required for obtaining a visa and make sure that the embassy stamps the insurance policy to certify its validity. Without the embassy’s stamp, once you arrive in Italy you may be obliged to purchase another policy, as foreign insurance not validated by the Embassy is not acceptable for obtaining a residence permit.

Once in Italy, all non-EU citizens who hold a valid and correct type of student visa for Italy must apply for a **permit of stay for study purposes** (Permesso di soggiorno per motivi di studio). The permit of stay (aka “residence permit”) 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 the Post Office.

**N.B. Upon arrival in Bologna, specific sessions will be organized to support students in their applications for permit of stay. However, some info is available at this link:** <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/visa-and-rules-for-residence-initaly/residence-permit>

## Enrolment procedure

If you have been accepted, congratulations! Now you need to enroll to confirm your place in the programme. Please note this is different from registering to the selection! **Check the deadlines in the above calendar.**

**Important!** If you cannot fully enroll by these deadlines because you do not have all the requested documents ready yet (see par. 10), **in order to secure your place at EPOS it is essential that, within such deadlines, you pay the first instalment of tuition fees for the first academic year.**

### First ever enrolment to the University of Bologna:

- 1) Login on [www.studenti.unibo.it](http://www.studenti.unibo.it) with your personal username and password and select “Registration” > “First-cycle degree program (new degree system)” > “Economics, Politics and Social Sciences - EPOS”;
- 2) Insert the requested information and upload a JPG file of your 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 first instalment – or the total amount – of the EPOS tuition fees. Payment methods other than those indicated on the Portal will not be accepted.
- 4) Once you are in Bologna, you will receive on your new Unibo email account ([name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it)) a **QR code** to print out your [student badge](https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/the-badge-first-cycle-single-cycle-degree-and-second-cycle-degree-students) (<https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/the-badge-first-cycle-single-cycle-degree-and-second-cycle-degree-students>) at Unibo self-service machines.

5) In the following cases, in order to complete your enrolment, you need to deliver in person to the **Students Administration Office** (Registrar's Office - Segreteria Studenti Economia e Management, Via Marsala 49/A - 40126 Bologna) some specific documents:

- Students with disabilities: please refer to this link: <https://www.unibo.it/en/services-andopportunities/study-grants-and-subsidies/exemptions-and-incentives/exemptions-for-disabledstudents> ;
- All non-European citizens should hand in a copy of their valid residence permit (carta/permesso di soggiorno). If you have applied for the residence permit, but have not received it yet, it is important that you hand in at least a copy of the application receipt (you will be considered as conditionally enrolled, until you hand in the copy of your permit of stay);
- Students applying for the recognition of exams from previous academic careers: please follow the procedure (and hand in the documents) available at this link: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/recognition-ofacademic-qualifications-and-shortened-programmes-1/shortening-of-the-degree-programme>
- Students holding a non-Italian secondary school certificate: all the documents you received from the embassy and anyway what listed at the following link under the paragraph "Matriculation": <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enroling-in-first-orsingle-cycle-degree-programme-foreign-qualification> ;

**N.B.** Registration for Enrollment must be completed **by 29<sup>th</sup> of February 2024** at the latest, otherwise it will be automatically cancelled.

#### **Candidates transferring from other Italian Universities**

If you are a student in another Italian University, have passed the selection for EPOS and wish now to enrol in EPOS:

1. Follow the instructions for EPOS registration as above, specifying (in the right field) that you are transferring from another University;
2. By the deadlines indicated above, pay the first instalment (or full amount) of EPOS tuition fees + the transfer fee, following all the instructions indicated here: <https://www.unibo.it/en/teaching/enrolmenttransfer-and-final-examination/transferring-to-the-university-of-bologna>
3. Submit a transfer request to your home university. Later on, you will be asked to submit a transfer fee, together with the first instalment of your tuition fees.

#### **Candidates enrolled in another degree course of the University of Bologna**

If you are a student in another degree course of the University of Bologna, have passed the selection for EPOS and wish now to enrol in EPOS (passaggio di corso):

1. Follow instructions for EPOS registration as above;
2. Pay the first instalment (or full amount) of EPOS tuition fees, within the deadlines;
3. Fill in the specific transfer request (passaggio di corso) on Studenti Online **from 27/07/2023 to 11/09/2023**, and pay the transfer fee.

## **Open positions**

Not all selected students eventually enroll, which is why, only after the first and the third admission round, there might still be some places left available; if that is the case, the Students Administration Office will publish on Studenti Online the number of places left available. So, if you are listed in the general ranking as eligible, but were not selected, check Studenti Online in the dates indicated in the

Calendar; **if there are places available and you are still interested in being included in the programme, there might be another chance for you to join in. Remember that you have one day to confirm your interest, by selecting the appropriate button on Studenti Online (if not, you will not be picked up!).** A list of newly admitted candidates will then be published: if it features your name, you should enroll as soon as possible. Please check all the relevant deadlines in the deadline table on page 2 and 3.

## Tuition fees and benefits

You will find information on **tuition fees** at this link indicated on Unibo website. Just for reference, maximum annual tuition fees are about € 2,100, the exact amount for the following academic year is published in May. Anyway, tuition fees are calculated proportionally to your family's income if you present ISEE declaration or the corresponding documents for Non-European students.

Information on **grants, scholarships and other benefits** is available at this links:  
<https://corsi.unibo.it/1cycle/EconomicsPoliticsSocialSciences/grants-and-scholarships>  
<https://www.unibo.it/en/services-and-opportunities/services-and-opportunities>  
<http://www.er-go.it/index.php?id=5963>  
<https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/International-Studentshow-to-prepare-for-enrollment>

## Contacts

### Office in charge of the application procedure:

Segreteria studenti Economia e Management, Via Marsala 49/A - 40126 Bologna,

e-mail: [segecosta@unibo.it](mailto:segecosta@unibo.it) - Tel +39 051 20 80334

### For further info and support on selections please refer to:

<b>EPOS Programme coordinator</b>	<a href="mailto:didatticasociale.epos@unibo.it">didatticasociale.epos@unibo.it</a>
<b>EPOS Programme tutor</b>	<a href="mailto:didatticasociale.tutorepos@unibo.it">didatticasociale.tutorepos@unibo.it</a>
<b>International students registrar office</b>	<a href="mailto:segstudint@unibo.it">segstudint@unibo.it</a>

### For info on international qualifications and visas:

International desk	Tel. +39 051 2088101 mail <a href="mailto:internationaldesk@unibo.it">internationaldesk@unibo.it</a> Opening hours: Mon-Tue-Wed-Fri: 9.00 - 11.15 am; Tue-Thu 2.30 - 3.30 pm Via Filippo Re 4 - 40126 Bologna
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This call for applications, issued by executive order Prot. n. 0028499 of February 6<sup>TH</sup>, 2023 is subject to the provisions of the Decree of the Minister of Education, Universities and Research no. 6/2019 as amended and supplemented by Decree of the Ministry of Universities and Research no. 8/2021 on the

accreditation of study courses. Appeals against this measure may be lodged with the competent Regional Administrative Court within 60 days of the publication of the notice. The Italian version of the notice is the authentic interpretation of the rules contained therein, also with regard to any disputes. The person in charge of the administrative procedure is the Head of the Student Secretariat: Ms Silvia Spada.