

First-level degree programme – Bachelor’s  
in  
Genomics

<http://corsi.unibo.it/1cycle/Genomics>

Call for Applications a.y. 2017-2018

*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 regards to the exact interpretation of the rules contained within, also in case of potential disputes*

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## 1. INTRODUCTION

Dear Student,

Thank you for your interest in our Bachelor's Degree in Genomics at the School of Pharmacy, Biotechnology and Sport Science– University of Bologna. If you wish to know more about it, please check our website <http://corsi.unibo.it/1cycle/Genomics/Pages/default.aspx> where you will find information such as programme profile, learning outcomes, study plan, contact details, etc.

Genomics 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 enroll.

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

52 Positions allocated as follows:

First selection	Second selection	Third selection (potential)
Only for Italian citizens, EU citizens and EU assimilated citizens (1)	All candidates (1) and (2)	Only for Italian citizens, EU citizens and EU assimilated citizens (1)
32 positions	15 positions + potential residual positions from previous selection (reserved to Italian citizens, EU citizens and EU assimilated citizens)	Potential residual positions
	5 positions reserved to non-EU citizens living outside of Italy	

*In the second selection should places reserved to non-EU citizens living outside of Italy be not fully covered, more positions will be available to EU or EU-assimilated candidates.*

(1)

### EU citizens:

Citizens of: Austria, Belgium, Bulgaria, Croatia, Denmark, Finland, France, Germany, Great Britain, Greece, Ireland, Italy, Luxembourg, the Netherlands, Portugal, Spain, Sweden, Cyprus, Estonia, Latvia, Lithuania, Malta, Poland, Czech Republic, Romania, Slovenia, Slovakia, Hungary.

### EU-assimilated citizens:

- citizens from Norway, Iceland, Liechtenstein, Switzerland and the Republic of San Marino;
- non-EU citizens holding one of the following:
  - EC long-term residence permit

- Residence card (*carta di soggiorno*)
- Residence permit for the purpose of employment or self-employment, for family reasons, political or humanitarian asylum, or on religious grounds;
- non-EU citizens holding a valid residence permit for study reasons, who are already enrolled in a degree course, as long as they have been regularly living in Italy for one year;
- political refugees;
- non-EU citizens who have been living in Italy for at least one year and hold a school qualification obtained in Italy;
- non-EU citizens holding a final diploma obtained from a school outside of Italy running under the Italian school system (Italian schools outside of Italy), or holding a final diploma obtained from one of the school listed on this link: <http://www.studiare-in-italia.it/studentistranieri/moduli/allegato2.pdf>
- staff of foreign diplomatic offices (Embassies/Consulates) as well as International Organizations based in Italy - accredited either at the Italian Government or at the Holy See - along with their close family members (husband/wife and children);

(2)

#### **Non-EU citizens living outside of 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 - MIUR defines the regulations for the admission of non-EU citizens living outside of Italy.

More details available here: <http://www.studiare-in-italia.it/studentistranieri/>

### **3. ADMISSION REQUIREMENTS**

#### **Candidates with non-Italian secondary school-leaving certificates\*:**

If you are completing your secondary school education at a non-Italian high 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 Genomics, your **high school leaving certificate** must meet these requirements:

1. 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);
2. Must allow access, in your own country of reference, to a Degree programme similar to Genomics.
3. Must be obtained after having attended at least two years in the school system that will issue the school-leaving diploma.

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)).

Please also refer to <http://www.studiare-in-italia.it/studentistranieri/>

*\* information updated to march 2017*

#### **English language requirements:**

To take part in the selection your English must be at least at B2 level (according to the European Council scale QCER), and you should provide evidence of it.

Candidates with SAT\* are exempt from submitting an English language certificate.

If you participate to the selection with the TOLC I\*\* or with the dossier here is the list of language certificates that we can accept, as long as they were obtained not earlier than 1st January 2015:

- FCE - First Certificate in English;
- IELTS (Academic) minimum score 5,5 out of 9;
- TOEFL (valid) 78 out of 120 (internet based);
- CAE - Certificate in Advanced English;
- CPE - Certificate of Proficiency in English;

The following can be considered as equivalent to language certificates (the 1st January 2015 date in this case does not apply):

- International Baccalaureate (IB), High School diploma or General Certificate of Education (GCE) obtained in English, with at least 50% of the curriculum taught in English;
- Declaration stating your English native speaker status (i.e. Italian or non-Italian citizens who are fluent in English due to family history or country of raising);

**Italian language requirement:** If you are a non-Italian citizen and you are admitted to Genomics no Italian language is required.

**\* The SAT** is a standardized test used to apply to colleges and universities in the US and in Italy. It assesses your critical thinking and problem solving skills in maths, reading and writing.

It is managed by College Board: for information on the test such as dates, prices, places, deadlines and score reports please check College Board website [www.collegeboard.org](http://www.collegeboard.org).

The School of Economics, Management and Statistics University of Bologna is now a SAT Center and will host a test on 6 May 2017.

For registration and information, please refer to the College Board website.

We can accept SAT certificates obtained **starting from 1st January 2015**.

If you decide to take part in the selection through SAT, it is essential that you comply with all of the following points:

-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.**

-You must ask College Board to forward your SAT scores to the University of Bologna, using code 6993, as soon as you can. In any case, **scores arrived to Unibo later the following dates cannot be considered:**

For the 1<sup>st</sup> selection: 17 July 2017

For the 2ndselection: 05 September 2017

For the 3th \*: 20 October 2017

It is important, therefore, to check with College Board the SAT score delivery times.

If you have taken more than one SAT General test starting from 1<sup>st</sup> January 2015 and have correctly sent all the scores to Unibo within the deadlines, Unibo will consider that with the higher score.

For registration and information, please refer to the College Board website.

**\* This round of intake will be activated only if there are places left from the previous rounds**

### **\*\*TOLC I**

The CISIA Online Tests (TOLC-E and TOLC-I) are computer-based tests managed by the Consortium of Inter-University Integrated Access Systems (CISIA). **TOLC-I is in Italian only**, which is why candidates who submit scores from this test are also requested to provide evidence of English language competency (strictly between those listed in par. 3).

TOLC tests do include some questions in English which, however, will not be considered for the purpose of language assessment.

TOLC taken starting **from 1° January 2015** up to the day before each selection deadlines will be considered valid. If you took or are going to take more than one TOLC test, Unibo will consider that with the higher score.

The University of Bologna does not directly manage TOLC tests. For information, prices, deadlines, score reports, dates and places of the test, please check CISIA website [www.cisiaonline.it](http://www.cisiaonline.it).

All reported scores (SAT, TOLC-I, DOSSIER), will be normalized and expressed in points out of 1600 <sup>2</sup>. Selection will be based on a ranking of the points attained.

In case of a tie, the youngest candidate will prevail.

<sup>2</sup> SAT certificates obtained before March 2016 (the “old SAT”) have a marking system different to that of the “new SAT”; however, all scores will be equalized under the comparison formula that College Board has released on its website (<https://collegereadiness.collegeboard.org/sat/scores/understanding-scores/sat-score-converter>)

## DOSSIER

Extra-EU (non-EU assimilated) candidates may choose to be assessed either through their SAT scores OR by submitting a dossier in their application.

Grades in Maths, Physics and Science will be taken into account for the purpose of the selection.

The score you will be assessed with is given by the average of final marks in Maths, Physics and Science in the last two years of high school.

## 4. TABLES OF DEADLINES

### First round of admissions (for EU and EU-assimilated students)

Registration for the selection	From 14/2/2017 to 17/07/2017, 1pm
Admissions results	28/07/2017
Enrolment for selected candidates	From 28/07/2017 to 04/08/2017

### Second round of admissions (all candidates)

Registration for the selection	From 01/08/2017 to 05/09/2017, 1 pm
Admissions results	18/09/2017
Enrolment for selected candidates	From 18/09/2017 to 25/09/2017
Positions left available are published	28/09/2017
Confirmation of your interest	From 28/09/2017 to 02/10/2017
Admission results	05/10/2017
Enrolment for selected candidates	From 05/10/2017 to 11/10/2017

### Third round of admissions (if activated - for EU and EU-assimilated students)

<b>Registration for the selection</b>	From 16/10/2017 to 20/10/2017, 1pm
<b>Admissions results</b>	06/11/2017
<b>Enrolment for selected candidates</b>	From 06/11/2017 to 13/11/2017

## 5. APPLYING TO THE SELECTION PROCEDURE

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

### **Deadline:**

- First selection: 17/07/2017, 1pm
- Second selection: 05/09/2017, 1pm
- Third selection (if activated): 20/10/2017, 1pm

### **First Step:**

1) Connect to [www.studenti.unibo.it](http://www.studenti.unibo.it) (StudentiOnline) and create your personal user ID and password, by clicking on '*Se non sei ancora registrato: Registrati*' (you can then switch to English by clicking on the top left button).

2) Registration with Tax ID: in case you are a foreign student and you do not have an Italian Tax Code (*Codice Fiscale*), click on "International students registration" and fill in the form to create your user ID and password.

3) Go on and register by providing the required information. **Important!** If you are applying through SAT, it is essential that in the "private email" field you provide the same personal email address that you used at the moment of your SAT registration on the College Board website. We will not be able to assess your application if you do not.

4) After your first access, you will be asked to change your password. Please remember your Username and Password as they will be always required to access your profile.

### **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 programme" > "Genomics"  
> Select the right option: are you a EU or EU-assimilated student, or a non-EU student living outside of Italy?

3) Indicate how you are choosing to be selected through the specific drop-down menu:

For EU + EU assimilated candidates:

- SAT General Test or
- TOLC-I.

For non-EU candidates living outside Italy:

- SAT General Test or
- Dossier

Please be sure of your choice: after you have made it, you cannot change your mind!

4) Upload all the required documents in .pdf format:

### **EU and EU assimilated candidates:**

If you chose TOLC-I:

- ID
- English certificate (one between those listed in par. 3)
- Copy of your permit of stay (only if applicable)

If you chose SAT:

- ID
- Copy of your permit of stay (if applicable)

### **Non-EU candidates living outside Italy:**

If you chose the Dossier:

- ID (passport)
- English certificate (one between those listed in par. 3)
- School transcripts (please refer to par.3)

If you chose SAT:

- ID (passport)

**N.B.** such documents must be submitted **via Studenti Online only**, and not by email or by post.

5) Pay the application fee (30,00 €), 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 by the deadlines above. Candidates who wish to take part in the first AND the second round of intakes will have to pay the application fee only once.

Payment must be accomplished by:

- 17/07/2017, 1pm (first selection)
- 05/09/2017, 1pm (second selection)
- 20/10/2017, 1pm (third selection-if activated)

## **6. OFA – ADDITIONAL LEARNING REQUIREMENTS**

Admission tests (SAT, TOLC I) or Dossier evaluation assess your general knowledge as well as your preparation in some specific fields.

At Genomics it is important to know some basic mathematics, therefore if you do not reach **a minimum set threshold for maths** in your test, you will be assigned with OFA (standing for *Obbligo Formativo Aggiuntivo* = “Additional Learning Requirement”), and be asked to do some supplementary study.

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

- 400/800 for SAT
- 10/20 for TOLC-I
- 400/800\* for grades from transcripts in the Dossier (as converted to the SAT scale)

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 passing the “mathematics” exam (I.C) or “Chemistry” or “Programming” within your first year.

Students who receive the OFA, and fail to pass one of the exam mentioned within their first year, can only conditionally enrol in the second year: they may nonetheless attend second-year classes, but cannot take any second-year exam.

Enrolment to second year will become effective only once the OFA requirement is met; only after that, students may begin to sit second-year exams.

## 7. STUDENTS WITH NON-ITALIAN SECONDARY SCHOOL CERTIFICATES

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

The Italian Embassy or Consulate in the country related to your school system is the institution that issues such documents.

Please check this page for more info:

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

You can take part in the selection even though you do not have all the validated documents yet, but if you are eventually admitted to the programme, you will need them in order to enroll.

Unibo does not require the translation of certificates released in English, French, German, or Spanish.

### Useful links:

- **Foreign qualifications valid for access to Unibo:**

<http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/foreign-qualificationsvalid-for-access-to-first-and-single-cycle-degree-programmes>

- **Declaration of Value:**

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

- **Legalization and Translation of Documents:**

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

- **Unibo for Refugees:**

<http://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/exemptions-andincentives/unibo-for-refugees>

- **Enrolling with foreign qualification:**

<http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in-first-or-singlecycle-degree-programme-foreign-qualification>

### Visa and rules for residence in Italy

#### EU and EU-assimilated

If you have been living in Italy for more 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

All students with non-EU citizenship are required to apply for a **student visa**. To obtain a student visa (**Visto D: studio/ immatricolazione università**), you must apply for it at the Italian Consulate in your country of citizenship or residence.

For more information, you can check <http://vistoperitalia.esteri.it/home/en>

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 (“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 are available at this link: <http://www.unibo.it/en/teaching/enrolmenttransfer-and-final-examination/visa-and-rules-for-residence-in-italy/residence-permit> .

## 8. ENROLMENT PROCEDURE FOR ACCEPTED CANDIDATES

Successful candidates must enroll by the following deadlines:

- First selection: 04/08/2017
- Second selection: 25/09/2017
- Third selection (if activated):13/11/2017

### A) 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 programme (new degree system)” > “Genomics”;
- 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 Genomics tuition fees. Payment modes other than those indicated on the Portal will not be accepted.

Once you are in Bologna, you need to go the **Students Administration Office** (Segreteria Studenti Scuola di Farmacia, Biotecnologie e Scienze motorie, Via San Donato 19/2, 40127 Bologna) with a valid ID in order to receive your student card (badge), if the enrolment is complete.

In the following cases, in order to complete your enrolment, you need to deliver in person to the Students Administration Office some specific documents:

- **Students with disabilities:** please refer to this link: <http://www.unibo.it/en/services-andopportunities/study-grants-and-subsidies/exemptions-and-incentives/exemptions-forhandicapped-students>
- **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: <http://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** have to hand in to the Students Administration Office all the documents received from the embassy-and anyway what listed at the following link under the paragraph“Matriculation”: <http://www.unibo.it/en/teaching/enrolment-transfer-and-finalexamination/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification>.

## B) Candidates transferring from other Italian Universities:

If you are a student in another Italian University, have passed the selection for Genomics and wish now to enroll in this course:

- 1) Follow the instructions for Genomics registration as in paragraph A above, specifying that you are transferring from another University;
- 2) By the deadlines indicated above, pay the first instalment (or full amount) of Genomics tuition fees following all the instructions indicated here:

<http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/transferring-to-theuniversity-of-bologna/transferring-to-the-university-of-bologna> (the exact amount of the transfer fee will be confirmed by the academic bodies around April).

- 3) Submit a transfer request to your home university within the deadlines provided.

Later on, you will be asked to submit a transfer fee, together with the first instalment of your tuition fees (the exact amount of the transfer fee will be confirmed by the academic bodies around April).

## C) 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 Genomics and wish now to enroll in Genomics (*passaggio di corso*):

- 1) pay the first instalment of your current course tuition fee.
- 2) you need to fill in the specific transfer request (*passaggio di corso*) on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)), and pay the transfer fee (the exact amount of the transfer fee will be confirmed by the academic bodies around April).

You can refer to the following page: <http://www.unibo.it/en/teaching/enrolment-transfer-and-finalexamination/changing-study-programme-within-the-university-of-bologna/changing-studyprogramme-within-the-university-of-bologna>

Points 1) and 2) must be fulfilled within specific deadlines:

-for candidates of the first selection: from 28/07/2017 to 04/08/2017

-for candidates of the second selection: from 18/09/2017 to 25/09/2017

-for candidates of the third selection (if activated): from 06/11/2017 to 13/11/2017

## 9. OPEN POSITIONS

Not all selected students eventually enroll, which is why, **after the second admission selection (only)**, there might still be some places left available.

If that is the case, the Students Administration Office will publish on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) the number of places left available (see paragraph 4 “tables of deadlines” second round of admission);

So, if you are listed in the general ranking as admissible (all candidates defined “idonei”), but were not selected, check Studenti Online in the dates indicated below.

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 to **confirm your interest**, by selecting the appropriate button on Studenti Online **from 28/09/2017 to 02/10/2017** (click on the button “desidero essere recuperato”).

Please note that if you do not confirm your interest you can't participate to any of the steps of the procedure and you therefore will not be picked up.

A list of newly admitted candidates will then be published on Studenti Online on 05/10/2017.  
Please note that candidates are admitted following the position of the ranking.

If it features your name, you should enroll **from 05/10/2017 to 11/10/2017**.

## 10. CONTACTS

### Office in charge of the application procedure:

- **Segreteria Studenti di Farmacia, Biotecnologie e Scienze Motorie**

Via San Donato 19/2, 40127 Bologna

e-mail: [segfarbiomot@unibo.it](mailto:segfarbiomot@unibo.it) - tel. +39 051 2095640 – fax +39 051 2086232

Orario di ricevimento al pubblico e di ricevimento telefonico:

LUN-MAR-MER-VEN ore 9:00-11:15

MAR-GIO ore 14:30-15:30

### Programme coordinator

Dott.ssa Federica Campi

e-mail: [farbiomot.genomics@unibo.it](mailto:farbiomot.genomics@unibo.it)

### Programme Tutor

Prof. Giovanni Perini

e-mail: [farbiomot.genomics@unibo.it](mailto:farbiomot.genomics@unibo.it)

### For info on foreign qualifications and visas:

International Desk: Via Filippo Re 4 - 40126 Bologna

e-mail: [internationaldesk@unibo.it](mailto:internationaldesk@unibo.it) - tel. +39 051 2088101 - fax +39 051 2086113

Opening hours: Mon-Tue-Wed-Fri: 9.00 - 11.15 am; Tue-Thu 2.30 - 3.30 pm

### For technical issues related to "Studenti online"

Refer to the Help desk-tel. +39 051 2099882 e-mail: [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it)

Information on grants, scholarships and other benefits are available at this link:

<http://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/study-grants-and-subsidies>