



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA  
CAMPUS DI FORLÌ

**DEPARTMENT OF POLITICAL AND SOCIAL SCIENCES**

**ABSTRACT of the**

**Call for application for the admission to the curricula**  
**“Scienze Internazionali e Diplomatiche”** (in Italian) - SID  
**“Diplomatic and International Sciences”** (in English) - DIS

of the First Cycle Degree / Bachelor in  
**“INTERNATIONAL RELATIONS AND DIPLOMATIC AFFAIRS”**  
Degree Programme Class L-36 - Political science and international relations  
(programme code 8048)

Website

<https://corsi.unibo.it/1cycle/InternationalDiplomaticRelations>

**ACADEMIC YEAR 2022/2023**

**TABLE OF CONTENTS**

PAY ATTENTION	Pag. 2
GENERAL CALENDAR	Pag. 4
SECTION 1 – Available places	Pag. 5
SECTION 2 – Entry requirements	Pag. 6
SECTION 3 – Curriculum “Diplomatic and International Sciences” (in English): application procedure (for the Curriculum “Scienze Internazionali e Diplomatiche” in Italian: see the Italian CALL, section 2)	Pag. 7
SECTION 4 – Curriculum “Diplomatic and International Sciences” (in English): Final rankings (for the Curriculum “Scienze Internazionali e Diplomatiche” in Italian: see the Italian CALL, section 3)	Pag. 10
SECTION 5 – Enrollment	Pag. 12
SECTION 6 – Final information and contacts	Pag. 16

*Abstract of the original document written in Italian. Note: The Italian language version of the document takes priority with regard to the exact interpretation of the rules contained within, also in the case of potential disputes.*

### **PAY ATTENTION**

The degree program in INTERNATIONAL RELATIONS AND DIPLOMATIC AFFAIRS, class L-36, in the academic year 2022-23 has **two curricula with two different study plans:**

Curriculum “Scienze Internazionali e Diplomatiche” (SID) taught in Italian

Curriculum “Diplomatic and International Sciences” (DIS) taught in English.

You can apply for both curricula.

**CHECK dates and deadlines because you must respect them.**

### **REGULARLY ACCESS**

- the online service **Studenti Online** at [www.studenti.unibo.it](http://www.studenti.unibo.it) in correspondence with the dates of publication of the ranking of selected candidates and the list of eligible candidates admitted to enrolment after the clearing procedure;
- the institutional mailbox: [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it);

because these are the only instruments for being updated on the progress of the competition (ranking, timing for the clearing procedure, enrolment etc.).

### **REMBEMBER**

- **with the registration on the website of CISIA to do the test TOLC-E (requested for the selections of the Italian curriculum SID) or THE ENGLISH TOLC-E (requested for the selections of the English curriculum) you have not directly applied to the selection.** In order to apply to the selection you have to access to [www.studenti.unibo.it](http://www.studenti.unibo.it) and follow the procedure described in this Call, SECTION 3
- **each application is valid only for one intake and it is necessary to pay the registration fee of 20 euro for each curriculum**
- if you apply again for the second selection of the same curriculum, you won't have to pay the registration fee of 20 euro anymore
- the application to the selection without having done the test TOLC-E in Italian (curriculum SID) or THE ENGLISH TOLC-E (curriculum DIS) or having done different tests doesn't allow you to be evaluated.

If you are selected, in order to keep your place, you must enroll paying the first instalment of tuition fees within the established deadlines. On the contrary, you will be considered renouncing.

- ✓ If you are a Non-EU candidate and/or if you have a qualification obtained abroad read carefully the information on the website:

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

<https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/non-eu-students-with-residency-abroad-reserved-quotas-pre-enrolment-visas-and-italian-language-tests>

The Italian Ministry of University and Research (MUR) every year establishes with a specific rule the procedures for the admission of international students to Italian universities

<http://www.studiare-in-italia.it/studentistranieri/>.

**GENERAL CALENDAR (for both curricula)**

INTAKE	PHASE	DATE	
<b>FIRST INTAKE</b>	APPLICATION PERIOD (TOLC-E for SID; ENGLISH TOLC-E for DIS done by <b>29 April 2022</b> )	from 11/03/2022 to <b>02/05/2022</b> at 13.00	
	PUBLICATION OF CANDIDATES WHOSE TOLC HAS NOT BEEN RECEIVED	3/05/2022	
	DEADLINE FOR CANDIDATES WHOSE TOLC HAS NOT BEEN RECEIVED TO SEND THEIR TOLC-E (SID) OR ENGLISH TOLC-E (DIS)	6/05/2022	
	RANKING PUBLICATION AND START OF ENROLLMENT PROCEDURE BY SELECTED CANDIDATES	11/05/2022 h. 13.00	
	CLOSING DATE OF ENROLLMENT BY SELECTED CANDIDATES	23/05/2022	
<b>SECOND INTAKE</b>	APPLICATION PERIOD (TOLC-E for SID; ENGLISH TOLC-E for DIS done by <b>19 July 2022</b> )	From 24/05/2022 to <b>21/07/2022</b> at h. 13.00	
	PUBLICATION OF CANDIDATES WHOSE TOLC HAS NOT BEEN RECEIVED	22/07/2022	
	DEADLINE FOR CANDIDATES WHOSE TOLC HAS NOT BEEN RECEIVED TO SEND THEIR TOLC-E (SID) OR ENGLISH TOLC-E (DIS)	25/07/2022	
	RANKING PUBLICATION AND START OF ENROLLMENT PROCEDURE BY SELECTED CANDIDATES	29/07/2022 h. 13.00	
	CLOSING DATE OF ENROLLMENT BY SELECTED CANDIDATES	05/08/2022	
	<b>FIRST CLEARING PROCEDURE</b>	PERIOD OF EXPRESSION OF INTEREST IN THE CLEARING PROCEDURE	from 29/07/2022 h 13.00 to 05/08/2022
		PUBLICATION OF THE LIST OF ACCEPTED CANDIDATES OF THE CLEARING PROCEDURE AND STARTING DATE OF ENROLLMENT	23/08/2022
		CLOSING DATE OF ENROLLEMENT FOR ACCEPTED CANDIDATES OF THE CLEARING PROCEDURE	29/08/2022

	<b>SECOND CLEARING PROCEDURE</b>	PERIOD OF EXPRESSION OF INTEREST IN THE CLEARING PROCEDURE	from 23/08/2022 to 29/08/2022
		PUBLICATION OF THE LIST OF ACCEPTED CANDIDATES OF THE CLEARING PROCEDURE AND STARTING DATE OF ENROLLMENT	01/09/2022
		CLOSING DATE OF ENROLLEMENT FOR ACCEPTED CANDIDATES OF THE CLEARING PROCEDURE	07/09/2022

## SECTION 1 – AVAILABLE PLACES

For the academic year 2022/2023 the number of available places for the admission to the first cycle degree in International relations and diplomatic affairs is **465**, divided between **curricula, intake and group of citizens as follows:**

	<b>SID</b> <i>Curriculum Scienze internazionali e diplomatiche</i>	<b>DIS</b> <i>Curriculum Diplomatic and International Sciences</i>
First intake	<ul style="list-style-type: none"> <li>- Italian candidates, EU candidates and non-EU candidates with EU equivalent status*: <b>294 places</b></li> <li>- Non-EU candidates residing abroad: <b>6 places</b></li> </ul>	<ul style="list-style-type: none"> <li>- Italian candidates, EU candidates and non-EU candidates with EU equivalent status*: <b>89 places</b></li> <li>- Non-EU candidates residing abroad: <b>11 places</b></li> </ul>
Second intake	<ul style="list-style-type: none"> <li>- Italian candidates, EU candidates and non-EU candidates with EU equivalent status*: <b>25 places</b> + places not assigned in the first intake</li> <li>- Non-EU candidates residing abroad: <b>6 places</b> + places not assigned in the first intake</li> </ul>	<ul style="list-style-type: none"> <li>- Italian candidates, EU candidates and non-EU candidates with EU equivalent status*: <b>23 places</b> + places not assigned in the first intake</li> <li>- Non-EU candidates residing abroad: <b>11 places</b> + places not assigned in the first intake</li> </ul>
Total places for curriculum	<b>331</b>	<b>134</b>

An additional selection is foreseen for the program **“First year in Buenos Aires”**. This program has 15 places (9 places for the Italian curriculum, 6 places for the English curriculum) **and it has** a predetermined alternative study plan. Selection procedure for this program will be detailed in a specific Call that will be published on the website.

Places reserved to Non-EU citizens residing abroad not assigned will be available for Italian, EU candidates and non-EU candidates with equivalent status to EU candidates for both curricula.

\* Please find out who are non-EU candidates with EU equivalent status here:

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

## **SECTION 2 – ENTRY REQUIREMENTS**

---

You are admitted in the selection procedure (and enrol in the degree programme) if you hold one of the following qualifications:

o a 5-year high-school Italian diploma awarded by institutions of upper secondary education (including high-school diplomas awarded by educational institutions and artistic high schools with an additional annual supplementary programme) or a bachelor’s degree.

o a pilot 4-year high-school Italian diploma issued by an institute admitted to the 4-year secondary high school trial.

o 4-year high-school Italian diploma awarded by institutions of upper secondary education where the additional supplementary year is not active. In this case, you have to fulfil a specific additional learning activity at the University of Bologna by March 31<sup>st</sup>, 2024. If you fail you will be enrolled in the 1st year again also for the following academic year.

o Qualification obtained abroad, after twelve years of schooling, allowing the admission to the University and to the chosen degree programme in the country where the qualification was issued, according to the established rules - see Circular of the Ministry of University and Research - MUR for the academic year 2022-2023 available on the <http://www.studiare-in-italia.it/studentistranieri/> website and the detailed information on the University Portal:

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

You can enrol in the selection procedure (and in the degree programme if you are admitted) even if you have not completed your qualification yet, but you must obtain it within December 30<sup>th</sup>, 2022 otherwise the enrolment will be cancelled.

**SECTION 3 – CURRICULUM “DIPLOMATIC AND INTERNATIONAL SCIENCES” (IN ENGLISH):  
APPLICATION PROCEDURE (for the Curriculum “Scienze Internazionali e Diplomatiche” in Italian:  
see the Italian CALL, section 2)**

---

**A. INTAKES**

**Two ordinary intakes** (May, July) are scheduled and deadlines are indicated in the GENERAL CALENDAR.

If there are available places at the end of the second intake, an **extra-ordinary selection** can be launched.

The possible Call will be posted on the Degree website.

**B. HOW TO APPLY**

To apply to the selection, it is necessary to:

- a) have obtained a qualification among those requested in the SECTION 2- ENTRY REQUIREMENTS;
- b) have taken the test **ENGLISH TOLC-E**, organized by the **CISIA** by the following dates:
  - by **29/04/2022** for the first intake
  - by **19/07/2022** for the second intake

The English TOLC-E test is organized and managed by CISIA.

You must register for ENGLISH TOLC-E through the website [www.cisiaonline.it](http://www.cisiaonline.it), paying the fee of 30 euros. The **ENGLISH TOLC-E** taken in presence (TOLC onsite) or at home (TOLC@HOME) **from 1 January 2021 are valid. Only the latest ENGLISH TOCL-E will be considered valid.**

On the website [www.cisiaonline.it](http://www.cisiaonline.it), you can find the procedures to enrol, the test dates, the structure and syllabus of the test and other useful information. You can take the test in any of the Universities members of CISIA.

If you participate with a TOLC test that is not the English TOLC-E, you will be excluded from the selection procedure for DIS curriculum.

- c) **apply to the intake** you have chosen within the deadlines indicated in the GENERAL CALENDAR in the following way:
  - 1. Connect to **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)) using your SPID account. The system collects automatically your data and creates your University of Bologna Username ([nome.cognome@studio.unibo.it](mailto:nome.cognome@studio.unibo.it)) and password.  
If you are a minor, you can obtain your username and password at [www.studenti.unibo.it](http://www.studenti.unibo.it) selecting “REGISTER”.  
If you are an international student without an identity document issued in Italy, you can obtain your username and password at [www.studenti.unibo.it](http://www.studenti.unibo.it) selecting “REGISTER” then “INTERNATIONAL STUDENTS REGISTRATION”.

2. click on “ADMISSION APPLICATION” button, select “FIRST CYCLE DEGREE PROGRAMME”, then “SCIENZE INTERNAZIONALI E DIPLOMATICHE – CURRICULUM IN ENGLISH LANGUAGE “Diplomatic and International Sciences - DIS” and then FIRST/SECOND INTAKE
3. **Pay the registration fee of € 20,00** (unless it has been already paid for the first intake). The payment must be done through Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) and the amount paid cannot be refunded under no circumstances.

ATTENTION: For each intake you can apply for both curricula, **paying for each curriculum** the registration fee of € 20,00, unless you have already paid it.

4. Check on **Studenti Online** the list of candidates whose English TOLC-E has not been received.

On the date indicated for each intake in the General Calendar, you have to check on **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)), in the detail of your admission request (among the “requests in progress”), the list of candidates whose English TOLC-E has not been received.

If you are in the list, you have to send an e-mail from your institutional account [nome.cognome@studio.unibo.it](mailto:nome.cognome@studio.unibo.it) to the Student Administration Office of Forlì Campus at [segforli@unibo.it](mailto:segforli@unibo.it) with the subject “English TOLC-E – Curriculum DIS”, within the date indicated for each intake in the General Calendar attaching the following documents, otherwise you will be excluded from the selection procedure:

- o the certificate of the last English TOLC-E you have taken, with the fiscal code and the date of the test;
- o your identity document.

#### **REMINDER:**

- It is fundamental you precisely indicate your personal data (name, surname, date and place of birth, gender, e-mail address) both on [www.studenti.unibo.it](http://www.studenti.unibo.it) and on [www.cisiaonline.it](http://www.cisiaonline.it)
- it is necessary to respect the deadlines illustrated in the GENERAL CALENDAR
- application is valid only for the intake in which you choose to participate
- you can participate in the next selection of the same curriculum, even if you have already passed the previous one, without paying again the registration fee of € 20,00.

For assistance with the completion of the on-line application procedure, candidates can contact the Help Desk of Studenti Online tel. number +39 051 2080301 or e-mail [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it).



## C) APPLICATIONS FROM NON EU CITIZENS RESIDING ABROAD

If you are a non-EU citizen residing abroad, according to the Circular of the Ministry of University and Research – MUR published at [www.studiare-in-italia.it/studentistranieri/](http://www.studiare-in-italia.it/studentistranieri/) , you have to:

- Hold a qualification allowing the admission to the University
- Pre-enrol at the relevant Italian diplomatic representations on [www.universitaly.it](http://www.universitaly.it). It is possible to select one degree programme where you have been admitted.

If you are a non-EU citizen with a residence permit for study reasons and you formally withdraw from studies in this or another Italian University, you lose the requisites to study in Italy with the consequent revocation of the permit of stay. Therefore, you will have to go back to your home country and pre-enrol at the relevant Italian diplomatic representations on [www.universitaly.it](http://www.universitaly.it) within the deadlines defined every year and published at [www.studiare-in-italia.it/studentistranieri/](http://www.studiare-in-italia.it/studentistranieri/).

For more information please visit the following websites:

<http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/International-Students-how-to-prepare-for-enrollment>

<https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/non-eu-students-with-residency-abroad-reserved-quotas-pre-enrolment-visas-and-italian-language-tests>

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

For the curriculum “Diplomatic and International Sciences” it not necessary to do the test of Italian language because the curriculum is entirely taught in English.

## D) RECOGNITION OF PREVIOUS STUDIES

Candidates who wish to obtain the recognition of previous studies, candidates who wish to transfer from other Italian Universities or from other degree programs of the University of Bologna, candidates who have withdrawn from a degree or who have lost their student status **must participate in the selection procedure according to the terms and conditions laid down in this call.**

The requests of recognition of previous studies will be evaluated only if the candidate will be selected and according to the following criteria:

- For the curriculum DIS, exams will be recognized only if they have been taken in English
- Will be admitted to the first year candidates who will be recognized less than 27 credits;
- Will be admitted to the second year candidates who will be recognized at least 27 credits;
- Will be admitted to the third year candidates who will be recognized at least 81 credits;

For those students admitted to the second and third year, the possible additional learning requirement (OFA) will be considered fulfilled.

**SECTION 4 – CURRICULUM “DIPLOMATIC AND INTERNATIONAL SCIENCES” (IN ENGLISH):  
RANKINGS (for the Curriculum “Scienze Internazionali e Diplomatiche” in Italian: see the Italian  
CALL, section 3)**

---

**A. CRITERIA**

For each intake a merit ranking is published.

Candidates are placed in the ranking according to **the score obtained in the ENGLISH TOLC-E.**

In the case of candidates with equivalent score, the priority will be given to the youngest.

**B. WHERE AND WHEN RANKINGS ARE PUBLISHED**

Rankings are published on [www.studenti.unibo.it](http://www.studenti.unibo.it) (**Studenti online**) in the detail page of the admission request. This publication is the unique way of official information about the results of selection.

Dates of publication are scheduled in the GENERAL CALENDAR.

**C. RANKING FIRST AND SECOND INTAKE**

In the first and in the second intake, you can be evaluated as follows:

- a) **SUCCESSFUL:** if you are placed in a useful position of the ranking.

**You must enroll within the following mandatory deadlines:**

FIRST INTAKE	from 11/05/2022 h.13.00 to 23/05/2022
SECOND INTAKE	from 29/07/2022 h.13.00 to 05/08/2022

- b) **ELIGIBLE:** you have not been selected for the lacking of available places. You cannot enroll but you can participate to the following intake. In the first intake no clearing procedure is scheduled. In the second intake you can participate to the CLEARING PROCEDURE.

## D. CLEARING PROCEDURE

**Clearing procedure** is possible only in the second intake if there are available places after the selected candidates have enrolled.

In order to participate in the clearing process, you have to:

1. **Connect** to **Studenti Online** on the website [www.studenti.unibo.it](http://www.studenti.unibo.it)
2. **Express your interest in the clearing procedure**, by clicking on the button available in the detail page of the admission request after the publication of the ranking
3. **Check that you have correctly submitted your request** by connecting again to the details of your admission application.

Mandatory deadlines of the clearing procedure:

<b>FIRST CLEARING PROCEDURE</b>	PERIOD OF EXPRESSION OF INTEREST IN THE CLEARING PROCEDURE	From 29/07/2022, h. 13.00 To 05/08/2022
	PUBLICATION OF THE LIST OF ACCEPTED CANDIDATES OF THE CLEARING PROCEDURE AND STARTING DATE OF ENROLLMENT	23/08/2022
	CLOSING DATE OF ENROLLEMENT FOR ACCEPTED CANDIDATES OF THE CLEARING PROCEDURE	29/08/2022
<b>SECOND CLEARING PROCEDURE</b>	PERIOD OF EXPRESSION OF INTEREST IN THE CLEARING PROCEDURE	From 23/08/2022 to 29/08/2022
	PUBLICATION OF THE LIST OF ACCEPTED CANDIDATES OF THE CLEARING PROCEDURE AND STARTING DATE OF ENROLLMENT	01/09/2022
	CLOSING DATE OF ENROLLEMENT FOR ACCEPTED CANDIDATES OF THE CLEARING PROCEDURE	07/09/2022

- Clearing procedure is not automatic. You must always declare your interest in the clearing procedure.
- Two clearing procedures are scheduled:
  - o You can participate in the second clearing procedure only if you have participated in the first one
  - o You have to renew your interest each time through [www.studenti.unibo.it](http://www.studenti.unibo.it)
  - o You cannot cancel your interest once declared
  - o The list of candidates admitted after the clearing procedure is published on [www.studenti.unibo.it](http://www.studenti.unibo.it) in the detail page of the admission request

- Admitted candidates must enroll according to the procedure indicated in SECTION 5 ENROLLMENT.

## SECTION 5 – ENROLLMENT

---

### A. DEADLINES

If you are selected, you must enroll within the mandatory deadlines of each intake reported in the GENERAL CALENDAR.

### B. HOW TO ENROL

#### B.1. How to enrol for the first time

Within the mandatory deadlines indicated for each intake in the General calendar you have to:

- **Connect to Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)), with your SPID account or with the username ([nome.cognome@studio.unibo.it](mailto:nome.cognome@studio.unibo.it)) and password received when applying;
- Select “**REGISTRATION**”, then “First cycle degree programme” and the programme “**SCIENZE INTERNAZIONALI E DIPLOMATICHE**”, enter the data required and upload your passport-sized photo. In the event of false declarations, in addition to incurring the penalties laid down in Article 496 of the Italian Penal Code, you will automatically lose your right to enrol and any related benefits, without being entitled to any reimbursement of the payments made;
- During the online enrolment procedure, candidates are required to **confirm the chosen curriculum: SID in Italian or DIS in English**
- **Pay the first instalment or the entire annual amount of the tuition fees** according to the procedures indicated on **Studenti Online**. If you do not pay in time, you will be excluded from the enrolment procedure (late payments are not accepted).
- **Activate your student career within 28th February 2023**, otherwise your enrolment will be cancelled:
  - If you enrolled using your SPID account: after paying, your career will be automatically activated (unless you are in one of the cases listed below);
  - If you enrolled using your username and password: you have to follow the procedures indicated.

After activating your career, you will have access to the university services such as the online study plan, exams booking, Wi-Fi, online library resources and LABIC of Forlì Campus and you will be able to make career procedures (programme transfer, transfer to another Italian university, withdrawal from studies).

Moreover, you will receive an e-mail with the instructions to **print the student card**.

In the following cases, check the further steps required to complete the activation of your career:

o **Students with recognised invalidity of at least 66% or with a certificate attesting their conditions in accordance to L. 104/92** should provide a copy of the certificate to the Student Administration Office in Forlì Campus at [segforli@unibo.it](mailto:segforli@unibo.it) to benefit from the exemptions indicated at the following webpage: <http://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/exemptions-and-incentives/exemptions-for-disabled-students>;

o **Non-EU citizens with equivalent status** shall submit a copy of the valid residence permit that allows the equivalence to the Student Administration Office of Forlì Campus at [segforli@unibo.it](mailto:segforli@unibo.it);

o **Non-EU citizens residing abroad** have to check the information at the link <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/non-eu-students-with-residency-abroad-reserved-quotas-pre-enrolment-visas-and-italian-language-tests>, then connect to **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)), select “Calls (bandi)”, then *Matriculation for the 22\_23 academic year - document upload for international students with foreign qualifications* – and upload a copy of a valid residence permit or a copy of your student VISA and a copy of the receipt issued by the Post Office confirming your application (with which your enrolment will be conditionally accepted);

o **Students holding a foreign qualification** shall check the information at the link <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification>, select “Calls (bandi)”, then *Matriculation for the 22\_23 academic year - document upload for international students with foreign qualifications* – and upload the documents connected with your qualification within 28<sup>th</sup> February 2023. After your arrival in Italy, you have to book an appointment with the Student Administration Office of Forlì Campus to show the original documents.

## **B.2. How to enrol if you transfer from another Italian University**

Within the deadlines indicated in the General Calendar you have to:

- Connect to **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)) with your SPID account or with the University username ([nome.cognome@studio.unibo.it](mailto:nome.cognome@studio.unibo.it)) and password obtained when applying;
- Select “**REGISTRATION**”, then “First cycle degree programme”, then select the programme “**SCIENZE INTERNAZIONALI E DIPLOMATICHE**” and the **CURRICULUM SID/DIS** you have been admitted to, specifying the University you come from and complete the online enrolment according to the procedures detailed here above at point **B.1**.
- **Pay the first instalment or the entire annual amount of the tuition fees** according to the procedures indicated on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)).
- **Submit the transfer application** to the Italian University of origin within the deadlines established by the University of origin.

Your career at the University of Bologna will be active only after your Degree Programme Board formally declares the recognition of your previous studies and the prosecution of the studies in

the degree programme.

You can take learning activities in the university of origin until you submit your transfer application.

Once the Student Administration Office of Forlì Campus receives the documents from your University of origin, you will be asked to pay for a specific transfer fee.

For more information, please see the following webpage:

<http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/transferring-to-the-university-of-bologna>

### **B.3. How to enrol if you change your degree programme within the University of Bologna**

#### **B.3.1. First intake**

If you are currently enrolled in another programme of the University of Bologna and you participated in the first intake, you have to follow the procedures indicated below within the deadlines specified in the General Calendar:

- Connect to **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)) with your SPID account or with the University username (nome.cognome@studio.unibo.it) and password obtained when applying
- Select “**REGISTRATION**”, then “First cycle degree programme”, then select the programme “**SCIENZE INTERNAZIONALI E DIPLOMATICHE**” and the **CURRICULUM SID/DIS** you have been admitted to and complete the online enrolment according to the procedures detailed here above at point **B.1.**
- **Pay the first instalment or the entire annual amount of the tuition fees** according to the procedures indicated on **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it))
- Starting from 21/07/2022 and by the peremptory deadline of 07/09/22, you have to make the following procedure in **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)):
  - o Click on “**PROGRAMME TRANSFER**” and enter the required data;
  - o **Pay for the degree programme change fee**, whose amount (together with other information) will be available at the following link: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/changing-study-programme-within-the-university-of-bologna/changing-study-programme-within-the-university-of-bologna> if you are changing degree programme within the University of Bologna or <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/transfer-to-a-study-programme-under-the-new-system> if you are transferring to a programme running under the new degree programme system.

#### **B.3.2. Second intake**

If you are currently enrolled in another programme of the University of Bologna and you participated in the second intake, you have to follow the procedures indicated below within the deadlines specified in the General Calendar:

- Connect to **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)) with your SPID account or with the

University username (nome.cognome@studio.unibo.it) and password obtained when applying

- **pay the first instalment or the entire annual amount of the tuition fees** of the course of origin (having paid all tuition fees for the previous academic years);
- **submit the request to change course** clicking on “**PROGRAMME TRANSFER**” entering the required data;
  - **Pay for the degree programme change fee**, whose amount (together with other information) will be available at the following link: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/changing-study-programme-within-the-university-of-bologna/changing-study-programme-within-the-university-of-bologna> if you are changing degree programme within the University of Bologna or <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/transfer-to-a-study-programme-under-the-new-system> if you are transferring to a programme running under the new degree programme system.

In both cases B.3.1. and B.3.2. your career in the new study Degree Programme will be active only after your Degree Programme Board formally declares the recognition of your previous studies and the prosecution of the studies in the degree programme.

You can take learning activities in the Degree Programme of origin until you submit your Degree Programme change application.

### **C. FEES, STUDY GRANTS AND SCHOLARSHIPS**

The amount of the annual tuition fees for the academic year 2022/23 and the calculation of the fees on the basis of the student’s economic conditions are published on the University website at <http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees> as soon as they are available.

Fees are calculated on the basis of the students’ economic conditions only if ISEE certification (or economic certification for international students) is submitted according to the procedures and deadlines specified on the website at <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees> .

If you do not present your ISEE (or economic certification for international student) you will have to pay the tuition fee in full.

Information on available **scholarships, exemptions and other forms of financial aid** for students can be found at:

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

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

Information on the benefits for the right to education are detailed in the call published by the Regional Authority for the Right to Education (**ER.GO**) available at [www.er-go.it](http://www.er-go.it)

The University of Bologna offers study grants (**Unibo Action 2**) and total fee waivers (**Unibo Action 1**) for deserving international students with a foreign qualification enrolling on a First Cycle Degree in the academic year 2022/2023.

<http://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/unibo-actions-1-2-study-grants-and-tuition-fee-waivers-for-international-students/Unibo-actions-1-and--2-study-grants-and-tuition-fee-waivers-for-international-students>

The Collegio Superiore of the University of Bologna (website: <http://www.collegio.unibo.it/en>) will publish a Call for admission of Master level for the academic year 2022/2023, open to Italian and international candidates.

## SECTION 6 – FINAL INFORMATION AND CONTACTS

---

For information on the Call for applications:

<b>Student Administration Office of Forlì Campus (Segreteria Studenti di Forlì)</b>	Padiglione Melandri, Piazzale Solieri 1, 47121 Forlì E-mail <a href="mailto:segforli@unibo.it">segforli@unibo.it</a> ; For the virtual desk and other contacts: <a href="http://www.unibo.it/it/campus-forli/servizi-di-campus/segreteria-studenti">http://www.unibo.it/it/campus-forli/servizi-di-campus/segreteria-studenti</a>
---	--

<b>Programme Coordinator dott.ssa Chiara Liverani</b>	Ufficio gestione CdS Scienze Politiche e Sociali e Sociologia e Diritto dell'Economia via G. Della Torre 1, 47121 Forlì tel. +39 0543 374118 Monday, Wednesday, Friday from 9 to 1 p.m. e-mail <a href="mailto:didatticaforli.lsid@unibo.it">didatticaforli.lsid@unibo.it</a>
---	--

For information on the courses of Italian language offered to international students:

<b>Language Centre – University of Bologna (CLA - Centro Linguistico di Ateneo)</b>	Forlì branch, via Lombardini 5, 47121 Forlì E-mail <a href="mailto:cla.fo-segreteria@unibo.it">cla.fo-segreteria@unibo.it</a> Website <a href="http://www.cla.unibo.it">www.cla.unibo.it</a>
---	--

The contact details of the **other Student Services of the Forlì Campus** are available at <http://www.unibo.it/en/campus-forli/campus-services>

**To receive a technical assistance on Studenti online** (such as institutional User ID and Password, data entry, malfunctioning of the online service):

<b>Studenti Online Help Desk</b>	Tel. +39 051 2080301 E-Mail <a href="mailto:help.studentionline@unibo.it">help.studentionline@unibo.it</a>
----------------------------------	---

International candidates or candidates with a qualification obtained abroad can receive information on the eligibility of their Degree, pre-enrollments, visa and permit of stay, financial aid for international students, etc. from the International Desk, in addition to the Programme coordinator and the Student Administration Office:



<b>International Desk (Bologna)</b>	Via Filippo Re 4 - Bologna E-Mail <a href="mailto:internationaldesk@unibo.it">internationaldesk@unibo.it</a> For other contacts: <a href="https://www.unibo.it/en/international/contacts-for-international-students">https://www.unibo.it/en/international/contacts-for-international-students</a>
-------------------------------------	---

**For information on fees and benefits:**

<b>Ufficio contribuzioni studentesche</b>	Via Marsala 49 - Bologna E-mail <a href="mailto:abis.contribuzionistudentesche@unibo.it">abis.contribuzionistudentesche@unibo.it</a> For other contacts: <a href="https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees-a-y-2021-22">https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees-a-y-2021-22</a>
---	---

**Information for candidates with disability:**

<b>Service for students with disability and with SLD</b>	Via Marsala, 49 – Bologna; Disabilities: E-mail <a href="mailto:disabili@unibo.it">disabili@unibo.it</a> Learning disabilities: E-mail <a href="mailto:dislessia@unibo.it">dislessia@unibo.it</a> For other contacts: <a href="http://www.studentidisabili.unibo.it/">http://www.studentidisabili.unibo.it/</a> Campus Romagna: E-mail <a href="mailto:ssdd.campusromagna@unibo.it">ssdd.campusromagna@unibo.it</a> Telefono +39 0543 374111
--	---

Any changes on the enrolment procedure will be published at [www.studenti.unibo.it](http://www.studenti.unibo.it), whereas information on the office closures will be notified on the University website at [www.unibo.it](http://www.unibo.it).

Information note on the processing of personal data can be found at [www.unibo.it/PrivacyBandiCds](http://www.unibo.it/PrivacyBandiCds)

The “Bando di ammissione / Call for applications” (in Italian language), issued by the Managerial Decree Rep. n. 1547, Prot. N. 57132 of 10<sup>th</sup> March 2022, is conditional on the provisions of the Decree of the Italian Ministry of University and Research n. 1154/2021 regarding the accreditation of Degree Programmes.

A selection appeal may be lodged to the relevant Regional Administrative Court (TAR) within 60 days from its publication.

Administrator of the enrolment procedure is the Person in Charge of the Student Administration Office of Forlì, Dott.ssa Patrizia Ussani, ph. +39 0543 374815.

MANAGING DIRECTOR OF CESENA AND FORLÌ CAMPUSES: dott. Leonardo Piano

**Disclaimer notice:** The present English ABSTRACT of the “Bando di Ammissione” to the curricula “**Scienze Internazionali e Diplomatiche**” (in Italian language) – **SID** and “**Diplomatic and International Sciences**” (in English language) – **DIS of the degree programme in “SCIENZE INTERNAZIONALI E DIPLOMATICHE”**, Class L-36, is unofficial and solely intended for communication aims to non-Italian speaking applicants; the Italian version of the Call is fully authentic with respect to the authentic interpretation of the rules contained therein, also with regard to any disputes.