



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

**Call for applications
for the restricted-access first cycle Degree
programme in
Economics of Tourism and Cities**

A.Y. 2024/2025

SUMMARY

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LANGUAGE: This English version is made only for publicity purposes. For resolving any dispute and for all legal purposes only the Italian version is valid.

GENERAL CALENDAR

The **deadlines** indicated below are **peremptory** and **cannot be waived in any way**, under penalty of exclusion from the selection.

FIRST INTAKE - ENGLISH TOLC-E

STEPS	DATES
1. Applications open (English TOLC-E taken within 03/05/2024)	From 04/03/2024 to 06/05/2024, at 1pm CET
2. Publication of the list of applications with TOLC not automatically received	08/05/2024
3. FOR THOSE IN THE LIST: deadline to send TOLC certificate	10/05/2024
4. Results are made available	16/05/2024
5. Enrolment	From 16/05/2024 to 23/05/2024
6. Declaration of interest for recovery	From 16/05/2024 at 3pm CET to 23/05/2024
7. Recovery results are made available	24/05/2024
8. Enrolment of recovered participants	From 24/05/2024 to 30/05/2024

SECOND INTAKE - SAT

STEPS	DATES
1. Applications open (the SAT <i>official score</i> has to be sent to Unibo within 01/07/2024)	From 07/05/2024 to 01/07/2024 1pm CET
2. Results are made available	22/07/2024
3. Enrolment	From 22/07/2024 to 31/07/2024
4. Declaration of interest for recovery	From 22/07/2024 at 3pm CET to 31/07/2024
5. Recovery results are made available	02/08/2024
6. Enrolment of recovered participants	From 02/08/2024 to 08/08/2024

POSSIBLE EXTRAORDINARY INTAKE – ENGLISH TOLC-E (only for Italian citizens, European Union citizens, non-EU citizens with EU equivalent status or non-EU citizens residing abroad that must compete with EU candidates).

This intake will be activated only in case of spots remained available from the previous intakes.

STEPS	DATES
1. Applications open (English TOLC-E taken within 06/09/2024)	From 26/08/2024 to 10/09/2024 at 1pm CET
2. Publication of the list of applications with TOLC not automatically received	11/09/2024
3. FOR THOSE IN THE LIST: deadline to send TOLC certificate	13/09/2024
4. Results are made available	19/09/2024
5. Enrolment	From 19/09/2024 to 26/09/2024
6. Declaration of interest for recovery	From 19/09/2024 at 3pm to 26/09/2024
7. Recovery results are made available	27/09/2024
8. Enrolment of recovered participants	From 27/09/2024 to 03/10/2024

Deadline to obtain high school diploma (and possible supplements, if necessary)	30/12/2024
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 **Attention!**

The Calendar is not exhaustive. Read carefully what is stated in the following Sections.

All deadlines included in this Call are preemptory and cannot be waived in any way. Those who fail to meet the deadlines will be excluded from the selection, regardless of the reason.

All **payments** required by the University of Bologna for the procedures stated in this Call must be made through the **PagoPA platform**, following the instructions indicated on Studenti Online.

It is recommended to regularly check Studenti Online (www.studenti.unibo.it) and the **e-mail address** (name.surname@studio.unibo.it), accessible through this link [La mia e-mail per gli studenti](#) (the e-mail address will be provided upon registration on Studenti Online). These are the only tools to notify you on your situation (ex. rankings, recovery, enrolment, etc.) and on the actions to be taken.

1. REQUIREMENTS AND GENERAL INFO

This Call contains the provisions to regulate the access to the **Bachelor's Degree in Economics of Tourism and Cities**. For information on the degree course you can click on the website link in the following table.

<i>Degree code</i>	<i>Degree name</i>	<i>Degree class</i>	<i>Degree website</i>
6054	Economics of Tourism and Cities	L-33	www.etac.unibo.it

To be admitted to the degree course it is necessary to take part in one of the intakes.

There will be **two ordinary intakes** and **one possible extraordinary intake**, for which it is necessary to meet the deadlines indicated in the [General Calendar](#). To participate, candidates must meet the admission requirements illustrated at paragraph 1.1 ("Admission Requirements"). A summary of the key steps illustrated in this Call is available at section 8.

1.1. Admission requirements

Candidates must take the ENGLISH TOLC-E exam for the first intake and for the possible extraordinary intake and SAT for the second intake.

Carefully verify the requirements necessary to take part in the intake of your choice.

In order to be admitted to the selection and carry out the eventual enrolment, the candidate must:

A. FOR ALL INTAKES: Hold at least one of the following academic qualifications:

- A five-year secondary school diploma (including magistral institutes and *liceo artistico* with completion of the annual supplementary course) or a four-year experimental diploma, issued by institutes admitted to the national plan for the experimentation of four-year secondary education courses.
You can enrol in the selection and, possibly, in the degree course even if the higher secondary school diploma has not yet been obtained, as long as it is obtained by the deadline of **30 December 2024**, under penalty of forfeiting your enrolment. Any additions to the diploma, which are required as an eligibility criterion, must be obtained by the same deadline.
- Diploma awarded by four-year institutions of higher secondary education at which the supplementary year is not active. With this qualification you are obliged to fulfil the specific additional learning requirements at the University of Bologna by 31 March 2026. Failure to pass will result in enrolment in the following academic year as a repeat student.
- A qualification obtained abroad after twelve years of schooling, that grants access to a programme at a university in one's country of reference which is similar to that being applied to in Italy, as stated in the MUR ministerial circular published annually in April-June on the website www.studiare-in-italia.it/studenti stranieri/. Please view detailed information at <https://www.unibo.it/en/study/enrolment-fees-and-other->

[procedures/degree-programmes/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification](#).

The academic qualification and any possible addition requested by the Italian university must be obtained no later than **30 December 2024**, under penalty of forfeiting the enrolment.

B. FOR THE FIRST INTAKE AND THE POSSIBLE EXTRAORDINARY INTAKE ONLY: have taken the ENGLISH TOLC-E

The CISIA Online Test (TOLC) is an individual test, different for each participant, which comprises questions that are selected automatically, at random, from the CISIA TOLC database by software developed and administered by CISIA - Consorzio Interuniversitario Sistemi Integrati per l'Accesso (Consortium of Inter-University Integrated Access Systems).

The first intake and the possible extraordinary intake require the **English TOLC-E**.

You can find further information on TOLC on the page www.unibo.it/TOLC and on the CISIA website: www.cisiaonline.it.

You can sit the TOLC organized by any university among those listed in the English TOLC-E Calendar on CISIA website: <https://testcisia.it/calendario.php?l=gb>.

Shall be accepted only:

- TOLCs held in person (“TOLC@UNI”) in 2023 (1° January – 31 December) and 2024 (from 1° January);
- TOLCs held remotely (“TOLC@HOME”) if taken in 2023 (1° January – 31 December);
- TOLCs held remotely (“TOLC@HOME”) taken from 1° January 2024 **exclusively** for candidates recognized as “**non-EU citizens residing abroad**” and who compete in the specific quota reserved to them.

TOLC@HOME held from 1° January 2024 by candidates in the quota “**Italian citizens, European Union citizens, non-EU citizens with EU equivalent status**” and “**non-EU citizens residing abroad that must compete with EU candidates**” will not be considered valid.

C. FOR THE SECOND INTAKE ONLY: have taken the SAT.

SAT is promoted and managed by the College Board (www.collegeboard.org) and can be held in any SAT Center in Italy and in the world. The section ESSAY of the SAT is not necessary, as it does not provide any additional score relevant for the admission to the degree course. SAT are considered valid if held from **1° February 2022**. Only the scores communicated by the College Board (official score) within the peremptory deadline of each intake (see [General Calendar](#)) will be considered effectively sent and will grant access to the selection.

It is also required a good knowledge of the English language (at least B2 level of the Common European Framework of Languages), which will be assessed through the English TOLC-E and SAT, due to the fact that the tests are held in English.

1.2. Places available

For the academic year 2024/2025 there are n. 120 places available, divided in two intakes and a possible extraordinary selection:

Places in first intake (open for all groups)	Places in second intake (open for all groups)	Places in the possible extraordinary intake (only for “Italian citizens, European Union citizens”, “non-EU citizens with EU equivalent status” and “non-EU citizens residing abroad that must compete with EU candidates”)
50 – EU citizens and non-EU with equivalent status 15 – non-EU citizens residing abroad	30 – EU citizens and non-EU with equivalent status + possible spots available from first intake 25 – non-EU citizens residing abroad + possible spots available from first intake	Only possible spots remained available from previous intakes

Places are divided in two quotas:

- **places for Italian citizens, European Union citizens, non-EU citizens with EU equivalent status or non-EU citizens residing abroad that must compete with EU candidates**, who can take part in all intakes.
- **places for non-EU citizens residing abroad** (international students’ quota) who can take part only **in the first and second intake** within the quota reserved for them.

Places reserved to non-EU students residing abroad remained empty may be made available to Italian, European Union citizens and other categories with equivalent status starting from the second intake.

2. HOW TO APPLY (intake registration)

You can take part in:

- all intakes, if you are an **Italian citizen, European Union citizen or non-EU citizen with Italian equivalent status**, following the instructions outlined in **paragraph 2.1**;
- all intakes, if you are a **non-EU citizen residing abroad that must compete with EU candidates**, following the instructions outlined in **paragraph 2.1** as, although exempted from the quota for non-EU students living abroad, you have to comply with the procedures for non-EU applicants living abroad;
- only the first and second intake, if you are **non-EU citizen residing abroad**, following the instructions outlined in **paragraph 2.1**.

Carefully check which category you fall into at the page:

<https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/who-are-international-students/Who-are-international-students>

For “non-EU citizens with EU equivalent status”, carefully check which types of residence permits grant the equivalent status. Taking part in the intake as a non-EU citizen with equivalent status without an equivalent status title will prevent the completion of enrolment, even in case of admission and payment of the first instalment.

For “non-EU citizens residing abroad”, in addition to the steps set out below, in compliance with the procedures defined by the Ministry of Universities and Research (MUR) in a dedicated circular (MUR Circular), which is published on the website www.studiare-in-italia.it/studentistranieri/, you must:

- a) hold an academic title granting access to university;

See detailed information at <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification>

- b) submit a pre-enrolment application to the Italian diplomatic representation via the site www.universitaly.it.

Note that on Universitaly it is possible to select one degree course only, to which you must have been admitted. See detailed information at <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/enrolling-in-first-cycle-and-single-cycle-degree-programmes/enrolling-in-a-first-cycle-or-single-cycle-degree-programme-if-you-come-from-a-non-eu-country>.

Attention:

If you are a non-EU citizen with a residence permit for study purposes and formally withdraw from studies at this or another university, you will lose the requirements for residency in Italy and your residence permit will be revoked. In this case, you will have to go back to your country of origin and start the pre-enrolment procedures to the competent Italian diplomatic representations in the territory (Embassies/Consulates) through Universitaly, according to the guidelines outlined at www.studiare-in-italia.it/studentistranieri/.

Anyone wishing to access the course, even for years subsequent to the first, including those wishing to transfer from another Italian or foreign degree course, must undergo selection in accordance with the procedures and deadlines set out in this Call.

2.1. Application instructions for the FIRST INTAKE and for the POSSIBLE EXTRAORDINARY INTAKE (ENGLISH TOLC-E)

Register for the intake on Studenti Online (www.studenti.unibo.it) within the peremptory deadlines provided for in the [General Calendar](#), under penalty of exclusion, and follow the steps outlined below.

A. Log onto Studenti Online (www.studenti.unibo.it) using SPID or CIE (electronic identity card) credentials. The system will automatically retrieve your personal details and it will create your University credentials (nome.cognome@studio.unibo.it). Minors or international students without an ID issued in Italy may log in with their University username and password. To obtain them, go on www.studenti.unibo.it and click “Register” and then “International students’ registration”. It is essential that you enter your details (name, surname, date and place of birth) accurately on www.studenti.unibo.it, as they must match those entered on www.cisiaonline.it in order for your name to be included in the ranking list.

B. Register for the intake

- Click on “**Admission application – Take part in the selection**”.
- Select “**First cycle degree programme**”.
- Choose the course named “**Economics of Tourism and Cities**”.

C. Pay the contribution

Follow the instructions on Studenti Online (www.studenti.unibo.it) until the payment of the contribution of 20,00 euros. **The contribution cannot be refunded under any circumstance and it keeps its validity for the following intakes** included in this Call (see [General Calendar](#)).

Application for the intake is valid only after the payment of the contribution. Only the candidates who will have completed the application for the intake, uploaded the required documents and paid the contribution within the deadlines and according to the procedure described above will be admitted to the intake.

D. Check on Studenti Online (www.studenti.unibo.it) the list of candidates whose TOLC has not been received from CISIA.

On the date indicated for each intake in the [General Calendar](#), check the list of candidates whose TOLC has been not received on the main page of Studenti Online (www.studenti.unibo.it), in the section “Requests in progress”.

If you are part of this list, within the peremptory deadline indicated for each intake in the [General Calendar](#), under penalty of exclusion from the ranking, send an e-mail to the Student Administration Office of the Campus of Rimini (segrimini@unibo.it) with object “ATTESTATO TOLC”, attaching:

- **Certificate of the last ENGLISH TOLC-E valid** for the intake, with fiscal code and the date of ENGLISH TOLC-E;
- Your **identity document**.

2.2. Application instructions for the SECOND INTAKE (SAT)

Register for the intake on Studenti Online (www.studenti.unibo.it) within the peremptory deadlines provided for in the [General Calendar](#), under penalty of exclusion, and follow the steps outlined below.

The registration is valid only for the selected intake and not for the following ones. If you are not selected and want to take part in the following intake, you must redo the registration within the peremptory deadlines indicated in the [General Calendar](#) for each intake, under penalty of exclusion.

A. Log onto Studenti Online (www.studenti.unibo.it) using SPID or CIE (electronic identity card) credentials. The system will automatically retrieve your personal details and it will create your University credentials (nome.surname@studio.unibo.it). Minors or international students without an ID issued in Italy may log in with their University username and password. To obtain them, go on www.studenti.unibo.it and click “Register” and then “International students registration”. It is essential that you enter your details (name, surname, date and place of birth) accurately on www.studenti.unibo.it, as they must match those entered on www.collegeboard.org, which will be then shown on the SAT certificate, under penalty of exclusion.

B. Apply to the intake

- Click on “**Admission application – Take part in the selection**”.
- Select “**First cycle degree programme**”.
- Choose the course named “**Economics of Tourism and Cities**”.

Necessary requirements for inclusion in the ranking:

- **The personal details** entered on Studenti Online www.studenti.unibo.it (name, surname, date and place of birth) **must match** those shown on the SAT certificate and used for registration on the College Board website, **under penalty of exclusion from the intake**;
- **The e-mail address** entered upon registration on the College Board website must match, **under penalty of exclusion from the intake**, one of the two e-mail addresses on your personal profile in Studenti Online, that is:
 - a. institutional e-mail address, automatically assigned by the University, with the format name.surname@studio.unibo.it
 - OR
 - b. personal e-mail address entered on Studenti Online upon registration.

C. Upload required documents

EU citizens and non-EU residing abroad must upload copy of valid ID/passport. Non-EU citizens with equal status must upload copy of valid ID/passport and copy of valid residence permit or receipt of renewal request.

D. Pay the contribution

Follow the instructions on Studenti Online (www.studenti.unibo.it) until the payment of the contribution of 20,00 euros. **The contribution cannot be refunded under any circumstance and it keeps its validity for the following intakes** included in this Call (see [General Calendar](#)).

Application for the intake is valid only after the payment of the contribution. Only the candidates who will have completed the application for the intake, uploaded the required documents and paid the contribution within the deadlines and according to the procedure described above will be admitted to the intake.

To receive assistance and be guided through the online application you can contact the Studenti Online Help Desk by phone on the number 051 20.80.301 or send an email to help.studentionline@unibo.it.

If you are a **non-EU citizen with a residence permit for study purposes** and formally withdraw from studies at this or another university, you will lose the requirements for residency in Italy and your residence permit will be revoked. In this case, you will have to go back to your country of origin and start the pre-enrolment procedures to the competent Italian diplomatic representations in the territory (Embassies/Consulates) through Unibo, according to the guidelines outlined at www.studiare-in-italia.it/studentistranieri/.

2.2.1. SAT: REQUEST TO SEND OFFICIAL RESULTS TO THE UNIVERSITY OF BOLOGNA

You must, under penalty of exclusion from the ranking, request the College Board (SAT provider) to send the *official score report* to the University of Bologna using the associated code (**code 6993**). The results must be sent directly by College Board and **received by Unibo by the dates indicated** in the [General Calendar](#), under penalty of exclusion.

If more than one SAT result is received for the same candidate, the one with the highest total score will be considered valid.

Attention: The date in which the College Board is asked to digitally send the score does not count, it counts, however, when Unibo receives it; if the College Board does not send the test score and Unibo does not receive it within the deadlines indicated in the General Calendar, you will be excluded from the ranking and will not be able to enrol in the programme. We therefore recommend that you ask the College Board to send the official result to Unibo sufficiently in advance, taking into consideration the time required for the release of the test results and the time required for their transmission by the College Board itself.

No other method of sending SAT scores is allowed.

Candidates must inquire with the College Board about the timing of sending the official score and the possibility of requesting an emergency submission, in order to meet the peremptory deadlines indicated in the calendar.

3. RANKING

A ranking based on merit is compiled for each intake, in which candidates are ranked in descending order of points. The rankings will be published on Studenti Online (www.studenti.unibo.it) main page, in the "Requests in progress" detail section. This publication is

the only mean of legal publicity regarding the outcome of the selections: no communication will therefore be sent by e-mail regarding the selections.

The publication dates of the rankings are indicated in the [General Calendar](#). In the event of participation in more than one intake, the ranking of the previous intake is not relevant for the ranking of the subsequent intakes. **Each intake is independent of the others.**

3.1. First intake and possible extraordinary intake (ENGLISH TOLC-E)

The ranking for the first intake and the extraordinary intake, if any, is drawn up in descending order on the basis of the **score obtained in the last English TOLC-E taken** weighted according to the criteria listed below.

Sections	Weight
Logic	1
Mathematics	1
Reading Comprehension	1

To calculate the score with which you will appear in the ranking list, multiply the score obtained in each section of the test by the relative weight indicated above and add up the scores obtained.

The score obtained in each section is displayed at the end of the English TOLC-E and remains available in your personal area at www.cisiaonline.it.

In the event of a tie (ex aequo) in the ranking, priority is given to the candidate with the youngest age.

3.2. Second Intake (SAT)

In the second intake, a specially appointed examining board consisting of at least three permanent and temporary members (chosen from among the teaching and research staff pertaining to the course of study) draws up the ranking list ensuring the smooth running of the selection procedure. The ranking list is drawn up on the basis of the SAT scores submitted by the College Board.

The ranking shall be drawn up in one hundred and sixty-sixths, i.e., on the SAT score scale divided by 10. If more than one test is received in relation to the same candidate, the one with the highest total score will be considered valid. In the event of a tie (ex aequo) in the ranking, priority shall be given to the candidate with the youngest age.

4. ADDITIONAL LEARNING REQUIREMENTS (OFA)

4.1. First intake and possible extraordinary intake (English TOLC-E)

In order to be included in the ranking of the first intake and possible extraordinary intake, there is not a minimum English TOLC-E score required.

If you are successful in the ranking, you can immediately enrol within the limit of the places available within the peremptory deadlines indicated in the [General Calendar](#).

If you enrol with a score, weighted according to the criteria set out in point 3.1, **of less than 3.5 in the Mathematics section**, you will be assigned an **Additional Learning Requirement (OFA)**, which must be fulfilled **by 31 March 2026**. After this deadline, students with outstanding OFAs will be enrolled in the 2025/2026 academic year as repeat first-year students.

For further information on OFAs, please consult the course website.

Upon publication of the ranking you may appear in one of the following conditions:

- **SUCCESSFUL**, if you fall within the available places. In this case you must enrol within the peremptory deadlines indicated in the [General Calendar](#).
- **ELIGIBLE**, if there are no more places available. In this case, you cannot register due to a shortage of places. If there are still places available after the winners' enrolment deadline, you can participate in the recovery procedure by following the instructions in paragraph 5.

4.2. Second intake (SAT)

In order to be included in the ranking of the second intake, there is not a minimum SAT score required.

If you are successful in the ranking, you can immediately enrol within the limit of the places available within the peremptory deadlines indicated in the [General Calendar](#).

If you enrol with a score of **less than 400 in the Maths section of SAT**, you will be assigned an **Additional Learning Requirement (OFA)**, which must be fulfilled **by 31 March 2026**. After this deadline, students with outstanding OFAs will be enrolled in the 2025/2026 academic year as repeat first-year students.

For further information on OFAs, please consult the course website.

Upon publication of the ranking you may appear in one of the following conditions:

- **SUCCESSFUL**, if you fall within the available places. In this case you must enrol within the peremptory deadlines indicated in the [General Calendar](#).
- **ELIGIBLE**, if there are no more places available. In this case, you cannot register due to a shortage of places. If there are still places available after the winners' enrolment deadline, you can participate in the recovery procedure by following the instructions in paragraph 5.

5. RECOVERIES

After each intake, if there are places available after the enrolment of the successful candidates, there is a recovery procedure for candidates ranked as "**ELIGIBLE**". The deadlines for recoveries are indicated in the [General Calendar](#) and must be peremptory met in order not to be excluded from the procedure. To participate in the recovery within the deadlines, you must:

- a) **log onto** Studenti Online (www.studenti.unibo.it);

- b) **declare** your interest in being recovered by clicking on the 'I wish to be recovered' button available on the main page in the 'Requests in progress' detail section;
- c) **verify** that the recovery request has been registered by accessing again the application request section.

The list of recovered candidates is published on Studenti Online (www.studenti.unibo.it) in the application request section, on the date indicated in the [General Calendar](#).

REMEMBER: the recovery system is not automatic, you must always declare your interest in being recovered.

6. ENROLMENT

If you are among the successful candidates on the ranking list, you may enrol within the deadlines set out in point 3 of the [General Calendar](#) for each intake.

If you are enrolling for the first time, follow the instructions indicated in section 6.1.

If you have not yet graduated at the time of enrolment, check on Studenti Online (www.studenti.unibo.it) the further steps to be taken.

If you are still a minor (i.e. under 18 years of age) at the time of enrolment, please download the **parental responsibility form** from this [webpage](#) and send it, duly filled and signed by your parents, to the [Rimini Campus Student Administration Office](#).

If you are a student requesting recognition of previous careers that have already been closed, e.g. because you have renounced your studies, have already obtained a previous qualification, have taken and passed single courses, etc.: after enrolment and by the peremptory deadline of **28 November 2024**, you can submit an application for the shortening of the degree programme to the [Rimini Campus Student Administration Office](#) according to the instructions published at <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/shortening-of-the-degree-programme>

If you are a student with certified civil disability of 66% or more or with certification under the Law 104/92, in order to have fee exemptions you must send the certificate attesting to your condition to the e-mail address of the [Rimini Campus Student Administration Office](#).

If you are already enrolled at another Italian university and wish to transfer (transfer from another university) or you are already enrolled in another degree programme within the University of Bologna and wish to change programme (**transfer**), please follow the instructions set out in sections 6.2 or 6.3.

Information on **fees and benefits** for the right to study can be found in section 7.

6.1. HOW TO ENROL FOR THE FIRST TIME

By the deadlines indicated for each intake in the [General Calendar](#), you must:

- a) **log onto Studenti Online** (www.studenti.unibo.it), using your **SPID or CIE (Electronic Identity Card) credentials** or by entering your username (name.surname@studio.unibo.it) and password obtained with the intake application procedure;
- b) **click on "REGISTRATION", select Economics of Tourism and Cities under "First cycle degree programme"** and enter the data required by the procedure, attaching a passport-sized picture of your face; in the event of false declarations, in addition to incurring the penalties established by Article 496 of the Penal Code, you will automatically forfeit your right to enrolment and any benefits obtained, without being entitled to any reimbursement of the sums paid;
- c) **pay** the first instalment or alternatively the single instalment, in accordance with the procedures indicated on Studenti Online (www.studenti.unibo.it). Failure to pay will result in exclusion from the procedure. **Late payments with a fine are not permitted;**
- d) **activate your student career:**
 - if you enrolled by logging in using **SPID or CIE** credentials: after making the payment, your university career will be activated directly, without any further fulfilment on your part, unless you fall into one of the cases described in the following points;
 - if you enrolled using your **username and password**: proceed with identification according to the procedures that you will find in the enrolment file details on Studenti Online.

Career activation must take place no later than 28 February 2025, otherwise your enrolment will be cancelled.

By activating your career, you will be able to use services such as submitting your study plan, booking exams, accessing the Wi-Fi network and online library resources, and carry out career actions (course transfer, transfer to another university, withdrawal from studies); you will also be sent an email allowing you to print your badge, according to the procedures that will be indicated.

If you fall into one of the cases listed below, please check the further steps you need to take to finalise your enrolment and activate your career:

- **if you are a non-EU citizen with equivalent status and an academic qualification obtained in Italy:** you must send a copy of your valid residence permit allowing equivalence to the [Rimini Campus International Desk](#);
- **if you hold a foreign qualification**, you must consult the detailed information at <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification> . Log in on Studenti Online (www.studenti.unibo.it), choose 'CALLS', select 'Enrolment a.y. 24-25 - uploading documents for international students and those with a foreign qualification', upload the documents relating to the qualification and make an appointment with the International Desk to show the originals;

- **if you are a non-EU citizen with equivalent status and have obtained your qualification abroad**, you must consult the detailed information at <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification> . Log in on Studenti Online (www.studenti.unibo.it), choose "Calls", select "Enrolment a.y. 24_25 - uploading of documents for international students and students with foreign qualifications" and upload, in addition to the qualification documents, the copy of the residence permit allowing equivalence. You must also book an appointment at the International Desk to show the original documents.
Attention: Please check very carefully who the non-EU students with equivalent status are and which types of residence permit allow for equivalence at <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/who-are-international-students/Who-are-international-students> . Participation in the selection process as a non-EU citizen with equivalent status without being in possession of the equivalence title will not allow the completion of enrolment even in the case of admission and payment of the first instalment;
- **if you are non-EU citizen residing abroad and have obtained your qualification abroad** you must consult the detailed information at <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/enrolling-in-first-cycle-and-single-cycle-degree-programmes/enrolling-in-a-first-cycle-or-single-cycle-degree-programme-if-you-come-from-a-non-eu-country> . Log in on Studenti Online (www.studenti.unibo.it), choose "Calls", select "Enrolment a.y. 24_25 - uploading of documents for international students and students with foreign qualifications" and upload, in addition to the qualification documents, the copy of the residence permit allowing equivalence. You must also book an appointment at the International Desk to show the original documents.
Attention: Admission and subsequent acceptance of a candidate by the University do not confer any right to finalisation of enrolment, even in the case of obtaining an entry visa, physical presence in the national territory, eligibility and/or actual payment of scholarships/contributions of any kind, or acceptance of the candidate under conditions, in order to be able to begin teaching activities. For enrolment purposes, it will be necessary to verify the actual eligibility of the foreign qualification and the authenticity of the documentation. The formal check of the academic qualification will be carried out by the Rimini Campus International Desk after payment of the first enrolment instalment and submission of the original of all the required documentation;
- **if you want to apply for simultaneous enrolment in two degree programmes**, check at <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/simultaneous-enrolment-in-different-courses> if you can do so and how.

6.2. HOW TO ENROL IF TRANSFERRING FROM ANOTHER ITALIAN UNIVERSITY (TRANSFER)

By the peremptory deadlines indicated for each intake in the [General Calendar](#), you must:

- a) **log onto Studenti Online** (www.studenti.unibo.it), using your **SPID or CIE (Electronic Identity Card) credentials** or by entering your username (name.surname@studio.unibo.it) and password obtained with the intake application procedure;
- b) **click on "REGISTRATION"**, select **Economics of Tourism and Cities under "First cycle degree programme"** and enter the data required by the procedure, attaching a passport-sized picture of your face; in the event of false declarations, in addition to incurring the penalties established by Article 496 of the Penal Code, you will automatically forfeit your right to enrolment and any benefits obtained, without being entitled to any reimbursement of the sums paid;
- c) **pay** the first instalment or alternatively the single instalment, in accordance with the procedures indicated on Studenti Online (www.studenti.unibo.it);
- d) **submit a transfer application** to the Italian university of origin within the deadlines stipulated therein.

Your career at the University of Bologna will only be active once the Degree Course Council has approved recognition and continuation of your studies. Until you submit your transfer application, you will be able to carry out teaching activities at your university of origin.

After receiving the documentation from your home University, the Student Administration Office will ask you to pay a **transfer fee**.

For further details, see <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/transferring-to-the-university-of-bologna/transferring-to-the-university-of-bologna>

6.3. HOW TO ENROL IF SWITCHING DEGREE PROGRAMME WITHIN THE UNIVERSITY OF BOLOGNA

6.3.1. FIRST INTAKE

If you are currently enrolled in another degree course at the University of Bologna and you are taking part in the first intake of this call for applications, by the peremptory deadlines for enrolment indicated in the [General Calendar](#), you must

- a) **log onto** Studenti Online (www.studenti.unibo.it), using your SPID or CIE credentials or by entering your username (name.surname@studio.unibo.it) and password obtained during the intake registration procedure;
- b) **click on "REGISTRATION"**, select under "first cycle degree programme" the course Economics of Tourism and Cities and enter the data required by the procedure, attaching a passport-size face picture; in the event of false declarations, in addition to incurring the penalties established by Article 496 of the Penal Code, you will automatically forfeit the right to enrolment and any benefits obtained, without being entitled to any reimbursement of the sums paid

- c) **pay** the first instalment or alternatively the single instalment, in accordance with the procedures indicated on Studenti Online (www.studenti.unibo.it);
- d) **starting from 25/07/2024 and by the peremptory deadline of 08/08/2024, fill in the degree programme transfer request** on Studenti Online (www.studenti.unibo.it):
- e) **click on "SWITCH TO ANOTHER DEGREE PROGRAMME"** and enter the required data;
- f) **pay the transfer fee.**

6.3.2. SECOND INTAKE AND POSSIBLE EXTRAORDINARY SELECTION

If you are currently enrolled in another degree course at the University of Bologna and you are taking part in the second intake or in the possible extraordinary selection of this call for applications, starting 25th July 2024 and by the peremptory deadlines for enrolment indicated in the [General Calendar](#), you must

- a) **log onto** Studenti Online (www.studenti.unibo.it), using your SPID or CIE credentials or by entering your username (name.surname@studio.unibo.it) and password obtained during the intake registration procedure;
- b) **pay** the first instalment of tuition fees, or alternatively the single payment, in respect of the new academic year for the degree course of origin and be up to date with the payment of tuition fees for previous academic years;
- c) **fill in the application for switching degree programme by choosing "SWITCH TO ANOTHER DEGREE PROGRAMME"** and entering the data required by the procedure;
- d) **pay the transfer fee.**

Your career in the degree programme for which you are requesting a switch will only be active once the Degree Course Council has approved recognition and continuation of your studies. You will be able to carry out teaching activities on your programme of origin until your online application for transfer has been completed.

7. FEES AND BENEFITS FOR THE RIGHT-TO-STUDY

Information on **tuition fees, benefits and exemptions** is published each year on the University Portal at <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/tuition-fees-and-exemptions/fees-and-exemptions-amounts-and-deadlines1> .

The student contribution to be paid to enrol on a degree programme is made up of a fixed part of €157.04 and a variable part calculated on the basis of the household's economic situation (ISEE) up to a maximum that varies according to the degree programme.

The contribution is calculated progressively on the basis of the valid ISEE certificate, only if this is presented in accordance to the procedure and within the deadlines contained in <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/tuition-fees-and-exemptions/fees-and-exemptions-amounts-and-deadlines1> . If no ISEE certificate is presented, the maximum contribution for the degree programme will be applied.

Submitting ISEE is independent of course enrolment. The order in which you carry out the two procedures is irrelevant, as long as you meet the deadlines for each.

Attention:

Submitting the ISEE, following the instructions given on <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/tuition-fees-and-exemptions/fees-and-exemptions-amounts-and-deadlines1> is very simple and it is advisable to do so even if you have not yet decided whether to enrol on a course at this University. Remember that if the ISEE is not presented in time, you will not be able to obtain any benefits, the deadline is peremptory and no exceptions are allowed.

7.1 RIGHT-TO-STUDY BENEFITS PROVIDED BY ER.GO

The **Regional Authority for the Right to Higher Education – ER.GO** publishes every year on its website (www.er-go.it) call for applications for scholarships, places in university dormitory, catering and other benefits.

The procedures for applying for ER.GO benefits are independent from those for applying for and enrolling in degree programmes.

Attention:

You have to submit an application to obtain ER.GO benefits on the Authority's website by entering your ISEE. Submitting the application is very simple and it is advisable to do so even if you have not yet decided whether to enrol on a course at this University. Remember that calls for applications have a peremptory deadline and no exceptions are ever allowed.

7.2 IMPORTANT INFORMATION FOR THOSE WHO ALREADY HAVE AN ACTIVE UNIVERSITY CAREER

If you already have an active university career, before transferring from another university or switching degree programme, in the case of being enrolled in a course at the University of Bologna, check carefully the merit requirements to access benefits set out in the notice published on www.er-go.it because, due to the recognition of training credits (CFUs) acquired in your previous career, your position may change as regards access to benefits.

Attention:

It is very important, therefore, to know that for all ER.GO benefits, the minimum number of CFUs needed as a merit requirement is always determined starting from the first year of enrolment at university (even if at another university, university-level institution, degree programme, even abroad), regardless of the year of the course to which you are admitted following the recognition of CFUs, and only those that are recognised by the degree programme you enrol in are considered valid.

7.3 RIGHT-TO-STUDY BENEFITS PROVIDED BY THE UNIVERSITY

Information on the University's benefits can be found on the University Portal under <https://www.unibo.it/en/study/study-grants-and-subsidies/scholarships-and-funding-opportunities>.

Carefully read the indications given for each benefit on the procedures and deadlines for submitting applications. Remember that deadlines are always peremptory and no exceptions are ever allowed.

8. SUMMARY OF THE KEY STEPS

1. TAKE TOLC OR SAT (based on the intake you want to apply to)

TOLC (first intake and possible extraordinary intake)

Check the page <https://tolc.cisiaonline.it/calendario.php> to know when and how to take the **English TOLC-E**.

Register on www.cisiaonline.it and APPLY to **English TOLC-E** choosing:

- the date that allows you to meet the deadline indicated in the General Calendar of the intake you intend to participate in;
- the type of TOLC required by the course of interest (**English TOLC-E**).

Remember that, in addition to taking the English TOLC-E, you must also register for the intake.

Shall be accepted only:

- TOLCs held in presence ("TOLC@UNI") during 2023 (1 January - 31 December) and 2024 (from 1 January);
- TOLCs held remotely ("TOLC@HOME") during 2023 (1 January - 31 December);
- TOLCs held remotely ("TOLC@HOME") taken from 1° January 2024 **exclusively** for candidates recognized as "**non-EU citizens residing abroad**" and who compete in the specific quota reserved to them.

TOLC@HOME held from 1° January 2024 by candidates in the quota "**Italian citizens, European Union citizens, non-EU citizens with EU equivalent status**" and "**non-EU citizens residing abroad that must compete with EU candidates**" will not be considered valid.

SAT (second intake)

Register at www.collegeboard.org and take the SAT. The dates when you can take the SAT can be found at <https://satsuite.collegeboard.org>. It is not necessary to take the ESSAY part of the SAT as it does not provide additional marks.

You must enter the same email address when registering for the intake on Studenti Online as you did when registering on the College Board website. At the end of your registration process on Studenti Online, your profile will show two email addresses: one will be your institutional email address, which has the format name.surname@studio.unibo.it and will be automatically assigned to you by the University; the other will be the personal email address that you will have entered. At least one of the two addresses must match the one indicated at the time of registration on the College Board website, under penalty of exclusion from selection.

Remember that in addition to taking the SAT you must also register for the intake for your chosen degree programme (point 2).

It is recommended to always check the deadlines by which College Board releases SAT results and sends scores to universities upon request, so that they arrive telematically to Unibo within the deadlines of the [General Calendar](#). No other method of submission is allowed.

2. REGISTER ON STUDENTI ON LINE

Log onto Studenti Online (www.studenti.unibo.it) using SPID or CIE (electronic identity card) credentials. The system will automatically retrieve your personal details and it will create your University credentials (nome.surname@studio.unibo.it). Minors or international students without an ID issued in Italy may log in with their University username and password; go on www.studenti.unibo.it to obtain them.

3. REGISTER TO THE INTAKE

Register by logging onto Studenti Online (www.studenti.unibo.it), following the procedure described for the intake you wish to participate in (TOLC or SAT).

Please note: the call for applications provides for two intakes plus an extraordinary one, which will be activated if there are still places available after the second intake: check the rules, dates and test required as they are different between intakes.

4. CHECK THE RANKINGS

Rankings will be published on Studenti Online (www.studenti.unibo.it) on the dates indicated in the [General Calendar](#).

5. ENROL

If you are SUCCESSFUL in the ranking, you must enrol within the peremptory deadlines set out in the General Calendar for each intake selection and according to the procedures indicated in section 6 of the call for applications. **The mere completion of the enrolment application, without payment of the first instalment by the deadline, will result in exclusion from the procedure.**

6. DECLARE YOUR INTEREST IN THE RECOVERY

If you are not successful, but are eligible, you can apply to be recovered by declaring your interest on Studenti Online (www.studenti.unibo.it).

9. FINAL NOTES AND CONTACTS

Any notices concerning this call for applications will be published on Studenti Online. The information concerning the processing of personal data can be found at www.unibo.it/PrivacyBandiCds.

This call for applications, issued by executive order with the protocol number and repertory shown in the header of the first page, is subject to the provisions of Decree no. 1154/2021 of the Minister for Universities and Research, and its subsequent amendments and additions, regarding the accreditation of study courses.

Appeals against the decision may be lodged with the competent Regional Administrative Court within 60 days of the publication of the notice.

The person in charge of the administrative procedure is Dr Niccolò Martini, head of the Student Administrative Office at the Rimini Campus.

OFFICE CLOSURE

- National Holidays (www.unibo.it/CalendarioAccademico)
- Friday 29 March 2024;
- Friday 26 April 2024;
- from Monday 12 August to Friday 16 August 2024 (summer break);
- Friday 4 October 2024 (only Help Desk, Bologna International Desk, Service for Students with Disabilities and SLD, Student Contribution Office);
- Monday 14 October 2024 (only for Rimini Campus offices)

Other extraordinary closures will be published on the University Portal (www.unibo.it).

CONTACTS

Administrative information

(e.g.: deadlines, recoveries, enrolment procedure, etc.)

Student Administration Office Rimini Campus (*Via Cattaneo 17, 47921 Rimini*)

To get in touch with the Administration Office see <https://www.unibo.it/en/campus-rimini/campus-services/student-administration-office/student-administration-office>

Programme coordinator: cdl.etac@unibo.it

IT information

(e.g.: access credentials, data entry, application use/malfunctioning, informatic difficulties, etc.)

Help desk Studenti Online

Phone number +39 051 20 80 301

Email help.studentionline@unibo.it

Information for international students

Information on enrolment of international students and students with foreign qualifications (*e.g. eligibility of foreign qualifications for admission, pre-enrolment, visas and residence permits, financial benefits, etc.*).

International Desk of Rimini Campus (www.unibo.it/international-desk-rimini)

Information for candidates with disabilities or SLD

Service for students with disabilities and SLD

E-mail ases.adattamentiammissione@unibo.it

To get in touch with this service see <https://site.unibo.it/studenti-con-disabilita-e-dsa/it>

Information of fees and exemptions

Office of student contributions

E-mail ases.contribuzionistudentesche@unibo.it

To contact this office see <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/tuition-fees-and-exemptions/fees-and-exemptions-amounts-and-deadlines1>

Il Dirigente
Area di Campus di Rimini
Dott.ssa Antonella Mattioli
(f.to digitalmente)