



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA

*“This is an adapted translation in English of the original Call for Applications (“Avviso per l’ammissione al Corso di Laurea Magistrale Advanced Cosmetic Sciences”) in Italian and it is made only for publicity purposes. For enforcing the call, resolving any dispute and for all legal purposes only the Italian version of the act is valid, and prevailing with regard to the exact interpretation of the rules contained within, also in case of potential disputes.”*

## Academic year 2024/2025

**Call for applications for the following Master’s degree programme:**

### **Advanced Cosmetic Sciences**

Classe Lm 54 – Chemical Sciences

Cod. 9225

## **SUMMARY**

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Information regarding the processing of personal data is available at

<https://www.unibo.it/en/university/privacy-policy-and-legal-notes/privacy-policy/personal-data-processing>

*The University has been working to raise awareness of and to address gender stereotypes. In this context, it has been decided to give greater linguistic visibility to gender differences. Where, solely for the sake of simplicity, the masculine form is used in this document, it is understood as referring to all persons who work within the community.*

Advanced Cosmetic Sciences (ACS) forma chimici in grado di operare nelle aziende cosmetiche nella progettazione, produzione, analisi e certificazione dei prodotti cosmetici. Questo Corso di Laurea di II ciclo forma professionisti in grado di cogliere le sfide emergenti derivanti dalle attuali normative internazionali e finalizzate alla produzione di cosmetici più efficaci e intrinsecamente più sicuri con riferimento al loro intero ciclo di vita. ACS ha uno spirito interdisciplinare; è caratterizzato da corsi teorico-pratici relativi allo studio delle sostanze naturali e delle molecole bioattive utilizzate in cosmetica, alla chimica e alla formulazione dei cosmetici, all'analisi degli ingredienti e delle formulazioni.

*Advanced Cosmetic Sciences (ACS) forms chemists that can operate in cosmetic companies in the design, production, analysis and certification of cosmetic products. This 2nd Cycle Degree Programme trains professionals able to grasp the emerging challenges arising from the current international regulations and aimed at the production of more effective and intrinsically safer cosmetics with reference to their entire life cycle. ACS has an interdisciplinary spirit; It is characterized by theoretical-practical courses related to the study of natural substances and of bioactive molecules used in cosmetics, to the chemistry and to the formulation of cosmetics, to the ingredients and formulations analysis.*

## RELEVANT DEADLINES

Applications will be assessed by the Admission Board in accordance with the procedure outlined below. Candidates who are not admitted may apply for other intakes.

### INTAKE 1 (EU and NON EU applicants)

STEPS	DATES
1. Applications open	February 5 <sup>th</sup> 2024
2. Applications close	At 12.00 p.m. on April 4 <sup>th</sup> 2024 - Italian time
3. Results are made available	From April 18 <sup>th</sup> 2024
4. Enrolment	From April 19 <sup>th</sup> 2024: enrollment will be possible starting from April, 19, 2024 to October, 29, 2024 without additional fees and from October, 30, 2024 to November, 21, 2024 with additional fees.

### INTAKE 2 (EU and NON EU applicants)

STEPS	DATES
1. Applications open	April 8 <sup>th</sup> 2024

STEPS	DATES
2. Applications close	At 12.00 p.m. on June 20 <sup>th</sup> 2024 - Italian time
3. Results are made available	From July 4 <sup>th</sup> 2024
4. Enrolment	From July 5 <sup>th</sup> 2024: enrollment will be possible starting from July, 5, 2024 to October, 29, 2024 without additional fees and from October, 30, 2024 to November, 21, 2024 with additional fees.

### INTAKE 3 (EU applicants only)

STEPS	DATES
1. Applications open	June 27 <sup>th</sup> 2024
2. Applications close	At 12.00 p.m. on September 12 <sup>th</sup> 2024 - Italian time
3. Results are made available	From September 19 <sup>th</sup> 2024
4. Enrolment	From September 20 <sup>th</sup> 2024: enrollment will be possible starting from September, 20, 2024 to October, 29, 2024 without additional fees and from October, 30, 2024 to November, 21, 2024 with additional fees.

**Important:** all relevant communications including the results of the assessment will be published in StudentiOnline and/or communicated via e-mail to the e-mail address name.surname@studio.unibo.it; applicants are therefore required to regularly check their student profile on StudentiOnline and the e-mail address name.surname@studio.unibo.it and to keep the University credentials that are sent during intake registration. Institutional credentials are valid for the whole duration of a student's university career and are required each time students access their personal profile, or access to online services offered by the University of Bologna.

## SECTION 1 – ADMISSION REQUIREMENTS

In order to be admitted to the second-cycle degree programme in Advanced Cosmetic Sciences, candidates must:

- a) hold a first-cycle **ACADEMIC QUALIFICATION**, i.e., a three-year University degree or diploma or other suitable qualification obtained abroad.

Candidates who have not yet obtained a first-cycle qualification may also apply. The application procedures are outlined in Section 2 – HOW TO APPLY;

- b) meet the **CURRICULAR REQUIREMENTS** outlined in section 1.1;
- c) meet the **LANGUAGE REQUIREMENTS** and, specifically, proficiency in English equivalent to at least B2 level, to be demonstrated according to the procedures set out in section 1.1. Any other language requirements included in section 1.1 must also be met;
- d) have their **PERSONAL KNOWLEDGE AND SKILLS** positively assessed in accordance with the procedures set out in section 1.2.

## 1.1- Curricular and language requirements

### CURRICULAR REQUIREMENTS

The following curriculum requirements are required:

1. The possession of a 1<sup>st</sup> cycle degree in one of the following classes:

ex D.M. 270:

L-27 Chemical Sciences and Technologies

L-29 Pharmaceutical Sciences and Technologies

LM-13 Pharmacy and Industrial Pharmacy

ex. D.M. 509/99:

21 Chemical Sciences and Technologies

24 Pharmaceutical Sciences and Technologies

14/S Pharmacy and Industrial Pharmacy

Previous five-year degree programme system:

Degree in Chemistry, Industrial Chemistry, Pharmacy, Pharmaceutical Chemistry and Technology

Any other degree obtained abroad that is recognized by the Second Cycle Degree Board as equivalent to the previously listed degrees.

2. If none of the previous degree certificates has been obtained, the candidate should:

have obtained at least 60 CFU in basic scientific learnings (CHIM/01-CHIM/12, BIO/9-BIO/12, BIO/14, BIO/16, BIO/17, BIO/19, MED/07), among them at least 25 CFU should be obtained in the following learnings: CHIM/01-CHIM/12, BIO/10.

### LANGUAGE REQUIREMENTS

Admission to the programme is subject to proving English language skills, equivalent to level B2 (or higher) of the Common European Framework (CEFR).

The English language requirement may be satisfied through:

- submission of a suitable certificate of level B2 or higher. Linguistic certificates issued by individual universities are also accepted, if adequately documented or where the level of competence is clearly indicated;
- submission of a suitable international certificate of the corresponding level. For a list of recognised certificates, see the table of equivalent certificates published on the following web page: <https://centri.unibo.it/cla/it/riconoscimento-idoneita-linguistica>

The aforementioned list is not to be considered exhaustive.

- possession of an English- taught degree;
- possession of an English language and literature degree or equivalent;
- possession of a degree with a minimum of 30 cfu in transcript of records for teaching activities taught in English;
- being English native speakers.

The linguistic requirement is met for the students, who are in possession of a suitable certificate obtained not earlier than 5 solar years before the admission.

Please note: the aforementioned requirement of knowledge of the English language is mandatory and must be documented at the time of application on StudentiOnline.

## 1.2- Assessment of personal knowledge and skills

Once the registration for a given intake has been concluded, the Commission will evaluate the applications, by firstly verifying whether the candidates are in the possession of a suitable first cycle degree. The possession of the language requirement will be verified too. Fulfilling the curricular requirement is necessary to participate in the assessment of personal knowledge and skills. The assessment is document -based. **No interview is required.**

For those who are in possession of a degree obtained in Italy, specified in point 1 or in point 2 of the previous paragraph 1 Section 2 "ADMISSION AND LANGUAGE REQUIREMENTS", the personal knowledge and skills are considered verified:

- with a university qualification final grade equal to 100/110 or higher, for the students who have already obtained a first cycle degree;

- with a weighted average of the exam scores, with a value equal to 95/110 or higher, for the students who have not yet obtained their first cycle degree;

In the following cases, admission to the second-cycle degree program is subject to the Commission's evaluation of the students' curriculum:

- In case of possession of a university qualification degree not obtained in Italy;
- In case of possession of a university qualification degree obtained in Italy, with final grade lower than 100/110, or with a weighted average of exam scores lower than 95/110 for the students who have not yet obtained their first cycle degree, by way of exception the commission will consider relevant experiences reported in the curriculum vitae.

The application process is also open to students who are about to graduate. They will be admitted to the degree programme on the condition that they obtain their undergraduate degree by and no later than the date established by the Academic Bodies: **30/12/2024**

Students who are about to graduate also have to start the enrollment under condition of graduation by the deadlines indicated in the section RELEVANT DEADLINES.

Candidates who do not meet this requirement will be excluded.

## SECTION 2 – HOW TO APPLY

Applications must be submitted within the timeframe set by each intake indicated in the Relevant Deadlines section, and in accordance with the following procedure.

1. **Log into** Studenti OnLine ([www.studenti.unibo.it](http://www.studenti.unibo.it)), using your SPID username and password. The system will automatically retrieve your personal details and it will create your University credentials ([nome.cognome@studio.unibo.it](mailto:nome.cognome@studio.unibo.it)).

International students who do not have an ID document issued in Italy and, therefore, cannot obtain SPID credentials, may log in with their University username and password which can be obtained by going to [www.studenti.unibo.it](http://www.studenti.unibo.it) and clicking on *Register* and then *International students' registration*.

2. **Click on** "APPLY FOR ADMISSION", select "SECOND-CYCLE DEGREE" and choose the programme named "**Advanced Cosmetic Sciences**";
3. **UPLOAD the required documents in PDF format:**

### MANDATORY DOCUMENTS

- A copy of the front and back of a valid identity document. If the identity document does not have an English translation, a copy of your passport must be attached;
- University degree - For students holding a qualification obtained outside the University of Bologna: Self-certification regarding your first-cycle academic qualification with a list of completed exams, if obtained in Italy, or a copy of the qualification obtained abroad which enables access to second-cycle degree programmes in the country in which it was obtained.

This must be submitted along with a Transcript of Records and a Diploma Supplement, where available, **translated into Italian or English**. If you have not yet obtained the aforementioned qualification, upload the list of completed exams or the Transcript of Records;

- Certificate attesting English language competency or equivalent language certifications indicated in section 1.1;
- Curriculum Vitae;

#### OPTIONAL DOCUMENTS

- Copy of a valid residence permit, if already held;
- Other relevant documents that can give evidence of the candidate's experience (work experiences / internships/ periods spent abroad..) if held - maximum 2 documents.

The Admission Board will only assess documents uploaded through the online application. Any mandatory documents that are missing or only partially uploaded by the application deadline shall result in the candidate not being considered (or selected) for admission.

Documents must not be sent by post or email to administrative offices.

As previously stated, students who are about to graduate can also apply. They will be admitted to the degree programme on the condition that they obtain their undergraduate degree by and no later than the date established by the Academic Bodies. Candidates who do not meet this requirement will be excluded.

### **SECTION 3 – ADMISSION**

An Admission Board will check candidates' academic backgrounds and whether they meet the requirements for admission.

The Admission Board is composed of: Professor Claudia Tomasini (Chairman), Professor Marco Montalti (Member), Professor Jessica Fiori (Secretary).

Professors delivering classes in the first year of the degree programme may also sit on the committee as alternative members.

Candidates will be notified about admission to the degree programme via Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)), starting from the date indicated under step 3 in the above Relevant deadlines section.

Candidates that are not admitted may apply for other intakes. Intake 3 is open exclusively to EU candidates.



## SECTION 4 – ENROLMENT

If you are admitted to the degree programme, you will be able to enroll starting from the date indicated under step 4 in the above Relevant deadlines section. To enroll, you should complete the following steps:

1. **Log in** to Studenti OnLine ([www.studenti.unibo.it](http://www.studenti.unibo.it)) entering the username and password obtained when submitting your application.
2. **Select "Enrolment"**, then select "Second-cycle Degree", and then the degree programme "Advanced Cosmetic Sciences" and enter the required data, attaching a jpg file containing a passport-size photo of your face. In case you made false statements, you will incur in fines set by art. 496 of the Penal Code and you will automatically lose the right to enroll and will not be entitled to any financial aid (when obtained). You will not be refunded of the expenses you sustained.
3. **Pay the first instalment** following the instructions provided on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)).

After paying the enrolment fee, **check the details of your enrolment application** on Studenti OnLine ([www.studenti.unibo.it](http://www.studenti.unibo.it)) to verify your next steps and activate your career.

**Your University career must be activated by the deadline set on a yearly basis by the Academic Bodies**, otherwise your enrolment will be cancelled. For A.Y. 2024/2025 **the deadline is February 28, 2025**

### 4.1 - Particular cases

- **If you have a conditional offer**, you must obtain your undergraduate degree no later than the date set by the Academic Bodies.

If you are a University of Bologna graduate, the IT system will automatically update the data concerning graduation after you obtain the qualification.

If you are graduating from a different institution, check your next steps on Studenti OnLine ([www.studenti.unibo.it](http://www.studenti.unibo.it)).

- **If you hold a certificate demonstrating recognised invalidity of at least 66% or a certificate complying with Law 104/92**, in order to benefit from the exemption detailed at [www.unibo.it/it/servizi-e-opportunita/borse-di-studio-e-agevolazioni/esoneri-e-incentivi/esenzioni-per-studenti-portatori-di-handicap](http://www.unibo.it/it/servizi-e-opportunita/borse-di-studio-e-agevolazioni/esoneri-e-incentivi/esenzioni-per-studenti-portatori-di-handicap), upon enrolment you should send the certificate via email to the relevant [Segreteria studenti](#) office.
- **If you are a non-EU citizen with EU-equivalent status and you have obtained your qualification in Italy** you must provide the relevant [Segreteria studenti](#) Office with a copy of your residence permit which confirms the EU-equivalent status.
- **If you hold an international qualification**, after completing the above steps, check the [required documentation](#) to enroll (*extended link* <https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/iscriversi-corso-di-laurea-magistrale-con-titolo-estero>).

The documentation which you submitted for admission to the degree programme (e.g. diploma, transcript of records...) must be [translated and bear proof of authenticity when applicable](#).

Extended link (<https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/traduzione-autenticita-e-valore-dei-titoli-di-studio-esteri>)

You will need to upload the documents concerning your international qualification on Studenti OnLine ([www.studenti.unibo.it](http://www.studenti.unibo.it)) in the section "Calls" by selecting ""Matriculation for the 24\_25 academic year - document upload for international students with foreign qualifications".

When you arrive at the University of Bologna, you must make an appointment with the International Student Administration Office in Bologna or the Student Administration Office for your campus in order to show the original copies of your documentation.

- **If you are a non-EU student living abroad**, apart from the previous steps to complete, you must also pre-enroll on University portal and request an entry visa for study purposes. [Click here to learn how](#). – (extended link <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/visa-and-rules-for-residence-in-italy/before-leaving-home-entry-visa>)
- **If you want to apply for degree shortening based on previous studies**, check [here](#) how to proceed and verify the relevant deadlines (extended link <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/shortening-of-the-degree-programme>)
- **If you enrol and ask for transfer from a different University**, check the information on this [web page](#) (extended link <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/transferring-to-the-university-of-bologna/transferring-to-the-university-of-bologna>)
- **If you wish to switch your degree programme within the University of Bologna (Passaggio di Corso)** check [here](#) how to proceed (extended 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 wish to apply for simultaneous enrolment in different courses**, check the requirements and necessary steps on [this web page](#) (extended link <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/simultaneous-enrolment-in-different-courses>)

## 4.2- Tuition fees and benefits

The enrolment fees, net of the first instalment, for the 2024/2025 academic year and information on benefits and exemptions will be published on the University website on the page [www.unibo.it/Tasse](http://www.unibo.it/Tasse).

Remember that your fees will be calculated on a progressive scale based on a valid ISEE certificate only if submitted in accordance with the terms and procedures set out on the web page <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees> If you do not submit your ISEE, you will have to pay the full tuition fees relevant to your degree programme.

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

Information on other benefits can be found on the University website on the page <https://www.unibo.it/en/services-and-opportunities/services-and-opportunities> . If you are interested in benefits related to the right to higher education, you can consult the relative call published by the Regional Authority for the Right to Higher Education on the website [www.er-go.it](http://www.er-go.it).

The Regional Authority for the Right to Higher Education - ER.GO publishes annual announcements for scholarships, places in university residences, catering and other benefits on its website ([www.er-go.it](http://www.er-go.it)).

ER.GO's benefits application procedures are also independent from those for course admission application and matriculation.

## SECTION 5 – CONTACTS

For specific questions regarding enrollment:

**Segreteria studenti -Student Administration Office**

Email : [segrimini@unibo.it](mailto:segrimini@unibo.it)

Tel: +39 0541 434336

Office hours at the following web page: <https://www.unibo.it/it/campus-rimini/servizi-di-campus/segreteria-studenti/segreteria-studenti>

For further information on the admission procedure and on the content of the degree programme, you can contact the Advance Cosmetic Sciences Office:

**Programme Coordinator**

**Shara Cattarozzi**

Email : [cdlm.acs@unibo.it](mailto:cdlm.acs@unibo.it)

Tel: +39 0541 434562

Office hours: by appointment

<https://corsi.unibo.it/2cycle/AdvancedCosmeticSciences>

For further information on the procedures for international students, or students with foreign qualifications (value and validity of degrees for access to degree programmes, visa and residence permits, pre-enrollment, grants and subsidies for international students...) please contact:

**International Desk**

**Campus Rimini**

Email: [campusrimini.internationaldesk@unibo.it](mailto:campusrimini.internationaldesk@unibo.it)

tel +39.0541.4 34244

Office hours at the following web page:

<https://www.unibo.it/it/campus-rimini/servizi-di-campus/esperienze-internazionali/international-desk-rimini>

If you need help in submitting the on-line application, you can contact:

**Help Desk di Studenti Online**

Email [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it)

tel +39 0512080301

**DATE**

28/11/2023

**SIGNATURE**

Programme Director

Prof. Claudia Tomasini