



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA  
CAMPUS DI FORLÌ

## DEPARTMENT OF INDUSTRIAL ENGINEERING

**Admission procedure for the Two-Year Master's Degree Programme  
(Laurea Magistrale) with restricted access in AEROSPACE ENGINEERING  
Course Class LM-20 - Aerospace and Astronautical Engineering  
(code 5723)**

[www.unibo.it/AerospaceEngineering](http://www.unibo.it/AerospaceEngineering)

### Entry for the academic year 2024/2025

#### Summary

KEY POINTS AND TIMETABLE OF DEADLINES .....	2
1 - AVAILABLE POSITIONS .....	6
2 - ADMISSION REQUIREMENTS .....	7
3 – SELECTION PROCEDURE AND EVALUATION CRITERIA.....	9
4 – APPLICATION FOR THE SELECTION PROCEDURE .....	11
5 – ADMISSION RANKING .....	14
6 - ENROLMENT .....	15
6.1 Candidates enrolling for the first time .....	15
6.2 Candidates currently enrolled in other Italian university who intend to transfer	
6.3 Candidates currently enrolled in other degrees of the University of Bologna .....	18
6.4 Tuition fees and benefits .....	19
7 – CLEARING PROCESS.....	19
8 - FINAL INFORMATION AND CONTACTS	

*This university has started an awareness-raising campaign aimed at contrasting gender stereotypes. In this respect, it has been decided to give more linguistic visibility to differences. Wherever in this document the masculine form has been used with the sole purpose of simplification, it shall be deemed to refer in an inclusive manner to all the people operating in the community.*

## KEY POINTS AND TIMETABLE OF DEADLINES

This call for applications addresses those who wish to enrol on restricted access **Master's Degree Programme (Laurea Magistrale) in Aerospace Engineering, course class LM-20 - Aerospace and Astronautical Engineering.**

The Master's Degree in Aerospace Engineering is an international second cycle degree programme, where course units, exams and all other teaching activities are delivered in English. Information about the degree programme (regulations, admission requirements, study plan, expected learning outcomes, contacts, etc.) can be found at:

[www.unibo.it/AerospaceEngineering](http://www.unibo.it/AerospaceEngineering)

**All students interested in enrolling** (including those students who come from a different University, transfer from a different Degree of the University of Bologna or from a previous Degree in Aerospace Engineering running under the previous regulations, students who wish to have a previous Master's Degree -obtained either in Italy or abroad -other than the degree Diploma required for the admission to the Master's Degree in Aerospace Engineering recognised, students who have undertaken a second cycle Degree outside Italy without completing the programme, students who have withdrawn from the Degree or have lost the student status) **must apply for the admission procedure according to the methods described in the current Call for applications.**

- **DEADLINES TO MEET**

The admission to the master's degree consists of:

- a **first selection** procedure, **reserved to non-EU candidates residing abroad (15 positions)**; if at the end of the clearing process there are still positions available or if positions are available after that admitted students withdraw from the enrolment, there will be an **extraordinary clearing process for those candidates who are eligible in the ranking list for non-EU candidates residing abroad, in order of merit, up to the deadline of September 27th 2024;**

- a **second selection** procedure, and a **possible third** in case not all the positions are covered during the second selection, reserved to **Italian, EU and non-EU candidates with equivalent status (65 positions)**; if at the end of the clearing process of the possible third selection procedure there are still positions available, a possible extra clearing process may be activated reserved to Italian, EU and non-EU candidates with equivalent status.

Candidates may apply for **one selection process only**.

The admission procedure for the Master's degree in Aerospace Engineering for 2024/2025 A.Y. consists of the evaluation of the curricular and language requirements and the evaluation of the personal preparation, according to the summary table below. For more information about the admission modalities, please refer to section 3.

All the **deadlines** indicated in the table below are **MANDATORY**. Failure to meet them will result in the rejection of your application and enrolment in the Master's Degree programme, regardless of any reason.

**First selection process (reserved for non-EU candidates residing abroad: 15 positions)**

<b>STEPS</b>	<b>DATES</b>
1. Online application	<b>From 4<sup>th</sup> December 2023 to 30<sup>th</sup> January 2024 h.4.00 pm CET</b>
2. Publications of the evaluation of the curricular and language requirements and documents evaluation	15 <sup>th</sup> February 2024
<b>3. Interview</b>	20 <sup>th</sup> – 21 <sup>st</sup> – 22 <sup>nd</sup> February 2024
4. Final ranking / Enrolment starting date for the admitted candidates/ Starting date for declaring interest in the clearing process	5 <sup>th</sup> March 2024, h 3.00 pm CET
5. Deadline for enrolment / Deadline for declaring interest in the clearing process	12 <sup>th</sup> March 2024
6. Posting of the available positions and list of admitted candidates through the clearing process / Enrolment starting date for admitted candidates through the clearing process	19 <sup>th</sup> March 2024

7. Deadline for enrolment for the students admitted through the clearing process	26 <sup>th</sup> March 2024
8. Deadline for the extraordinary clearing process eligible in the ranking list	27 <sup>th</sup> September 2024
9. Deadline for obtaining the Bachelor's degree for all candidates	30 <sup>th</sup> December 2024

**Second selection process (reserved for Italian, EU and non-EU candidates with equivalent EU status: 65 positions)**

<b>STEPS</b>	<b>DATES</b>
1. Online application	<b>From 26<sup>th</sup> March 2024 to 31<sup>st</sup> May 2024 h.4.00 pm CEST</b>
2. Final ranking / Enrolment starting date for the admitted candidates/ Starting date for declaring interest in the clearing process	13 <sup>th</sup> June 2024, h 3.00 pm CEST
3. Deadline for enrolment / Deadline for declaring interest in the clearing process	20 <sup>th</sup> June 2024
4. Posting of the available positions and list of admitted candidates through the clearing process / Enrolment starting date for admitted candidates through the clearing process	27 <sup>th</sup> June 2024
5. Deadline for enrolment for the students admitted through the clearing process	4 <sup>th</sup> July 2024
6. Deadline for obtaining the Bachelor degree for all candidates	30 <sup>th</sup> December 2024

**Third possible selection process (reserved for Italian, EU and non-EU candidates with equivalent EU status: positions available after the second selection process)**

<b>STEPS</b>	<b>DATES</b>
1. Publication of available positions and opening of the online application	<b>9<sup>th</sup> July 2024</b>

2. Online application deadline	<b>5<sup>th</sup> September 2024 h.4.00 pm CEST</b>
3. Final ranking / Enrolment starting date for the admitted candidates/ Starting date for declaring interest in the clearing process	12 <sup>th</sup> September 2024, h 3.00 pm CEST
4. Deadline for enrolment / Deadline for declaring interest in the clearing process	19 <sup>th</sup> September 2024
5. Posting of the available positions and list of admitted candidates through the clearing process / Enrolment starting date for admitted candidates through the clearing process	26 <sup>th</sup> September 2024
6. Deadline for enrolment for the students admitted through the clearing process	28 <sup>th</sup> September 2024
7. Possible extra clearing process	Up to 21 <sup>st</sup> September 2024
8. Deadline for obtaining the Bachelor degree for all candidates	30 <sup>th</sup> December 2024

Students are invited to **check regularly** the **Studenti Online** service at [www.studenti.unibo.it](http://www.studenti.unibo.it) and their institutional email address [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it) at the link [www.unibo.it/my-email](http://www.unibo.it/my-email) these are the only means of information to be used for being updated on the progress of the competition (ranking list, clearing process, enrolment etc.).

- **STUDY PLAN**

Students enrolling in the master's degree in Aerospace Engineering will be able to select one of the two different curricula: either the **"Aeronautics track"** or the **"Space track"**.

Regardless of the curriculum chosen, candidates who enrol in the degree programme and who obtained less than 24 ECTS in the scientific and disciplinary sectors (SSD) ING/IND-03, ING/IND-04, ING/IND-05, ING/IND-06, ING/IND-07 during their previous academic career, will be required to select the learning activity "FUNDAMENTALS OF AEROSPACE ENGINEERING (I.C.)" instead of two elective exams in their study plan. Those students will be notified during the enrolment procedure.  
<https://corsi.unibo.it/2cycle/AerospaceEngineering/course-structure-diagram>

## 1 - AVAILABLE POSITIONS

For the academic year 2024/2025, the number of positions available for the admission to the Master's Degree in Aerospace Engineering, Class LM-20 is:

- n. 65 positions are reserved for Italian citizens, citizens of the European Union, or non-EU citizens with EU equivalent status (1)
- n. 15 positions are reserved for non-EU citizens residing abroad (2)

**In case the positions reserved to non-EU citizens residing abroad are not fully covered, they will be made available to candidates who are citizens of the European Union, Italy and to non-EU citizens with equivalent status starting only after September 27<sup>th</sup> 2024 for a possible extra clearing process (section 7- Clearing process).**

### PLEASE NOTE

For the purposes of this call for applications, candidates may verify which is their status by visiting the following page: <https://www.unibo.it/en/international/Who-are-international-students>.

In particular:

- At number 1) for Italian citizens, citizens of the European Union, or non-EU citizens with EU equivalent status
- At number 2) for non-EU citizens residing abroad.

Useful information for non-EU citizens residing abroad and/or with a degree obtained outside of Italy can be found at: <http://www.unibo.it/admissions>;

<https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/international-students-how-to-prepare-for-enrolment>

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

Besides seeking admission through the first selection process, **non-EU citizens residing abroad** must also follow the procedures for access Italian universities which are defined yearly by the Ministry of University and Research (MUR) published to the following website:

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

In particular, they must:

- apply for the **pre-enrolment application** to the Italian Embassy/Consulate in the student's country of residence through University portal <https://www.universitaly.it/>
- hold a qualification obtained abroad that grants access to a second cycle degree in Italy;
- non-EU citizens holding a permit of stay for study reasons who formally withdraw from this or other Italian university lose their rights to stay in the Italian state, which result in losing their permit of stay; these candidates must go back to their country of origin and start the pre-enrolment procedure by the deadlines set here: <http://www.studiare-in-italia.it/studentistranieri/>.

## 2 - ADMISSION REQUIREMENTS

In order to profitably attend the Second Cycle Degree in Aerospace Engineering, course class LM-20, students must have acquired basic knowledge in mathematics, physics and engineering.

Applicants shall hold:

1) - a **First Cycle Degree**

- or another three-year University Diploma
- or another five-year Laurea Degree
- or another equivalent qualification obtained abroad that grants access to a second cycle degree in the issuing Country

in one of the following Italian First Cycle Degree classes ex DM 270/2004:

L-7	Civil and Environmental Engineering
L-8	Information technology engineering
L-9	Industrial Engineering
L-30	Physics
L-31	Computer Sciences
L-35	Mathematics

or hold an Italian academic qualification running under the previous Italian University Systems (before the Ministerial Decree D.M 270/2004) or non-Italian academic qualifications which can be assimilated to the classes ex DM 270/04 listed above.

The candidate who does not hold a Bachelor Degree by the deadline of the online application for the selection process is admitted to the selection if he/she complies with the **restrictions of credits or exams** detailed below at point 2). In case the candidate is admitted in the ranking list, he/she may enrol by the deadlines of the **TIMETABLE OF DEADLINES** and according to the procedure as per SECTION 6 **provided that the candidate obtains the bachelor's degree by 30<sup>th</sup> December 2024** that will be published online. Failing to graduate by this deadline, the candidate loses the right to enrol on this programme.

2) the following **restrictions of credits or exams** apply for those candidates **who haven't obtained the requested Degree, at point 1)**:

2.a: **in the first selection process,**

Non-EU students residing abroad shall have fulfilled all activities (credits or exams) belonging to the study plan of the previous years of their Bachelor's degree;

**2.b: in the second selection process,**

Italian, European Union and non-EU students with equivalent status, if enrolled on an Italian First Cycle Degree programme, by the deadline of the online application for the second selection process cannot have **more than 36 CFU left** to be taken (excluding the final test or thesis, internships and laboratory activities) in order to graduate;

Italian, European Union and non-EU students with equivalent status still enrolled on a foreign equivalent Bachelor Degree programme, by the deadline of the online application for the second selection process cannot have **more than 70% of credits or course units left** to be taken (including the final test or thesis) belonging to the study plan of the last year of course, whereas all the credits or exams of the previous years of course are to be already passed;

**2.c: in the third (possible) selection process,**

Italian, European Union and non-EU students with equivalent status, if enrolled on an Italian First Cycle Degree programme, by the deadline of the online application for the third selection process cannot have **more than 12 CFU left** to be taken (excluding the final test or thesis, internships and laboratory activities) in order to graduate;

Italian, European Union and non-EU students with equivalent status still enrolled on a foreign equivalent Bachelor Degree programme, by the deadline of the online application for the third selection process cannot have **more than 40% of credits or course units left** to be taken (including the final test or thesis) belonging to the study plan of the last year of course, whereas all the credits or exams of the previous years of course are to be already passed;

- 3) a knowledge of **English language of at least B2 Level**, according to the Common European Framework of Reference for Languages, attested by one of the following certificates, valid only if issued **after January 1<sup>st</sup> 2021**:
- TOEFL Internet-based of at least 80 points;
  - IELTS of at least 5.5 points;
  - FCE – C;
  - ISE II Trinity College London;
  - Cambridge English Certificate Level B2;
  - Business Vantage (BEC Vantage);
  - a B2 level English language certificate issued by a University Language Centre;
  - an English B2 level exam passed in an Italian State University Degree Programme. The date of the English language exam ('idoneità di inglese B2') must be indicated in the transcript of records. In case the English language exam was a recognition of a previous English language certificate, the English language exam recognition is not valid for the purpose of this call for applications.
  - An OOPT test result of B2 or higher score obtained in one of the sessions available and organized by the University language Centre (CLA) of the University of Bologna that will be published in the master's degree in Aerospace Engineering website, or a result of B2 or higher score obtained for



admission to another master's degree of the University of Bologna for the same academic year 2024/2025.

Candidates that do not hold any of the certificate listed above and that wish to sit the OOPT in one of the indicated dates must notify it by sending an email to

[didatticaforli.ingstudenti@unibo.it](mailto:didatticaforli.ingstudenti@unibo.it) with at least one week notice from the test date.

- English mother-tongue applicants (nationals from Australia, Canada, Ireland, New Zealand, South Africa, UK and USA) and applicants who obtained a Bachelor's degree taught in English are exempt from the English language proficiency requirement.

Candidates who are unable to provide one of the English language certificates specified above will be excluded from the ranking list as the language requirement is not fulfilled.

4) the **assessment of a suitable personal preparation**, based on knowledge in mathematics, physics and engineering, that will be assessed differently for the two quotas:

- Non-EU citizens residing abroad: documents evaluation and interview;
- Italian, EU and non-EU citizens residing abroad: documents evaluation.

For further details about the assessment of a suitable personal preparation and criteria of this admission procedures, please go to section 3 of this call for applications.

**PLEASE NOTE:** FOLLOWING THE ASSESSMENT OF A SUITABLE PERSONAL PREPARATION, ADMITTED CANDIDATES WHO WILL ENROLL IN THE DEGREE PROGRAMME AND WHO OBTAINED LESS THAN 24 CFU IN THE SCIENTIFIC AND DISCIPLINARY SECTORS (SSD) **ING/IND-03, ING/IND-04, ING/IND-05, ING/IND-06, ING/IND-07** DURING THEIR PREVIOUS ACADEMIC CAREER, WILL BE REQUIRED TO SELECT THE LEARNING ACTIVITY “**FUNDAMENTALS OF AEROSPACE ENGINEERING (I.C.)**” INSTEAD OF TWO ELECTIVE EXAMS IN THEIR STUDY PLAN.

### 3 – SELECTION PROCEDURE AND EVALUATION CRITERIA

The **Examining Committee**, appointed by the Council of the Department and composed of at least three permanent or substitute members, chosen among the teaching staff or the researchers of the Degree programme, will ensure the fairness of the procedure.

The selection process to the Master Degree in Aerospace Engineering includes curricular requirements, language requirements and the assessment of candidates' personal preparation.

**Those candidates who do not satisfy the curricular and language requirements** as specified at SECTION 2 points 1), 2) and 3) of this call for applications will not be admitted to the assessment of personal preparation phase and **excluded** from the ranking list.

In particular, candidates who do not hold one of the language certificates listed in section 2, point 3 of this call for applications, or who are not in the conditions listed in the same section, who wish to sit the **OOPT (Oxford Online Placement Test) organized by the University Language Centre (CLA) of the University of Bologna** in order to prove their B2 or higher English level in one of the dates organised by the CLA and indicated in the master's degree programme website, must notify it at [didatticaforli.ingstudenti@unibo.it](mailto:didatticaforli.ingstudenti@unibo.it) with at least a week notice from the test date, so to allow the registration of the candidate to the test.

The test will be done online on Zoom.

**Instructions regarding the OOPT will be sent to candidates** a couple of days before the test at the Unibo email [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it) ; **no further emails will be sent.**

The test is divided in **2 parts**: 1. Use of English (grammar and vocabulary); Listening.

The test will last **60 minutes** and will be done online and remotely for all candidates, gathered in a virtual room, and supervised by staff of the University Language Centre. **Only candidates who will score a B2 or higher level will be admitted to the assessment of the personal preparation.**

Candidates who do not hold a B2 level certificate who do not sit the test or do not score at least B2 in the test will be excluded from the assessment of the personal preparation.

Candidates will not receive any certificate nor attestation; results will be communicated to the Evaluation Committee for the purpose of this admission only.

**The assessment of the personal preparation consists in:**

- For non-EU citizens residing abroad: **documents evaluation and interview** (first selection process);
- For Italian, European and non-EU with equivalent status: **documents evaluation** (second and possible third selection process).

The documents evaluation will be carried out for all candidates based on the documents attached to the application in the different selection processes and indicated in section 4 of the call for applications.

The admission to the Master Degree Course in Aerospace Engineering, course class LM-20 will depend on the positive assessment of the documents uploaded by all the candidates entering the selection process intakes and by the positive assessment of the interview only for the non-EU candidates residing abroad.

**The interview** will assess the basic knowledge in mathematics, physics and engineering; it will be carried out by the same evaluation board that will verify the curricula and linguistic requirements and the documents evaluation.

Non-EU candidates who meet the admission requirements and have positively passed the documents evaluation with a minimum score of 36 points will be admitted to the interview.

The interview will be carried out remotely by using either Teams and Zoom on **20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup>**

**February 2024. Interviews schedule will be published together with the requirements and the documents evaluation results on February 15<sup>th</sup> 2024** on [Studenti Online](#), in the application details section.

It will not be possible to modify the assigned interview date.

If candidates with disabilities or DSA wish to request possible adaptations for the interview, they should consult the following webpage: <https://site.unibo.it/studenti-con-disabilita-e-dsa/en> and upload the specific form to their online application (section 4).

**The assessment of the suitable personal preparation results** will be expressed on a point-based system. **The maximum score is 100 points and the minimum score for admission** to the Master's Degree Course in Aerospace Engineering LM-20 Class **is 60 out of 100.**

**Non-EU candidates residing abroad** (first selection process) will be assessed as follows:

- 1) Grades and academic curriculum and the relationship of their Degree to the learning objectives and the professional profile of the Master Degree Course in Aerospace Engineering: **up to 60 points. The minimum score to be admitted to the interview is 36 points.**
- 2) interview for the evaluation of knowledge in mathematics, physics and engineering: **up to 40 points.** The minimum score to be placed in the ranking list as eligible candidates is 24 points.

**Italian, EU and non-EU candidates with equivalent status** (second and possible third selection process) will be assessed as follows:

- 1) Grades and academic curriculum: **up to 60 points.**
- 2) International experiences, application form and the relationship of their Degree to the learning objectives and the professional profile of the Master Degree Course in Aerospace Engineering: **up to 40 points.**

**In case of equivalent score amongst candidates**, priority will be given to the candidate who obtained the highest score in the assessment of the academic curriculum and merit. If, after this assessment, candidates still have an equivalent score, priority will be given to the youngest one. Please note: The selection will take place in any case, even if the number of applications received by the deadline established by the Call for each session is lower than or equal to the number of available positions.

In fact, the selection has the purpose of assessing the candidates' suitable personal preparation.

**Only applications that are assessed as being eligible (all requirements are satisfied) will be included in the ranking list according to the points obtained; the number of successful candidates will be subject to the number of available positions.**

#### **4 – APPLICATION FOR THE SELECTION PROCEDURE**

In order to participate in one of the selection processes, candidates must apply for the selection procedure by the following mandatory deadlines:

**From 30<sup>th</sup> November 2023 to 30<sup>th</sup> January 2024 at 4 p.m. (CET):** first selection process intake (exclusively open to Non-EU candidates residing abroad);

**From March 26<sup>th</sup> to May 31<sup>st</sup> 2024 at 4 p.m. (CEST):** second selection process intake (exclusively open to Italian, European Union and non-EU candidates with equivalent status);

**From July 9<sup>th</sup> to 5<sup>th</sup> September 2024 at 4 p.m. (CEST):** third (possible) selection process intake (exclusively open to Italian, European Union and non-EU candidates with equivalent status).

In order to apply for the selection procedure is necessary to:

1. Log on **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)):
  - **International candidates without an Italian identity document** can access with the Unibo institutional credentials; in order to obtain them register on **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)) at “INTERNATIONAL STUDENTS REGISTRATION”
  - Or it is possible to access by **using the SPID or CIE credentials** (for information [www.spid.gov.it](http://www.spid.gov.it)). The system will automatically retrieve your personal details from SPID and eventually create your UNIBO institutional account that will be as follows:  
[name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it)

PLEASE NOTE: While registering, please pay attention and make sure to provide complete and correct details as they appear in your Passport/ID, **especially in case you have 2 or more names a/or surnames.**

2. Click on “ADMISSION APPLICATION” button and go ahead by selecting the degree “AEROSPACE ENGINEERING” in “SECOND CYCLE DEGREE PROGRAMME” and the selection process:
3. Download/print the **application form**.
4. Attach **the following documents in pdf format to the on-line application**:
  - a) **Completed application form.**
  - b) **Graduation certificate and list of exams passed with respective grades/results:**

**in case of a qualification obtained (or about to be obtained) from an Italian university**, it is necessary to upload the **self-certificate** of the Degree (if already obtained) and the list of the exams passed with marks, credits and SSD; candidates are invited to use they home University self-certification or they may use the forms for self-certification that are available on [www.unibo.it/AerospaceEngineering](http://www.unibo.it/AerospaceEngineering) and on **Studenti Online**. Such certificate is automatically retrieved by the system for University of Bologna students and graduates (see point 5 below).

**In case of a qualification obtained (or about to be obtained) abroad**, it is necessary to upload the **graduation certificate (if already obtained)**, with the **full transcript of all exams passed**

**with marks and credits**, issued and certified by the attended University.

**Candidates who have not completed their Bachelor's degree yet must self-certify or certify the exams passed and yet to pass**, so that the Evaluation Committee can easily verify the restrictions of credits or course units set for each selection round as described in SECTION 2 of this Call for applications, specifically at points 2.a, 2.b and 2.c.

In case the required documents are not written in English or Italian, they shall be accompanied by a **translation into English**. The translation can be done by the applicants themselves.

**c) English language attestation of at least B2 level**, obtained after January 1<sup>st</sup> 2021.

Applicants must upload one of the following certificates:

- TOEFL - Internet-based – of at least 80 points
- IELTS - of at least 5.5 points
- FCE – at least C
- ISE II Trinity College London
- Cambridge English Certificate Level B2;
- Business Vantage (BEC Vantage);
- a B2 level English language certificate issued by a University Language Centre (or self-declaration in case of Italian state universities);
- self-declaration of an English B2 level exam passed in an Italian State University Degree Programme. Only English language exam ('idoneità di inglese B2') passed will be accepted (no recognition of previous certificates);
- An OOPT test result of B2 or higher score obtained in one of the sessions available and organized by the University language Centre (CLA) of the University of Bologna that will be published in the master's degree in Aerospace Engineering website, or a result of B2 or higher score obtained for admission to another master's degree of the University of Bologna for the same academic year 2024/2025.
- Self-declaration for exemption for mother-tongue candidates from Australia, Canada, Ireland, New Zealand, South Africa, UK and USA) and applicants who obtained a Bachelor's degree taught in English.

**d) Possible certificates attesting experiences abroad, publications and other relevant experiences.**

**e) Double-sided copy of a valid ID document** (identity card or passport).

**f) Copy of a valid residence permit for non-EU citizens**, mandatory in order to demonstrate the EU equivalent status.

**h) Possible request form for adaptations for candidates with disabilities and learning disabilities** (for the interview of non-EU candidates residing abroad).

5. IN ORDER TO COMPLETE THE ADMISSION PROCEDURE, IT IS ALSO NECESSARY TO DECLARE

**THE POSSESSION OF A VALID DEGREE QUALIFICATION ONLINE**, INDICATING ALL THE ATTENDED EXAMS, FINAL MARKS AND THE RESPECTIVE SCIENTIFIC DISCIPLINARY SECTORS OBTAINED (SSD). BASED ON THE CONDITION AT THE TIME OF REGISTRATION FOR THE SELECTION, CANDIDATES MUST FOLLOW THE INSTRUCTIONS BELOW:

- candidates graduated from the University of Bologna: during the application process, candidates may confirm the qualifications obtained at the University of Bologna that is automatically proposed by the system and there is no need to enter any other career information.
- candidates currently enrolled at the University of Bologna (graduating students): during the application process, candidates may confirm the degree they are attending at the University of Bologna that is automatically proposed by the system and there is no need to enter any other career information. In order to assess the requirements, the exams recorded by the deadline for enrollment in the selection for which they are competing will be considered.
- candidates from another Italian University: during the application process, candidates shall indicate the University Degree. In order to complete the request, candidates will have to specify the list of exams passed in their previous career. The application can be updated up to selection deadline.
- candidates who have obtained a University degree abroad: during the application process, it is mandatory to indicate the University Degree achieved. It will be necessary to insert all the exams and credits passed during the previously indicated qualification specifying the number of credits, marks and evaluation scale. The application can be updated up to the selection deadline.

6. For the application to the selection procedure a **fee payment of 50 € is needed. Such fee is not refundable in any case.** Payment can be made exclusively through the methods indicated in **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)).

**CANDIDATES WILL BE ADMITTED TO THE SELECTION PROCESS EXCLUSIVELY IF THEY HAVE SUBMITTED THE APPLICATION AND PAID THE FEE BY THE DEADLINE AND ACCORDING TO THE PROCEDURE INDICATED ABOVE. INCOMPLETE APPLICATIONS OR APPLICATIONS SUBMITTED AFTER THE DEADLINE WILL NOT BE EVALUATED.**

For assistance with the completion of the on-line application procedure, candidates can contact **Studenti Online Helpdesk**, by calling the phone number +39 051 2080301 or by sending an e-mail to [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it).

## **5 – ADMISSION RANKING**

When each selection process is completed, the Evaluation Committee will draw up a final ranking for every quota of reserved positions and will assign all available positions, according to

the modalities and criteria defined in this call for applications.

The ranking lists will be posted on:

**March 5<sup>th</sup> 2024, h 3.00 pm** for the first selection,

**June 13<sup>h</sup> 2024, h 3.00 pm** for the second selection,

**September 12<sup>th</sup> 2024, h 3.00 pm** for the third selection,

in **Studenti online** on the website [www.studenti.unibo.it](http://www.studenti.unibo.it), in the detail page of the admission request, as the only legal representation of the admission ranking.

## 6 - ENROLMENT

**Candidates enrolling for the first time** must follow the instructions at paragraph 6.1.

**Candidates currently enrolled in other Italian university who intend to transfer** must follow the instructions at paragraph 6.2.

**Candidates currently enrolled in other degrees of the University of Bologna** who intend to change their degree (**passaggio**) must follow instructions at paragraph 6.3.

Information about the possible double enrolment on two higher education degrees, as foreseen by dgl 33 of 12 April 2022, can be found at <https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/iscrizione-contemporanea-a-corsi-diversi>

Students with a previous second cycle university career may request the recognition by filling in the **form for shortening the university career** by November 28<sup>th</sup> 2024 as indicated at the following page: <https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/abbreviazione-di-carriera>.

Information about tuition fees and benefits can be found at paragraph 6.4

### 6.1 Candidates enrolling for the first time

By the mandatory deadlines for each selection process as per **TIMETABLE OF DEADLINES** successful candidates must:

1. **Connect** to **STUDENTI ONLINE** on the website [www.studenti.unibo.it](http://www.studenti.unibo.it) by using the User ID and password received for the on-line application procedure or the SPID or CIE credentials.
2. **Choose** 'REGISTRATION' and select 'SECOND CYCLE DEGREE PROGRAMME' and the degree 'AEROSPACE ENGINEERING'.
3. **Fill out the requested data on-line and attach a passport-format photo.**

In case of false statements, in addition to incurring the penalties established in art. 496 of the Criminal Code for false statements, the candidate shall automatically be rejected from enrollment and from the benefits eventually obtained, with no right to any refund of fees paid.

4. During the online enrolment procedure, admitted students must indicate one of the two curriculum they wish to enrol between “**AERONAUTICS**” and “**SPACE**”.

5. Pay the first instalment of the annual tuition fee (or alternatively the complete annual tuition fee) through the payment methods indicated at [www.studenti.unibo.it](http://www.studenti.unibo.it) (**Studenti Online**). If the enrolment request form is filled in but no payment is made by the due deadline, candidates will be excluded from enrolment. **No late payments are allowed.**

6. **The activation of the career must be completed by the mandatory deadline of February 28<sup>th</sup> 2025** or the enrolment will be cancelled.

After the enrolment payment, candidates should verify on **Studenti Online**, in the detail page of the registration request, subsequent steps to validate their identity and to activate their career. Candidates whose career can't be automatically activated will have to contact the Student Administration Office / *Segreteria studenti* of Forlì to validate their identity and/or to send the documents necessary to complete their enrolment.

After the career is activated, students can start to use all the services of the University such as online study plan, signing up for exams, getting access for WIFI and online library resources etc. and make academic career procedures (change of Degree programme, transfer to another Italian University, withdrawal from studies). Besides, students will receive an e-mail on their inbox @studio.unibo.it with the instructions to get the badge.

In order to activate the university career in the cases listed below, further steps are needed:

a) **Students with recognized disability** equal or higher than 66% or with a certificate of disability in compliance with the Italian Law 104/92 must send a copy of the certificate attesting their conditions **by email to [segforli@unibo.it](mailto:segforli@unibo.it)**. Information is available on the University website at <http://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/exemptions-and-incentives/exemptions-for-disabled-students>;

b) **Non-EU citizens with EU equivalent status** must send a copy of the valid residence permit that allows the status equivalence;

c) **Non-EU candidates residing abroad** must consult information available at <https://www.unibo.it/iscrizioniStudentiNonUE>, log in **Studenti Online**, select CALL FOR APPLICATIONS, select ENROLMENT A.Y. 2024/25- UPLOAD OF DOCUMENTS FOR INTERNATIONAL STUDENTS AND WITH A FOREIGN DEGREE and upload a copy of the passport with study visa and copy of a valid permit of stay (if not yet obtained, copy of the study visa and then copy of the request for the issue of the permit of stay; in this latter case, enrolment will be conditional until copy of the permit of stay is handed in);



d) **Students holding a foreign degree obtained from a non-Italian University** must consult information available at <https://www.unibo.it/iscrizioniStudentiNonUE>, log in **Studenti Online**, select CALL FOR APPLICATIONS, select ENROLMENT A.Y. 2024/25- UPLOAD OF DOCUMENTS FOR INTERNATIONAL STUDENTS AND WITH A FOREIGN DEGREE and upload any document related to the foreign qualification by 28<sup>th</sup> February 2025.

e) Successful candidates who have not yet obtained the degree required for access will be able to enroll according to the aforementioned deadlines and procedures, **PROVIDED THAT THEY OBTAIN THE DEGREE WITHIN THE PERENTORY DEADLINE OF DECEMBER 30<sup>TH</sup> 2024.**

In case of conditional enrollment, the career **will be activated only after obtaining the title.** Upon graduation **from the University of Bologna**, the qualification will be automatically implemented and the career directly activated.

Upon graduation **from another Italian university**, in order to activate the career, it is necessary to access **Studenti Online** in the details of the enrollment request and enter the degree mark by typing the appropriate button "**enter degree mark**".

If the candidate does not graduate within the aforesaid deadline or in the event of false declarations, he/she will for all intents and purposes **cannot enroll** in the master's degree, even if already conditionally enrolled.

## 6.2 Candidates currently enrolled in other Italian university who intend to transfer

Those candidates will have to:

1. **Register** online according to the instructions given at **paragraph 6.1** specifying the current Italian university and the degree programme they were enrolled on;
2. Pay the first instalment of the annual tuition fee (or alternatively the complete annual tuition fee) by the date reported in the **KEY POINTS AND TIMETABLE OF DEADLINES** section above according to the modalities specified in **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it));
3. **Submit the transfer application** at the current Italian University **by the deadlines there established.**

**Please note:** it will be possible to attend teaching activities and sit exams at the current University until the submission of the transfer application. At the University of Bologna, the student career will be active **only** after the Degree programme Board ascertain the transfer and approves the continuation of the study.

In order to complete the transfer, in addition to the instalment of the annual tuition fee for the new academic year, **candidates have to pay a transfer fee** (the exact amount will be published on the University website <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/transferring-to-the-university-of-bologna>); the Student Administration Office of Forlì will ask the candidate to pay the transfer fee after receiving the documents from the previous University.

### 6.3 Candidates currently enrolled in other degrees of the University of Bologna

- Candidates already enrolled on a degree programme at the University of Bologna who took **part in the FIRST AND SECOND selection** must:
  - **ENROL** on the new Degree Programme as indicated above at **paragraph 6.1** and pay the first instalment of the annual tuition fee (or alternatively the complete annual tuition fee) **by the mandatory deadlines indicated in the timetable of deadlines** .

BESIDES, **starting from July 21<sup>st</sup> 2024 and by the mandatory deadline of October 3<sup>rd</sup> 2024**, candidates have to apply for the Degree programme change following the instructions given at [www.studenti.unibo.it](http://www.studenti.unibo.it) (**Studenti online**).

Specifically, they must:

1. **click on 'PROGRAMME TRANSFER'** and insert the required data;
  2. pay the **degree change fee** (correct amount will be available on the University website <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/changing-study-programme-within-the-university-of-bologna> or for optional transfer at <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/transfer-to-a-study-programme-under-the-new-system> )
- **On the contrary**, candidates already enrolled in another degree programme of the University of Bologna who took part in the **third selection process** must fill in the Degree programme change request following the instructions given at [www.studenti.unibo.it](http://www.studenti.unibo.it) (**Studenti online**) **according to the mandatory deadline of September 19<sup>th</sup> 2024**.

Specifically, they must:

1. **pay the first instalment** of the annual tuition fee (or alternatively the complete annual tuition fee) for the previous degree and do not have any outstanding tuition fee payments from previous academic years;
2. **click on 'PROGRAMME TRANSFER'** in **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)) and insert the required data;
3. pay the **degree change fee** (correct amount will be available on the University website <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/changing-study-programme-within-the-university-of-bologna> or for optional transfer at <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/transfer-to-a-study-programme-under-the-new-system> )

In both cases, it will be possible to attend teaching activities and sit exams at the current Degree programme until the online submission of the programme change application. For the new Degree

programme, the student career will be active **only** after the Degree programme Board ascertains the programme change and approves the continuation of the study.

#### 6.4 Tuition fees and benefits

The annual tuition fees for the academic year 2024/2025 and the system for calculating tuition fees based on one's own economic conditions are published on the University website at the following page: [www.unibo.it/TuitionFees](http://www.unibo.it/TuitionFees).

Fees are calculated progressively based on a valid ISEE certification (or on the corresponding documents required to international students) only if it is submitted under the terms and conditions reported at [www.unibo.it/TuitionFees](http://www.unibo.it/TuitionFees). Failure to submit the ISEE certification (or the corresponding documents for international students) will imply that students will have to pay tuition fees in full.

Non-EU students with nationality of a country included in the particularly poor country and developing countries list and in the non-OCSE country list published on <https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/tasse-e-contributi/tasse-studenti-internazionali-a-a-2022-23>

Information about **scholarships, exemptions** and other economic benefits for international and Italian students are published on the University website at the following pages:

<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 about economic benefits are available in the **Call for applications** of the **Regional Agency for the Right to Higher Education - ER.GO** available at [www.er-go.it](http://www.er-go.it) (publication expected in **June 2024**).

In particular, before making the request, those candidates who plan to request the transfer from other degree programmes of this or another University or the optional transfer, should read carefully the ER-GO call 2023/2024 as **their university career**, after transferring to the new Degree Programme, **will be assessed starting from the year of first enrolment at the University**, regardless of credits recognized or the year of course assigned by the Degree Programme Board. This could be the cause of benefits loss.

#### 7 – CLEARING PROCESS

The positions left available after the conclusion of the enrolment procedure (**6 - ENROLMENT**) can be filled through a clearing process, according to the order of merit. This clearing process is reserved for those candidates who were not admitted for enrolment but judged positively and suitable anyway **in the same selection process**.

In order to participate in the clearing process, in the mandatory deadlines indicated in the **KEY POINTS AND TIMETABLE OF DEADLINES** for each intake, all eligible candidates placed in the final rankings of the selection process after the last admitted candidate of **their own selection round**, regardless the occupied position in the list, must:

- **Connect** to **Studenti Online** on the website [www.studenti.unibo.it](http://www.studenti.unibo.it)
- **Confirm that they are still interested in enrolment**, by clicking the specific button available in the detail page of the admission request after the ranking publication.
- Verify that the request has been positively registered by logging in again on **Studenti Online** in the detailed section of the admission request: The system will show **the request date and the receipt of the submitted request**.

‘Not eligible’, ‘Absent’ or ‘Excluded’ candidates cannot participate to the clearing process.

Eligible candidates who do not declare their interest in the clearing process for their own selection round according to the procedure and deadlines detailed above, are excluded from the subsequent steps of the clearing process and cannot enroll.

**The number of open positions still available and the list of candidates admitted through the clearing process** will be posted in **Studenti online** on the website [www.studenti.unibo.it](http://www.studenti.unibo.it) in the detail page of the admission request as the only legal representation on the date indicated in the **KEY POINTS AND TIMETABLE OF DEADLINES**.

Admitted candidates have to complete the enrolment process **by the deadlines indicated in the KEY POINTS AND TIMETABLE OF DEADLINES** according to the instructions indicated above in section **6 – ENROLMENT**.

#### **EXTRAORDINARY CLEARING PROCESSES FOR REMAINING AVAILABLE POSITIONS**

1) **If upon conclusion of the clearing process of the first selection** (reserved to non-EU citizens residing abroad) there are still available positions, or positions become available after previously admitted candidates withdraw from enrolment, there will be an extraordinary clearing process of the eligible candidates in the ranking list of the non-EU citizens residing abroad in order of merit **up to the mandatory deadline of September 27<sup>th</sup> 2024**. A specific note will be published on **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)) and admitted candidates will receive a notification on their institutional email address [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it) specifying the deadline for enrollment. After September 27<sup>th</sup> 2024 any available positions in the non-EU citizens residing abroad quota will be made available for the Italian, EU and non-EU citizens with equivalent status.

2) **If upon conclusion of the clearing process of the third selection** (reserved to Italian, EU and non-EU candidates with equivalent status) there are still available positions, the Director of the Department of Industrial Engineering can ask the Managing Director of the Campus Area of Forlì to

act so that the available places are fully assigned, exclusively with reference to the candidates placed in the ranking lists.

In this case, a specific notice will be posted on the website **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)).

In any case, every extraordinary clearing process will have to end by November 21<sup>st</sup> 2024.

## 8 - FINAL INFORMATION AND CONTACTS

### FINAL NOTES

Possible news about this call for applications will be communicated on **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)), whereas on the University website ([www.unibo.it](http://www.unibo.it)) news about office closures will be notified.

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

This Call for applications, issued by the Managerial Decree, Rep. n. and Prot. are in the heading of the present Call, is conditional on the provisions of the Decree of the Italian Ministry of University and Research n.1154/2021 and subsequent changes and integration 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.

For information about the Call for applications

<b>Programme Coordinator of the master's degree</b> <b>And tutor of the master's degree</b>	Via Montaspro 97 - 47121 Forlì E-mail <a href="mailto:didatticaforli.ingstudenti@unibo.it">didatticaforli.ingstudenti@unibo.it</a> <a href="https://corsi.unibo.it/2cycle/AerospaceEngineering/contacts">https://corsi.unibo.it/2cycle/AerospaceEngineering/contacts</a> Degree programme website <a href="http://www.unibo.it/AerospaceEngineering">www.unibo.it/AerospaceEngineering</a> email: <a href="mailto:didatticaforli.tutoringaerospaziale@unibo.it">didatticaforli.tutoringaerospaziale@unibo.it</a>
<b>Student Administration Office - Forlì</b>	Padiglione Melandri, Piazzale Solieri 1, 47121 Forlì E-mail <a href="mailto:segforli@unibo.it">segforli@unibo.it</a> ; For further details: <a href="https://www.unibo.it/en/campus-forli/campus-services/student-administration-office-1">https://www.unibo.it/en/campus-forli/campus-services/student-administration-office-1</a>
<b>School of Engineering – Engineering Degree Office in Forlì</b>	Via Montaspro 97 - 47121 Forlì; E-mail: <a href="mailto:didatticaforli.ingstudenti@unibo.it">didatticaforli.ingstudenti@unibo.it</a>

	<b>Opening Hours:</b> Mon. Fri. 9.30 – 12.00; Wed. 9.00-12.00; Tue. Thu. 9.30 – 12.00 and 14.30 – 16.00 (support to students solely by email or TEAMS)
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#### Contacts for **Italian language courses for international students**

<b>CLA – University Language Centre</b>	Forlì office and labs, via Lombardini 5, 47121 Forlì E-mail <a href="mailto:cla.fo-segreteria@unibo.it">cla.fo-segreteria@unibo.it</a> ; For further details: <a href="https://centri.unibo.it/cla/en/contacts">https://centri.unibo.it/cla/en/contacts</a>
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Contact details of **OTHER FORLÌ CAMPUS SERVICES FOR STUDENTS** can be found at this page:

<http://www.unibo.it/en/campus-forli/campus-services/campus-services-1>

For technical assistance on **Studenti Online** and IT information (e.g. username and password, completion of the on-line application procedure, technical errors):

<b>Studenti Online Helpdesk</b>	Ph. +39 051 2080301 E-mail <a href="mailto:help.studentionline@unibo.it">help.studentionline@unibo.it</a>
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Information for **international students or students with foreign degrees** (e.g. admission eligibility, pre- enrolment at Italian Embassy, visa and permit of stay, economic benefits, etc.), you can also contact:

<b>International Desk Bologna</b>	Via Filippo Re 4 – Bologna E-Mail <a href="mailto:internationaldesk@unibo.it">internationaldesk@unibo.it</a> For further details: <a href="https://www.unibo.it/en/international/contacts-for-international-students">https://www.unibo.it/en/international/contacts-for-international-students</a>
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#### Information on **fees and benefits**

<b>Ufficio contribuzioni studentesche</b>	Via Marsala, 49 - Bologna E-mail <a href="mailto:ases.contribuzionistudentesche@unibo.it">ases.contribuzionistudentesche@unibo.it</a> For further details: <a href="https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees">https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees</a>
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#### Information for **candidates with disabilities and learning disabilities**

<b>Service for students with</b>	Via Marsala, 49 – Bologna;
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<b>disabilities and learning disabilities</b>	Via Marsala 49 – Bologna Only for adaptation requests for the admission exam: <a href="mailto:ases.adattamentiammissione@unibo.it">ases.adattamentiammissione@unibo.it</a> For further details: <a href="https://site.unibo.it/studenti-con-disabilita-e-dsa/en">https://site.unibo.it/studenti-con-disabilita-e-dsa/en</a>
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**THE MANAGING DIRECTOR OF THE CAMPUS AREA FORLI'**

**Dott. Leonardo Piano**

