



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA  
CAMPUS DI FORLÌ

# **Master's degree in Aerospace Engineering**

**Presentation for II year students**

**Wednesday, September 25<sup>th</sup> 2024**

**School of Engineering- Forlì Campus**

Department of Industrial Engineering

# Summary

- Tuition fees and ER.GO Scholarships
- Italian language requirement for international students
- Health and Safety in the Workplace Training
- Elective exams and study plan
- Internship
- Final Project
- Major Master's thesis
- Funds opportunities, companies and institutions



# Tuition fees and ER.GO Scholarships

Tuition fees are calculated based on the 2024 ISEE value with special subsidies in relation to the right to higher education.

With an **ISEE value up to €27,000**, first year students and students that meet merit requirements are totally exempted from paying tuition fees.

Above this limit, fees are calculated progressively, more favorably for students who have a low income and meet merit requirements.

Other situations can be found here at the specific page:  
<https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/tuition-fees-and-exemptions/fees-and-exemptions-amounts-deadlines>

FAQ: <https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/tuition-fees-and-exemptions/faqs-frequently-asked-questions-tuition-fees>

As an **international student**, your tuition fees will be calculated according to your country of origin and the country where your family has income and assets.

<https://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/tuition-fees-and-exemptions/reduced-fixed-fee-for-citizens-of-particularly-poor-and-developing-countries-or-non-eu-non-oecd-countries>



# Tuition fees and ER.GO Scholarships

## Questions about fees, exemptions and scholarships? Talk to us on Fridays!

Join the online meetings in which University of Bologna and ER.GO operators offer information on fees, opportunities for exemption or reduction, and how to obtain right-to-study benefits.

### When to participate

Every Friday **from 28 June to 15 November**, from 11:00 to 13:00.

We will suspend the meetings on 16 August and 23 August.

### How to participate

The meetings are conducted entirely in Italian and online through the Microsoft Teams platform. On Fridays at 11:00, [access the meeting room](#).

<https://www.unibo.it/en/news-and-events/notice-board/questions-about-fees-exemptions-and-scholarships-talk-to-us-on-fridays>



# Italian language requirement for international students

International students (both EU and non-EU) who are currently enrolled in English-taught courses will have to take part in an **online Italian language course** (study online for 1 hour per week). Completion of this course is compulsory for international students to obtain the language proficiency requirement. The corresponding certificate is required for graduation.

**Attendance for at least 70% of the overall duration and a final test is compulsory to obtain the language proficiency requirement. Unless you finish the course and sit the final test, you will not be able to graduate**

The course is designed to not interfere with other courses in your study plan and to allow you to organize your time autonomously. The course

**We advise you to consider taking this opportunity as soon as possible.**



# Italian language requirement for international students

To participate, you need to register for the course through [Studenti Online](#) (SOL Bookings).

You can find more information here:

<https://centri.unibo.it/cla/en/courses/self-study-tutor-assisted-learning-for-italian-language-beginners>

## Italian Language for international students (B3120)



### WHAT IT IS

A test to assess competence in Italian at the A1 level



### WHO IT'S FOR

Students enrolled on specific international programmes in English



### WHAT IT'S FOR

To ensure the competence in the Italian language required



### WHEN

Six times a year

[Italian Language for international students \(B3120\)](#)



# Italian language requirement for international students

**International students who are already in possession of an Italian language certification can request recognition to be exempted from completion of the course.** You can find in the attachment a list of valid language certifications.

International students that have previous knowledge of the Italian language equivalent or superior to CEFR level A1, but cannot certify it officially, can choose the **in-class courses** (A2-C1) offered by the University Language Centre.

<https://centri.unibo.it/cla/en/courses/italian-courses>



# Health and Safety in the Workplace training course aimed at students

The training courses, partly online and partly taught in class, targets all those students who will carry out activities in university laboratories or in private companies during their degree programs (training in laboratory, internships projects, thesis, etc.) and are for these reasons treated equally to workers (art.37 Italian law nr. 81/08, letter a)

This is an important opportunity aimed to provide knowledge and raise awareness on health and safety in the workplace, but most of all **it is mandatory.**

**General training (module 1)** provides a no-expiry certification which is recognized in private and public company in Italy. **Training on specific risk types (module 2 and 3)** provide a certification expiring after 5 years (external companies can recognize this certification or part of this).

More info and registration instructions at

<https://corsi.unibo.it/2cycle/AerospaceEngineering/health-and-safety-mandatory-training>





# Health and Safety in the Workplace training course aimed at students

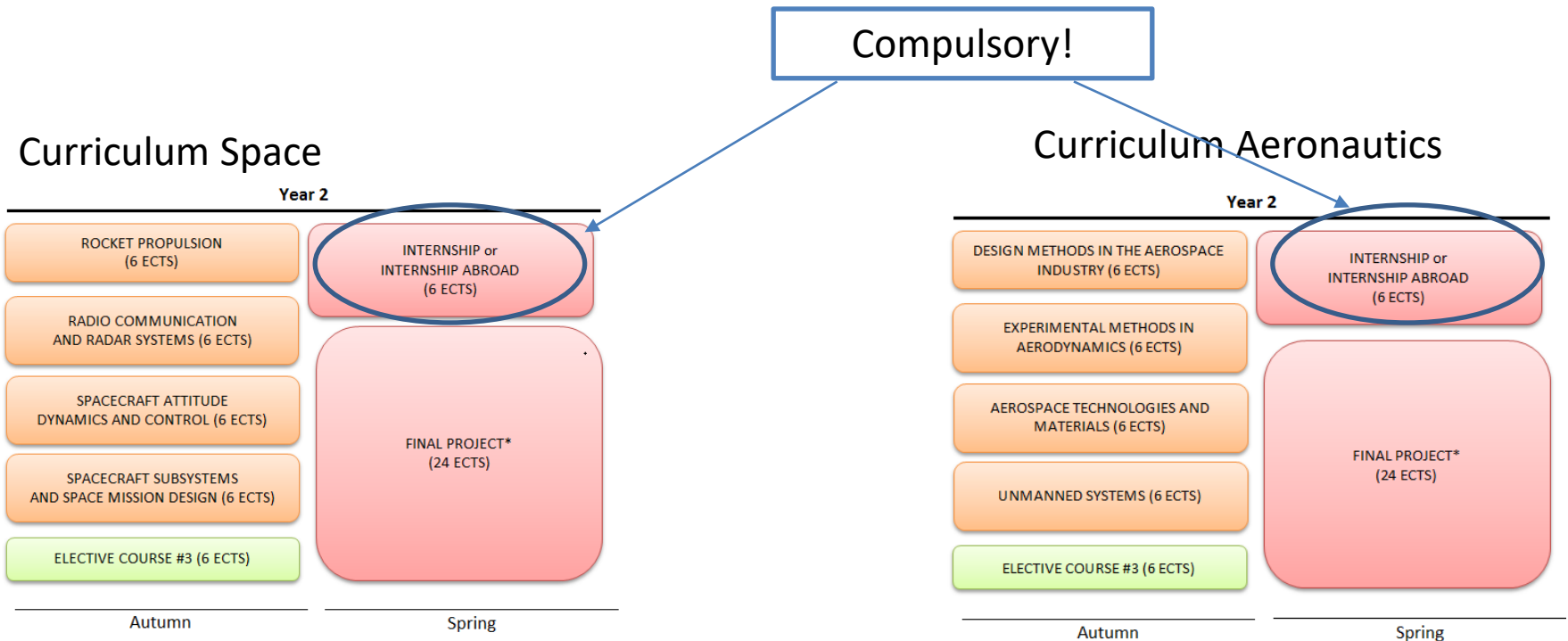
Any communication for information request, for the evaluation of previous training, within the limits set out above, as well as to report problems relating to the registration for the course can be submitted to Eng. Veronica Rossi ([veronica.rossi5@unibo.it](mailto:veronica.rossi5@unibo.it); 0543/374406).

Date	Timetable	Place	Teacher	Max no. of registrations
04/10/24 <b>Course in Italian</b>	14.00 – 18.00	“Montaspro” Building – Forlì Classroom 1.2	ing. Veronica Rossi	70
09/10/24 <b>Course in Italian</b>	14.00 – 18.00	“Montaspro” Building – Forlì Classroom 1.2	ing. Veronica Rossi	70
11/10/24 <b>Course in English</b>	14.00 – 18.00	“Montaspro” Building – Forlì Classroom 1.2	ing. Veronica Rossi	40

**For information on how to register for the Modules: Eng. Veronica Rossi [veronica.rossi5@unibo.it](mailto:veronica.rossi5@unibo.it)**



# Master's Degree Programme content



# Study plan for a.y. 2024-2025

To be submitted online on <https://studenti.unibo.it>

The study plan completion can be made:

From September 30<sup>th</sup> till November 8<sup>th</sup> 2024

From February 10<sup>th</sup> till March 7<sup>th</sup> 2025

*Please note:* in order to complete the study plan students must have completed their enrolment, paid the due tuition fees, have a valid permit of stay (for students having an entry Visa).

Students from previous regulations (8769) cannot complete the study plan online-> please send an email to [didattica.ingstudenti@unibo.it](mailto:didattica.ingstudenti@unibo.it) for any change request.



# Elective teaching activities (t.a.)

The degree Council has decided that:

- Students can choose among 6-12 credits from year I elective teaching activities;
- Students can choose among 6-12 credits from year II elective teaching activities.

The total amount of elective t.a. credits must be at least 18.

If you wish to add an activity offered by another degree, you cannot complete the study plan online. Please use the paper form that will be available online- you can also collect it from the office.



# Study plan for a.y. 2024-2025

## Who can present a study plan?

A study plan can be presented by properly enrolled students who have paid their tuition fees and, in the case of international students, who hold a valid residence permit.

## When to present your study plan?

You can present and amend your study plan in two periods during the Academic Year 2024/2025:

**First period: from 30th September to 8th November 2024**

**Second period: from 10th February to 7th March 2025**

Following expiry of the deadlines, the last study plan presented will be deemed valid and no further amendments may be made.

No further changes to the study plan will be accepted.

A study plan submitted for a.y. 2024/2025 will allow the student to graduate starting from the first graduation session of such a.y. (July 2025).

**NOTE:** in order to avoid unpleasant situations, if the student cannot login to the section where the study plan can be submitted or edited, he/she should contact the Teaching Service as soon as possible. This must be done before the deadline of the study plan submission. In case such notification is received after the deadline, (please check the periods mentioned above) no further changes to the study plan will be accepted.

## How to present your study plan

The study plan can be presented via [Studenti Online](#) by enrolled students who, accessing the website using their University usernames and passwords:

- need to add optional subjects to their plan;
- need to amend choices made in prior years.

After making the desired choices, remember to click on “save” so that your study plan can be presented correctly.

### Institutional credentials

### Transferable skills

(do not provide university credits (ECTS))

ATTACHMENTS – PAPER MODULES FOR STUDY PLAN A.Y. 2024/25 TO BE UPDATED

### CONTACTS

#### Programme Coordinator



**What it can help you with:** Notices about logistics and organisational aspects concerning your degree programme, general information on admissions, exams, course timetable, study plan and graduation.

Giulia Chiadini

#### Teaching Service



**What it can help you with:** Managing Course timetable, booking teaching rooms and laboratories, preparing the study plan, supporting web application Almaesami and graduation sessions organization.



# Elective teaching activities (t.a.)

**Please note:** Students who achieved less than 24 ECTS in the scientific disciplinary sectors ING/IND-03, ING/IND-04, ING/IND-05, ING/IND-06, ING/IND-07 (or equivalent if obtained abroad) in the previous university career are still required to select the 12 credits ***Fundamentals of Aerospace Engineering I.C. activity in year I.*** These students have been notified during admission procedures.

Careers will be checked at the end of the study plan submission period!



# Internship / Internship abroad 6 CFU

The curriculum internship is designed for students regularly enrolled on the 2<sup>nd</sup> year of the programme to spend **a period of vocational training**. To do this with an organization having an agreement with the University or in one of the University labs, **students must be authorized by their degree programme Internship Committee**.

- The period of internship must be spent with companies or organizations enjoying an agreement with the University (external internship) or in one of the labs of the School of Engineering of Forlì (internal internship). In both cases, student will choose an academic tutor (professor) and if the internship is carried out in a company, the student must point out a company contact person.
- If students choose to do an internal internship, they must directly contact their professor/academic tutor.



# Internship / Internship abroad 6 CFU

If the company chosen by the student does not have an agreement with the University, **an agreement must be signed before the start of the internship.**

**The steps required to open an agreement** and activate the internship are described in the specific page:

<https://corsi.unibo.it/2cycle/AerospaceEngineering/curricular-internships-and-dissertation-related-internships>

The internship is managed through the **internship online platform**; all instructions are available here:

<https://tirocini.unibo.it/tirocini/studenti/homePageStudenti.htm>

**Handbooks and regulations** can be found at:

<https://corsi.unibo.it/2cycle/AerospaceEngineering/curricular-internships-and-dissertation-related-internships>





# Internship / Internship abroad 6 CFU

At the end of the activity, for the recognition of the credits in the student career, students must:

- Upload the attendance register (please check that it has been completed with the necessary signatures and stamp);
- Write down and upload a Final Report (no more than 10-15 pages);
- Fill in the online questionnaire;

Contact person for engineering degrees: Rosita Gabelli  
[accf.forlitirociniplacement@unibo.it](mailto:accf.forlitirociniplacement@unibo.it)

Office hours: Tuesday, Wednesday, Friday 09.00-11.00

Tuesday 13.00-14.00

Telephone: +39 0543 374135 - STUDENTS - Monday, Tuesday, Wednesday and

Friday 11.00-13.00



# Internship / Internship abroad 6 CFU

Keep in mind that:

- The student must have already chosen the activity in his/her study plan at the moment of the request; **exceptionally, only for these types of activities, change requests can be accepted beyond the study plan submission periods;**
- The internship cannot last 20% more than the scheduled time
- The Internship Committee generally evaluates requests every 1<sup>st</sup> Monday of the month
- The intership cannot begin before receiving the attendance book. This will be received about a week after the Internship Committee approval
- The internship must be completed within 12 months from the starting date.



# Recognition of work experience in lieu of the internship

Work experience may be recognised in lieu of doing a curriculum internship (according to the student's study plan), if it is deemed appropriate to the degree programme learning objectives, is certified according to law and meets the requirements set by the degree programme board.

Requirements:

- the work experience completed no more than 2 years prior to the date of application;
- role accepted: professional aeronautical-space engineer

To have taken part in training courses is not deemed equivalent to internship training, nor is any form of teaching support role in schools or training institutes of any kind.

The application form can be found at:

<https://corsi.unibo.it/2cycle/AerospaceEngineering/recognition-of-work-or-extra-university-activities-in-place-of-the-internship>



# Final Project (Thesis) 24 ECTS

The Final project (thesis) is **an individual project** carried out by the students and that must be submitted and **discussed during graduation day** to obtain the ECTS and the completion of the degree.

The contents of the final project are those of a second cycle degree and consist of a significant project or research activity carried out by the student on a topic of his/her choice. The results of this work will be **presented in an original document** by the student and **discussed in front of a committee appointed by the Degree Course Director**.

The final project must demonstrate the student's ability to master the subject matter of the thesis, its capacity of work autonomously and high level communication skills. The thesis defense is open to the public.

The vote of the final project-thesis will have a numerical rating by fraction expressed  $n / 110$ , where  $n$  must not exceed 110. The committee unanimous agreement is required for the allocation of evaluation 110/110 cum laude.



# Final Project (Thesis) 24 ECTS

The Final Project MAY BE split into different activities in specific cases, but the total workload of the Final project/thesis will ALWAYS be **24 CFU= 18 CFU + 6 CFU**

a) INTERNSHIP FOR PREPARATION OF THE FINAL PROJECT ABROAD (18 CFU)

b) INTERNSHIP FOR PREPARATION FOR THE FINAL PROJECT (18 CFU)

c) PREPARATION OF THE FINAL PROJECT ABROAD(18 CFU)

Please bear in mind that the **Internship for Preparation for the Final Project** works exactly like a curriculum internship, except for the final report.

The **internship for preparation of the final project abroad** and the **preparation of the final project abroad** activity are dedicated to those students who prepare their final project abroad through an Erasmus+/Overseas/Call for application project.

These activities **all require different approval and recognition processes.**



# Major Master's Thesis

Students can choose between 'Standard Thesis' and 'Major Master's Thesis' for the Final Examination (24 ECTS). The difference involves the contents, the student original contribution to the project and the designation of an Examiner. A 'Major Master's Thesis' will be of greater quality and will imply more effort from the student; a higher performance is expected to emerge from the individual contribution of the student not only in the student project, but also during the final examination presentation to the graduation board and during the discussion with the Examiner.

The candidate will be evaluated on his/her overall performance, considering the thesis, curriculum, the time taken to complete the studies, the evaluation of the supervisor and examiner, CFU obtained abroad and any honors. The points are assigned by the unquestionable judgement of the Degree Committee.



# Major Master's Thesis

The **Internship Committee** is responsible for the designation of the Examiner upon proposal of the graduating student through the dedicated form where students, in agreement with his/her supervisor, must indicate the topic of the thesis, the name of the Examiner and the email address.

**This request must be submitted according to the Course Regulation procedures at least 3 months prior to the scheduled graduation session**

Students who opted for the 'Major Master's Thesis' will have to submit the final version of their thesis to the Examiner **at least 3 weeks before the scheduled graduation session**. For the other students, the terms for the submission of the thesis have not changed, as stated in the current School regulations.



# Standard thesis vs Major Master's Thesis

	Standard thesis	Major Master's thesis
Points	Up to 5	Up to 6 with rounding to the nearest whole number
Submission	Standard deadlines	Standard + EXTRA deadlines
Examiner	No	Yes
Discussion length	15 minutes	20 minutes
workload	Significant project, master's degree standards	Greater quality and more effort from the student

Examples of calculations of average and final grade:

Average	Conversion	Points	Degree mark
25,6	93,87	4,10	97,97->98
28	102,67	5,4	108,07 -> 108
28,5	104,5	6	110,5 ->110*

\*110 with honors is conferred if all the graduation Committee members agree.





# Graduation session

Students graduate when the dissertation/final project on a subject pertinent to your studies, elaborated in an original way, under the guidance of a supervisor is discussed publicly during a specific final examination session in front of a Board.

During the dissertation discussion, you may use slides to present your work and results and the Commission may ask you in-depth questions on methods, results and any developments of your work.

All details and regulations are available at the dedicated page:

<https://corsi.unibo.it/2cycle/AerospaceEngineering/final-examination>

On the graduation day, students acquire the ECTS/CFU related to the Final Project



# Funds opportunities for internship and preparation of the final thesis abroad

## Erasmus+ mobility for traineeship

You can spend from 2 to 12 months in a European-based company/institution/university and get funds from the EU for up to 3 months.

Information for the 2025/2026 call for application is not available at this time.

<https://www.unibo.it/en/international/internship-abroad/erasmus-mobility-for-traineeship/erasmus-mobility-for-traineeships-what-is-it-and-how-to-apply/erasmus-mobility-for-traineeships-what-is-it-and-how-to-apply>

Interested students must contact an EU company/institution/university, design a project draft and apply online by the set deadline.



# Funds opportunities for internship and preparation of the final thesis abroad

## Study grants for research period abroad

The Engineering Degree teaching office allocates funds for those students approaching graduation who would like to spend a short period abroad as preparation for their degree dissertation (up to 6 months).

To apply, students must submit a proposal drafted with the supervisor at the hosting institution. The number of individual grants will range between the **minimum threshold of € 1,000 and the maximum threshold of € 3,100** (net of expenses at the Institution charge).

The amount will vary depending on the distance of the destination and length of stay abroad (no longer than six months) according to the following criteria:

- € 516 as a monthly contribution for non-EU destinations;
- € 400 as a monthly contribution for EU destinations;

Calls for applications in spring and autumn published on <https://bandi.unibo.it/agevolazioni/borse-mobilita>

**The next deadline is October 31<sup>th</sup> 2024.**



# Funds opportunities for internship and preparation of the final thesis abroad

## Erasmus+ mobility for studies

You can spend a period abroad in one of the partner universities also for thesis or internship activities.

The Call is generally published in January. Students should check among the possible European universities with a B.A. with our study course and apply to one which also offers internship and/or thesis preparation.

If selected, students will receive a grant depending on destination and duration.

Please check the offers available and read the Call for applications carefully at:  
<https://www.unibo.it/en/international/Studying-abroad/General-information-on-Erasmus/Programme-requirements-and-destinations>



# Companies and institutions

Students should speak in advance with the professors of the area/field of interest for guidance and advice for any of these activities and funds opportunities.

These are some of the companies and institutions that hosted some of our past students and that nowadays employed some of them:



SCUDERIA



ALPHA TAURI



# FAQ about study plan, tuition fees, graduation

- I miss the deadline to amend my study plan, may I sit an elective course that I have not selected?

No, it is not possible to sit exams of modules/courses not present in the study plan

- I would like to change the Internship into Internship abroad, can I do it outside the study plan submission period?

Yes, that is the only exemption allowed, so as for changing in the Final Project group.

- I have finished my II year and I would like to graduate by March 2025. May I change an elective course in my study plan?

If you wish to add/change an elective course in your study plan, you must pay tuition fees for a.y. 2024/2025 and wait for July 2025 graduation session. If you only amend the internship or the final project group, you may still graduate by March 2025.

- I have finished my lessons and would like to graduate by March 2025. Do I need to pay any tuition fees for a.y. 2024-2025?

No. The last graduating session for a.y. 2023-2024 is March 2025.

- I applied for the Major Master's Thesis, but I did not have time to complete a substantial work or my supervisor decided that the thesis was not of outstanding quality. What happens?

You do not need to withdraw; simply, do not submit your thesis draft 3 weeks in advance. Your thesis will automatically be evaluated as a standard thesis.

- I applied to graduate in October, but I cannot finish my work in time. May I graduate in February? Do I need to apply again?

No, you do not need to apply for graduation again. The Student administration office will get in contact to confirm that you postpone your graduation date.



# FAQ about study plan, tuition fees, graduation

- I thought I could graduate in March 2025, but I will have to postpone to July 2025. What happens?

If you had not paid any tuition fees for a.y. 2024/2025, tuition for this academic year must be paid in order to graduate from July 2025.

- I have found a company where I can carry out both the 6 ECTS internship and the the thesis, so I chose in the study plan the 18 ECTS INTERNSHIP FOR PREPARATION OF THE FINAL PROJECT. Does it mean that my thesis is just 6 ECTS?

NO. The ECTS dedicated to the thesis are 24. The option 18 ECTS INTERNSHIP FOR PREPARATION OF THE FINAL PROJECT + 6 Final Project allows students to track the activity in the company (and have insurance coverage), but the amount of credits related to the thesis are always 24.

- I wish to add a teaching activity not included in my study plan, what shall I do?

You can fill in the specific form and submit your request to the office; the degree may accept or refuse your request. Refusal is also possible if the activity chosen is part of a restricted-access degree.



# Questions?







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**Ms Giulia Chiadini**

Engineering Degrees Teaching Office

[didatticaforli.ingstudenti@unibo.it](mailto:didatticaforli.ingstudenti@unibo.it)

[didatticaforli.tutoringaerospaziale@unibo.it](mailto:didatticaforli.tutoringaerospaziale@unibo.it)

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