



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Academic year 2024/2025

Call for applications for the Master degree programme in:

Greening Energy Market and Finance (GrEnFln) – LM-16, cod. 5885

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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.

RELEVANT DEADLINES

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

INTAKE 1 (open to all candidates)

STEPS	DATES
1. Applications open	March 8 th 2024
2. Applications close	April 4 th 2024 – h 11:00 a.m. CET
3. Online assessment test	April 9 th 2024 – h 11:00 a.m. CET
4. Results are made available	From May 6 th 2024
5. Enrolment	From July 25 th to October 29 th 2024
6. Delayed enrollment procedure with additional tax fee	From October 30 th to November 21 st 2024
7. Deadline to graduate from the bachelor degree	December 30 th 2024

INTAKE 2 (open to all candidates)

STEPS	DATES
1. Applications open	April 5 th 2024
2. Applications close	May 3 rd 2024 – h 11:00 a.m. CET
3. Online assessment test	May 9 th 2024 – h 11:00 a.m. CET
4. Results are made available	From May 31 st 2024
5. Enrolment	From July 25 th to October 29 th 2024
6. Delayed enrollment procedure with additional tax fee	From October 30 th to November 21 st 2024
7. Deadline to graduate from the bachelor degree	December 30 th 2024

INTAKE 3 (open to EU and EU-assimilated candidates)

STEPS	DATES
1. Applications open	June 3 rd 2024
2. Applications close	July 1 st 2024 – h 11:00 a.m. CET
3. Online assessment test	July 8 th 2024 – h 11:00 a.m. CET
4. Results are made available	From July 29 th 2024
5. Enrolment	From July 25 th to October 29 th 2024
6. Delayed enrollment procedure with additional tax fee	From October 30 th to November 21 st 2024
7. Deadline to graduate from the bachelor degree	December 30 th 2024

SECTION 1 – ADMISSION REQUIREMENTS

In order to be admitted to the second-cycle degree programme in Greening Energy Market and Finance candidates must:

- a) hold a first-cycle **QUALIFICATION**, i.e., a three-year University degree or diploma or other suitable qualification obtained abroad complying with the requirements set in the Notice of the Ministry of University and Research (MUR) for a.y. 2024/25 which is published on the website www.studiare-in-italia.it/studentistranieri/.

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;
- 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

1. Candidates must have acquired knowledge of **mathematics, economics, and statistics** at the first-cycle graduate level.

2. Admission to the 2nd cycle degree programme is also subject to the possession of a **1st cycle degree** in one of the following classes, or other suitable qualification obtained abroad:

- ex. Italian Ministerial Decree no. 270/04: L-7 Civil and environmental engineering, L-8 Information technology engineering, L-9 Industrial engineering, L-18 Business administration, L- 30 Physics, L- 31 Computer Science, L-33 Economics, L-35 Mathematics, L 41 Statistics.

- ex. Italian Ministerial Decree no. 509/99: classe 8 (Ingegneria Civile e Ambientale), classe 9 (Ingegneria dell'informazione), classe 10 (Ingegneria industriale), classe 17 (Scienze dell'economia e della gestione aziendale), classe 25 (Scienze e Tecnologie Fisiche), classe 26 (Scienze e Tecnologie Informatiche), classe 28 (Scienze Economiche), classe 32 (Scienze Matematiche), classe 37 (Scienze Statistiche).

- Previous four-year degree programme system: Degree in: Mathematics, Physics, Economics and Trade, Statistical Sciences, Information Technology, Engineering.

3. In any case, the admission to the Master in Greening Energy Market and Finance depends on the assessment of qualifications by an Admission Board. The assessment is made on the basis of the curriculum vitae and the criteria specified below.

4. For applicants holding a foreign degree, the Admission Board will evaluate the equivalence between the foreign and the Italian degree.

LANGUAGE REQUIREMENTS

Admission to the programme is subject to possession of **English language** skills to at least Common European Framework (CEFR) **B2 level**. The English language requirement may be satisfied through:

- a. submission of a suitable certificate. A list of recognised certificates is available on the web page: <http://www.cla.unibo.it/risorse/files/tabella-equipollenza-titoli>
- b. certification of curricular or other experiences abroad involving the use of English

1.1- Assessment of personal knowledge and skills

Admission to the Master in Greening Energy Market and Finance is conditional on the assessment of the personal qualification by the Admission Board. The assessment is made on the basis of the following criteria:

1. **Academic merit** (it refers to the duration and quality of degree course attended as well as to the final graduation score obtained, if obtained): **max 50 points**;
2. **Presentation letter** from academics and scholars and **motivation letter**: **max 10 points***;
3. **Curriculum vitae**, non-academic and working experience: **max 10 points**;
4. **GrEnFin online assessment test**. A thirty-minute test of twenty multiple-choice questions for the assessing of basic knowledge of mathematics, statistics, economics and finance. It will be administered online at <http://prove.unibo.it/>

Each correct answer in the test is worth 1.5 points, each wrong or not given answer is worth 0 points; the score obtained in the test corresponds to the score in this part: **max 30 points****

Only students who reach [a minimum of 60 points](#) will be admitted and allowed to enrol.

*In case the presentation letter is not provided, the student will be assigned 0 points out of 10 to this section.

** Before the date of the test, students will be sent the code they will need to access the test.

The application process is also open to students who are about to graduate. Candidates 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 relative academic bodies that you can find in the section 4 of this call. 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 in accordance with the following procedure.

- 1. Log onto** Studenti OnLine (www.studenti.unibo.it), using your SPID or CIE username and password. The system will automatically retrieve your personal details and at the end of the process it will generate your University credentials (nome.cognome@studio.unibo.it). International students who do not hold an ID document issued in Italy and, therefore, cannot obtain SPID credentials, may log in with their University username and password; to obtain them log onto StudentiOnline (www.studenti.unibo.it), click on “Register” and then “International Student Registration”.
- 2. Click on** "ADMISSION APPLICATION", select "SECOND-CYCLE DEGREE" and choose the programme named " **Greening Energy Market and Finance** ";
- 3. UPLOAD the required documents in PDF format:**

MANDATORY DOCUMENTS

- For students holding a qualification obtained outside the University of Bologna: 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.
- 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 to your English language competency;
- Curriculum vitae;

OPTIONAL DOCUMENTS

- Reference letter (it is possible to request one letter from referring academics. To do this you will have to indicate, in the specific section of the online application form ("view reference letters"), the email address of the university professors or researchers to whom you have asked to provide the reference. These teachers/researchers will receive an email with the link to upload their letters of reference, in pdf format. The link is personal and cannot be used by more than one teacher/researcher);
- Motivational letter;
- Copy of a valid residence permit, if already held;

- Adaptation request form for students with disabilities (*only for programmes that entail meetings or exams*). Further information is available at <https://site.unibo.it/studenti-con-disabilita-e-dsa/en>

The Admission Board will only assess documents that have been uploaded within 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.

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 from the selection process.

After applying for the selection, candidates must take the **GrEnFin online assessment test** at <http://prove.unibo.it/>. They will be sent the code they will need to access the test if their application is eligible.

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: Prof. Silvia Romagnoli, Prof. Mascia Bedendo, Prof. Paolo Guasoni. Lecturers delivering classes in the first year of the degree programme may also sit on the committee as substitute members.

Candidates will be notified about admission to the degree programme via Studenti Online (www.studenti.unibo.it) and their institutional e-mail address (e.g.: name.surname@studio.unibo.it) starting from the date indicated under step 4 in the above intake calendar.

Candidates that are not admitted may apply for other intakes.

SECTION 4 – ENROLMENT

If you are admitted to the degree programme, you will be able to enrol starting from the date indicated under steps 5 and 6 of each intake in the above intake calendar. In order to enrol, you should complete the following steps.

1. **Log on** to Studenti OnLine (www.studenti.unibo.it) using your SPID credentials or entering the username and password obtained upon submission of your application.
2. **Select "Enrolment"**, then select "Second-cycle Degree", and then the degree programme "**Greening Energy Market and Finance**" 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 enrol 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). After paying the enrolment fee, check **the details of your enrolment application** on Studenti OnLine (www.studenti.unibo.it) to verify your next steps and activate your student career. **Your student career must be activated by the deadline set on a yearly basis by the Academic Bodies, which is set on February 28, 2025 for a.y. 2024/25**, otherwise your enrolment will be cancelled.

4.1 - Special cases

- **If you have a conditional enrolment**, you must obtain your undergraduate degree no later than December 30, 2024.

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).

- **If you are a non-EU citizen with EU-equivalent status and you have obtained your qualification in Italy** you must provide the relevant [Student Administration 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 enrol at this link <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in-a-second-cycle-degree-programme-foreign-qualification>.

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 <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/translation-authenticity-and-value-of-foreign-qualifications>.

You will need to upload the documents concerning your international qualification on Studenti OnLine (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 will be required to make an appointment with the International Student Administration Office in Bologna or the Student Administration Office of your campus in order to show the original copies of your documentation.

- **If you are a non-EU student living abroad**, on top of the previous steps to complete, you must also pre-enrol on University and request an entry visa for study purposes. Check how to do this on the webpage <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 wish to apply for degree shortening based on previous studies**, check how to proceed and verify the relevant deadlines at <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: <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 how to proceed at <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 degree programmes**, check the requirements and necessary steps on the web page <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/simultaneous-enrolment-in-different-courses>

5 TUITION AND FINANCIAL AID

5.1- Tuition fees

Information concerning the **amount of tuition fees**, **financial aid** and **fee waiver** are available on the University website at www.unibo.it/Tasse.

Tuition fees to be paid in order to enrol in a degree programme consist of a fixed part of € 157.04 and a variable part which is calculated according to the economic situation of the household (ISEE) up to a maximum that varies depending on the degree programme.

Tuition fees are calculated progressively on the basis of a **valid ISEE certificate**, only if this is submitted in compliance with relevant regulations and within the deadlines, as detailed at <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/fees-and-exemptions-amounts-and-deadlines>

If no ISEE certificate is submitted, the maximum tuition envisaged for the degree programme will be applied.

ISEE submission is not linked to the enrolment process. The order in which you carry out the two procedures is irrelevant, as long as you meet the deadlines for each one.

5.2- ER.GO benefits

On a yearly basis, the **Regional Authority for the Right to Higher Education – ER.GO** publishes calls for grants, accommodation in student residences, meal vouchers and other benefits on the website www.er-go.it.

The procedures to request ER.GO benefits are also independent of the degree programme application and enrolment process.

5.3- Other economic benefits

Information on other economic benefits can be found on the University website in the following section <https://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/study-grants-and-subsidies>

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 fee waiver, you should send the certificate via email to the relevant Student Administration Office. For further information: <https://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/exemptions-and-incentives/exemptions-for-disabled-students>

5.4- Important information for students who already have an active career

If you already have an active student career, before starting the transfer or degree programme switch process you should carefully read the **merit requirements to access benefits**. These are detailed in the call for applications available at www.er-go.it.

You are strongly advised to do this because after the transfer/degree programme switch **your career will be evaluated starting from the first year of enrolment at University**, regardless of the recognised exams or the course year that you are admitted to. **This may cause the loss of benefits.**

SECTION 6 – CONTACTS

Student Administration Office “AFORM – Servizi didattici Area Sociale”

For further information about the admission procedure:

angelo.neri6@unibo.it or grenfin@unibo.it

For further information on the immigration rules in Italy:

internationaldesk@unibo.it

For technical problems regarding the on-line procedure (StudentiOnline):

help.studentionline@unibo.it

DATE

SIGNATURE