



SCUOLA DI SCIENZE POLITICHE

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Call for applications

INTERNATIONAL COOPERATION ON HUMAN RIGHTS AND INTERCULTURAL HERITAGE (I-CONTACT)

Academic Year 2017/2018

(Class of Second Cycle Degree: LM 81- 9237)

The second cycle degree **International Cooperation On human rights And intercultural heritage (I-CONTACT)** is an open access degree; therefore, there are no limitations with respect to the number of admitted students, except for non-EU citizens¹. All candidates will be assessed equally in relation to the academic requirements specified in this Call for Applications.

The programme has 2 curricula:

(A) *Protection of Human Rights and International Cooperation*

(B) *International Cooperation on Intercultural Heritage*

Candidates are required to choose Curriculum A or Curriculum B in order to submit the online application.

¹ The maximum number of available places for non-EU students residing abroad for the academic year 2017/18 is **30**. In addition to applying for admission to I-CONTACT programme, non-EU citizens residing abroad shall also comply with the terms and procedures to enrol in Italian Universities, which are annually established by the Italian Ministry of Education, University and Research (MIUR) available at <http://www.studiare-in-italia.it/studentistranieri/>. In particular, the applicants are required to promptly contact the Italian Embassy-Consulate in their country of residence for information on the procedures and deadlines for submitting the compulsory PRE-ENROLMENT and, upon completion of the pre-enrolment process, for obtaining a valid Italian visa for study reasons. For more information in English please visit the following website: <http://www.unibo.it/en/international/index.html>

In case a candidate wishes to apply to both curricula (A and B), he/she will have to submit 2 different online applications, one for each curriculum.

All applicants will be considered on their merits. The minimum entry requirements are:

- **possession of a first cycle degree (bachelor's degree);**
- **possession of 36 ECTS in programme subject areas (see Section 1);**
- **fluency in English language;**
- **adequate academic and personal skills.**

Candidates may submit their application even if they have not graduated yet. Admitted candidates with pending qualifications can enrol according to the procedures and deadlines mentioned on the I-CONTACT website, provided that the entry qualification is obtained **by December the 28th, 2017**. Failure to graduate by this deadline shall result in losing the right to enrol in this programme.

PLEASE NOTE: the above mentioned deadline (December the 28th) is to be intended both for obtaining the BA qualification and to register and enrol at the University of Bologna.

1. ELIGIBLE CANDIDATES AND ADMISSION REQUIREMENTS

Being candidates supposed to choose preliminarily which curriculum they enrol in, admission to the International Master Degree Programme in INTERNATIONAL COOPERATION ON HUMAN RIGHTS AND INTERCULTURAL HERITAGE (I-CONTACT) compulsorily requires **3 prerequisites:**

1) to hold a **bachelor's degree** or obtain a bachelor's degree before December 28th 2017 in one of the following classes or hold a certificate of study obtained abroad and recognised as being suitable:

- o ex-D.M. 270: undergraduate degree: ex D.M. 270/2004.
- o Group 1: L-1 Cultural Heritage; L-37 Cooperation and Peace Studies (direct access to the selection process).
- o Group 2: L-14 Legal Services; L-15 Tourism; L-16 Administration and Organisation Sciences; L-18 Environmental Economics and Management; L-33 Economics; L-36 Political Science and International Relations; L-39 Social Work; L-40 Sociology; L-41 Statistics (**needing at least an overall 36 ECTS attested by the transcript of record in:** SPS/02, SPS/04, SPS/07, M-STO/02, M-STO/04, IUS/01, IUS/08, IUS/09, IUS/13, SECS-P/01, SECS-P/02, SECS-S/01, SECS-S/03, M-GGR/01, M-GGR/02, M-DEA/01).

- o Group 3: L-5 Philosophy; L-6 Geography; L-10 Humanities; L-11 Modern Languages and Civilisations; L-12 Linguistic Mediation; L-19 Education and Training; L-20 Communication Studies; L-21 Landscape and Urban Planning; L-24 Psychology; L-25 Agriculture and Forestry; L-32 Natural Sciences; L-42 History; L-43 Technologies For Conservation and Restoration of Cultural Heritage (**needing at least an overall 36 ECTS, subdivided as follows into:**
 - o **24 ECTS in one or more of the following:** M-FIL/05, M-FIL/06, M-PSI/01, M-PSI/02, M-PSI/05, BIO/01, BIO/08, IUS/10, L-ANT/07, L-FIL-LET/10, L-ART/01, L-ART/03, L-LIN/01, L-LIN/12, AGR/01, AGR/02, MAT/01, MAT/02, CHIM/03, FIS/01, GEO/04, SECS-P/06.
 - o **12 ECTS in one or more of the following:** SPS/02, SPS/04, SPS/07, M-STO/02, M-STO/04, IUS/01, IUS/08, IUS/09, IUS/13, SECS-P/01, SECS-P/02, SECS-S/01, SECS-S/03, M-GGR/01, M-GGR/02, M-DEA/01).
- o ex-D.M. 509/99: undergraduate degree: 2; 3; 5; 6; 11; 13; 14; 15; 17; 18; 19; 20; 28; 29;30; 31; 34; 35; 36; 37; 38; 39, **plus the ECTS above mentioned.**
- o Former four-year degrees: Laurea in Scienze Politiche, Giurisprudenza, Economia e Commercio, Statistica, Lingue e Letterature straniere; Lettere e Filosofia, Scienze della Formazione, Conservazione dei Beni Culturali, Psicologia, Agraria.

2) **Fluency in English language (level B2 according to the Common European Framework of Reference) to be certified as follows:**

- o TOEFL Paper Based Test (PBT) 550, or TOEFL Computer Based Test (CBT) 213, or TOEFL Internet Based Test (IBT) 79, or IELTS 6.0, or Cambridge FCE, or Trinity ISE - Integrated Skills II, or Trinity GESE 8
- o holding at least 10 ECTS in English language with an average grade not less than D (24/30 in Italian grading system);
- o holding a certification of level B2 certified by University Linguistic Centres or entitled English Schools;
- o having spent a study period abroad (Erasmus, Overseas, or equivalent) in an English-speaking University;
- o having carried out an internship period lasted not less than 3 months in an English-speaking country;
- o holding a degree from an English-speaking university;
- o being graduates in a degree programme taught in English;
- o being English native speakers.

3) **To have adequate academic and personal skills**

The fulfilment of the curriculum requirements and the adequacy of the academic skills are evaluated on a case-by-case basis by the appointed Admission Board of the I-CONTACT Master Degree Programme.

The Admission Board will take into consideration for assessment applicants' academic and personal skills (prerequisite #3) only after having verified prerequisites 1 and 2.

1.1 EU and non-EU Students who earned a bachelor degree abroad.

PLEASE NOTE that if a credit/grade conversion (for both course contents and hours) to the Italian system is available, the same requirements for students who earned a bachelor degree in Italy are checked. If not, the assessment of prerequisites and academic skills of the applicants who graduated from foreign Universities that do not belong to the European Higher Education Area-EHEA (ECTS system) will be carried out on the ground of the official transcripts of record attached to the application and a compulsory interview.

PLEASE NOTE: no entrance exam and Italian proficiency test is required for the Master Degree Programme in INTERNATIONAL COOPERATION ON HUMAN RIGHTS AND INTERCULTURAL HERITAGE (I-CONTACT).

2. HOW TO APPLY

In order to keep the quality of the educational environment, admission to the Master Degree Programme is regulated by a selection process.

2.1. Application procedure (for EU and non-EU students)

The procedure consists in providing to the I-CONTACT Admission Board the necessary information to check eligibility. Through such procedure all applicants ask to be assessed for eligibility. For non-EU students, particularly, the procedure is also aimed at obtaining the release of an eligibility letter that is necessary to apply for a study Visa for Italy.

ONLINE APPLICATION PROCEDURE:

To be registered to [Studenti Online](#) website is the only correct way to apply. Only complete applications will be evaluated.

In order to participate to one of the admission sessions for the I-CONTACT second cycle degree programme, the candidate has to complete the online registration and upload all the necessary documents by the deadlines listed in the APPLICATION DEADLINES TABLE at [Section 4](#). Please follow these steps:

1. Connect to Studenti Online on the website www.studenti.unibo.it and create an account clicking on: "Se non sei ancora registrato" or, if you have already registered, enter your username and password to access the online service and skip to [step 4](#);
2. Fill in all mandatory fields. Non-Italian students who do not hold an Italian Tax ID ("codice fiscale") have to click on "International students registration" and follow the instructions to create an institutional User ID and Password;

3. After the first access it is necessary to create a personal password. It is important to keep in mind one's User ID and Password as they will be always requested to access your personal profile in www.studenti.unibo.it;
4. Click on "Entrance exams or requirements check" (Prove di ammissione) button;
5. Select "Second cycle degree programme" (Laurea Magistrale) and click on "Next";
6. Select "....." (candidates may choose only the open admission session – Please check the APPLICATION DEADLINES TABLE for complete information on dates and deadlines);
7. Complete self-declarations and upload all the documents requested in the application form:
 - front and back photocopy of your **ID card/Passport** or other valid identity document;
 - a **transcript of records by your Bachelor's University** containing a list of the courses with grades (GPA etc.), the name of the final degree and the final grade;
 - **documents/certificates** stating the **personal English skills**;
 - **Curriculum Vitae**, including significant academic/work experiences in fields related to the Master Degree.

2.2. Pre-enrolment application at the Italian Embassy (for non-EU Students only)

Non-EU students, while they are applying to the master shall immediately (anyway before the deadline defined by the Ministry of Foreign Affairs) get in touch with the Italian Embassy or Consulate in their home country and apply to the Pre-enrolment procedure at the University of Bologna to the Master Degree programme in INTERNATIONAL COOPERATION ON HUMAN RIGHTS AND INTERCULTURAL HERITAGE, for the given academic year.

Application should be made to obtain the "**Declaration of Value**" (in Italian "Dichiarazione di valore") and the entry Visa for Study reasons (in Italian: "visto per motivi di studio"). A **pre-admission letter** may be required from the Embassy; this can be obtained through the application procedure described at the previous Section 2.1 (students are invited to check at the Embassy what documents are required). Attention should be paid to the deadline, which is strictly fixed, and usually coincide with the end of June. Students are requested to check the deadline at their Italian Embassy.

EU-citizens holding a degree obtained in Europe but not in Italy, should be aware that a Declaration of Value is needed in order to enrol in the University of Bologna. See <http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/declaration-of-value>.

2.3. Enrolment at UNIBO (for EU and non-EU students)

Starting from the end of July through the end of December, pre-accepted applicants have to complete the enrolment procedure at the University of Bologna through the website Studenti Online www.studenti.unibo.it, completing the following steps:

8. Fill in the enrolment form (domanda di immatricolazione).
9. Complete the payment of the tuition fee by one of these means²:
 1. on-line, by credit card (Visa, MasterCard, Diners, American Express), even if the holder of the credit card is not the candidate;
 2. through any UniCredit Bank Agency using the appropriate payment code printed during the online registration (the list of UniCredit Bank agencies is available on the UniCredit website).

Payments from different banks agencies are not allowed, neither through bank transfers nor postal offices.

DOCUMENTS

Candidates are expected to provide the following documents to the [Students' Administrative Office](#):

A. Italian, EU citizens, associated countries and non-EU equivalent applicants holding an Italian bachelor degree (Laurea/first cycle degree)

- the receipt of payment or on-line fee payment report (to be downloaded and printed);
- 1 (one) front and back photocopy of your ID card or other valid identity document;
- copy of the residence permit or receipt (only for non-EU equivalent students);
- qualification and translated transcript of records (EU students may self-certify any qualifications obtained in countries belonging to the European Higher Education Area).

Original documents must be translated into Italian or English.

B. Italian, EU citizens, associated countries and non-EU equivalent candidates holding a foreign degree

- the receipt of payment or on-line fee payment report (to be downloaded and printed);

² <http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees-a-y-2017-18>.

- 1 (one) front and back photocopy of your ID card or other valid identity document;
- 1 (one) passport sized photo;
- qualification and translated transcript of records (EU students may self-certify any qualifications obtained in countries belonging to the European Higher Education Area);
- Declaration of Value issued by the Italian Embassy or Consulate of the applicants' home country (or the Diploma Supplement, for qualifications obtained in countries belonging to the European Higher Education Area);
- copy of the residence permit (only for non-EU equivalent students).

Original documents must be translated into Italian or English.

C. Non-EU citizens resident abroad

- the receipt of payment or on-line fee payment report (to be downloaded and printed);
- copy of the passport and Visa for study reasons;
- copy of the residence permit or receipt, confirming the application for the permit;
- qualification and transcript of records (both legalized and translated);
- Declaration of Value issued by the Embassy or Consulate of the applicants' home country;
- 2 (two) passport size photos, one of which has to be validated by the Embassy.

Original documents must be translated into Italian or English.

IMPORTANT: Applicants holding a foreign qualification will be allowed to enrol conditionally on the legal validity of their bachelor degree, which is officially declared by the Italian Authorities in the country where it has been awarded. Therefore, enrolment is subject to the full compliance of the above procedure.

3. ASSESSMENT METHODS FOR ADMISSION

To take part in the assessment, candidates must apply for the admission on-line in [Studenti Online](#) web site. **Only complete applications will be evaluated.**

Should candidates have any enquiry concerning the completeness of the application, please contact: icontact.info@unibo.it

I-CONTACT Admission Board will scrutinise first of all applications with regard to the adequacy of BA, ECTS and linguistic certifications.

Only applicants having passed such step will be further evaluated as to their academic and personal skills.

3.1) The assessment of qualifications and academic skills of the candidates will be carried out as follows:

a) From 0 to 20 points according both to the extent to which the first cycle degree guarantees consistency with the second cycle degree in International Cooperation on Human Rights and Intercultural Heritage (I-CONTACT) and the curriculum chosen:

Type of first cycle degree (disciplinary field)		
Curriculum A* <i>Protection of Human Rights and International Cooperation</i>	Curriculum B* <i>International Cooperation on Intercultural Heritage</i>	Points
L-16; L-36; L-37; L-39; L-40	L-1	20
L-1; L-5; L-6; L-10; L-11; L-12; L-14; L-15; L-18; L-19; L-20; L-24; L-33; L-41; L-42	L-5; L-6; L-10; L-11; L-12; L-14; L-15; L-16; L-18; L-19; L-20; L-24; L-33; L-36; L-37; L-39; L-40; L-41; L-42	15
L-21; L-25; L-32; L-43	L-21; L-25; L-32; L-43	10
others	others	0

*** Please, note that for both curricula one must have an overall 12 ECTS in the following subject areas (as part of the overall 36 ECTS or in addition to):** SPS/02, SPS/04, SECS-P/01, IUS/09, IUS/08, IUS/13, M-STO/02, M-STO/04, M-FIL/01, M-FIL/06, M-GGR/01, M-GGR/02, M-DEA/01, L-LIN/01, SECS-S/01.

b) From 0 to 40 points on the basis of the grade point average/final degree mark (for candidates who have already graduated) or the weighted average of all exams' scores (for candidates who have not graduated yet):

Graduated candidates		Graduand candidates	
Grading Average	Points	Weighted Average	Points
From 109 to 110	40	From 29,5 to 30	40
From 107 to 108	33	From 28,5 to 29,4	33
From 105 to 106	26	From 27,5 to 28,4	26
From 103 to 104	19	From 26,5 to 27,4	19
From 101 to 102	12	From 25,5 to 26,4	12
100	5	From 25 to 25,4	5
<100	0	<25	0

c) **From 0 to 20 points** for study periods abroad.

d) **From 0 to 20 points** for additional experience or extracurricular activities that are compatible with the educational aims of the second cycle degree I-CONTACT.

FINAL ASSESSMENT

The maximum sum of **a), b), c), d)** is **100 points** and it determines the score for each candidate.

Based on this score candidates will be classified as follows: **eligible for the direct enrolment, eligible for the interview, ineligible.**

Points	Assessment of academic and personal skills
<55	The candidate does not have the necessary skills to meet the admission requirements and is therefore considered ineligible .
55-69 → interview	The candidate has to attend a compulsory interview* (available also via Skype, for justified reasons only and upon verification of candidate's identity) aimed at assessing knowledge and skills in the study fields of Human Rights, Cultural Heritage, and Cooperation and Development.
70-100 → eligible for direct enrolment	The candidate is eligible for the direct enrolment .

*** PLEASE NOTE THAT: Had the candidate missed the scheduled interview, for justified and certified reasons, he/she is allowed to attend it in a following available session.**

3.2) As stated at the par. 1.1, the assessment of prerequisites and academic skills of the applicants who graduated from foreign Universities that do not belong to the European Higher Education Area-EHEA (ECTS system) will be carried out on the ground of the official transcripts of record attached to the application and a compulsory interview (available also via Skype, for justified reasons only and upon verification of candidate's identity).

4. WHEN TO APPLY

DEADLINES

Non-EU students are invited to apply as early as possible, starting from February, as they have to pre-enrol through the Italian Embassy-Consulate in their home country; this procedure may take a long time. Early application is also important for candidates applying for scholarships offered by University of Bologna. For individual advice on the application and personal requests, applicants can contact: icontact.info@unibo.it

The appointed Admission Board will examine the application forms in several intakes, according to the rules outlined in Section 3, as specified by the following deadlines' schedule:

APPLICATION DEADLINES TABLE

	First session	Second session	Third Session	Fourth Session	Fifth Session	Sixth Session	Seventh Session
Start date for online applications (intake opening):	February 28 th	March 15 th	May 9 th	June 10 th	July 8 th	August 1 st	November 4 th
Deadline for online applications and submission of all necessary documents*:	March 14 th	April 12 th	June 9 th	July 7 th	July 31 st	November 3 rd	December 1 st
Online publication of the assessment results	March 21 st	April 19 th	June 16 th	July 10 th	August 7 th	November 9 th	December 7 th
Interview schedule	3 rd to 4 th week of April		3 rd to 4 th week of June	July 11 th -14 th	1 st to 2 nd week of September	3 rd to 4 th week of November	2 nd week of December
Online publication of the interview/ final results:	May 3 rd		July 5 th	July 14 th	September 15 th	December 1 st	December 15 th

*** By 12:00 AM UTC+1 (CET - Central European Time)**

PLEASE, NOTE: non-EU applicants are strongly advised to check early the deadlines at the Italian Embassy in the home country in order to submit their pre-enrolment application within due date.

5. FURTHER INFORMATION AND CONTACTS

For further information on the admission procedure and/or immigration rules in Italy please contact: internationaldesk.ra@unibo.it

For further information on enrolment, please contact: icontact.info@unibo.it

More detailed information on International Students can be found at the official web page of the University of Bologna about admission procedures for international students (<http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/International-Students-how-to-prepare-for-enrollment>).

Tuition fees A.Y. 2017/18 Amounts, deadlines and payment methods for students who enrol on a Degree Programme at the University of Bologna in the first year or subsequent years: <http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees-a-y-2017-18/tuition-fees-a-y-2017-18>.

PLEASE, NOTE THAT these data, according to the legislative decree of June 30 2003, n. 196 (code for the privacy of personal information), will be used exclusively for purposes of the administrative procedure of the University of Bologna.

To receive a technical assistance on Studenti online (institutional User ID and Password, data entry, malfunctioning of the online service), please call the Help Desk of Studenti Online at + 39 051 2099882 or send an email to help.studentionline@unibo.it

REMEMBER THAT:

- The application is valid only if the candidate meets the deadlines and he/she follows the above mentioned procedures;
- In any case, the Admission Board will evaluate the applications only on the basis of the uploaded documents;
- All relevant news and information about the assessment will be sent to the candidate's Unibo e-mail address (name.surname@studio.unibo.it);
- The candidates must not send their applications by mail or e-mail to the University offices;
- There is no fee for registering and sending the online application.