



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Academic year 2024/2025

Call for applications for the Master's Degree Programme in

Molecular and Cell Biology

Lm-6 - code 5825

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

The international Master's Degree in Molecular and Cell Biology, entirely held in English, offers students an up-to-date and in-depth training to cope successfully with the future challenges of life sciences by emphasizing the most innovative cellular and molecular aspects of modern Biology. Graduates in Molecular and Cell Biology will work in universities and public or private Research Institutions, hospitals, pharmaceutical, food, chemical and biotechnology companies, laboratories of analyses in biomedical and environmental fields, agencies for scientific research and scientific dissemination. Graduates can access PhD Programmes in Italy or abroad and can enrol in the Italian professional register of biologists. The Department of Pharmacy and Biotechnologies offers study grants for dissertations abroad every year.

The University of Bologna is offering **80 new scholarships "International Talents @Unibo"** to deserving international students who intend to enrol in first-, second- and single-cycle degree programmes in a.y. 2024/25: <https://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/international-talents-scholarships-for-international-students-a-y-2024-25>

GENERAL CALENDAR

Applications will be assessed by the Admission Board in accordance with the procedure outlined below.

Candidates that are not admitted to intake B due to the lack of requirements to participate to the selection can apply for intake C, but only if they have acquired the missing requirements in the meantime. However, if candidates did not pass the oral test during the Intake B, they cannot apply again for intake C.

N.B. NON-European candidates living outside of Italy can only apply for intake A.

All the following terms and deadlines are mandatory.

All dates are to be intended in this format: day/month/year. All hour references refer to Italian Local Time.

For a.y. 2024/25 there will be three intakes:

- Intake A, reserved to non-EU candidates living outside of Italy, in February 2024;
- Intake B, reserved to Italian, EU and EU-assimilated candidates, in July 2024;
- Intake C, reserved to Italian, EU and EU-assimilated candidates, in September 2024.

INTAKE A (reserved exclusively to non-EU candidates living outside of Italy)

STEPS	DATES
Registration to the selection	from 21/12/2023 at 09:00 am to 14/02/2024 at 1 pm
Analysis of applications results	23/02/2024
Oral Test via Microsoft Teams ¹	26/02/2024 online meeting at 1 PM

¹ Admitted candidates **must be present** at the time and date indicated in the general calendar. In case of a large number of candidates, the oral test may take place **at different times and dates**. The schedule of the oral tests will be

	(mandatory)
Oral test results	06/03/2024
Enrolment	From 06/03/2024 to 29/10/2024
Enrolment with delay (final deadline) ²	From 30/10/2024 to 21/11/2024

INTAKE B (reserved exclusively to *Italian, EU and EU-assimilated candidates*)

STEPS	DATES
Registration to the selection	from 02/05/2024 at 9 am to 27/06/2024 at 1 pm
Analysis of applications results	05/07/2024
Oral Test via Microsoft Teams ³	08/07/2024 online meeting at 10 AM (mandatory)
Oral test results	15/07/2024
Enrolment	From 25/07/2024 to 29/10/2024
Enrolment with delay (final deadline) ⁴	From 30/10/2024 to 21/11/2024

INTAKE 3 (reserved exclusively to *Italian, EU and EU-assimilated candidates*)

STEPS	DATES
Registration to the selection	from 18/07/2024 at 9 AM to 29/08/2024 at 1 PM
Analysis of applications results	06/09/2024

communicated by the Commission, after verifying the exact number of the candidates participating in the mandatory meeting;

² Candidates who enrol in this period of time (after 29/10/2024) must pay an extra-fee.

³ Admitted candidates **must be present** at the time and date indicated in the general calendar. In case of a large number of candidates, the oral test may take place **at different times and dates**. The schedule of the oral tests will be communicated by the Commission, after verifying the exact number of the candidates participating in the mandatory meeting;

⁴ Candidates who enrol in this period of time (after 29/10/2024) must pay an extra-fee.

Oral Test via Microsoft Teams ⁵	10/09/2024 online meeting at 10 AM (mandatory)
Oral test results	17/09/2024
Enrolment	From 17/09/2024 to 29/10/2024
Enrolment with delay (final deadline) ⁶	From 30/10/2024 to 21/11/2024
Final deadline to obtain the qualification to access the Degree Programme for candidates who still do not hold a First-cycle Degree (under condition)	30/12/2024

SECTION 1 – ADMISSION REQUIREMENTS

In order to be admitted to the second-cycle degree programme in **Molecular and Cell Biology** you need to;

- 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;
- meet the **CURRICULAR REQUIREMENTS** outlined in section 1.1;
- meet the **LANGUAGE REQUIREMENTS** and, specifically, proficiency in English equivalent to at least B2 level, to be demonstrated according to the procedures set out in section 1.1. Any other language requirements included in section 1.1 must also be met;
- 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

To take part in the selection, candidates must register to the selection and fulfil the following curricular requirements:

⁵ Admitted candidates **must be present** at the time and date indicated in the general calendar. In case of a large number of candidates, the oral test may take place **at different times and dates**. The schedule of the oral tests will be communicated by the Commission, after verifying the exact number of the candidates participating in the mandatory meeting;

⁶ Candidates who enrol in this period of time (after 29/10/2024) must pay an extra-fee.

1. must possess a First Cycle Degree in one of the following classes:

- a. ex Italian Ministerial Decree no. 270/04:
 - Class-L-13 Biology;
 - Class L-2 Biotechnologies;
- b. ex Italian Ministerial Decree no. 509/99:
 - Class 12 Biology;
 - Class 1 Biotechnologies;
- c. previous five-year degree programme system:
 - Biology;
 - Biotechnologies;
- d. foreign Degree which can be considered equivalent to the ones foreseen for students holding an Italian Degree, according to the rules indicated in the *Circolare MUR*, for the a.y. 2024/2025, that will be published in the following page: www.studiare-in-italia.it/studentistranieri/

Otherwise, applicants:

2. must possess a first-cycle degree in a class that is different from the ones mentioned above in point 1, but they must have obtained:

- at least 45 CFU in one or more of the following SSD:

BIO/04 – Plant Physiology

BIO/10 - Biochemistry

BIO/11 – Molecular Biology

BIO/18 - Genetics

BIO/19 – General Microbiology

- at least 18 CFU in one or more of the following SSD:

FIS/01-FIS/08 MAT/01-MAT/09 CHIM/01-CHIM/12

Students who fulfil the requirements indicated in point 1 or 2 and have a B2 or higher English Language competence can apply even if they do not hold the first-cycle degree at the moment of the application.

LANGUAGE REQUIREMENTS

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

The English Language Requirement is considered as satisfied if candidates:

1. hold one of the certificates listed in the specific Chart ([Tabella certificazioni equipollenti prova idoneità linguistica](#)) available in the University of Bologna Linguistic Centre (CLA) website [Idoneità linguistica — Centro Linguistico di Ateneo - CLA \(unibo.it\)](#) . Certificates will

be accepted only if issued from **1st January 2021**.

2. Had a B2 English Language Test done in their previous First-Cycle Degree. This will be accepted **only** if the B2 level (or higher) is clearly stated in the denomination of the teaching activity;
3. Hold a Degree obtained in English. The document must state that the Degree Programme was held in English;
4. English native speakers (i.e. English is your mother-tongue).

If you sit an English Language Certificate examination (among the ones accepted) and got a B2 (or higher) level, but you still have not the certificate by the deadline of the registration to the selection, you can upload an **official document** that certifies that you have taken the test and its relative results (e.g. Statement of Results) or you'll be left out of the selection. The official certificate must be sent by the deadline of the enrolment to the Degree Programme, otherwise candidates will be excluded.

All candidates who demonstrate possession of the linguistic and curricular requirements are admitted to the **assessment of personal knowledge and skills**.

To access the course it is necessary to have knowledge of the Italian language equivalent to a level that is no lower than B2 of the CEFR. International students who do not meet this requirement will still be able to submit their application and enroll, but will have to include training activities aimed at achieving the required level in their study plan.

1.2 Assessment of personal knowledge and skills

Admission to the **Master's Degree** course is subject to passing an **assessment of personal knowledge and skills**, which will take place according to the methods described below.

Candidates are exempted from the assessment of personal preparation and can directly enroll, only in the following cases:

- graduate candidates in:

- ex D.M. 270: Class L- 13 - Degree in Biological Sciences, Class L-2 - Degree in Biotechnology;
- ex D.M. 509/99: Class 12 - Degree in Biological Sciences, Class 1 - Degree in Biotechnology;
- previous five-year system: Degree in Biological Sciences, Degree in Biotechnology;

who obtained a Degree with a final grade equal to or higher than 105 out of 110 and a B2 or higher English language competence;

- candidates enrolled in degree courses pursuant to D.M. 270/2004:

- Class L- 13 - degree in Biological Sciences;

- Class L-2 - degree in Biotechnology

whose average mark, recorded in their career in the University informatic systems by the deadline of the registration to the selection, is greater than or equal to 28 out of 30. Candidates must also possess knowledge of the English language, level B2.

For all other candidates, in possession of both curricular and linguistic requirements, the assessment of personal knowledge and skills will consist of an **oral test**.

The oral test – in English – will consist of two questions and it is aimed at assessing knowledge and competence in Molecular Biology, Biochemistry, Cell Biology, Genetics and Physiology of Prokaryotes and Eukaryotes. You can find the topics of the test in the following **Syllabus**:

SYLLABUS A.A 2024/25

MOLECULAR BIOLOGY

- 1. The structure of DNA; the structure of eukaryotic chromosome*
- 2. DNA replication, repair systems*
- 3. Prokaryotic transcription; eukaryotic transcription*
- 4. RNA splicing and processing*
- 5. Translation; using the genetic code*
- 6. The operon; phage strategies*
- 7. Eukaryotic transcription regulation*
- 8. Epigenetics*
- 9. Isolating and cloning DNA molecules, PCR, sequencing DNA*

BIOCHEMISTRY

- 1. Structure and function of cellular macromolecules*
- 2. Activated carriers for energy and electrons transport*
- 3. Proteins structural organization*
- 4. Biological membrane: structure and main functions*
- 5. Organization of eukaryotic cells, structure and functions of the main cellular organelles*
- 6. General features of metabolism: glycolytic pathway, oxidative metabolism and bioenergetics*
- 7. Experimental techniques: eukaryotic cell cultures; centrifugation methods; protein purification by column chromatography; protein separation by electrophoresis; protein immunodetection.*

GENETICS

- 1. Definition of alleles, genotype and phenotype*
- 2. Mendelian inheritance and pedigree analysis*
- 3. Gene interactions and epistasis*

4. *Linked genes and crossing over, genetic maps*
5. *DNA repair and gene mutations*
6. *Chromosomal mutations: variation in chromosome structure and number*
7. *Bacterial and viral genetics*
8. *The recombinant DNA technology*

MICROBIOLOGY

1. *Structure and functions of prokaryotic cells*
2. *Basics of prokaryotic genetics and genomics*
3. *Bacterial growth and metabolism*
4. *Cultivation and identification of bacteria*
5. *Structure and classification of viruses*
6. *Replication cycles of viruses*
7. *Virus-Cell Interaction*
8. *Basic principles of methods for virus cultivation and identification*

PLANT PHYSIOLOGY

1. *Overview of plant and cell architecture*
2. *Water balance and mineral nutrition*
3. *Assimilation of inorganic nutrients: nitrogen*
4. *Photosynthesis: light reactions*
5. *Photosynthesis: carbon metabolism*

Recommended books:

- *Lewin's Genes*; J.E. Krebs, E.S. Goldstein, S.T. Kilpatrick; Publisher: Jones & Bartlett Learning
- *Biochemistry*; J.M. Berg, L. Stryer, J. Tymoczko, G. Gatto; Publisher: WH Freeman
- *Genetics: From Genes to Genomes*; L. Hartwell, M.L. Goldberg, J. Fischer, L. Hood; Publisher: McGraw-Hill Education
- *Brock Biology of Microorganisms*; M. Madigan, K. Bender, D. Buckley, W. Sattley, D. Stahl; Publisher: Pearson
- *Fundamentals of Plant Physiology*; L. Taiz, E. Zeiger, I.M. Møller, A. Murphy; Publisher: Oxford University Press

Oral Test

The oral test – in English – will consist of two questions and it is aimed at assessing knowledge and competence in Molecular Biology, Biochemistry, Cell Biology, Genetics and Physiology of Prokaryotes and Eukaryotes. The Admission Board will evaluate every question through a score up to **30 points**. If a candidate scores **36 points** (or more), s/he passes the test and can enroll. If a candidate scores less than 36 points she/he will be excluded and won't be able to enrol.

Oral tests will be held in English through **Microsoft Teams**, on a videocall. Candidates must download the app here: <https://www.microsoft.com/it-it/microsoft-365/microsoft-teams/download-app> and register using their institutional e-mail address (name.surname@studio.unibo.it).

Candidates who are admitted to the oral test must connect on the date and hour indicated in the General Calendar using the link shown in the list of admitted candidates uploaded on Studenti Online and switch the camera on. **Candidates who will be absent at the online meeting indicated in the general calendar will be excluded from the selection, regardless of the reasons given.**

Each candidate must be available during the entire course of the interviews and must switch the camera on for the entire duration of the test. Any impediments of a technical nature may result in the end of the interview. The Board will try to contact candidates up to three times: in case candidates do not answer, they will be considered as absent and therefore excluded. In case of technical issues, the test can be suspended and therefore candidates will be excluded.

The Board will check the identity of each candidate by comparing the document uploaded on Studenti Online (www.studenti.unibo.it): upon specific request, candidates must show their documents to the Board in order to confirm the data inserted on Studenti Online while applying. Candidates' privacy will be ensured during the identification. The test will be public.

After the oral test results:

a) Candidates in possession of the following degrees (section 1 – admission requirements paragraph 1.1):

- ex D.M. 270: Class L-13 - Degree in Biological Sciences, Class L-2 - Degree in Biotechnology;
- ex D.M. 509/99: Class 12 - Degree in Biological Sciences, Class 1 - Degree in Biotechnology;
- previous five-year system: Degree in Biological Sciences, Degree in Biotechnology;

who have obtained a degree grade equal to or higher than 105/110 and are in possession of the language requirement to access, can directly enrol.

Candidates enrolled in degree courses ex D.M. 270/2004 (section 1 – admission requirements paragraph 1.1): Class L-13 - Degree in Biological Sciences, Class L-2 - Degree in Biotechnology, with an average grade higher than or equal to 28/30 by the deadline of the registration to the selection and who possess the language requirement, can directly enrol;

b) candidates who correctly possess all the requirements to access (both curricular and linguistic) and who do not fall under point a) above will be admitted to the oral test. Candidates who pass the test with a minimum score of 36 points can enrol;

c) candidates who do not meet the curricular and/or linguistic requirements or who do not pass the oral test will be excluded and cannot enrol to the Degree Programme.

For the first intake, reserved to non-EU candidates residing abroad, admitted candidates can proceed with enrolment, but candidates must proceed with the pre-enrolment required by the embassies.

For the second and third intake, reserved to Italian, EU and non-EU equivalent candidates, admitted

candidates can proceed with the enrolment.

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 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 "**Molecular and Cell Biology**";
3. **UPLOAD the required documents in PDF format.**

Non-EU candidates living outside of Italy – intake A

MANDATORY DOCUMENTS

- Copy of your valid passport, containing personal data: the document must clearly show the expiry date;
- Certificate of your Degree Programme – in Italian or English – attesting the qualification awarded and all the exams registered in the foreign University;

N.B: *the evaluation of your degree is merely finalized at attesting you fulfil the access requirements, according to the documents uploaded while applying. The formal check of your degree will be carried out by the International Students Administration Office after paying the first instalment of the tuition fees and after submitting the original copy of the requested documents. More info here: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in-a-second-cycle-degree-programme-foreign-qualification>*

- Documentation stating the B2 (or higher) English Language Level;

OPTIONAL DOCUMENTS

Request for adaptation for students with disabilities and Specific Learning Disorders – only for students who intend to submit this request:

- Adaptation request form for students with disabilities. The form can be downloaded from Studenti Online (www.studenti.unibo.it). Further information is available at

<https://site.unibo.it/studenti-con-disabilita-e-dsa/en/for-students/adaptations-to-entrance-exams>

Italian, EU and EU-assimilated candidates – Intake B e C

MANDATORY DOCUMENTS

- Copy of your valid ID (both sides) or valid passport. The document must clearly show the expiry date;
- **for graduates and students enrolled in Italian Universities**: self-Certification of your degree or of your enrolment, issued by the University Information Services and any additional qualifications (e.g., single courses, etc.). *The self-certification must indicate the University of origin, the course of study, the class, the final grade and the graduation date (if graduates). It must indicate the disciplinary scientific sector (SSD), the number of credits, the grade and the date of all the exams taken for the achievement of the degree or all the exams taken and recorded in the Information Services of the University of origin at the deadline of the registration to the selection. For integrated courses candidates must report the overall mark and specify the SSD and the credits of each course. If Universities do not issue a digital Self- Certification, candidates can use the form in [Attachment 1](#) of this Call.*
- **for graduates holding a foreign Degree**: Transcript of Records (either in Italian or English), with the list of all the exams assessed in the previous Career in a foreign University, and if already obtained, the Degree certificate.

N.B: *the evaluation of your degree is merely finalized at attesting you fulfil the access requirements, according to the documents uploaded while applying. The formal check of your degree will be carried out by the International Students Administration Office after paying the first instalment of the tuition fees and the submission of the requested documents. More info here: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in-a-second-cycle-degree-programme-foreign-qualification>*

- Documentation stating the B2 (or higher) English Language Level;
- **For EU assimilated candidates (mandatory)**: copy of your valid Italian Residence Permit or a copy of the receipt for renewal. More information here: [Who are international students — University of Bologna \(unibo.it\)](#);

N.B: *if you participate to the admission as an EU assimilated candidate without really having the equivalent status you will not be able to complete your registration to the Degree Programme, even if you've already been admitted and if you've paid the first instalment.*

The formal check of your degree will be carried out by the International Students Administration Office after paying the first instalment of the tuition fees and after submitting the original copy of the requested documents. More info here: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in->

[a-second-cycle-degree-programme-foreign-qualification](#)

OPTIONAL DOCUMENTS

Request for adaptation for students with disabilities and Specific Learning Disorders – only for students who intend to submit this request:

- Adaptation request form for students with disabilities. The form can be downloaded from Studenti Online (www.studenti.unibo.it) Further information is available at <https://site.unibo.it/studenti-con-disabilita-e-dsa/en/for-students/adaptations-to-entrance-exams>

N.B.

The Admission Board will only assess documents that have been uploaded on Studenti Online (www.studenti.unibo.it). 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. **It is not possible to add other documents after the deadline of the registration to the selection for each intake.** Documents must not be sent by post or email to administrative offices.

For all intakes: 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 (**30/12/2024**). These candidates must enrol to the Programme within the deadline indicated in the general calendar.

SECTION 3 – ADMISSION

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

The Admission Board is composed of: Professor Paolo Trost, Professor Anna Maria Porcelli, Professor Francesca Sparla.

Substitute members: Professor Marco Rinaldo Oggioni, Professor Renato Brandimarti, Professor Francesca Massenzio, Professor Libero Guerrieri, Professor Simona Fermani.

In consideration of the high number of expected candidates, as well as the multidisciplinary nature of the test, the aforementioned Commission can make use of one or more subcommittees, ensuring the presence of teachers from the different disciplinary areas.

Subcommittees:

- a) Professor Francesca Sparla, Professor Anna Maria Porcelli, Professor Marco Malferrari
- b) Professor Davide Ambrosetti, Professor Barbara Monti, Professor Paolo Trost
- c) Professor Valeria Cavaliere, Professor Davide Roncarati, Professor Federico Manuel Giorgi
- d) Professor Mirko Zaffagnini, Professor Stefania Rapino, Professor Martina Cappelletti

Candidates will be notified about admission to the degree programme via Studenti Online (www.studenti.unibo.it) starting from the date indicated in the general calendar for each intake.

Candidates that are not admitted to intake B due to the lack of requirements to participate to the selection can apply for intake C, but only if they have acquired the missing requirements in the meantime. However, if candidates did not pass the oral test during the Intake B, they cannot apply again for intake C.

Recognition of previous career (s)

If you are requesting for the recognition of previous University career(s): after enrolling, you must follow the indications published here: [Shortening of the degree programme — University of Bologna \(unibo.it\)](http://www.unibo.it/shortening-the-degree-programme)

N.B.: according to the Degree Programme Teaching Regulations only units taken in English may be recognized. Credits obtained in First Cycle Degrees cannot be recognized. In order to be admitted directly to the second year, at least 42 credits must be recognized.

SECTION 4 – ENROLMENT

If you are admitted to the degree programme, you will be able to enrol starting from the date indicated in the General Calendar for each intake. 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 "**Molecular and Cell Biology**" 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 (i.e. you are about to graduate),** 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 Universitaly 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>

SECTION 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 recognized exams or the course year that you are admitted to. **This may cause the loss of benefits.**

SECTION 6 – CONTACTS

Student Administration Office – Pharmacy, Biotechnology and Sport Science

Email segfarbiomot@unibo.it
www.unibo.it/SegreteriaStudenti

Programme Coordinator: Laura Ferlisi

Email farbiomot.mcb@unibo.it

IT Technical assistance (e.g. Unibo credentials, data, app, etc.)

Studenti online HelpDesk

Telefono +39 051 2080301

Email help.studentionline@unibo.it

International students and students with foreign qualifications

International desk (Bologna)

Email internationaldesk@unibo.it

www.unibo.it/ContattiStudentiInternazionali

Information for enrolments for international students holding foreign degrees

Student Administration Office for international students of the University of Bologna

Email segstudintbo@unibo.it

www.unibo.it/SegreteriaStudenti

Fees and study grants

Ufficio contribuzioni studentesche

Email ases.contribuzionistudentesche@unibo.it
www.unibo.it/Tasse

Students with disabilities

Servizio per gli studenti con disabilità
Email disabili@unibo.it
www.studentidisabili.unibo.it

Digitally signed
Degree Programme Director
Paolo Trost

ATTACHMENT 1 “AUTOCERTIFICAZIONE DATI ANAGRAFICI/TITOLO ACCADEMICO O ISCRIZIONE CORSO DI STUDIO/ESAMI SOSTENUTI

AUTOCERTIFICAZIONE DATI ANAGRAFICI/TITOLO ACCADEMICO (O ISCRIZIONE CORSO DI STUDIO) ESAMI SOSTENUTI, PRESSO ATENEI ITALIANI

Al Magnifico Rettore
dell’Alma Mater Studiorum
Università di Bologna

Io
sottoscritto/a _____

_____,
nato/a a _____ (_____),

il ____/____/____,

cittadinanza _____ residente a
_____ (_____) _____

via/piazza/corso _____
n _____,

consapevole che chiunque rilasci dichiarazioni mendaci, formi atti falsi o ne faccia uso, è punito ai sensi del codice penale e delle leggi speciali in materia ed incorre, altresì, nella decadenza dai benefici di cui all’art. 75, D.P.R. n. 445/2000

DICHIARO

☐ di avere conseguito la laurea in

classe o previgente

ordinamento _____

presso l’Ateneo di _____ in data ____/____/____, con voto
____/____

☐ di essere attualmente iscritto al corso di

_____, classe o previgente ordinamento

presso l’Ateneo di

_____.

Per il conseguimento del titolo accademico dichiarato o durante l'iscrizione al predetto corso, ho superato i seguenti esami di profitto/prove di idoneità, nelle date e con le votazioni a fianco indicate:

[illegible]

⁷ Per gli esami dei corsi integrati riportare il voto complessivo e specificare il SSD e i CFU di ciascun insegnamento.

CORSO INTEGRATO⁷	INSEGNAMENTO	C.F.U	SETTORE SCIENTIFICO DISCIPLINARE (SSD)	VOTO	DATA

Luogo, data

Firma