



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Academic year 2023/2024

Call for applications for the Master's degree programmes in:

- **Offshore Engineering** – LM 22/35, degree code 9249
- **Ingegneria dei Processi e dei Sistemi Edilizi, curriculum Historic Building Rehabilitation** – LM 24, code 8829

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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.

INTAKE 1

STEPS	DATES
1. Applications open	January 26, 2023
2. Applications close	February 28, 2023 (1 p.m. CET)
3. Results are made available	From March 16, 2023
4. Enrolment	From March 23, 2023

INTAKE 2

STEPS	DATES
1. Applications open	March 1, 2023
2. Applications close	April 18, 2023 (1 p.m. CET)
3. Results are made available	From May 11, 2023
4. Enrolment	From May 18, 2023

INTAKE 3

STEPS	DATES
1. Applications open	April 19, 2023
2. Applications close	June 6, 2023 (1 p.m. CET)
3. Results are made available	From June 22, 2023
4. Enrolment	From June 29, 2023

INTAKE 4 – NEW!

STEPS	DATES
1. Applications open	June 7, 2023
2. Applications close	July 20, 2023 (1 p.m. CET)
3. Results are made available	From August 3, 2023
4. Enrolment	From August 7, 2023

INTAKE 5 – NEW!

STEPS	DATES
1. Applications open	July 21, 2023
2. Applications close	August 31, 2023 (1 p.m. CET)
3. Results are made available	From September 14, 2023
4. Enrolment	From September 18, 2023

INTAKE 6 – NEW! (open ONLY to EU or EU-equivalent applicants)

STEPS	DATES
1. Applications open	September 1, 2023
2. Applications close	October 5, 2023 (1 p.m. CET)
3. Results are made available	From October 19, 2023
4. Enrolment	From October 23, 2023

INTAKE 7 – NEW! (open ONLY to EU or EU-equivalent applicants)

STEPS	DATES
1. Applications open	October 6, 2023
2. Applications close	November 2, 2023 (1 p.m. CET)
3. Results are made available	From November 16, 2023
4. Enrolment	From November 20, 2023

SECTION 1 – ADMISSION REQUIREMENTS

In order to be admitted to the second-cycle degree programmes indicated in this Call, candidates must:

- a) hold a first-cycle **ACADEMIC QUALIFICATION**, i.e., a three-year University degree or diploma or other suitable qualification obtained abroad. 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

These are defined in Article 1 of the Degree Teaching Regulation and are available on the Degree programme website on: **Home > Admission > Programme enrolment: requirements, deadlines and methods.**

LANGUAGE REQUIREMENTS

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

Please refer to the the degree website to verify how the English proficiency is assessed: **Home > Admission > Programme enrolment: requirements, deadlines and methods**

1.2 - Assessment of personal knowledge and skills

Admission to each programme is granted to Applicants who satisfy curriculum requirements and whose background preparation is deemed suitable by the Admission Board.

The Applicants' background preparation is assessed on the basis of their academic records and the documents they provide along with their application, such assessment resulting in an **irrevocable decision by the Evaluation Board.**

Students who are about to graduate can also apply, provided that they have registered at least **165 ECTS credits** in their career.

For those graduating outside the European Higher Education Area (EHEA) who do not have the ECTS credits system in their career, the Evaluation Board will determine whether the number of passed exams will be sufficient in order to be evaluated.

They will be **admitted to the degree programme on the condition** that they obtain their undergraduate degree by and no later than the deadline that will be established by the Academic Bodies and will be indicated as soon as available on the degree programme website. 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 on to Studenti OnLine** (www.studenti.unibo.it), using your SPID username and password. The system will automatically retrieve your personal details and it will create your University credentials (nome.cognome@studio.unibo.it).

International students who do not have an ID document issued in Italy and, therefore, cannot obtain SPID credentials, may log in with their University username and password which can be obtained by going to www.studenti.unibo.it and clicking on *Register* and then *International students registration*

2. **Click on "APPLY FOR ADMISSION"**, select "SECOND-CYCLE DEGREE" and choose the relevant degree programme.

3. **UPLOAD the MANDATORY documents in PDF format:**

- 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
- **CV/résumé** in English
- **English proficiency** certificate at least B2 level (see Section 1.1 - Language Requirements)
- For qualifications obtained outside Italy: a **degree certificate** specifying the final graduation grade (if any) and including the list of exams and grades obtained (**transcript of records**), with a translation in case the document is not in English. For qualifications obtained in an EU country: candidates can upload the Diploma Supplement. For qualifications obtained in Italy: a degree certificate and a transcript of records, or a self-declaration with exams and grades
- **Statement of purpose**

It is also possible to attach additional supporting documents considered as useful for admission purposes.

WATCH OUT!

- Only complete applications (having all the mandatory documents uploaded by the deadline) will be evaluated by the Admission Board. **Incomplete applications will not be considered** and candidates will be allowed to submit a brand-new application in the following intakes (if scheduled), that will be then assessed as long as it has been fully finalized.
- The Admission Board will **only** assess documents uploaded through the **online application**.
- Documents must **not be sent by post or email** to administrative offices.

SECTION 3 – ADMISSION

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

Starting from the date indicated under step 3 in the above intake calendar, candidates will be notified about admission to the degree programme via Studenti Online (www.studenti.unibo.it) - where a **“green light”** will mark **admitted** students, a **“red light”** will signal that the candidate is **not admitted**, and a “yellow light” will stand for evaluation still ongoing. Subsequently, admitted students will receive an email to their institutional address (name.surname@studio.unibo.it) allowing them to proceed with enrollment.

Candidates that are not admitted may not 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 step 4 by completing the following steps:

1. **Log on** to Studenti OnLine (www.studenti.unibo.it) entering the username and password obtained when submitting your application
2. **Select "Enrolment"**, then select “Second-cycle Degree”, choose the relevant degree programme and then 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** of tuition fees 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 career.

Your University career must be activated by the deadline set on a yearly basis by the Academic Bodies, otherwise your enrolment will be cancelled.

4.1 - Particular cases

- **If you have a conditional offer**, you must obtain your undergraduate degree no later than the date set by the Academic Bodies.

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 hold a certificate demonstrating recognised invalidity of at least 66% or a certificate complying with Law 104/92**, in order to benefit from the exemption detailed at www.unibo.it/it/servizi-e-opportunita/borse-di-studio-e-agevolazioni/esoneri-e-incentivi/esenzioni-per-studenti-portatori-di-handicap, upon enrolment you should send the certificate via email to the [Student Administration Office](#) of Ravenna campus.
- **If you are a non-EU citizen with EU-equivalent status and you have obtained your qualification in Italy** you must provide the [Student Administration Office](#) of Ravenna campus 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 enroll**: <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](#).

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 23_24 academic year - document upload for international students with foreign qualifications”.

When you arrive at the University of Bologna, you must make an appointment with the Student Administration Office of Ravenna campus in order to show the original copies of your documentation and have your student career activated.

- **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**. Click here to learn how: <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 want to apply for degree shortening based on previous studies**, check here how to proceed and verify the relevant deadlines: <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 webpage: <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 here how to proceed: <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 courses**, check the requirements and necessary steps on this web page: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/simultaneous-enrolment-in-different-courses>

4.2 - Tuition fees and benefits

The enrolment fees, net of the first instalment, for the 2023/2024 academic year and information on benefits and exemptions will be published on the University website on the page www.unibo.it/Tasse.

Remember that your fees will be calculated on a progressive scale based on a valid ISEE certificate, only if submitted in accordance with the terms and procedures set out on the web page

<https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees>

If you do not submit your ISEE, you will have to pay the full tuition fees relevant to your degree programme. If you are 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.

Information on other benefits can be found on the University website on the page

<https://www.unibo.it/en/services-and-opportunities/services-and-opportunities> . If you are interested

in benefits related to the right to higher education, you can consult the relative call published by the Regional Authority for the Right to Higher Education on the website www.er-go.it.

SECTION 5 – CONTACTS

For technical issues on Studenti Online:

Help Desk Studenti Online

Email: help.studentionline@unibo.it Tel. +39 0512080301

For information on admission requirements and procedure:

- Offshore Engineering: offshore@unibo.it

- Ingegneria dei Processi e dei Sistemi Edilizi, curriculum Historic Building Rehabilitation: hbr@unibo.it

For information on enrolment and career activation:

Segreteria Studenti Ravenna / Student Administration Office: <https://www.unibo.it/it/campus-ravenna/servizi-di-campus/segreteria-studenti> - Email: segravenna@unibo.it

Please browse this webpage for the instructions on [how to access the Student Administration Office / Segreteria Studenti](#)