



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Academic year 2024/2025

Call for applications for the master's degree programme

PHOTOCHEMISTRY AND MOLECULAR MATERIALS

LM-54 (code 9074)

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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.

Introduction

This call for applications concerns the requirements, the deadlines and the procedures to be admitted and enroll in the second cycle degree in **Photochemistry and Molecular Materials LM-54 (code 9074)**.

All relevant **information about the master's degree programme** are available at the web site <https://corsi.unibo.it/2cycle/PhotochemistryMolecularMaterials/index.html>

Admission requirements to access the master's degree programme are described on the web page **Home > Admission > Programme enrolment: requirements, deadlines and methods**. Please read carefully the following link <https://corsi.unibo.it/2cycle/PhotochemistryMolecularMaterials/how-to-enrol>

DEADLINES FOR ADMISSION

To be able to enrol, candidates can apply by submitting the required documents, so to be evaluated. Admitted candidates only could enrol.

Applications will be assessed by an Admission Board according to the timetable and the methods outlined below.

Candidates that are not admitted may not apply to the following available intakes.

The Admission Board may decide to invite some candidates to an online interview to better verify suitability for the enrollment in the master's degree programme.

IMPORTANT NOTICE for NON-EU candidates

NON-EU applicants (not residing in Italy or in an EU country) can submit their application to the INTAKE 1 or 2 or 3. **NON-EU applicants who will apply to the INTAKE 4 will not be evaluated.**

INTAKE 1

STEPS	DATES
1. Applications open	15 December 2023
2. Applications close	31 January 2024
3. Evaluation of requirements for admission	06 February 2024
4. Online interview (only optional, if required by the Board)	09 February 2024
5. Results are made available	13 February 2024
6. Enrolment	From 21 February 2024

INTAKE 2

STEPS	DATES
1. Applications open	01 February 2024
2. Applications close	03 April 2024
3. Evaluation of requirements for admission	09 April 2024
4. Online interview (only optional, if required by the Board)	12 April 2024
5. Results are made available	16 April 2024
6. Enrolment	From 23 April 2024

INTAKE 3

STEPS	DATES
1. Applications open	04 April 2024
2. Applications close	12 June 2024
3. Evaluation of requirements for admission	21 June 2024
4. Online interview (only optional, if required by the Board)	26 June 2024
5. Results are made available	27 June 2024
6. Enrolment	From 4 July 2024

INTAKE 4

STEPS	DATES
1. Applications open	13 June 2024
2. Applications close	02 September 2024
3. Evaluation of requirements for admission	06 September 2024
4. Online interview (only optional, if required by the Board)	10 September 2024
5. Results are made available	12 September 2024
6. Enrolment	From 19 September 2024

SECTION 1 – ADMISSION REQUIREMENTS

In order to be admitted to the second-cycle degree programme in **Photochemistry and Molecular Materials**, 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 by the Admission Board.

1.1- Curricular and language requirements

CURRICULAR REQUIREMENTS

Admission is granted to applicants who satisfy access and curriculum requirements and whose personal preparation is deemed suitable. Applicants' personal preparation is assessed considering their academic records and the documents they provide.

Such assessment (“admitted” / “not admitted”) depends on the Admission Board’s irrevocable decision.

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

Graduating students will be allowed to apply and enroll **under condition of receiving their bachelor degree (first cycle degree)** by a certain deadline, that will be set by the Academic bodies and will be indicated later in the degree website.

LANGUAGE REQUIREMENTS

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

Please refer to the degree website to verify how the English proficiency is assessed:

Home >Admission > Programme enrolment: requirements, deadlines and methods

<https://corsi.unibo.it/2cycle/PhotochemistryMolecularMaterials/how-to-enrol>

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 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 programme named "**Photochemistry and Molecular Materials**";
3. **UPLOAD the required documents in PDF format:**

MANDATORY DOCUMENTS

- A copy of the front and back of a valid identity document / passport; for NON-EU applicants only a valid passport.
- **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 proving your English language proficiency (see Section 1.2).
- CV / Resumé.
- Cover letter.

OPTIONAL DOCUMENTS

- Copy of a valid residence permit, if already held.
- Further supporting documents.

IMPORTANT NOTICE

- The Admission Board will only assess documents uploaded through the online application SOL.
- Any mandatory documents that are missing or only partially uploaded shall result in the candidate not being considered (or selected) for the admission.
- All foreseen access requirements must be met by the application deadline (step 2 of every intake).
- **Students who are about to graduate** can also apply. They will be admitted to the degree programme on the condition that they obtain their first cycle degree by and no later than the date

established by the Academic Bodies and indicated in the degree website. Candidates who do not obtain the degree by the set deadline will lose the right to enroll.

SECTION 3 – ADMISSION

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

Candidates will be notified about admission via Studenti Online (www.studenti.unibo.it) where their status will turn into “green” (admitted) or “red” (not admitted).

Admitted students will receive an email to their Unibo account (*nome.cognome@studio.unibo.it*), starting from the date indicated under step 5 in the above intake calendar.

Candidates that are not admitted may not apply for the following available intakes.

SECTION 4 – ENROLMENT

Before enrolling, applicants must be admitted (see the previous sections).

If you are admitted (green status on the web platform SOL), you will be able to enrol starting from the date indicated under step 6 in the above intake calendar.

To enrol, applicants should carry out a new procedure (different from the admission one) by completing the following steps:

1. **Log on** to Studenti OnLine (<https://studenti.unibo.it/sol/welcome.htm>) entering the username and password obtained when submitting your application.
2. **Select "Enrolment"**, then select “Second-cycle Degree”, and then the degree programme “**Photochemistry and Molecular Materials**” 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.

IMPORTANT NOTICE

The **payment of the first instalment by the set deadline is an essential condition for enrolling** for the academic year 2024/25. Only after making the payment you could continue the registration process in

order to make effective your student career. The **deadline to activate your student career for a.y. 2024/25 is set on February 28, 2025**, otherwise your enrolment will be cancelled.

4.1 - Special cases

- **If you have a conditional enrolment**, you must obtain your first cycle 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

INTERNATIONAL DESK

General information on how to enrol for international students, immigration/VISA procedures, Unibo Action 2 study grants, guidance on arrival in Italy and on the services available at the Bologna Campus, Unibo for Refugees project

internationaldesk@unibo.it

ISSUES CONCERNING THE ADMISSION PROCEDURE:

AFORM Servizi Didattici Scienze – Supporto ai Corsi di studio internazionali

Email: science.international@unibo.it

TECHNICAL ISSUES ABOUT THE PLATFORM STUDENTI ONLINE:

Help Desk di Studenti Online Email: help.studentionline@unibo.it

INTERNATIONAL STUDENT ADMINISTRATION OFFICE IN BOLOGNA

Submitting documents and completion of matriculation to degree programmes in Bologna, for students with foreign qualifications.

segstudintbo@unibo.it

GENERAL ISSUES CONCERNING ENROLMENT PROCEDURE

Student Administration Office Science segscienze@unibo.it