



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Academic year 2024/2025

Call for applications for the following master's degree programmes:

- **Automation Engineering** - LM-25, code 8891
- **Artificial Intelligence** - LM-18, LM-32, code 9063
- **Civil Engineering** - LM-23, code 8895
- **Telecommunications Engineering** - LM-27, code 9205
- **Ingegneria dell'Energia Elettrica**, curriculum **Electrical Engineering** - LM-28, code 9066
- **Ingegneria Elettronica**, curriculum **Electronics for intelligent systems, Big data and internet of things** - LM-28, code 0934
- **Ingegneria per l'Ambiente e il Territorio**, curriculum **Earth Resources Engineering** - LM-35, code 8894
- **Ingegneria Chimica e di Processo**, curriculum **Sustainable Technologies and Biotechnologies for Energy and Materials** - LM-22, code 8896

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.

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RELEVANT DEADLINES

Applications will be assessed by the Admission Board in accordance with the procedure outlined below. Candidates that are not admitted in the first intake may apply for other intakes only if open to them. Candidates that are not admitted from the second intake on may not apply for other intakes.

INTAKE 1 (open to all students)

STEPS	DATES
Applications open	June 5th 2024
Applications close	At .1 pm on July 4th 2024
Results are made available	From July 19th 2024
Enrolment	From July 25th to October 29th 2024
Late fee enrolment	From October 30th to November 21st 2024

INTAKE 2 Open to all students for italian Degrees and only for Italian, EU or non-EU citizen with EU-equivalent status for international Degrees

STEPS	DATES
Applications open	July 5th 2024
Applications close	At 1 pm on September 10th 2024
Results are made available	From September 24th 2024
Enrolment	From October 1st 2024 to October 29th 2024

STEPS	DATES
Late fee enrolment	From October 30th to November 21st 2024

INTAKE 3 Open to all students for Italian Degrees and only for Italian, EU or non-EU citizen with EU-equivalent status for International Degrees

STEPS	DATES
Applications open	September 11th 2024
Applications close	At 1 pm on September 30th 2024
Results are made available	From October 17th 2024
Enrolment	From October 22nd to October 29th 2024
Late fee enrolment	From October 30th to November 21st 2024

INTAKE 4 Open to all students for Italian Degrees and only for Italian, EU or non-EU citizen with EU-equivalent status for International Degrees

STEPS	DATES
1. Applications open	October 1st 2024
2. Applications close	At 1 pm on October 28th 2024
3. Results are made available	From November 12th 2024
4. Enrolment	From October 18th to November 21st 2024

In case the Admission Board required to investigate deeper the personal preparation, based on the documentation received, the candidate might be requested to have a personal interview, and a convocation would be sent.

SECTION 1 – ENTRY REQUIREMENTS

In order to be admitted to the aforementioned second-cycle degree programmes, 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 forth on 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 on the article 1 of each Degree's Teaching Regulation, the latter being available on the degree website on the page **Home > Admission > Programme enrolment: requirements, deadlines and methods**

- c) meet the **LANGUAGE REQUIREMENTS** 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- Language requirements

LANGUAGE REQUIREMENTS

In order to be admitted, Applicants must have English proficiency equivalent to level B2 (or higher) of the Common European Framework (CEFR), to be substantiated by submitting a certificate. The list of accepted certificates is available on the degree website on the page **Home > Admission > Programme enrolment: requirements, deadlines and methods.**

2.1- Assessment of personal knowledge and skills

The Applicant's background preparation is assessed considering their academic records, such assessment resulting in an irrevocable decision by the Evaluation Board.

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 relevant programme;
3. **UPLOAD the required documents in PDF format:**

MANDATORY DOCUMENTS

- **For students holding a qualification not obtained at the University of Bologna:** a front-and-back copy of a valid piece of identification. If it does not have an English translation, a copy of your passport must be attached.
- **For students holding a qualification not obtained at the University of Bologna:**
 - **Self-certification of your Italian first-cycle degree** with a full transcript of records or
 - **A copy of a foreign qualification** which enables access to second-cycle degree programmes in the country where it was obtained. This must be submitted along with a **full transcript of records with exams** and a Diploma Supplement (if available), translated into Italian or English. Those who have not graduated yet, should upload a full Transcript of Records.
- **English proficiency certificate** as detailed in section 1.1.
- **Curriculum Vitae/Résumé** in European format.

OPTIONAL DOCUMENTS

- Other certificates/documents which can be relevant to the application

DECLARATIONS

In addition to enclosing the aforementioned documents, Candidates should enter the following declarations:

- **Number of ECTS** acquired so far (graduates should enter the total number of ECTS acquired);
- **Cumulative Grade Point Average.**
- **Maximum GPA** in the grading scale.
- **Minimum CGPA** required to obtain the degree.
- Full name of your Bachelor's Degree Programme.
- **English proficiency certificate** you are in possess of (see the degree website for the list of accepted ones).

- **Overall score** obtained on the English certificate (see the degree website for the requisite threshold).
- **Date of the English certificate.**

The Admission Board will assess only **applications which are finalized with all the mandatory** documents by the deadline of each intake. Documents are not to be sent off by post or email to administrative offices.

Students who are about to graduate may apply as well, on the condition that they have at least **165 ECTS registered into their career**, unless a different threshold is set forth on the Degree's Teaching Regulation. The aforementioned 165-ECTS threshold is applicable to students graduating from a Higher Education System adopting the ECTS. On the other hand, for those graduating outside the European Higher Education Area (EHEA) who do not have the ECTS in their career, the Evaluation Board will determine whether the number of exams they have passed is sufficient to be evaluated.

Graduating students will be admitted to the degree programme on the condition that they obtain their undergraduate degree by **December 30, 2024**.

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 to the degree programme via Studenti Online (www.studenti.unibo.it) and to your institutional email account (example: name.lastname@studio.unibo.it) starting from the date indicated under step 3 in the above intake calendar.

Candidates that are not admitted in the first intake may apply for other intakes **ONLY if they are Italian, EU or non-EU citizen with EU-equivalent status**

3.1 NON EU citizens resident abroad:

If you are a NON EU citizen and you are resident abroad, according to the procedures defined by the Ministry of University and Research outlined for A.Y. 2024/2025 and published on the website <https://www.universitaly.it/studenti-stranieri>

You will have to proceed with the following requirements, besides normal enrolment procedure:

- Pre-enroll on University and apply for Study-Visa

- For Italian Master degrees, meet the Italian language knowledge requirement by and not later than November 21st 2024. You can check how by clicking on the following page:
www.unibo.it/Requisitoitaliano

SECTION 4 – ENROLMENT

If you are admitted to the degree programme, you will be able to enroll starting from the date set out under step 4 of each intake (please refer to the admission schedule). 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 "Second-cycle Degree" and pick the relevant degree programme. Enter the required data, attaching a jpg file containing a passport-size photo of your face. Should you make false statements, you will face fines under art. 496 of the Penal Code, 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 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** is available on the University website at <https://www.unibo.it/tuitionfees>

Tuition fees consist of a fixed part of € 157.04 and a variable part which is worked out according to the economic situation of your household (ISEE) up to a maximum that varies depending on the degree programme, the relevant information on such a system being available [on this webpage](#). Should no ISEE certificate be 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.

However, **for certain countries the tuition fees have been determined on a fixed basis: please refer to [this webpage](#) for further information.**

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

For admission-related queries, please refer to the

Programme Coordinator in charge, their email available on the section Contacts of the degree website.

For technical issues, please refer to the

Help Desk di Studenti Online

Email: help.studentionline@unibo.it

Tel. +39 0512080301

◇ **For enrollment-related issues, please refer to the**

Segreteria Studenti Ingegneria → www.unibo.it/SegreterieStudenti

Email: seging@unibo.it

[Check the link https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/student-administration-offices](https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/student-administration-offices) to learn how to contact them

DATE June 5th 2024