Admission procedure with restricted access for the Master of Arts in
"INTERDISCIPLINARY RESEARCH AND STUDIES ON EASTERN EUROPE" (MIREES)

SECOND CYCLE DEGREE of the
School of Political Sciences – Forlì Campus, University of Bologna
in agreement with
Vytautas Magnus University at Kaunas
Saint Petersburg State University

Academic year 2018/2019

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This university has started an awareness-raising campaign aimed at contrasting gender stereotypes. In this respect, it has been decided to give more linguistic visibility to differences. Wherever in this document the masculine form has been used with the sole purpose of simplification, it shall be deemed to refer in an inclusive manner to all the people operating in the community.
1.1 – GENERAL INFORMATION

The School of Political Sciences – Forlì Campus, University of Bologna is opening the selection for admission to the Master's Degree (Laurea Magistrale) in "Interdisciplinary Research and Studies on Eastern Europe" (MIREES), class LM-52 – International relations for the academic year 2018/2019, in agreement with Vytautas Magnus University at Kaunas and Saint Petersburg State University.

At the end of the degree programme, students will obtain a Second cycle joint degree, named, on an agreement basis, Master of Arts in "Interdisciplinary Research and Studies on Eastern Europe" (MIREES), valid as Laurea Magistrale in Interdisciplinary Research and Studies on Eastern Europe, LM-52 in Italy and Master of Political Science in Lithuania.

Teaching activity

MIREES programme lasts two years and is divided in four semesters. Students will be given a total of 120 ECTS credits.

Attendance at lectures, seminars and conferences is compulsory.

In October 2018, all enrolled students are required to take the entry test which is aimed at evaluating the students' knowledge in the single disciplines.

Lectures in the first and second semester take place at the School of Political Sciences of the Forlì Campus and are entirely held in English.

Each student must spend the third semester (at least 5 months) at a Partner University of the Consortium (Vytautas Magnus University at Kaunas and Saint Petersburg State University). The student mobility can be carried out also at an associated partner University, including the Corvinus University of Budapest, the University of Ljubljana, the University of Zagreb and the Comenius University in Bratislava. Lectures in the third semester may be delivered either in English or in the language of the partner University. The period of study abroad is compulsory and includes the attendance to language and elective courses as well as field works and research activities aimed at preparing the master's thesis. At the end of the third semester the partner universities organize a work-in-progress meeting where the thesis research methods and outlines will be discussed on the basis of the indications provided by the Council of the Degree Programme.

All enrolled students obtain a grant from either Erasmus+ Programme or MIREES Mobility Scheme or other bilateral agreements that support the compulsory mobility period abroad.

Detailed information on the degree programme such as the academic regulation, admission requirements, study plan, learning outcomes, academic calendar and class schedule, contact details is available at www.mirees.unibo.it.

Deadlines

Two intakes are scheduled. The number of available places for each intake is reported in the timetable of deadlines below and in section 1.2 of the call.

EU candidates and non-EU candidates with equivalent status to EU candidates can participate in either the first or second intake: however, candidates applying for the first intake and getting a negative result will not be able to participate in the second one.

EU and non-EU candidates with equivalent status who were selected in the first intake but did not enrol within the deadline as well as eligible candidates on waiting list can apply again for the second intake according to the terms and conditions laid down in the call, without paying again the registration fee.

Non-EU candidates residing outside Italy can apply only for the first intake, within the quota reserved to them.

The selection is made on the basis of the candidate's qualifications (academic education, academic and non academic working experiences, reference letters) according to the intakes and deadlines reported below. An oral interview may be requested only to the candidates who do not meet the linguistic requirement.
The terms reported below in the timetable of deadlines are MANDATORY; failure to comply with them implies the exclusion from the selection or from the possibility to enrol on the master's degree, regardless of the motivation provided:

TIMETABLE OF DEADLINES

<table>
<thead>
<tr>
<th>FIRST INTAKE</th>
<th>SECOND INTAKE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Italian, EU and assimilated candidates:</strong> 15 places</td>
<td><strong>Italian, EU and assimilated candidates:</strong> 15 places + residual places not assigned in the first intake</td>
</tr>
<tr>
<td><strong>Non-EU candidates residing abroad:</strong> 20 places</td>
<td><strong>On-line application and submission of documents</strong></td>
</tr>
<tr>
<td><strong>Publication of admission ranking/Starting date for the enrolment for selected candidates/Starting date for expression of interest in the clearing procedure</strong></td>
<td><strong>Publication of available places and launch of the second intake</strong></td>
</tr>
<tr>
<td><strong>Closing date for enrolments and transfers of selected candidates - Closing date for expression of interest in the clearing procedure</strong></td>
<td><strong>On-line application and submission of documents</strong></td>
</tr>
<tr>
<td><strong>Clearing procedure of available places for eligible candidates on waiting list</strong></td>
<td><strong>Publication of admission ranking/Starting date for the enrolment for selected candidates/Starting date for expression of interest in the clearing procedure</strong></td>
</tr>
<tr>
<td><strong>Deadline for graduating for enrolled students who have not completed the 1st cycle degree</strong></td>
<td><strong>Closing date for enrolments and transfers of selected candidates - Closing date for expression of interest in the clearing procedure</strong></td>
</tr>
<tr>
<td><strong>From 23 July 2018 to 30 July 2018</strong></td>
<td><strong>Clearing procedure of available places for eligible candidates on waiting list</strong></td>
</tr>
<tr>
<td><strong>27 December 2018</strong></td>
<td><strong>Deadline for graduating for enrolled students who have not completed the 1st cycle degree</strong></td>
</tr>
</tbody>
</table>

Candidates are invited to check regularly:
- the online service Studenti Online at [www.studenti.unibo.it](http://www.studenti.unibo.it) in correspondence with the dates of publication of the ranking of selected candidates and the list of eligible candidates admitted to enrolment after the clearing procedure;
- the institutional mailbox: name.surname@studio.unibo.it;

as they are the only instruments for being updated on the progress of the competition (ranking, timing for the clearing procedure, enrolment etc.).

**Who must apply for admission**

All the students interested in enrolling (including candidates who wish to transfer from other Italian Universities or from other degree programmes of the University of Bologna, candidates who wish to obtain the recognition
of previous studies of master level (second cycle degree) gained either in Italy or outside Italy or who have undertaken a second cycle degree outside Italy without completing the programme, candidates who have withdrawn from a degree or who have lost their student status) must participate in the selection procedure according to the terms and conditions laid down in this call.

Candidates who were enrolled on the master's degree in “Interdisciplinary Research and Studies on Eastern Europe” and have withdrawn from studies from 01/11/2017 to 31/10/2018 or lost their student status on 31 March 2018 are exempted from the selection procedure and can directly make a new enrolment. On this purpose, they will have to contact the Student Registry Office for the enrolment from 26 July 2018 to 27 December 2018.

Candidates are invited to consult the regulation on the withdrawal from studies (which can accepted only if there are not unpaid tuition fees due to the University of Bologna or amounts of money due to Ergo) and the loss of student status at the University of Bologna available at http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/returning-to-and-interrupting-studies/loss-of-student-status

In order to learn about the consequences of withdrawal from studies for Non-EU citizens with an Italian permit of stay for study reasons, it is possible to consult section 1.2 of the Call.

Registration fees and Tuition fees
The participation in the selection procedure is subject to the payment of € 50,00 (see section 1.4)
Specific fees are requested to the candidates who wish to transfer from another degree programme of the University of Bologna or from another Italian University (see section 2.1).
The amount of the annual tuition fees for the academic year 2018/2019 and the calculation of the fees on the basis of the student’s economic conditions are published on the University website at http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees as soon as they are available.

Scholarships and benefits
Information on available scholarships, exemptions, loans and other forms of financial aid for students can be found at:
http://www.unibo.it/en/services-and-opportunities
http://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/study-grants-for-international-students

Information on the benefits for the right to Education (ER.GO) available at www.er-go.it (publication expected in July 2018).

The University of Bologna offers study grants (Unibo Action 2) and total fee waivers (Unibo Action 1) for deserving international students with a foreign qualification enrolling on a second cycle degree in the academic year 2018/2019. Such study grants and fee waivers are assigned according to the score of the GRE test. The deadline to apply online for the Call Unibo action 1&2 – GRE is 30 March 2018 h 12:00 (CET):

Any benefits offered by the Master’s Degree in Interdisciplinary Research and Studies on Eastern Europe (MIREES) to the international students who enrol in the 1st year of the academic year 2018/2019 will be published at www.mirees.unibo.it

The Collegio Superiore of the University of Bologna (website: http://www.collegio.unibo.it/en/) will publish a call for admission of master level for the academic year 2018/2019, open to Italian and international candidates.

Contacts
For information on the call for applications:
| MIREES Programme Coordinator (dr. Elisa Landi) | Tel. +39 0543 374149, fax +39 0543 374119, email elisa.landi3@unibo.it, skype ma.mirees, MIREES website www.mirees.unibo.it  
School of Political Sciences – Forlì Campus and Mirees Secretariat (Segreteria didattica MIREES): Via G. Della Torre 1, 47121 Forlì  
Mirees Secretariat Opening Hours: Tue Thu Fri 9.00-12.00; Mon Wed 9.00-12.00 and 14.00-16.00 |
|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| Student Registry Office of Forlì (Segreteria studenti): | Forlì Campus – Padiglione Melandri, Piazzale Solieri 1, 47121 Forlì; tel. +39 0543 374809; fax +39 051 2086296; e-mail segforli@unibo.it ;  
Opening Hours: Mon Fri 9.00-11.15; Tue 9.00-11.15 and 14.30-15.30; Wed 9.00-12.00; Thu 14.30-15.30 |

For information on the courses of Italian language offered to international students:

| Language Centre – University of Bologna (CLA - Centro Linguistico di Ateneo) | Branch of Forlì, Viale Marconi 7, 47122 Forlì; tel. +39 0543 374350; fax +39 051 2086213; e-mail cla.fo-segreteria@unibo.it ; website www.cla.unibo.it  
Opening hours: Mon. Wed. Fri. 9.00-13.00; Tue. Thu. 9.00-13.00 e 14.00-15.00 |

The contact details of the other Student Services of the Forlì Campus are available at http://www.unibo.it/en/campus-forli/campus-services/campus-services-1

To receive a technical assistance on Studenti online (such as institutional User ID and Password, data entry, malfunctioning of the online service):

| Studenti Online Help Desk | tel: + 39 051 2099882  
email to help.studentionline@unibo.it |

International candidates or candidates with a qualification obtained abroad can receive information on the eligibility of their degree, pre-enrollments, visa and permit of stay, financial aid for international students, etc. from the International Desk, in addition to the programme coordinator and the Student Registry Office:

| International Desk (Bologna) | Tel. +39 051 2088101  
E-Mail internationaldesk@unibo.it  
Via Filippo Re 4 - Bologna |

Any changes on the enrolment procedure will be published at www.studenti.unibo.it, whereas information on the office closures will be notified on the University website at www.unibo.it.

1.2 – AVAILABLE PLACES

The number of available places for the academic year 2018/2019 for admission to the master's degree in "Interdisciplinary Research and Studies on Eastern Europe" (MIREES) is 50, of which:

- n. 30 places for Italian citizens, EU citizens and non-EU citizens with equivalent status to EU citizens (1);
- n. 20 places for Non-EU citizens residing outside Italy (2).

The admission to the master's degree includes two intakes, distributed as follows:

<table>
<thead>
<tr>
<th>First intake</th>
<th>Second intake</th>
</tr>
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</table>
The places not assigned in the first intake to EU/Non-EU candidates with equivalent status to EU candidates and non-EU candidates residing outside Italy will be made available to EU/Non-EU candidates with equivalent status to EU candidates in the second intake.

In the case that the places reserved to Non-EU candidates residing outside Italy are not entirely assigned, they will be made available to EU candidates and equivalent categories as soon as the admission ranking of the first intake has been published.

EU and non-EU candidates with equivalent status who were selected in the first intake but did not enrol within the deadline as well as eligible candidates on waiting list can apply again in the second intake according to the terms and conditions laid down in the call, without paying the registration fee.

(1) For the purposes of this call for applications, the following non-EU citizens hold an equivalent status to EU citizens:
- citizens of Norway, Iceland, Liechtenstein, Switzerland and San Marino;
- citizens of a non-EU country holding one of the following residence permits, issued by the Italian Government: for the purpose of employment or self-employment, for family reasons, for political or humanitarian asylum, for religious reasons, EU permit for long-term residents (previously, EC residence permit for long-term residents or residence card);
- non-EU citizens who have been legally residing in Italy for at least one year in possession of a degree obtained in Italy;
- the staff of foreign diplomatic authorities and of international organisations located in Italy – accredited with the Italian Government or the Holy See – together with their dependant relatives, limited to spouses and children;
- Non-EU candidates holding a valid Italian permit of stay for study reasons who have already enrolled on a degree course of this or other Italian universities, provided that they have been regularly residing in Italy for at least one year, who submit a request of transfer.

(2) In addition to applying for admission to MA MIREES, non-EU citizens residing abroad shall also comply with the terms and procedures to enrol at 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/](http://www.studiare-in-italia.it/studentistranieri/). Particularly, they are required to promptly contact the Italian Embassy-Consulate in the student's country of residence for information on the procedures and deadlines for submitting the compulsory PRE-ENROLMENT APPLICATION and, upon completion of the pre-enrolment process, for obtaining a valid Italian visa for study reasons ("Enrolment/University"). For more information in English please visit the following website: [http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/International-Students-how-to-prepare-for-enrollment](http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/International-Students-how-to-prepare-for-enrollment)

Non-EU candidates holding an Italian permit of stay for study reasons enrolled on Single Learning Activities for the academic year 2017/2018 are invited to consult the web page [http://www.unibo.it/en/international/Who-are-international-students](http://www.unibo.it/en/international/Who-are-international-students)

Attention: non-EU citizens holding an Italian permit of stay for study reasons who have formally renounced to study at the University of Bologna or at any other Italian University lose the right to stay in Italy. These candidates will have to return to their countries of origin and start the pre-enrolment procedure at the Italian Embassy-Consulate within the deadline annually established by the Italian Ministry of Foreign Affairs in agreement with MIUR and the Ministry of Interior.

In case of dual citizenship, one of which is Italian, the Italian citizenship prevails and the candidate will be considered as EU citizen.
1.3 – ADMISSION REQUIREMENTS

For admission to the Master of Arts in "Interdisciplinary Research and Studies on Eastern Europe" it is necessary to have:

1) a First Cycle Degree from an Italian university among those listed below or an equivalent First Cycle Degree from a non-Italian University which grants access to a Second Cycle Degree in the issuing country.

A. Italian qualifications belonging to one of the following disciplinary fields according to the Italian Ministerial Decree D.M. 270/04:

<table>
<thead>
<tr>
<th>Code</th>
<th>Field</th>
<th>Code</th>
<th>Field</th>
</tr>
</thead>
<tbody>
<tr>
<td>L-5</td>
<td>Philosophy</td>
<td>L-33</td>
<td>Economics</td>
</tr>
<tr>
<td>L-6</td>
<td>Geography</td>
<td>L-36</td>
<td>Political science and international relations</td>
</tr>
<tr>
<td>L-10</td>
<td>Humanities</td>
<td>L-37</td>
<td>Peace studies</td>
</tr>
<tr>
<td>L-11</td>
<td>Modern languages and civilisations</td>
<td>L-40</td>
<td>Sociology</td>
</tr>
<tr>
<td>L-12</td>
<td>Linguistic mediation</td>
<td>L-42</td>
<td>History</td>
</tr>
<tr>
<td>L-20</td>
<td>Communication</td>
<td>DS/1</td>
<td>Defence and security</td>
</tr>
</tbody>
</table>

Or:

To have an Italian qualification belonging to a disciplinary field different from those above-listed, with at least 48 CFU obtained in the following Scientific and Disciplinary Sectors (SSD):

- SPS/03, SPS/04, SPS/05, SPS/06, SPS/07, SPS/11, SPS/14, SECS-P/01, SECS-P/02, M-STO/02, M-STO/03, M-STO/04, M-GGR/02, IUS/13, IUS/14, L-LIN/19, L-LIN/21.

B. Italian academic qualifications belonging to the disciplinary fields established by the Italian Ministerial Decree D.M. 509/99 which have been assimilated to the disciplinary fields of the DM 270/04, as reported in section A, according to the inter-ministerial Decree of 9 July 2009.

C. Italian academic qualifications awarded before the Italian Ministerial Decree D.M. 509/99 and non-Italian academic qualifications: the International Academic Board (IAB) will assess the correspondence between the disciplinary field of the candidate’s entry qualification and the disciplinary fields established by the Italian Ministerial Decree D.M. 270/04 listed in section A.

2) The knowledge of the English language at a minimum of B2 Level, according the Common European Framework of Reference for Languages, attested by one of the following certificates issued no more than 3 years prior to the application deadlines: TOEFL - computer-based – of at least 213 points; TOEFL - paper-based - of at least 550 points; TOEFL - Internet-based – of at least 80 points; IELTS - of at least 6.0 points; FCE – B; Trinity ISE II ; a B2 level certificate in English released by a University Language Centre. The above-mentioned certificates are not requested if the candidate is an English mother-tongue or obtained a First-Cycle Degree from an English-speaking university or entirely taught in English.

If the above-mentioned documentation is lacking, the International Academic Board will ascertain the possession of the linguistic requirement on the basis of the candidate’s curriculum vitae ac studiorum and, if necessary, by means of a videoconference, as detailed in section 1.5.

3) The assessment of a suitable personal preparation in the following disciplinary fields: Economics, Political Science, Sociology, Political Geography, Gender Studies, Anthropology, History, Philosophy, Literature, Language Studies, Communication Studies and also in recent political and economic events in the European and international contexts, usually provided by a First Cycle Degree (BA).

The assessment is carried out on the basis of the documents submitted by the candidates and listed in section 1.4.

- Candidates who have yet to obtain their First Cycle Degree within the application deadline are allowed to apply. Successful candidates who, at the closing date for enrolment, have yet to obtain their First Cycle Degree can enrol according to the terms and conditions described in sections 2.1 and 2.2 with reference to their own intake, pay the tuition fees due and obtain the First Cycle Degree within 27
December 2018. Upon expiry of this period, the student loses the right to enrol on the degree programme.

1.4 – ONLINE APPLICATION PROCEDURE

In order to apply, the candidate has to complete the online registration by the following mandatory deadlines:

From 21 February 2018 to 18 May 2018 at 15:00 (CET) for the first intake,

From 03 August 2018 to 04 September 2018 at 15:00 (CET) for the second intake.

In order to register:

1. **Connect** to Studenti Online on the website www.studenti.unibo.it and create an account at “Register” or, if you have already registered, enter your username and password to access the online service;

2. Non-Italian students who do not hold an Italian Tax ID (“codice fiscale”) can click on “International students registration” and follow the instructions for the creation of 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” button, select “Second cycle degree programme”, then “Interdisciplinary Research and Studies on Eastern Europe” and first or second intake;

5. complete the online application form;

6. download, print and complete the study programme proposal;

7. attach the following documents (pdf format) to the on-line application:

   a) Completed study programme proposal.

   b) Graduation certificate and list of exams passed with respective results:

      In the case of admission qualification / First Cycle Degree obtained or to be obtained from an Italian university, it is necessary to upload the **graduation self-certification with the list of the exams passed and results, credits and SSD**; forms for self-certification are available on the website Studenti Online (www.studenti.unibo.it). Graduated or graduating students from the University of Bologna can upload either the request by which the Secretariat is charged with providing the required information or the self-certification downloadable from the Studenti Online service.

      In the case of First Cycle Degree obtained or to be obtained from a non-Italian University, it is necessary to upload **the graduation certificate (if obtained)**, with the full transcript of all exams passed and results, issued and certified by the University where the qualification is awarded.

      In the event that the required documents are not written in English or Italian, they shall be accompanied by a translation into English. The translation can be done by the applicant.

   c) **Detailed English-written curriculum vitae ac studiorum** (CV) by using the Europass CV template downloadable from Studenti Online.

      The applicant's qualifications shall be specified in the CV. Recognized qualifications are: publications (e.g. articles, essays, books, etc.); academic honours, scholarships, fellowships, grants; attestations of professional experiences at institutions/organizations/offices and the like in the field of international relations and in the geographical reference area.

   d) Any publications/official attestations of academic and non-academic professional experiences (working experiences, internships, voluntary service, etc.) in the field of international relations and in the reference area of Central and Eastern Europe and the Balkans: only the publications and the official attestations of relevant
academic and non-academic experiences - issued by the organization where such activities took place - submitted online will be taken into consideration for the purpose of the selection procedure; self-certificates are admitted only in case the above-mentioned experiences have been carried out at Italian public administrations (in the latter case the contact details must be included for verification);

e) **English language attestation of at least B2 level.** Applicants must upload one of the following certificates, issued no more than 3 years prior to the application deadlines:

- TOEFL - computer-based – of at least 213 points
- TOEFL - paper-based - of at least 550 points
- TOEFL - Internet-based – of at least 80 points
- IELTS - of at least 6.0 points
- FCE – B
- Trinity ISE II
- a B2 level certificate in English released by a University Language Centre (or the candidate’s self-certification, in case of attestations obtained from Italian State Universities).

The above-mentioned certificates are not requested if the candidate is an English mother-tongue or obtained a first-cycle degree from an English language university or the first cycle degree was entirely taught in English. In these cases, it is necessary to upload the relevant attestation.

f) and g) **Two reference letters** written in English on headed paper, signed in original and uploaded online by academics or, if the applicant belongs to an institution, by the institution's managers. The institutional email addresses of the referees must be provided by the candidate.

h) **Copy of a valid ID or passport**, printed on both sides.

i) **Copy of a valid Italian permit of stay**, in case the candidate already has it (for NON-EU citizens).

8. Pay the registration fee of € 50.00 (unless it has been already paid for the first intake). The payment must be done through Studenti Online (www.studenti.unibo.it) and the amount paid cannot be refunded under no circumstances.

For assistance with the completion of the on-line application procedure, candidates can contact the Help Desk of Studenti Online.

Applications that are not accompanied by all the compulsory documents or that are received after the closing date or whose registration fee has not been paid will not be considered under any circumstances.

1.5 – **SELECTION CRITERIA AND EVALUATION**

A joint International Examining Board representing the partner institutions (International Academic Board), appointed by the School of Political Sciences and composed of at least 3 members from among the teaching staff and researchers of the programme, is in charge of ensuring that the selection procedure is being carried out correctly.

The admission to MIREES depends on the **positive assessment** of the documents submitted online by all EU and non-EU candidates.

Candidates who do not fulfil the admission requirements, as indicated in paragraph 1.3, will not be admitted to MIREES.

If the appropriate documentation on the knowledge of the English language is lacking, the admission to MIREES is subject to a preliminary assessment by the International Academic Board that will ascertain the possession of the requirement on the basis of the candidate’s curriculum vitae ac studiorum and, if necessary, **by means of a videoconference.** The Secretariat of the School of Political Sciences of the Forlì Campus will contact the candidate by e-mail in order to arrange, if necessary, the interview by the date of publication of the ranking.
Candidates with special needs or SLD can submit a request of adaptation to attend the oral interview. More information can be found at http://www.studentidisabili.unibo.it/come-fare-per/modulo-per-la-richiesta-di-adattamento-alla-prova-di-accesso-ai-corsi-di-laurea

The assessment results will be expressed as a sum of the points obtained. The maximum score is 90 points and the minimum score to be accepted to MIREES is 45 out of 90.

Applications will be evaluated as follows:

1) academic curriculum up to 55 points
   up to 30 points: weighted average grade of the marks obtained for the First Cycle Degree;
   up to 10 points: number, relevance and length of any additional qualifications obtained;
   up to 10 points: documented academic experiences and publications in the field of international relations and in the geographical reference area of Central and Eastern Europe and the Balkans;
   up to 5 points: documented non-academic professional experiences (for example working experiences, internships, volunteering) in the field of international relations and in the geographical reference area of Central and Eastern Europe and the Balkans;

2) relationship of the Degree to MIREES learning objectives and professional profile: up to 25 points, assigned according to the following criteria:

<table>
<thead>
<tr>
<th>25 points</th>
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<tbody>
<tr>
<td>L-36 Political science and international relations</td>
</tr>
<tr>
<td>L-37 Peace studies</td>
</tr>
<tr>
<td>DS/1 Defence and security</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>20 points</th>
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<tbody>
<tr>
<td>L-33 Economics</td>
</tr>
<tr>
<td>L-40 Sociology</td>
</tr>
<tr>
<td>L-42 History</td>
</tr>
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<table>
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<tr>
<th>15 points</th>
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<tbody>
<tr>
<td>L-5 Philosophy</td>
</tr>
<tr>
<td>L-6 Geography</td>
</tr>
<tr>
<td>L-10 Humanities</td>
</tr>
<tr>
<td>L-11 Modern languages and civilisations</td>
</tr>
<tr>
<td>L-12 Linguistic mediation</td>
</tr>
<tr>
<td>L-20 Communication</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>10 points</th>
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<tbody>
<tr>
<td>At least 48 CFU obtained in the following Scientific and Disciplinary Sectors (SSD): SPS/03, SPS/04, SPS/05, SPS/06, SPS/07, SPS/11, SPS/14, SECS-P/01, SECS-P/02, M-STO/02, M-STO/03, M-STO/04, M-GGR/02, IUS/13, IUS/14, L-LIN/21, L-LIN/19.</td>
</tr>
</tbody>
</table>
- Italian academic qualifications belonging to the disciplinary fields established by the Italian Ministerial Decree D.M. 509/99 are assimilated to the disciplinary fields of the DM 270/04, as reported above, (according to the inter-ministerial Decree of 9 July 2009);

- Italian academic qualifications awarded before the Italian Ministerial Decree D.M. 509/99 and non-Italian academic qualifications: the International Academic Board (IAB) will assess the correspondence between the disciplinary field of the candidate’s entry qualification and the disciplinary fields established by the Italian Ministerial Decree D.M. 270/04;

3) reference letters: up to 10 points.

The Examining Board will draw up a final ranking of selected candidates and eligible candidates on waiting list who are admitted to Mirees according to their position in the ranking and the number of vacant places. In the case of candidates with equivalent score, the priority will be given to the candidate who will have obtained the highest score for the assessment of the academic curriculum. If, after this assessment, candidates still have an equivalent score, the priority will be given to the youngest.

1.6 ADMISSION RANKING

The President of the International Examining Board will supervise and monitor the assessment process and selection and will communicate the assessment results of the applicants’ personal preparation by e-mail:

by, and no later than 31 May 2018, for the first intake,
by, and no later than 12 September 2018, for the second intake.

The assessment results will be officially posted on the website Studenti Online (www.studenti.unibo.it) (accessible by using User ID and Password), at Requests in progress/Entrance Exam/See detail.

SECOND PART
ENROLMENT AND CLEARING PROCEDURE

2.1 - ENROLMENT ON THE MASTER'S DEGREE

By the following mandatory deadlines:

From 31 May 2018 to 20 July 2018, for the first intake,
From 12 September 2018 to 20 September 2018, for the second intake,

in order to complete the enrolment process, selected candidates shall:

- Connect to Studenti Online on the website www.studenti.unibo.it, by using the User ID and password received for the on-line application procedure
- Select “Registration”, then “Second cycle degree programme” and finally “Interdisciplinary Research and Studies on Eastern Europe”
- Enter the requested data in the online form and attach a passport-style picture in jpg format.
  In the case of false declarations punished by art. 496 of the Italian penal code, the candidate loses the right to enrol and any related benefits, together with the right to any reimbursement of the payments made.
- Pay the first instalment of the annual tuition fee according to the methods indicated at www.studenti.unibo.it.

It is necessary to visit the Student Registry Office / Segreteria studenti of Forlì Campus - Padiglione Melandri, Piazzale Solieri 1, 47121 Forlì, with a valid ID document for the identification. Once the identification is ascertained, the student’s career will be active and the university badge can be issued.
Failure to proceed with the identification, the student will not be able to use on-line services such as online study plan, access to WIFI, online library resources and LABIC of the Forlì Campus.

It is also necessary to visit the Student Registry Office / Segreteria studenti of Forlì Campus - Padiglione Melandri, Piazzale Solieri 1, 47121 Forlì in the following cases:

- **Students with recognized disability** equal or higher than 66% or with a certificate of disability in compliance with the Italian Law 104/92 must submit a copy of the certificate attesting their conditions. Information is available on the University website at [http://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/exemptions-and-incentives/exemptions-for-disabled-students](http://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/exemptions-and-incentives/exemptions-for-disabled-students);

- **non-EU citizens** must deliver the photocopy of an Italian valid Permit of Stay or the receipt issued by the Post Office confirming that a permit of stay has been applied for; in the latter case, the completion of the enrolment procedure is conditional on the submission of the permit of stay;


- **students who obtained an academic qualification from a non-Italian University** shall submit the documents reported on the University website [http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination](http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination): the original degree certificate (or an authenticated copy), specifying all the exams passed and the respective results, issued by the University that awarded the qualification, accompanied by an official translation into Italian, legalization (if due) and the declaration of value (‘dichiarazione di valore’) of the degree, provided by the Italian diplomatic/consulate representative having territorial jurisdiction.

The translation into Italian is not necessary if the qualification and certificates of exams are issued in French, English, German, Spanish.

If the translation into Italian is due, students can refer to the Italian Tribunale di zona (the local court of law) or to the diplomatic authority in Italy of the country where the degree was awarded. Translations into Italian made abroad by local translators have to be certified by the Italian representative having territorial jurisdiction.

The official translation and legalization (if due) of the degree certificate and of the full transcript of the exams passed, as well as the declaration of value of non-Italian degrees, can be replaced by the **Diploma Supplement** issued by the University where the degree was obtained and submitted in original to the Student Registry Office together with the legalized qualification.

- **Selected candidates with pending qualifications** can enrol according to the methods and deadlines mentioned above, **even though they have not obtained the first cycle degree, provided that the entry qualification is obtained by 27 December 2018**. Failure to graduate by this deadline, the candidate loses the right to enrol on this programme.

- **Selected candidates, if Erasmus Mundus Action 2 or Collegio Superiore scholars**, have to contact directly the Student Registry Office of Forlì Campus, in order to complete the enrolment process, as they have to pay a reduced tuition fee or no fee at all.

- **Selected candidates** who do not pay the first instalment of the annual tuition fee by the deadline, **waive their right to enrolment**, regardless of the circumstances that caused the delay.
Admitted candidates enrolled at another Italian University or at the University of Bologna who wish to transfer to MIREES must enrol by paying the first instalment of tuition fees by 20 July 2018 for the first intake and by 20 September 2018 for the second intake. In addition to the first instalment of tuition fees, these candidates must also pay specific fees for the transfer which can be consulted at www.unibo.it as soon as they are available.

The request of transfer from the Italian University of provenance can also be submitted after the enrolment (within the established deadlines) and the fee of transfer will be requested by the Student Registry Office of Forlì as soon as the documents from the Italian University of provenance has been received.

In the case of transfer from another degree programme of the University of Bologna in the first intake, the candidate selected for enrolment must enrol on MIREES by 20 July 2018 and complete the transfer procedure online from 26 July 2018 to 2 October 2018.

General instructions about the transfer procedure is available at the following links:

For further information and in case of problems, please contact the Student Registry Office / Segreteria Studenti of Forlì Campus.

2.2 - CLEARING PROCEDURE

The clearing procedure allows to reassign the positions left available by selected candidates upon conclusion of the enrolment procedure of the first and second intake, according to the order of merit of the ranking.

This clearing procedure consists of two steps:

STEP 1 – EXPRESSION OF INTEREST IN THE CLEARING PROCEDURE

All eligible candidates who are placed after the last selected candidate, must express their interest in the clearing procedure in the periods given below:

First intake: from 31 May 2018 to 20 July 2018

In order to participate in the clearing process,
1. Connect to Studenti Online on the website www.studenti.unibo.it by entering your User ID and password received for the on-line admission procedure;
2. Express your interest in the clearing procedure, by clicking on the button available in the detail page of the “entrance exam” request after the publication of the ranking.

The candidates who have been assessed “Not eligible”, “Absent” or “Excluded” cannot participate in the clearing procedure.

ATTENTION:

the candidates who will not express their interest in the clearing procedure in accordance with the above-mentioned arrangements will be excluded from all the steps of the procedure. Candidates will be admitted exclusively on the basis of their position in the admission ranking.

The number of available positions and the list of candidates admitted to the clearing procedure will be published on Studenti Online at www.studenti.unibo.it, at Requests in progress/Entrance Exam/See detail, as the only legal means of communication, on the following dates:

First selection: 23 July 2018
Second selection: 25 September 2018

STEPS 2 – ENROLMENT OF ELIGIBLE CANDIDATES ADMITTED TO THE CLEARING PROCEDURE
Admitted candidates must enroll within the following mandatory deadlines, according to the arrangements laid down at 2.1 of this call:

First intake: from 23 July 2018 to 30 July 2018
Second intake: from 25 September 2018 to 2 October 2018

Candidates admitted to the clearing procedure who do not intend to enroll are kindly invited to send a written communication to elisa.landi3@unibo.it through the Unibo email address name.surname@studio.unibo.it or by enclosing a double-sided copy of a valid ID document.

Eligible candidates who could be assigned vacant positions will receive an email to their Unibo email address assigned during the registration procedure. The email will detail how and when they could be admitted to the clearing procedure and enrolment within the established deadlines (by 30 July 2018 for the first selection and by 2 October 2018 for the second selection).

EXTRAORDINARY CLEARING PROCEDURE OF VACANT POSITIONS
If, upon conclusion of the clearing process of the second intake, there are still vacant positions, the Vice-President of the School of Political Sciences of Forlì Campus can request the Managing Director of the Campus Area of Cesena and Forlì that the available places are fully assigned, exclusively with reference to successful candidates placed in the ranking lists.
In this case, a specific notice will be posted on the website Studenti Online www.studenti.unibo.it. Any extraordinary clearing procedure must be concluded no later than 27 December 2018.

2.3 - PERMIT OF STAY
As already specified in section 1.2, non-EU admitted candidates residing abroad have to submit the pre-enrolment request to the Italian diplomatic representative in their country within the deadlines established every year and obtain the entry visa to study in Italy in order to enrol for MIREES programme. Detailed information is available at http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/pre-enrolment-in-the-italian-diplomatic-representations-abroad.
Within 8 days from their arrival in Italy, those students have to request the permit of stay for study reasons at the Questura (Police Headquarters) of the town where they decide to live. The application for requesting a permit of stay has to be submitted at the Post Office, by using the relevant forms.
For assistance in preparing the application for the permit of stay, candidates can contact Centro Servizi per l'integrazione nel Comprendorio Forlivese, Piazzetta San Crispino 1, Forlì; tel. 0543.712818; fax 0543.712817; e-mail centrostranieri.fo@comune.forli.fc.it.
Students are requested to submit a copy of the receipt of this application and, once the document has been obtained, a copy of the permit of stay to the Student Registry Office / Segreteria Studenti of Forlì Campus during the registration period to MIREES. In fact, if the student career database system is not continuously updated with the record of a valid permit of stay (or receipt of the renewal application covering the enrolment for 5 months or with the permit of stay in the EU country where the compulsory mobility takes place), it is not possible for students to complete the enrolment for the first and second year of the course of study, to print certificates and to record the examinations’ results.
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Administrator of the enrolment procedure is the Person in Charge of the Student Registry Office, dott.ssa Patrizia Ussani, tel. +39 0543 374815.
Forlì, 21 February 2018

Note
The Information note on the processing of personal data according to the Italian Law D. Lgs. N. 196/2003 (Personal data protection code) is available on the University website at www.unibo.it/privacy.
This call for applications, issued by the Managerial Decree Rep. n. 1042 / Prot. N. 31100 of 21 February 2018, is conditional on the provisions of the Decree of the Italian Ministry of Education, University and Research n. 987/2016 and subsequent amendments regarding the accreditation of degree programmes.

A selection appeal may be lodged to the relevant Regional Administrative Court (TAR) within 60 days from its publication.

THE MANAGING DIRECTOR OF CESENA AND FORLI’ CAMPUSES

Dott. Leonardo Piano