

**AGREEMENT OF INTERUNIVERSITY COOPERATION
FOR THE GRANTING OF SECOND CYCLE DOUBLE DEGREE**

Between

Alma Mater Studiorum – Università di Bologna (hereafter referred to as “Unibo”), represented by its Rector Prof. Giovanni Molari, Via Zamboni 33 – 40126 Bologna, Italy

and

University of Duisburg-Essen (hereafter referred to as “UDE”), represented by its Rector Prof. Dr. Barbara Albert, Universitätsstr. 2, 45141 Essen – Germany
here namely the Faculty of Engineering represented by its Dean, Prof. Dr. Alexander Malkwitz,

Together named “the Parties”

Provided that

- both Universities are interested in establishing a long-term collaboration and a cultural exchange partnership;
- the Italian Ministerial Decree “DM 270/04” allows Italian universities to grant degrees, together with other foreign universities;
- the Department of Industrial Engineering of Unibo and the Faculty of Engineering of UDE have a common interest in creating an integrated study programme with Double Degree by implementing mobility schemes based on their existing study programs in the field of mechanical engineering, by which enrolled students of each University will be able to get a double degree qualification; based upon mutual recognition of credits that the students achieve prior and during their mobility abroad and in accordance with the applicable legal regulations;
- on 7 October 2019 the Parties signed a first Agreement of interuniversity cooperation for the granting of a double degree (2nd cycle) in the field of Mechanical Engineering, valid for five years from a.y. 2020/21, until the cohorts of students participating in the integrated study programme enrolled in a.y. 2023/24;
- both Universities, with their resources and funds and in accordance with the law and regulations of their respective country, shall collaborate and host all students, and when needed faculty

members and administrative staff who participate in the mobility programme as described in this Agreement;

It is agreed and stipulated as follows:

Art. 1 - Preamble

Preamble and Annexes are an integral part of this Agreement.

Art. 2 – Objective of the Agreement

The Parties agree to establish a study plan with Double Degree which provides for the exchange of applicant students for a period of two semesters, at the end of which both Universities will grant a second cycle degree according to Table 1:

Table 1: Programme Options

Students from Unibo	
Unibo Degree	Corresponding UDE Degree
Laurea Magistrale in Ingegneria Meccanica “Curriculum Meccanica dell’ Automazione e Robotica” (two years, 120 ECTS)	“Master of Science in Mechanical Engineering (Profile Mechatronics)” as part of the study program International Studies in Engineering (two years, 120 ECTS)
Laurea Magistrale in Ingegneria Meccanica “Curriculum Progettazione Meccanica e Modellazione” (two years, 120 ECTS)	“Master of Science in Mechanical Engineering (Profile Mechatronics)” as part of the study program International Studies in Engineering (two years, 120 ECTS)
Students from UDE	
UDE Degree	Corresponding Unibo Degree
“Master of Science in Mechanical Engineering (Profile Mechatronics)” as part of the study program International Studies in Engineering (two years, 120 ECTS)	Laurea Magistrale in Ingegneria Meccanica (two years, 120 ECTS)
“Master of Science in Maschinenbau (Profil Mechatronik)” (three semesters, 90 ECTS UDE students enrolled in the Master of Science in Maschinenbau (Profil Mechatronik) and participating in the programme will obtain the	Laurea Magistrale in Ingegneria Meccanica (two years, 120 ECTS)

title of UDE only after obtaining the 120 ECTS of the Laurea Magistrale and after discussing the thesis at UNIBO.)	
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Art. 3 - Students

3.1 Students Exchange

The exchange should be balanced and involve an equivalent number of students from both Universities, where possible.

Both Universities agree that the number of participating students will not be more than six (6) from each university per academic year. Parties shall be able to jointly agree on a higher number of participants upon a notice exchange between the Parties.

All exams successfully passed by students involved in the present agreement shall be recognized by partner University accordingly to the correspondence tables.

Students involved in the mobility programme shall also enjoy the benefits and shall be likewise subject to the regulations and norms, which are in force in the universities concerned by the programme.

3.2 Selection of students

Students admitted to the mobility programme will be selected by home University according to its own criteria and modalities. Students must meet the admission requirements reported in Annex 3. Students might need to adjust their curriculum in order to fulfil the requirements of the double degree curriculum.

Each Party issues a specific call for applications describing the modalities through which students can apply as well as the requirements for the participation to the double degree programme also in compliance with requirements provided in Annex 3.

3.3 Enrolment and Mobility

Students from Unibo who want to attend the programme have to be regularly enrolled in a programme and a profile according to Table 1.

In the second year students shall be transferred and admitted to UDE in order to attend the teaching activities offered according to Table 1 and in accordance with the correspondence table annexed to the present agreement (Annex 1).

Any documents and certificates concerning students enrolled at Unibo will be directly transmitted to UDE by Unibo offices.

Students from Unibo must earn a minimum of 58 ECTS to a maximum of 65 ECTS at UDE.

Unibo students will prepare the master thesis and defend their final dissertation at UDE, according to the procedure described in 4.3.

Students from UDE who want to attend the mobility programme have to be regularly enrolled in a programme and profile according to Table 1.

In the second year students shall be transferred to Unibo in order to attend the teaching activities according to Table 1 and in accordance with the correspondence table annexed to the present agreement (Annex 1) and they must earn a minimum of 58 ECTS to a maximum of 65 ECTS at Unibo.

UDE students will prepare the master thesis and defend their final dissertation at Unibo, according to the procedure described in 4.3.

The execution of any exam of the mobility phase at the home university is not possible.

3.4 Exemption from university admission fees

Students participating in the mobility programme shall only pay tuition fees at their home university and be exempted from paying university admission fees at the host University. During their mobility at UDE, Unibo students have to pay a semester fee (social contribution) for transport and services.

All other charges, including health insurance, shall be borne by the students themselves.

3.5 Certifications

Host Universities shall release and grant each mobility programme student a Transcript of Records indicating his/her attended teaching activities and his/her academic performances and number of credits obtained at the partner University.

3.6 Insurance obligation

Unibo states that its regularly admitted students are insured against any accident that they may suffer during their period of stay abroad for the activities concerned by this Agreement and that they are insured for legal liability against damage which they may involuntarily cause to third party (people or their properties).

UDE will inform its selected students that they have to activate an insurance coverage against any accident that they may suffer during their period of stay abroad for the activities concerned by this Agreement and that they are insured for legal liability against damages which they may involuntarily cause to third party (people or their properties) for the whole mobility period. Copy of the insurance has to be brought to UniBo offices at the registration stage.

3.7 Services offered

Students participating in the mobility programme shall benefit from all services offered by the host University to its regular enrolled students.

3.8 Scholarship

Each University can grant scholarships to students who intend to participate into the mobility programme, on the basis of a proper selection procedure.

Art. 4 – Studies

4.1 Study plan

The study plan is attached to this Agreement (Annex 1).

Language of instruction within the program will be

- at UDE: German and English
- at UniBo: Italian and English

The study plan covers all the period from the beginnings of study to the last exams including the final dissertation.

Exams and study period duration shall be organized in a balanced form. The study plan can be modified by mutual consent between the Parties, to no detriment of students already enrolled.

4.2 Use of ECTS and grading tables

The Parties agree to use the ECTS grading system on the basis of a grading table yearly defined by the Partner Universities.

4.3 Final Thesis

For Unibo students, the final thesis will follow UDE regulations. The Committee in charge of the final examination can invite one teacher from Unibo but with no rights of an examiner, especially with no rights on final score assignment. UDE will submit to Unibo a graduation report signed by at least two teachers appointed by the Board of Examiners of UDE, which proves the regular implementation of the final exam discussed in public, and for the final award of the degree the mark of the final thesis discussion achieved at UDE will be accounted for by following the procedure adopted at Unibo after being converted according to a scale from 0 (min) to 6 (max) (as following the UDE final mark assignation procedure according to art. 4.2)

For UDE students, the final thesis discussion at Unibo involves the drafting of an original thesis, which must be discussed in public during a session of a specific Committee consisting of at least three teachers appointed by the Degree Programme Board. The Committee in charge of the final examination can invite one teacher from UDE but with no rights on final score assignment. The Committee evaluates the student taking into account both the study career and the performance of the final exam. Unibo will submit to UDE a graduation report, which proves the regular implementation of the final exam and a combined mark on dissertation thesis and its discussion

with a score of 0 to 30L (as following the Unibo final mark assignation procedure according to art. 4.2).

4.4 Award of the degree qualifications

Students participating in the programme obtain the degree qualification - Laurea Magistrale/Master of Science - at the university where they defend the final dissertation and they can require the award of the degree at the other university on the basis of **Errore. L'origine riferimento non è stata trovata.** by submitting the relevant academic documentation as soon as the article 3.3 has been fulfilled.

References offices for students participating in the double degree programme are listed in the Annex 2 to this Agreement.

Students who finally fail in one or more exams at the partner university will not receive the degree of the partner University. Such students can complete their studies at the home university, where all credits earned at the partner university will be recognized.

Art. 5 – Visit of faculty members and administrative staff

5.1 Visit modalities

UDE and UniBo encourage the visits of faculty members and administrative staff. The reception of faculty members and administrative staff shall be regulated in conformity with the law and juridical rules in force in the country concerned under the visit.

Personnel concerned under this Agreement will continue to comply with the contractual obligations with the home University and will continue to receive the due remuneration and to benefit from the rights they are entitled of for their juridical position, according to the legislative norms existing in the home country.

In any case, the home University shall consider the duration of the stay as ordinary service period for all purposes.

5.2 Activities for teachers and administrative personnel

It is intended that faculty members and researchers hold courses and lectures, carry out tutorship activities, participate in seminars, be part of exam, final thesis and doctorate commissions at the partner University, and take part into research activities and meetings for student mobility programme planning, evaluation and development, held at the partner University.

The administrative staff will have the possibility of participating in meetings for student exchange programme planning, evaluation and development.

The Parties agree that all the financial agreements will have to be negotiated and will depend on the availability of funds. For the expenses concerning the mobility of teaching staff members and research fellows, each university will cover all the costs for their own professors and research fellows according to the availability of Erasmus Plus Programme funds or other funds for research. During their period at the hosting University, the faculty members and the researchers participating in said exchange, to carry out the above-mentioned activities, shall be considered as staff "on a mission" abroad.

5.3 Insurance obligation

UniBo states that its employees and staff (teachers and administrative personnel) will be insured against accidents that they may suffer during their stay abroad, for the activities under this Agreement, and for the civil liability for damage which they may involuntarily cause to third parties (people or their properties).

UDE states that its employees and staff (teachers and administrative personnel) will be insured against accidents that they may suffer while traveling on University business.

Art. 6 – Prevention and security

Both parties shall supply each mobility programme participant with detailed information about the specific risks existing in the work environment in which they will operate and carry out their function and with necessary documentation about the prevention and emergency security measures and provisions in force in relation to their activity and about the individuals/subjects in charge of this, in conformity with the legislative norms and regulations in force in the country of the hosting University.

Art. 7 – Use of name / Logo

Each party may use the logos, names and other marks of the other parties only in connection with the programme. Each party anticipates the other party's participation in press announcements, marketing and other reasonable promotional activities involving the double-degree programme through the appropriate use of the logos, names and marks/brand of the parties.

Art. 8 - Intellectual Property

Each of the parties acknowledges and agrees that any and all of the Intellectual Property Rights or other proprietary rights in respect of any literature, materials, research or teaching methods, procedures, processes and/or the learning experience in relation to or in connection with the Programme and any parts thereof, are and shall remain the sole property of its owner and, save as expressly set out herein, nothing in this Agreement is intended to transfer ownership or create any

licensed rights under any such Intellectual Property Rights or other proprietary rights.

The learning materials and any other literature, materials, research methods, procedures, processes or programmes in which a party has Intellectual Property Rights relating to or in connection with the Programme and which are disclosed to the other party pursuant to this Agreement may be used by the other party solely for the purposes of performing its obligations under, and during the period of, this Agreement and for no other purpose.

Art. 9 – Other activities

The Parties can extend the cooperation agreement for other purposes beyond the student mobility. Further cooperation projects, including intensive courses, distance teachings, joined researches, organization of seminars, symposia, and interviews on common interest topics and all other activities consolidating the cooperation, will be encouraged by both parties. These projects will be subject to specific addenda to this Agreement document, which will be stipulated by both parties. Both parties agree to promote this programme in their catalogues and websites. All costs will be maintained by the individual institutions, unless otherwise specified in writing and agreed upon by both parties.

Art. 10 – Responsible for the Agreement

Each University shall appoint a coordinator for the Cooperation Agreement.

Art. 11 – Evaluation of the programme

The Parties will consult each other when appropriate, but at least once a year, in order to evaluate the programme development, to draw up a report about the ongoing initiatives and to elaborate other cooperation programmes. At the end of each cohort both partners monitor the participants' study performance and inform each other about the study performance of the participants.

Art. 12 – Controversies

In the event of any controversy arising from this agreement the Parties will endeavour to resolve the matter amicably and in good faith.

Art. 13 – Duration of the Agreement

This Agreement will operate from the last date of signing and will be effective for a period of five years from academic year 2024/2025 (the last cohort of students will enroll in academic year 2027/28). This Agreement may be extended by mutual written agreement between the Parties.

This Agreement may be terminated at the request of either party provided that a minimum of six months' prior written notice is given to the other party to enable satisfactory arrangements to be put in place for existing Students, and those to whom an offer of a place on the Programme has been

formally made. Both parties shall be equally responsible for such arrangements. Any modification or termination of the Agreement shall be carried out in such a way as to ensure no damage for the participants in the programmes already underway. If any of the partner institutions wishes to withdraw, it must be guaranteed that all the students admitted to this institution will be able to complete their studies in the normal way.

Annexes can be modified by means of an exchange of official notes signed by the legal representatives of University of Duisburg-Essen and the University of Bologna, to no detriment of the students already enrolled.

Art. 14 – Copies and language

This Agreement is subscribed in two originals drawn up in English language.

Bologna, date 24.9.2024

Alma Mater Studiorum – Università di Bologna

The Rector

Prof. Giovanni Molari



Essen, date 10.9.24

University of Duisburg-Essen

The Rector

Prof. Dr. Barbara Albert



Essen, date 20/8/24

University of Duisburg-Essen

Dean, Faculty of Engineering

Prof. Ing. Alexander Malkwitz



ANNEX 1
CORRESPONDENCE TABLE

MOBILITY SCHEME UNIBO > UDE AND UDE > UNIBO

Table 1 Studyplan M.Sc. Mechatronic Applications (ISE PO2024) as Double Degree Option for UniBo Students (Profile: Mechanics of Automation and Robotics) going to UDE

StudyPhase at UniBo						TAF	All UniBo subjects become part of the UDE electives catalogue						
Sem	lang	ECTS					Sem	lang	ECTS				
Semester 1	35245	Automatic Control Systems	1	it	6	C						6	
	33925	Industrial Systems M	1	it	6	B						6	
	87250	Product Development	1	it	6	B						6	
	87251	Laboratory of Mechatronics and Robotics	1		6	F						6	
	26337	English language	1	e	6	F					Non technical Subject		4
TOTAL ECTS						30	TOTAL ECTS						28
Semester 2	33927	Machines M	2	it	6	B						6	
	33928	Machine Mechanics	2	it	6	B						6	
	91300	Electric Drives	2	en	6	C						6	
	33923	Machine Construction M	2	it	6	B						6	
	33929	Special Technologies M	2	it	6	B						6	
TOTAL ECTS						30	TOTAL ECTS						30
Study Phase at UDE							Recognized at UniBo						TAF
Semester 3	ZKB40043	Logistik und Materialfluss (Logistics and material flow)	3	D	5		34285	Industrial Logistics	4	it	6	B	
	ZK5	Applied Computational Fluid Dynamics for incompressible Flows	3	E	5		B4935	Fluid Power Actuation M	4	it	6	B	
	ZKB40230	Robotik Anwendungen (Robotics applications)	3	D	5		34303	Robotics M	3	it	6	B	
	ZKB40385	Hochautomatisiertes Fahren und alternative Antriebssysteme (Highly automated driving and alternative drive systems)	3	D	5		33959	Construction of Automated Machines and Robots M	3	it	6	B	
	ZKB40072	Multibody Dynamics	3	E	5		33971	Vibration Mechanics	3	it	6	B	
	ZKB18	Practical Optimization for Mechanical Engineers	3	E	5								
TOTAL ECTS						30	TOTAL ECTS						30
Semester 4	ZKB10148	Machine Learning	2	E	5								
		Master Thesis pt 2		E	30		33998	Laboratory of Mechanical Vibration and Experiment on Mechanical Systems	3	it	6	F	
							34075	Master Thesis: Internship M-A	3	it	6	F	
							17268	Final Examination	4	e	18	E	
TOTAL ECTS						35	TOTAL ECTS						30

Table 2 Studplan M.Sc. Mechatronics Applications (ISE PO2024) as Double Degree Option for UniBo Students (Profile: Mechanical Design and Modelling) going to UDE

						Sem	lang				ECTS							Sem	lang.				ECTS	
Semester 1	StudyPhase at UniBo																		All UniBo subjects become part of the UDE electives catalogue					
	35245	Automatic Control Systems	1	it	C	6													Electives Catalogue Mechanical Engineering in Double Degree Prog.		6			
	33925	Industrial Systems M	1	it	B	6													Electives Catalogue Mechanical Engineering in Double Degree Prog.		6			
	87250	Product Development	1	it	B	6													Electives Catalogue Mechanical Engineering in Double Degree Prog.		6			
	26337	English language	1	e	F	6													Non technical Subject		4			
24																		22						
Semester 2	33923	Machine Construction M	2	it	B	6													Electives Catalogue Mechanical Engineering in Double Degree Prog.		6			
	30131	Metallurgia Meccanica M	2	it	C	6													Electives Catalogue Mechtronics in Double Degree Prog.		6			
	33929	Special Technologies M	2	it	B	6													Electives Catalogue Mechtronics in Double Degree Prog.		6			
	33928	Machine Mechanics	2	it	B	6													Electives Catalogue Mechanical Engineering in Double Degree Prog.		6			
	85782	Computer Aided Design Lab	2	it	F	6													Electives Catalogue Mechanical Engineering in Double Degree Prog.		6			
	33927	Machines M	2	it	B	6													Electives Catalogue Mechtronics in Double Degree Prog.		6			
36																		36						
Semester 3	Study Phase at UDE																		Recognized at UniBo					
	ZKB40121	Manufacturing Technology	3	D		5													33981	Manufacturing Technologies M	4	it	B	6
	ZKB40219	Fahrzeugdynamik	3	D		5													85817	Chassis and Body Design and Manufacturing	3	E	B	6
	ZKB40097	Prozessautomatisierungstechnik	3	D		5													33978	Process Methods for Product Development	3	it	B	6
	ZKB40072	Multibody Dynamics	3	E		5													33971	Vibration Mechanics	3	it	B	6
	ZKB21	Thermische Systeme:analyse Modellierung und Design	3	D		5													99576	Modeling of heat transfer and fluid flow	3	it	D	6
ZKF90174	Analysis of structures	1	E		6													87253	Mechanics Structure Design Numerical methods	3	it	B	6	
31																		36						
ZKB10148	Machine Learning	2	E		5																			
Master Thesis pt 2						E						30						33998		Laboratory of Mechanical Vibrations	3	it	F	6
																		34075		Internship M-A	3	it	F	6
																		17268		Proval Final	4	e	E	18
35																		30						

Table 3 Studyplan M.Sc. Mechatronic Applications (ISE) as Double Degree Option for UDE Students going to UniBo

		Sem	lang	ECTS				Sem	lang	ECTS			
Semester 1	Studied @UDE					Recognized at UniBo							TAF
	ZKB41137	Control Theory	1	E	6	35245	Automatic Control Systems	1	it	6	C		
	ZKB40074	Computer Aided Engineering	1	D	5	87250	Product Development	1	it	6	B		
	ZKB94126	Anwendungsprogrammierung im CAx-Umfeld (Application programming in the CAx environment)	1	D	5	33923	Machine Construction M	2	it	6	B		
	ZKB40121	Manufacturing technology	1	D	5	33929	Special Technologies M	2	it	6	B		
	ZKB40230	Robotik Anwendungen (Robotics applications)	3	D	5	91300	Electric Drives M	1	it	6	C		
		non-technicals : English	1		4	26337	English language	1	e	6	F		
TOTAL ECTS					30	TOTAL ECTS					36		
Semester 2	ZKB40325	Systemtechnik und Systemoptimierung (System eng	2	D	5	33925	Industrial Systems M	1	it	6	B		
	ZKA40002	Vision-based Control	2	E	5	69661	Image Processing and Computer Vision	2		6	D		
	ZKB40229	Manipulatortechnik (Manipulator technology)	2	D	5	33928	Machine Mechanics	2	it	6	B		
	ZKB40461	Kinematics of Robots and Mechanisms	2	E	5	33927	Machines M	2	it	6	B		
	ZKB10148	Machine Learning	2	E	5								
	ZKB14	Energy Economics and Sector Coupling	2	E	5								
TOTAL ECTS					30	TOTAL ECTS					24		
Semester 3	Studied at UniBo					All UniBo subjects become part of the UDE electives catalogue							
	85817	Chassis design and manufacturing	3	it	6	B	Electives Catalogue Mechanical Engineering					6	
	85780	Modelling and control of internal combustion engines and hybrid Propulsion Systems M	3	it	6	B	Electives Catalogue Mechanical Engineering					6	
	99576	Numerical Modeling of Heat and Fluid Flow M (name changed)	3	en	6	D	Electives Catalogue Mechanical Engineering					6	
	86468	Vehicle Virtual Design	3	it	6	B	Electives Catalogue Mechanical Engineering					6	
	86466	Motorcycle Vehicle Dynamics	3	it	6	B	Electives Catalogue Mechanical Engineering					6	
TOTAL ECTS					30	TOTAL ECTS					30		
Semester 4	34075	Master Thesis: Internship M-A	4	it	6	F	Master Thesis					30	
	33998	Lab Mechanics of Vibrations and Experimentation or	4	it	6	F							
	85782	Computer Aided Design Lab M	4	it	6	F							
	17268	Final Examination	4	e	18	E							
TOTAL ECTS					30	TOTAL ECTS					30		

Table 4:

M.Sc. Maschinenbau (Profil: Mechatronik als Doppelabschlussprogramm mit der Universität Bologna) for UDE students leaving to UniBo

University Duisburg-Essen						University Bologna								
						Sem	lang	ECTS				Sem	lang	ECTS
Studied @UDE						Recognized at UniBo								
Semester 1 (WiSe)	ZKB2	Grundlagen autonomer Fahrzeugsysteme	1	d	5									
	ZKB40074	Rechnerintegrierte Produktentwicklung (CAE)	1	d	5	87250		Product Engineering and Development	1	it	6			
	ZKB40102	Mechatroniklabor	1	d	5	87251		Robotics and Mechatronics Laboratory M	2	it	6			
	ZKB40182	Anlagenplanung und Systemtechnik	1	d	5	33925		Industrial Systems M	1/2	it	6			
	ZKB94126	Anwendungsprogrammierung im CAx-Umfeld	1	d	5	33923		Machine Construction M	2	it	6			
	ZKB40197	Additive Fertigungsverfahren 2 - Kunststoffverarbeitung	1	d	5	33978		Processes and Manufacturing Methods for Product Development M	2	it	6			
30						30								
Semester 2 (SoSe)	ZKB40458	Regelungstheorie	2	d	5	35245		Automatic Control Systems	1	it	6			
	ZKB40461	Kinematics of Robots and Mechanisms	2	d	5	33927		Machines M	2	it	6			
	ZKB10148	Machine Learning	2	e	5			no equivalency						
	ZKB3	Strukturdynamik 2	2	d	5	33928		Machine Mechanics	1/2	it	6			
	ZKB40082	Kolbenkraftmaschinen	2	d	5	33931		Chemistry of Combustion Processes M	1	it	6			
	ZKB40127	Additive Fertigungsverfahren 3 - Metallverarbeitung	2	d	5	33929		Special Technologies M	1	it	6			
30						30								
Studied at UniBo						Recognized at UDE								
Semester 3 (WiSe)	86467	Chassis design and manufacturing	3	it	6	UniBo subjects are part of the Specialization Catalogue at the UDE								
	85780	Modelling and control of internal combustion engines and hybrid Propulsion Systems M	3	it	6									
	33933	Computational Thermo-Fluid Dynamics M	3	en	6									
	86468	Vehicle Virtual Design	3	it	6									
	86466	Motorcycle Vehicle Dynamics	3	it	6									
30						0								
Semester 4 (SoSe)	75055	Internship M-A1	4	it	6	Master Thesis 30								
	33998	Mechanics of Vibrations and Experimentation	4	it	6									
	85782	Computer Aided Design Lab M	4	it	6									
	17268	Final Examination	4	e	18									
30						30								

ANNEX 2

Reference offices for students participating in the double degree programme

Alma Mater Studiorum – Università di Bologna:

Office: Settore Servizi Didattici “Ingegneria-Architettura”

Address: Viale del Risorgimento 2 – 40136

Ph.: 051 2093758

E-mail: ingarc.vpbo.didattica@unibo.it

University of Duisburg-Essen:

Office: International Office

Geibelstraße 41, SG-Gebäude

D-47057 Duisburg

Tel.: +49 203 379-3704

Fax: +49 203 379-3705

E-Mail: international@uni-due.de

Office: Examination Office

Geibelstr. 41

47057 Duisburg

Telefon: [+49 203 379 1016](tel:+492033791016)

Telefax: [+49 203 379 4378](tel:+492033794378)

Office: Support Center for International Engineering Students

Geibelstr. 41

47057 Duisburg

Telefon: [+49 203 379 3776](tel:+492033793776)

Telefax: [+49 203 379 4370](tel:+492033794370)

E-Mail: scies@uni-due.de

ANNEX 3

Student selection procedure

Each Party issues a specific call for applications describing the modalities through which students can apply as well as the requirements for the participation to the double degree programme. All Students need to fulfil the regular admission requirements of both partners in compliance with the following requirements. The call for applications will close every year at latest by March 30th.

Students from Unibo who want to apply for the integrated study programme have to follow a two step procedure.

In a first step Students need to apply for the program at Unibo at latest by **March 30th**:

In order to apply, students:

- must have completed a bachelor degree in the field of mechanical engineering with an average grade of 24 over 30 (equal to 2,5 at UDE).
- must be enrolled at “Laurea Magistrale in Ingegneria Meccanica” in the M.Sc.
- have earned at least 24 credits of the first semester in the respective degree course at their home university and have achieved an average mark of 24 (over 30);

Applications need to be given to the home university and consist of a motivation letter and an application form;

Only applications of students who fulfilled all above listed requirements can be considered for selection procedure. Selection will be done at Unibo. Criteria for applications ranking are:

- average mark achieved at the call deadline;
- in case of equal mark, language capabilities will be used for ranking;
- in case of further equal mark, social engagement as stated in the motivation letter will be used for further selection.

Students will be informed before **April 30th** about their application status (eligible, not eligible).

Not later than **September 25th**, Unibo eligible students need to complete their application by showing the necessary proof of the following requirements:

- must be entitled to a valid visa or residence permit covering the whole mobility period abroad;

- must have earned all credits of the first study year (first and second semester) at Unibo and have achieved an average mark equal or over 24 (over 30);
- If students have achieved an average mark **equal or over 24** (over 30) but
 - students **failed** in a maximum of one exam
 they **can still apply to be nominated**. Solely students are responsible to organize and realize their participation in the respective exams at UDE, including travels possibly required. Neither UDE nor UniBo are responsible to find proper arrangements or to resolve conflicts of study or exam plan schedules. In case students fail in one exam, program coordinators of the faculty at the host university have to be informed immediately and before students' arrival.
- must have an adequate knowledge of the English language at a level not lower than B2; must have an adequate knowledge of the German language at a level not lower than B2 (as proved by an internationally recognized certificate or equivalent qualification obtained at Unibo).

Only applications of students who fulfilled all above listed requirements will be selected for the mobility phase. Possible exceptions and solutions will be discussed and agreed among the coordinators of the Cooperation Agreement. As reported in article 3.3, any documents and certificates concerning students enrolled at Unibo will be directly transmitted to UDE by Unibo offices.

Students from UDE who want to apply for the integrated study programme have to follow a two step procedure.

In a first step Students need to apply for the program at UDE at latest by **March 30th**:

- UDE students who apply for the program must be enrolled in the Degree Program ISE - M.Sc. Mechanical Engineering program with the profile Mechatronics or M.Sc. Maschinenbau with the profile Mechatronik.
- UDE students need to complete all credits of the first semester in the respective degree course at their home university and have achieved an average mark of 2,5 over 5 to pass the first step. If up to 6 credits are missing, the students receive a conditional confirmation to

pass the first step that is only upheld if the students earn the missing credits until the end of their second semester.

Applications need to be given to the home university and consist of a motivation letter and an actual transcript.

Students will be informed before the beginning of semester two about their application status.

At the end of the second semester at UDE students need to complete their application by showing the necessary proof of the following requirements:

- Students must be entitled to a valid visa or residence permit covering the whole mobility period abroad;
- Students must activate an insurance coverage against any accident that they may suffer during their period of stay abroad for the activities concerned by this Agreement and that they are insured for legal liability against damage which they may involuntarily cause to third party (people or their properties) for the whole mobility period. Copy of the insurance has to be brought to UniBo offices at the registration stage.
- Students must have earned all credits of the first study year (first and second semester) in the respective degree course according to the double degree curriculum and have been achieved an average mark of 2,5 (equal to 24 over 30 at UniBo)
- If students have achieved an average mark **better than 2,5** (equal to 24 over 30 at UniBo) but
 - two exam results are not out by September 1st or
 - students failed in a maximum of two exams,

they **can still apply to be nominated**. Solely students are responsible to organize and realize their participation in the respective exams at UDE, including travels possibly required. Neither UDE nor UniBo are responsible to find proper arrangements or to resolve conflicts of study or exam plan schedules. In case students fail in one or two exams, program coordinators of the faculty at the host university have to be informed immediately and before students' arrival.

- Students must fulfil all language requirements:
 - German Language at Level B2
 - English Language at Level B2
 - Italian Language at Level B1 (as proved by an internationally recognized certificate or equivalent qualification obtained at UDE);

Mobility phase for UDE students in Bologna only starts in **September**.

Only applications of students who fulfilled all above listed requirements can be considered for final selection procedure. Final selection will be done at UDE. Selection criteria are

- average mark achieved so far
- language capabilities
- social engagement as stated in the motivation letter

Possible exceptions and solutions will be discussed and agreed among the coordinators of the Cooperation Agreement.

Lectures for students involved in this program starts at around mid September at Unibo and beginning of October at UDE.