



ALMA MATER STUDIORUM | AREA
UNIVERSITÀ DI BOLOGNA | SERVICE AREA MEDICA

SUMMARY of the Call for applications for the Single-Cycle Degree Programme in Medicine and Surgery taught in English (Ministerial class LM – 41)

Academic Year 2024/2025

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1 GENERAL INFORMATION

This document summarizes the **main features** of the 2024/2025 call for applications for the Single-Cycle Degree Programme in Medicine and Surgery (taught in English) at the University of Bologna. Please note that **the official call for applications is written in Italian**, and it is published on <https://corsi.unibo.it/singlecycle/MedicineAndSurgery/how-to-enrol>.

In case any translated part or element of this document conflicts with the Italian version, the Italian version will prevail in case of legal controversies.

1.A Who can sit the admission test?

This call for applications is open to all prospective students interested in enrolling in the Single-Cycle Degree Programme in Medicine and Surgery (taught in English) at the University of Bologna. For A.Y. 2024/2025 the Italian Ministry of University and Research (MUR) established that an admission test with the same contents for all test venues must be administered in all test venues (Ministerial Decree n. 1133 of 6 August 2024).

After the test, a single national ranking will be drawn for:

- candidates with Italian citizenship;
- candidates with EU citizenship;
- non-EU candidates with EU-equivalent status according to article 26 of Italian Law 189/2002.

The ranking of candidates with non-EU citizenship with residency abroad will be drawn and published separately by each University.

Further information about the Medicine and Surgery Degree Programme (regulations, admission requirements, program structure, learning outcomes, contact details, etc.) is published on the programme website: <https://corsi.unibo.it/singlecycle/MedicineAndSurgery>

All candidates must sit the admission test according to the regulations and procedures detailed in this call for applications. Candidates who have already studied at university level and wish to be admitted to years 2-6 must refer to [Section 11](#) of this call for applications.

Medical graduates who obtained their degree in Italy are not allowed to sit the admission test. For the purpose of this call for applications, Studenti Online refers to the online platform to be used for operations mentioned in this call for applications, and it is possible to log in via the University website at www.studenti.unibo.it

Candidates must regularly check their inbox (of the same email address with which they have registered on the University website www.universitaly.it), as they might receive notifications about the competition.

1.B Deadlines

The following deadlines are **binding and mandatory**; candidates who miss one or more of them **will be excluded** from the selection procedure and will not be allowed to enroll in the programme, regardless of the reasons that caused them to miss these deadlines:

Admission test registration on www.universitaly.it	from 2 September 2024 to 12 September 2024 (15:00h Italian Time)	Section 4
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Requests for arrangements or aids for candidates with disabilities/special needs	from 2 September 2024 to 12 September 2024 (15:00h Italian Time)	Section 5
Notice to non-EU candidates (both EU-equivalent and residing abroad) on additional steps	13 September 2024	Section 4.B
Admission test	17 September 2024	Section 6
Publication of the test score paired with the barcode sticker number	26 September 2024	Section 8
Publication of answer sheets, scores, and data sheets	3 October 2024	Section 8
Publication of national rankings and start of enrolment procedures	10 October 2024	Section 8

1.C Test fee and tuition fees

Information about **tuition fees at the University of Bologna** is available on the website at [Fees and exemptions: amounts and deadlines](#).

2 AVAILABLE PLACES

2.A Available places

For the 2024/2025 intake of the **Single-Cycle Degree Programme in Medicine and Surgery**, available places are distributed as follows:

- n. **97** (ninety-seven) places for Italian citizens, EU citizens, and non-EU citizens with EU-equivalent status;
- n. **20** (twenty) places for non-EU citizens residing abroad.

2.B Italian citizens, EU citizens, and non-EU citizens with EU-equivalent status

- a) Non-EU citizens are considered as having equivalent status to EU citizens if they meet the requirements listed in **paragraph 1** of the following web page: [Who are international students](#); students enrolled in single learning activities must have the relevant credits recorded by the deadline of this call for applications.;
- b) Non-EU citizens who meet the condition outlined in point 2 of paragraph 1 (**double citizenship**) of the web page [Who are international students](#) will compete in the 'Italian citizens, EU citizens, and non-EU citizens with EU-equivalent status' quota.

Candidates who are non-EU citizens with EU-equivalent status must **meet the EU-equivalence eligibility requirement by the deadline of this call for applications (12 September 2024 15:00 Italian time)**.

These candidates will be placed on the national ranking list.

► **If you do not have EU citizenship and you don't meet the EU-equivalence eligibility requirement** by the deadline of this call, you will be considered as "non-EU citizens residing abroad" and will be required to pre-enroll at the Italian Representation in your country of

residence: <https://www.universitaly.it/studenti-stranieri>. Otherwise, the enrollment will be cancelled.

- ▶ If you do not have EU citizenship and reside abroad (non-EU countries), bear in mind that **if you withdraw from your studies you will also lose your right to stay in Italy**. If you withdraw from your studies and wish to enrol again at the same or a different university, you cannot use the residence permit for study purposes issued for the previous enrolment, but must repeat the pre-enrolment procedure at the Italian Representation in your country of residence: <https://www.universitaly.it/studenti-stranieri>.

2.C Non-EU citizens residing abroad

Candidates who do not meet any of the equivalence requirements of the previous [Section 2.2](#) have to follow the procedures published on page [Enrolling in a first cycle or single cycle degree programme if you come from a non-EU country](#) to apply for an **entry visa** at the Italian Representation in their country of residence.

These candidates will be placed on the local (University of Bologna) ranking list.

For further information, please contact the International Desk (internationaldesk@unibo.it).

3 ADMISSION REQUIREMENTS

Acceptance into the Single Cycle Degree Programme in Medicine and Surgery requires students to hold a secondary school diploma (five-year secondary school programme) or an equivalent qualification. Students holding a foreign qualification may find further information at [Enrolling in a first cycle or single cycle degree programme - foreign qualification](#).

4 ADMISSION TEST REGISTRATION AND CHOICE OF UNIVERSITY

4.A Provisions for all candidates (Italian candidates, EU candidates, non-EU citizens with EU-equivalent status, non-EU candidates residing abroad)

The registration procedure for the admission test must be carried out online via the [Universitaly website](#). Candidates must **access [Universitaly](#)¹ and complete the registration procedure, which will be available only from 2 September 2024 to 12 September 2024 (15:00h Italian Time)**.

Upon registering for the admission test on Universitaly, candidates must submit the following information:

- ▶ their email address;
- ▶ the list of Universities to which the candidates wish to apply, ranked according to their preference. This list of University preferences cannot be changed or completed after 12 September 2024 at 15:00h (Italian time). In any case, the final version of the ranked list of University preferences will be the last one entered and saved on Universitaly before said deadline. Within the ranked list of University preferences entered by each candidate, **'first choice University'** refers to the first University and degree programme in which a candidate can be enrolled based on their ranking position and on the number of available places;

¹ In case of technical issues with the admission test registration procedure, please contact universitaly@cineca.it.

- ▶ a language certificate if candidates hold one of the certificates listed in Annex n. 2 to this Call for applications. Candidates who attended a school with learning activities delivered in English for at least one school year will be automatically considered as holding a language certificate according to Annex n. 2 to this Call for applications.

Candidates who fail to register for the admission test by 12 September 2024 (15:00h Italian time) following the procedure described in this Section, and who fail to pay the admission test fee, will not be allowed to sit the test regardless of the reasons that caused them to miss the deadline. Candidates must bring their payment receipt to be admitted into the test venue.

4.B Provisions for non-EU candidates (both EU-equivalent status and non-EU residing abroad)

Citizens of a non-EU country must consult the **notice, which is an integral part of this call for applications and will be published on 13 September 2024** on the [degree programme website](#). This notice will contain **any additional step to fulfil** in order to be assigned to the quota (EU-equivalent or non-EU residing abroad) and **to be included in the relative ranking list**:

- ▶ non-EU citizens with **EU-equivalent status** will be placed on the **national** ranking list; if you don't meet the EU-equivalence eligibility requirement by the deadline of this call, you will be considered as "non-EU citizens residing abroad" and will be placed in the local ranking list;
- ▶ non-EU citizens **residing abroad** will be placed on the **local** (University of Bologna) ranking list and will be required to pre-enroll at the Italian Representation in your country of residence: <https://www.universitaly.it/studenti-stranieri>. Otherwise, the enrollment will be cancelled.

4.C Test venues

- ▶ Candidates who opt to sit the test **in Italy must sit the test at the University that they listed as their first choice upon registration**. It is not possible to sit the test in a different University. The list of university choices submitted upon registration on Universitaly cannot be changed after the registration deadline of 12 September 2024 (15:00h Italian time). This procedure is mandatory; candidates who fail to comply with this procedure will not be allowed to sit the admission test.
- ▶ Candidates who opt to sit the test **outside of Italy must choose one of the accredited test venues** listed in Annex n. 3 to this Call for applications. The addresses of each foreign test venue will be published on the Ministry of Universities and Research (MUR) website and on the [degree programme website](#).

5 APPLICANTS WITH DISABILITIES OR SPECIAL NEEDS

Candidates with disabilities, with Specific Learning Disabilities (SLD), and with special needs that may interfere with the admission test may apply for arrangements and aids according to the following procedures and deadlines.

The **deadline** to apply for arrangements is **12 September 2024 (15:00h Italian Time)**.

In order to submit their arrangements application, candidates must use the **Arrangements Application Form** available for download in the same web page of this call for applications.

The form (duly filled in and signed) and the relevant disability/SLD certification must be uploaded on [Studenti Online](#). From the home page, candidates must click on **'Calls – Opportunities offered to you by the University'**, then on **'Arrangements for the admission test of the Medicine and Surgery Degree Programme'**.

Any request for arrangements must be submitted **exclusively by following the above-mentioned procedure**. It is not allowed to apply by email or in person.

The Service for Students with Disabilities and SLDs of the University will check that the submitted documentation is valid and consistent with the arrangements requested in the application form.

Candidates who fail to submit their arrangements application by the deadline set in this call for applications will not be granted arrangements.

Candidates may apply for the following access arrangements:

- ▶ Extra time (up to 30% for candidates with Specific Learning Disabilities, Special Educational Needs, or pathologies; up to 50% for candidates with legally recognized disabilities);
- ▶ Use of aids such as human reader, scribe, non-scientific calculator, video magnifier, etc. (please refer to the arrangement application form for the full list).

Should a specific arrangement or aid be unavailable due to organizational and/or legal reasons, an equivalent access arrangement option will be provided.

Upload any relevant disability/SLD certification:

- ▶ Diagnosis of Special Learning Disability (SLD). The documents must be either no older than three years from the date of issue or issued after the candidate's 18th birthday.
- ▶ *Due to the COVID-19 outbreak and consequent limitation of access to healthcare services, applications of candidates with legally certified SLD diagnoses will be accepted even if the enclosed certificates are older than three years or do not comply with the provisions of the Italian National Healthcare System. In these cases, candidates must state that they are waiting for the renewal of their certificates or for the statement of compliance. Please note that candidates who apply in this condition may be asked to provide updated documents as soon as healthcare services resume. Certificates issued by private institutions will have to comply with the requirements stated by the Consensus Conference on the Diagnosis of Special Learning Disability (2011).*
- ▶ Certificate attesting Special Educational Needs which affect learning skills, issued by a health services specialist.
- ▶ Legal certification of recognized disability.
- ▶ Medical documentation, issued by a specialist, attesting the existence of health conditions (physical and/or psychological) that might lead to an inability to study, temporary or otherwise, and that may result in specific needs during the test.

Documents must be clear and complete with all relevant information to ascertain candidates' specific needs.

(Candidates who hold both a certificate according to Italian Law 104/92 and other medical documentation must submit both).

Candidates with disabilities or with SLDs residing outside of Italy who wish to apply for arrangements must provide a legalized certification of their disability or SLD status as certified by the relevant body in their country of residence and **a sworn translation in Italian or in English**. For

information about legalization and translation, please refer to the website at [Translation, authenticity and value of foreign qualifications](#). The University bodies in charge of assessing certificates will check whether the disability or SLD certified in the submitted documents is recognized under Italian laws.

Arrangements granted to candidates will be **confirmed on 16 September 2024** by the Student Administration Office in charge of the admission procedure on the abovementioned section of [Studenti Online](#) (*'Arrangements for the admission test of the Medicine and Surgery Degree Programme'*).

Please refer to the Service for Students with Disabilities and SLDs of the University of Bologna for any further information about applying for arrangements: ases.adattamentiammissione@unibo.it.

6 ADMISSION TEST DETAILS AND TEST CONTENTS

6.A Date and place of the admission test

The admission test takes place on **17 September 2024**.

The **test venue for the University of Bologna** is located in *Quartiere Fieristico di Bologna* (Bologna Trade Fair District) – *Bologna Fiere SPA – Piazza della Costituzione – Area Biglietterie Ingresso Bologna Fiere*.

Directions to the meeting venues are available on www.bolognafierte.it.

On the day of the test, candidates must arrive at the test venue at 08:30h (Italian time) to go through identification procedures. Candidates will be distributed in designated test areas according to their date of birth, except for twins.

Candidates will be allowed to enter the test venue and permitted to sit the test ONLY after showing:

- ▶ a valid and acceptable form of identification as defined by Italian DPR 445/2000 (e.g. ID card, passport, driving license). Original documents only will be accepted (no copies, photocopies, scans);
- ▶ proof of payment of the admission test admission test fee.

It is recommended that candidates bring the same ID used upon registering for the admission test on Universitaly. **Candidates who fail to present their original ID or other acceptable form of identification as stated above cannot be identified and will not be allowed to sit the admission test.**

At the test venue for the University of Bologna, the admission test will begin at 11:00h (Italian time). Candidates have **100 minutes** to complete the test.

6.B Admission test specifics

During the admission test, candidates are forbidden under any circumstances to speak, write, or communicate with each other; they are allowed to speak to invigilators or Board members.

During the admission test, candidates are forbidden to use or keep the following items close to their assigned desk: bags, backpacks, papers, calculators, mobile phones, organizers/personal digital assistants, smartphones, smartwatches, tablets, earphones, earpieces, webcams, or other similar devices; pens, pencils, stationery or any writing instrument; manuals, textbooks or

photocopies of textbooks, handwritten notes, blank sheets, or any reference material. Candidates found to hold such items during the test will be disqualified.

Candidates who must use medical devices should refer to [Section 5](#) of this call for applications.

During the test, invigilators will be present in all designated test areas to ensure compliance with the set rules.

The admission test will take place also in the event that the applications submitted within the set deadline are fewer or the same number as the number of available places. Likewise, the admission test will take place also in the event that the candidates who show up on the day of the test are fewer or the same number as the number of available places.

The admission test is the same, with identical contents, for all candidates (EU citizens, non-EU citizens with EU-equivalent status, and non-EU citizens residing abroad) and in all test venues. The admission test is designed and administered by the Italian Ministry of University and Research (MUR).

The admission test consists of sixty multiple choice questions with five options, among which the candidate must identify only one, discarding the wrong, arbitrary or less likely ones, on topics regarding general knowledge and logical reasoning; biology; chemistry; physics and mathematics. On the basis of the programmes listed in Annex n. 1 to this Call for applications, there will be: four (4) questions testing general knowledge, five (5) questions testing logical reasoning, twenty-three (23) questions about biology, fifteen (15) questions about chemistry and thirteen (13) about physics and mathematics.

Prior to the beginning of the test, invigilators will distribute a 'candidate instructions' sheet and a sealed envelope, containing:

- a) a **candidate data sheet** with no identification code or number, which must be filled in by candidates;
- b) a **question paper booklet**, identified with the envelope identification barcode, and **two (2) blank sheets** for drafts/calculations;
- c) an **answer sheet** with the same identification barcode as the question paper booklet;
- d) a **cover sheet**, with the same identification barcode as the question paper booklet and answer sheet. The cover sheet will also show the name of the University and degree program to which the selection procedure refers to.

Please note that:

- ▶ the answer sheet must be filled out using only the black pen given to candidates upon entering the test venue;
- ▶ it is mandatory that the candidates fill in and sign the candidate data sheet to confirm their personal data as well as the barcode match, as described in point e) of this list;
- ▶ at the end of the test, candidates must go to the designated desk located at a fair distance from the Board of Examiners. On the desk, candidates will find: 1) a sealed box aimed at collecting candidate data sheets, with a candidate data sheet facsimile printed on the side of the box; 2) pairs of matching barcode stickers. Candidates must then choose a pair of matching barcode stickers, ensure that the barcodes match, and apply one sticker to the answer sheet and the other to the candidate data sheet. They must then sign the candidate data sheet to confirm their personal data, and to declare that the barcode stickers have matching barcodes.

After this, candidates must put the candidate data sheet in the designated sealed box for candidate data sheets, then go to the next desk and put the answer sheet in the designated box for answer sheets.

Candidates will be notified with an upcoming regulation, or by the Board of Examiners at the test venue, of any additional information about further test details and about how long candidates are required to stay inside the test venue if established by the Italian Ministry of University and Research Guidelines.

6.C Causes for disqualification

Candidates will be disqualified in the following cases:

1. If they sit the test in a designated test area different than their assigned one, unless they have been officially authorized by the Board of Examination (this must be reported in writing on the test records);
2. If they keep or use bags, backpacks, paper, calculators, mobile phones, organizers/personal digital assistants, smartphones, smartwatches, tablets, earphones, earpieces, webcams, or other similar devices; pens, pencils, stationery or any writing instrument; manuals, textbooks or photocopies of textbooks, handwritten notes, blank sheets, or any reference material;
3. If they sign the answer sheet (front or back), or if they or any member of the Board of Examiners mark in any way the answer sheet (front or back);
4. If they interact with, and/or try to copy off, and/or try to exchange any test materials with other candidates, including the candidate data sheet and/or the answer sheet;
5. If they use pens, pencils, or any writing device to change, add or correct any part of the answer sheet when handing in their candidate data sheet and answer sheet in the respective designated boxes.

Disqualification is determined by the Board of Examiners. If disqualification occurs due to the cases listed above (1, 2, 3, 4, and 5), the score of the disqualified test will not be calculated.

At the end of the test, candidates must stop writing on the answer sheet immediately and return the black pen they were given upon entering the test venue. Candidates who do not comply with this provision will be disqualified.

7 TEST SCORE CALCULATION AND MINIMUM SCORE REQUIREMENT

Within the number of available places for enrolment, the Single-Cycle Degree Programme in Medicine and Surgery will accept both EU candidates and non-EU candidates with EU-equivalent status, and non-EU candidates residing abroad (in their dedicated quota), based on their admission test scores ranked in descending order.

- ▶ Candidates who qualify as EU citizens and non-EU citizens with EU-equivalent status are required to score at least twenty (20) points in order to be included in the national ranking. Candidates who fail to reach the minimum score are not included in the ranking. The minimum score requirement of twenty (20) points does not apply to non-EU candidates residing abroad.
- ▶ Candidates who qualify as non-EU citizens residing abroad are required to score more than zero (0) points. Candidates qualifying as non-EU citizens residing abroad who do not answer any question are not included in the ranking.

A candidate's **total admission test score** is calculated out of a maximum of ninety (90) points using the following formula:

- ▶ 1,5 points for each correct answer;
- ▶ minus 0,4 (-0,4) points for each wrong answer;
- ▶ zero (0) points for each question not answered.

Based on admission test scores, CINECA draws a national ranking of EU candidates and non-EU candidates with EU-equivalent status. The ranking of non-EU candidates residing abroad is drawn up by each University.

In case of two or more candidates reporting the same test score, the following criteria and elements shall determine the final ranking order:

- a) the scores obtained, respectively, in the following sections of the test: Biology; Chemistry; Physics and Mathematics; Logical Reasoning; General Knowledge. Section scores will be ranked in descending order;
- b) possession of one of the language certificates listed in Annex n. 2 to this Call for applications, if declared by the test registration deadline, determines the ranking. Candidates must declare that they hold such certificates upon registering for the admission test. Please note that the declaration about language certificates submitted for the purpose of this selection process is considered as a self-certification pursuant to art. 46 of Italian DPR n. 445/2000. All Institutions involved in this selection process may verify candidates' declarations at any time, according to the provisions set out in the relevant current legislation. In case of verification requests, candidates must then produce all required elements to complete the verification process. Should the documents submitted for the purpose of the verification process reveal that false or misleading information was submitted, enrolment (if finalized) will be cancelled; any benefits will be revoked; tuition fees will not be returned. Moreover, candidates who find themselves in this situation will face legal penalties according to the current provisions of the Italian Penal Code and further specific legislation; they will also be liable for any damage compensation claim made by other candidates or institutions involved in the selection procedure.
- c) In case of tie in score equality between one or more disabled candidates holding a certificate of invalidity equal to or greater than 66% or disabled individuals holding the certification outlined in Law No. 104 of 1992 art. 3, paragraph 3, and one or more candidates not falling into the above mentioned categories, the candidate holding an invalidity certificate equal to or greater than 66% or disabled with the certification outlined in Law no. 104 of 1992 art. 3, subparagraph 3 prevails; **such candidates must apply for arrangements in accordance with deadlines and instructions described in paragraph 4.** The candidate holding a certificate of disability equal to or greater than 66% or the candidate with certification pursuant to law no. 104 of 1992 art. 3, paragraph 3 in possession of medical certification (even if not updated due to the limitation of the activity of the National Healthcare System due to the Covid-19 emergency) who intends to enforce their right to prevail in the event of a tie with another candidate that does not fall in the aforementioned categories, is required to show to their "assigned" University, the certificate of disability equal to or greater than 66% or the certification required by law n. 104 of 1992 art. 3, paragraph 3, under penalty of exclusion

from the national ranking. Said certificate must be submitted within the mandatory deadline of 15 (fifteen) days from the assignment, including the first day. After this deadline has elapsed, the undocumented right to prevail cannot be taken into consideration.

d) if the tie in score still stands, the youngest candidate prevails.

The **IDONEO NON VINCITORE** status refers only to the current selection procedure; this status does not confer any right to enroll in the program in subsequent academic years.

8 TEST SCORE AND RANKING PUBLICATION

On **26 September 2024**, CINECA will publish anonymous test scores paired with the sticker barcode on [Universitaly](#). Rankings are published in the candidate personal area, pursuant to current data protection regulations. These data will remain available to candidates until the end of the selection procedure.

On **3 October 2024**, candidates will be able to access their answer sheet, test score, and data sheet published in the candidate personal area on [Universitaly](#).

8.A Local ranking list (non-EU residing abroad candidates)

On **10 October 2024 non-EU candidates residing abroad** will see the **local** (University of Bologna) ranking list on [Studenti Online](#) (further information on how to register on Studenti online will be published on 13 September 2024 in the notice for non-EU candidates mentioned in [Section 4.B](#)).

8.B National ranking list (EU and EU-equivalent candidates)

On **10 October 2024 EU citizens and non-EU citizens with EU-equivalent status** will see the **national** ranking list in the candidate personal area on [Universitaly](#). The ranking takes into account the number of available places at each University and the University choices submitted by each candidate upon admission test registration;

► based on the rankings and on the number of available places in each University, the candidate personal area on [Universitaly](#) will display the names of candidates of the 'EU citizens and non-EU citizens with EU-equivalent status' quota and their ranking status as either **ASSEGNATO** for the degree program and University that they had selected as their first choice, or as **PRENOTATO**. Upon ranking publication, and upon each subsequent ranking update:

- a) candidates with **ASSEGNATO** status are eligible for enrolment in their first-choice degree programme and University. Candidates in this condition must enroll in the degree programme and University to which they are **ASSEGNATO (assigned)** by the deadline set forth in [Section 9](#) of this call for applications. Candidates who fail to enroll by the set deadline will lose their right to enrolment, regardless of their motives;
- b) candidates who are not eligible for enrolment in their first-choice degree programme and University will display a **PRENOTATO** status in their subsequent university choices for which they qualify according to their ranking position. Candidates in this condition may either:
 - **enroll** in the degree program and University for which they are **PRENOTATO** by the deadline set forth in [Section 9](#) of this call for applications, **OR**
 - **wait** to check whether places in other universities which they had selected as better choices become available upon subsequent ranking updates, after higher-ranked candidates have finalized their enrolment. Candidates who opt to enroll in the degree

programme and University for which they are **PRENOTATO** will be automatically removed from the ranking for all other Universities they had listed on University upon registering for the admission test.

9 ENROLMENT DEADLINES

- ▶ On **10 October 2024**, the ranking of ‘non-EU citizens residing abroad’ candidates will be published in the candidate personal area on [Studenti Online](#). Candidates will be shown their score, ranking position and, in case of eligibility, must complete their enrolment following the procedure described in [Section 10](#) of this call for applications **by the deadline of 15 October 2024**.
- ▶ On **10 October 2024**, the full national ranking of EU citizens and non-EU citizens with EU-equivalent status will be published in the candidate personal area on [University](#). Candidates will be shown their score, ranking position, University and degree program for which they are either **ASSEGNATO** or, based on the ranking position of other candidates and on their choice of universities, **PRENOTATO** or **IN ATTESA**. From **10 October 2024**, candidates with **ASSEGNATO** status for the University of Bologna must complete their enrolment following the procedure described in [Section 10](#) of this call for applications. Candidates with **PRENOTATO** status for the University of Bologna **may choose** to complete their enrolment following the same procedure described in [Section 10](#) of this call for applications. All eligible candidates (with either **ASSEGNATO** or **PRENOTATO** status) who wish to enroll **must complete their enrolment procedure within 4 (four) days, including the day of ranking publication/updated ranking publication and not including Saturdays, Sundays, and national holidays**. For candidates with **ASSEGNATO** status, failure to complete their enrolment by the deadline stated above **will result in their withdrawal from the enrolment process and from the ranking**. Candidates with **PRENOTATO** status who fail to complete their enrolment by the deadline stated above will not be excluded from the ranking.

Within 5 days from 10 October 2024, and in any case no later than 12:00h (Italian time) of the fifth day following the publication of each ranking update (including the day in which the updated ranking was published, and not including Saturdays, Sundays, and Italian national holidays), all candidates must confirm that they are still interested in keeping their ranking position following the ‘conferma di interesse’ procedure in the University candidate personal area. This does not apply to candidates who already completed their enrolment, who decided to withdraw, or who display POSTI ESAURITI as their ranking status.

Candidates who fail to confirm their interest in keeping their ranking position are excluded from the ranking and lose their right to enrolment, regardless of their motives.

Failure to enroll within this selection procedure will be notified in the candidate’s personal area on University. From the date of publication in the candidate’s personal area on University, candidates may appeal this notice to the Regional Administrative Court of the Lazio Region within sixty days, or to the President of the Italian Republic within one-hundred and twenty days. Candidates who fail to appeal within said deadlines, or who appeal for reasons other than the loss

of the right to enroll within this selection procedure, will not regain the right to enroll within this selection procedure

On **17 October 2024**, CINECA will publish a ranking update based on candidate ranking and candidate choices of University. Candidates with **ASSEGNATO** or **PRENOTATO** status must complete their enrolment procedure within a maximum of 4 (four) days, including the publication day of the updated ranking and not including Saturdays, Sundays, and Italian national holidays. **Subsequent ranking updates will be published and managed according to the same conditions and deadlines stated above, until a Ministerial Decree is issued to establish the closing date of ranking updates.**

10 ENROLMENT PROCEDURE

10.A Candidates who enroll (matriculate) for the first time

By the deadlines set forth in Section 8 of this call for application, candidates must:

- ▶ **log in** on [Studenti Online](#) with their personal credentials obtained upon registration for the admission test or with SPID credentials;
- ▶ **click on 'Registration'**, select 'Single Cycle Degree Programs' and 'Medicine and Surgery' Degree Programme;
- ▶ **complete the registration procedure by filling in the online form with all the required data and uploading a passport-size photo.** Please note that, in addition to being sanctioned by art. 496 of the Italian Penal Code, submitting false or misleading information will result in enrolment cancellation; moreover, any benefits will be revoked and any fee already paid will not be returned.
- ▶ **pay** the first instalment of the annual tuition fee, according to the instructions published on [Studenti Online](#). Failure to pay will result in the cancellation of the enrolment procedure.
 - **Students who have SPID credentials** and use them for enrolment will have their academic career activated immediately after payment. Students who fall under the cases c), d) and e) mentioned below will have to undergo the verification of the certifications from the University, despite having SPID credentials, before having their academic position activated.
 - **Students who do not have SPID credentials** will have to undergo the identification procedure as stated on [Studenti Online](#) in the enrolment section, to have their academic position activated.
 - **Students with a previous academic record** at the University of Bologna will have their academic career immediately activated.

After the academic record activation, students will be able to access online features such as study plan submission, exam bookings, WI-FI and online library resources. Students will also be able to apply for changing study programme within the University of Bologna, transferring to a different University, withdrawing from studies. After the academic record activation, students will also receive an email with instructions to collect their student badge.

Special provisions for the enrolment of candidates in the following conditions

- ▶ **Students with disabilities** certified as equal or more than 66%, or with a handicap condition **certified according to Italian law 104/1992** must email a copy of the certificate stating their conditions to the email address of the relevant Student Administration Office of their chosen degree programme. Further information is provided on www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/exemptions-and-incentives/exemptions-for-disabled-students.
- ▶ **Students who apply for recognition of credits obtained in previous academic studies** must follow the online procedure at www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/shortening-of-the-degree-programme **by the deadline of 28 November 2024**. *Any candidate who has to register after 28 November 2024 upon ranking update must request the paper form **at the same time** as registration by e-mail at segmed@unibo.it;*
- ▶ **Non-EU citizens with EU-equivalent status** must email a copy of their residence permit and/or the documents proving their EU-equivalent status to the email address of the relevant Student Administration Office of their chosen degree programme.
- ▶ **Non-EU students residing abroad** must thoroughly read the dedicated information page <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/non-eu-students-with-residency-abroad-reserved-quotas-pre-enrolment-visas-and-italian-language-tests> click on ‘Bandi’ then ‘Immatricolazioni a.a. 24_25- caricamento dei documenti degli studenti internazionali e con titolo estero” and upload the required enrolment documents by 28 February 2025.
- ▶ **Students holding secondary school qualifications obtained outside of Italy** must check the relevant information on <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification>, access [Studenti Online](#) click on ‘Bandi’ then ‘Immatricolazioni a.a. 24_25- caricamento dei documenti degli studenti internazionali e con titolo estero” and upload the required enrolment documents by 28 February 2025.

10.B Candidates currently enrolled at other Italian Universities who wish to transfer to the University of Bologna (TRASFERIMENTO)

By the deadlines set forth in Section 8 of this call for application, candidates must:

- ▶ **apply** for transfer at the University where they are currently enrolled;
- ▶ **enroll** at the University of Bologna following the instructions outlined in point A above, also including information on their previous University and Degree programme;
- ▶ **pay** the first instalment of the annual tuition fees according to the instructions published on [Studenti Online](#).

In addition to the first instalment of tuition, candidates who transfer to the University of Bologna must also pay a **transfer fee** as outlined on <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/transferring-to-the-university-of-bologna/transferring-to-the-university-of-bologna>. Payment of the transfer fee will be required by the Student Administration Office upon receiving the student file from the previous University.

10.C Candidates who are currently enrolled at the University of Bologna in degree programmes other than Medicine and Surgery (programme code: 9210) (PASSAGGI)

Candidates who are already enrolled at the University of Bologna in degree programmes other than Medicine and Surgery (programme code: 9210) must, by the deadlines set forth in Section 8 of this call for applications:

- ▶ **pay** the first instalment of the tuition fees for the new academic year for the degree programme in which they are currently enrolled, and check that all payments of previous academic years are in order;
- ▶ **fill in** the online internal transfer application on [Studenti Online](#);

More specifically, they must:

1. click on **'Programme transfer'** and fill in the required information;
2. pay the **internal transfer fee**.

10.D Provisions for all candidates (enrolment, transfer, internal programme transfer)

Upon enrolment, candidates who have previously studied in degree programmes of a different Italian University or in degree programmes of non-Italian Universities, must submit the official documents detailing the course contents of the exams and/or learning activities that were completed as part of their previous academic studies. Documents must be emailed to the relevant Student Administration Office of the chosen degree programme.

Candidates who fail to submit such documents will not have their exams and/or learning activities assessed for credit recognition, and therefore they will be enrolled in Year 1 of the program without any credit recognition.

Please note that only credits that were earned in degree programmes taught in English can be recognized.

11 ADMISSION TO YEARS 2 – 6

Candidates who have previously studied at university level and wishing to be admitted to Years 2-6 are not required to sit the admission test; however, they must participate in the selection procedure regulated by the **'Call for transfer to Years 2-6, Medicine and Surgery Degree Programme'** (incoming transfer procedure), which is published on the [degree programme website](#).

Candidates who have previously studied at university level may sit the admission test on 1st year; however, they will be admitted to course years other than Year 1 **only if** one or more places in specific course years (Years 2-6) are still vacant after the end of the abovementioned selection procedure for 'Transfer to Years 2-6, Medicine and Surgery Degree Programme'.

Should more candidates in this condition apply for the same available places and course years, the ranking will be determined by the admission test score in descending order; in case of a tie in score, the youngest candidate will prevail.

Assessment criteria for incoming transfer applicants are published in the aforementioned **'Call for transfer to Years 2-6, Medicine and Surgery Degree Programme'**.

The criteria for granting admission to years subsequent to the first and the number of places available can be found in the aforementioned 'Call for transfer to Years 2-6, Medicine and Surgery Degree Programme'. **Please note that candidates who take part in the admission test to be granted admission to a year subsequent to the are required to have a certified Italian language level that must be equal or higher than level B1 of the Common European Framework of Reference for Languages by the enrollment date.** For more information on language certifications, see the aforementioned Call.

12 CONTACTS

- ▶ **For technical issues with the Studenti OnLine platform:** Help Desk Studenti Online Email: help.studentionline@unibo.it Tel. +39 0512080301
- ▶ **For queries regarding administrative procedures** and selection procedures send an Email to: segmed@unibo.it or contact the Student Administration Office of the Medical area following the instructions provided here: www.unibo.it/SegreteriaStudenti
- ▶ **For questions regarding matriculation,** please get in touch with the relevant Student Administration Office. This means that:
 - for the Single Cycle Degree in Medicine & Surgery, the Student Administration Office of the Medical area, in via Massarenti n. 9 – Padiglione Murri – Bologna (BO), e-mail address: segmed@unibo.it;
 - for the matriculation of students with foreign qualification, the International Student Administration Office in Via Marsala 49/A - Bologna (BO), e-mail address: segstudintbo@unibo.it;
- ▶ **For questions regarding the pre-enrolment application on University,** please get in touch with CINECA by sending an e-mail to university@cineca.it.

THE OFFICES WILL BE CLOSED:

- From August 12th to August 16th, 2024 (summer holidays)
- October 4th, 2024
- December 23rd, 2024
- December 24th, 2024

Any additional closure will be published on the University website (www.unibo.it).