

**Admission notice**  
**to the Second Cycle Degree Programme in**  
**Science for the Conservation-Restoration**  
**of Cultural Heritage**  
**S.Co.Re – LM 11 (code 6684)**

**A.Y. 2025/2026**

## SUMMARY

<b>1. HOW TO ACCESS THE PROGRAMME</b> .....	<b>4</b>
<b>2. SCHEDULE OF PROCEDURES</b> .....	<b>4</b>
2.1 Deadlines - Intake 1 .....	4
2.2 Deadlines – Intake 2 .....	4
2.3 Deadlines – Intake 3 .....	5
2.4 Deadlines – Intake 4 .....	5
2.5 Deadlines - Intake 5 ( <i>EU citizen applicants only</i> ).....	6
<b>3. RECIPIENTS OF THIS NOTICE</b> .....	<b>6</b>
3.1 Recipients .....	6
3.2 Information for graduating students .....	6
3.3 Information for international students .....	7
<b>4. PROGRAMME ADMISSION REQUIREMENTS</b> .....	<b>7</b>
4.1 Qualifications .....	8
4.2 Curricular requirements .....	8
4.3 Language requirements .....	9
4.4 Adequate personal competencies and skills.....	10
<b>5. HOW TO APPLY</b> .....	<b>13</b>
<b>6. VERIFICATION OF APPLICATIONS AND PUBLICATION OF THE RESULTS</b> .....	<b>15</b>
6.1 Evaluation committee.....	15
6.2 Results of the checks .....	15
<b>7. MATRICULATION, PROGRAMME TRANSFER, UNIVERSITY TRANSFER</b> .....	<b>16</b>
7.1 Matriculation .....	16
7.2 Programme transfers, university transfers and simultaneous enrolment .....	19
<b>8. FEES AND BENEFITS</b> .....	<b>20</b>

<b>8.1</b>	<b>University fees.....</b>	<b>20</b>
<b>8.2</b>	<b>Right-to-higher-education grants provided by ER.GO .....</b>	<b>21</b>
<b>8.3</b>	<b>Important information for those who already have an active university career</b>	<b>21</b>
<b>8.4</b>	<b>Right-to-higher-education grants provided by the University .....</b>	<b>22</b>
<b>9.</b>	<b>WHO TO CONTACT .....</b>	<b>22</b>

*Our University has been working for a long time to raise awareness of and to address gender stereotypes. In this context, it has been decided to give greater linguistic visibility to gender differences.*

*Where, solely for the sake of simplicity, the masculine form is used in this document, it is understood as referring to all persons, regardless of gender.*

*Information regarding the processing of personal data is available at [www.unibo.it/PrivacyBandiCds](http://www.unibo.it/PrivacyBandiCds).*

*\*\*n.b Following the regulatory changes provided for by Ministerial Decree 1649 of 19.12.2023, the activation of the second cycle degree programme in Science for the Conservation-Restoration of Cultural Heritage is subject to the positive conclusion of the ministerial approval process.*

## 1. HOW TO ACCESS THE PROGRAMME

Access to the second cycle degree programme in Science for the Conservation – Restoration of Cultural Heritage (S.Co.Re) is open, i.e. there is no maximum number of enrolments in A.Y. 2025/26.

However, it is only possible to enrol the programme if you meet the requirements set out in this notice and if you receive a positive assessment by a special committee.

The requirements and documentation submitted during the application phase will be assessed by the Committee, which will determine whether further verification of your personal competencies and skills is necessary. If so, you will be called for an interview, which will take place in remote mode on the date and according to the procedures indicated in the notice.

## 2. SCHEDULE OF PROCEDURES

Those who participate in an intake and are not admitted to the programme **may not** participate in subsequent intakes.

### 2.1 Deadlines - Intake 1

#### **Opening of applications** (*Section 5*)

From March 6<sup>th</sup>, 2025

#### **Closing date for applications** (*Section 5*)

At 12pm on April 14<sup>th</sup>, 2025

#### **Publication of the results** (*Section 6*)

by April 30<sup>th</sup>, 2025

**IF CALLED FOR AN INTERVIEW:** to be completed by May 30<sup>th</sup>, 2025 (*Section 4.4.b*)

**Final results are made available:** from June 6<sup>th</sup>, 2025

#### **Matriculation (also in the case of changing programme or university)** (*Section 7*)

From June 12<sup>th</sup> to November, 20<sup>th</sup> 2025 (with late-payment fee from October 30<sup>th</sup>, 2025)

### 2.2 Deadlines – Intake 2

#### **Opening of applications** (*Section 5*)

From April 15<sup>th</sup>, 2025

**Closing date for applications** (Section 5)

At 12pm on May 26<sup>th</sup>, 2025

**Publication of the results** (Section 6)

By June 6<sup>th</sup>, 2025

**IF CALLED FOR AN INTERVIEW:** to be completed by June 27<sup>th</sup>, 2025 (Section 4.4.b)

**Final results are made available:** from July 4<sup>th</sup>, 2025

**Matriculation (also in the case of changing programme or university)** (Section 7)

From June 12<sup>th</sup> to November, 20<sup>th</sup> 2025 (with late-payment fee from October 30<sup>th</sup>, 2025)

### 2.3 Deadlines – Intake 3

**Opening of applications** (Section 5)

From May 27<sup>th</sup>, 2025

**Closing date for applications** (Section 5)

At 12pm on June 30<sup>th</sup>, 2025

**Publication of the results** (Section 6)

By July 11<sup>th</sup>, 2025

**IF CALLED FOR AN INTERVIEW:** to be completed by July 25<sup>th</sup>, 2025 (Section 4.4.b)

**Final results are made available:** from August 1<sup>st</sup>, 2025

**Matriculation (also in the case of changing programme or university)** (Section 7)

From June 12<sup>th</sup> to November, 20<sup>th</sup> 2025 (with late-payment fee from October 30<sup>th</sup>, 2025)

### 2.4 Deadlines – Intake 4

**Opening of applications** (Section 5)

From July 1<sup>st</sup>, 2025

**Closing date for applications** (Section 5)

At 12pm on August 25<sup>th</sup>, 2025

**Publication of the results** (Section 6)

By September 5<sup>th</sup>, 2025

**IF CALLED FOR AN INTERVIEW:** to be completed by September 19<sup>th</sup>, 2025 (*Section 4.4.b*) -

**Final results are made available:** from September 26<sup>th</sup>, 2025

**Matriculation (also in the case of changing programme or university)** (*Section 7*)

From June 12<sup>th</sup> to November 20<sup>th</sup>, 2025 (with late-payment fee from October 30<sup>th</sup>, 2025)

## 2.5 Deadlines - Intake 5 (*EU citizen applicants only*)

**Opening of applications** (*Section 5*)

From August 26<sup>th</sup>, 2025

**Closing date for applications** (*Section 5*)

At 12pm on September 26<sup>th</sup>, 2025

**Publication of the results** (*Section 6*)

By October 3<sup>rd</sup>, 2025

**IF CALLED FOR AN INTERVIEW:** to be completed by October 17<sup>th</sup>, 2025 (*Section 4.4.b*) –

**Final results are made available:** from October 22<sup>nd</sup>, 2025

**Matriculation (also in the case of changing programme or university)** (*Section 7*)

From June 12<sup>th</sup> to November 20<sup>th</sup>, 2025 (with late-payment fee from October 30<sup>th</sup>, 2025)

## 3. RECIPIENTS OF THIS NOTICE

### 3.1 Recipients

This notice is addressed to those who, being in possession of the admission requirements set out in Section 4, intend to enrol in this Degree Programme, also in the event of changing programme or university or withdrawing from studies.

### 3.2 Information for graduating students

You can apply, and possibly register for the programme, even if you have not yet obtained your first cycle degree (for students enrolled in an Italian first cycle degree: provided that you have registered at least 140 University Educational Credits (CFUs) in your career by the deadline of the intake you are applying to - see Section 4.1). The degree must in any case be


obtained by 31/12/2025; otherwise, any registration will be cancelled. If you have not yet obtained your degree when you register for the programme, check Section 7.1 on how to activate your career.

### 3.3 Information for international students



Specific procedures are foreseen for:

- ▶ **Students with a foreign qualification**, regardless of citizenship
- ▶ **Non-EU citizens with EU equivalent status**
- ▶ **Non-EU citizens with residency abroad**

If you fall into one of these cases, pay attention to the **blue 'International' boxes with the symbol** .

Check which case you fall into at [www.unibo.it/whoareinternationalstudents](http://www.unibo.it/whoareinternationalstudents)

Should you have any questions, please contact the **International Desk**:

[www.unibo.it/contactsforinternationalstudents](http://www.unibo.it/contactsforinternationalstudents).

## 4. PROGRAMME ADMISSION REQUIREMENTS

In order to be admitted to the Second Cycle Degree Programme in Science for the Conservation-Restoration of Cultural Heritage, you must possess:

1. the required academic qualification (Section 4.1);
2. specific curricular requirements (Section 4.2);
3. specific language requirements (Section 4.3);
4. adequate personal competencies and skills, verified according to the criteria laid down by the programme (Section 4.4).

*\*\*n.b The following requirements information is conditional upon ministerial approval.*

## 4.1 Qualifications

- ▶ First cycle academic qualification: three-year university diploma or degree

or

- ▶  Qualification obtained abroad recognised as suitable under Italian law, current international agreements and the rules laid down in the MUR Circular "Procedures for entry, residency and enrolment of international students and the respective recognition of qualifications for higher education courses in Italy" for A.Y. 2025/2026, which will be published on <https://www.universitaly.it/studenti-stranieri>.

You can apply, and possibly register for the programme, even if you have not yet obtained your first cycle degree (for students enrolled in an Italian first cycle degree: provided that you have registered at least 140 University Educational Credits (CFUs) in your career by the deadline of the intake you are applying to - see Section 3.2).

### 4.1.a. What happens if you do not have the necessary qualification

If you do not have the necessary academic qualification and do not fall under the cases dealt with in Section 3.2 - 'Information for graduating students', you will not be able to register for the programme.

## 4.2 Curricular requirements

Curricular requirements can be satisfied through one of the following two options:

### a. Holding a degree in one of the following classes:

- L-13: Bachelor's degree in BIOLOGICAL SCIENCES
- L-27: Bachelor's degree in CHEMICAL SCIENCES AND TECHNOLOGIES
- L-30: Bachelor's degree in PHYSICAL SCIENCES AND TECHNOLOGIES
- L-32: Bachelor's degree in ENVIRONMENTAL AND NATURE SCIENCES AND TECHNOLOGIES
- L-34: Bachelor's degree in GEOLOGICAL SCIENCES
- L-43: Bachelor's degree in DIAGNOSTICS FOR THE CONSERVATION OF CULTURAL HERITAGE
- L-Sc. Mat: Bachelor's degree in MATERIALS SCIENCE



- LMR/02 – Single cycle degree programme in CONSERVATION AND RESTORATION OF CULTURAL HERITAGE

Or **b. Holding a degree in one of the following classes:**

- L-1: Bachelor's degree in CULTURAL HERITAGE
- L-7: Bachelor's degree in CIVIL AND ENVIRONMENTAL ENGINEERING
- L-9: Bachelor's degree in INDUSTRIAL ENGINEERING
- L-17: Bachelor's degree in ARCHITECTURAL SCIENCES
- L-23: Bachelor's degree in BUILDING SCIENCES AND TECHNIQUES

and have acquired **at least 18 CFU (university credits)** in the Scientific-Disciplinary Sectors (SSD) **of the following areas:** CHIM, FIS, BIO, GEO, and/or the following SSDs: ING-IND/11, ING-IND/21, ING-IND/22, ING-IND/23, ING-IND/27, L-ART/04, ICAR-19, L-ANT/10, M-STO/05

#### 4.2.a. What happens if you do not meet the curricular requirements

If you do not meet all the curricular requirements indicated, you will not be able to register for the programme.

### 4.3 Language requirements

English language skills are required to **at least CEFR level B2.**

#### 4.3.a. How to fulfil the language requirement

The English language requirement is fulfilled during the **application phase**, either through:

- ▶ submission of a suitable certificate.

The list of recognised certificates is published on the Degree Programme's website at **Home > How to enrol > Enrolling in the Programme: requirements, deadlines and procedures.**

- ▶ Previous bachelor degree fully delivered in English (English as Medium of Instruction - MOI- should be certified by the institution issuing the Diploma)
- ▶ Submission of a level B2 certificate, issued by a University Linguistic Centre during your previous career

- ▶ Native speaker

#### **4.4 Adequate personal competencies and skills**

Admission to the Second Cycle Degree Programme is in any case subject not only to possession of the curricular requirements indicated above, but also to verification of adequate personal competencies and skills, carried out as indicated below.

##### **4.4.a. How the adequacy of personal competencies and skills is verified**

A student has adequate personal knowledge and skills if he or she has graduated with a grade equal to or higher than 100/110. If you have a foreign qualification, the Committee will assess the degree final grade, expressed as a fraction of the maximum obtainable grade in the national grading system.

##### **4.4.b. What happens if my personal competencies and skills do not meet the adequacy criteria**

If your graduation grade falls below the set threshold (greater than or equal to 100/110) or you have not obtained the degree yet, the Commission verifies the adequacy of the personal preparation in relation to other elements of the curriculum vitae (e.g. grades obtained in individual courses; disciplinary knowledge or specific professional experience) and reserves the right to request an interview. In this case, you will receive at your institutional email address @studio.unibo.it instructions to attend the interview, to be completed by the set deadline (see Section 2). The interview will take place according to the methods, criteria and procedures established by the Degree Programme Council and published on the website of the Programme.

##### **4.4.c. Adaptations for the interview exam for Students with Disabilities or Specific Learning Disorders (SLD)**

If you have a disability or a Specific Learning Disorder (SLD) and wish to request adaptations for the interview, you must submit your request by the intake registration deadline. Use the form available on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)), typically located under the "see detail" section of your application.

Possible adaptations:

- ▶ Extra time: 30% additional time for candidates with SLD, other developmental disorders, or specific medical conditions; 50% additional time for candidates with certified disability and/or impairments under Law 104/92.
- ▶ Assistive tools, such as text-to-speech devices, non-scientific calculators, or other aids assessed on a case-by-case basis based on your certification. A full list of adaptations is available on the request form.

If logistical or regulatory constraints make it impossible to provide the requested adaptations, an equivalent compensatory measure will be arranged.

Procedure to request adaptations:

- ▶ Log in to Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) and navigate to the "Requests in Progress" section.
- ▶ Download and complete the Adaptation Request Form for students with disabilities.
- ▶ Upload the completed form (in PDF format) in the designated section.
- ▶ Upload the required supporting documentation, outlined below

 **Important:**

Before finalizing the registration of your application, make sure that you have uploaded both the adaptations request form and the necessary medical documentation.

Required **Documentation**:

- ▶ **Diagnosis of specific learning disabilities (DSA) pursuant to Law 170/2010**, issued by the National Health Service, an accredited private centre, or a private specialist accompanied by a conformity statement issued by the National Health Service. The document must be issued within the last three years or after the student turns 18. Considering the emergency situation that led to a reduction in the activities of the National Health Service (SSN) clinics, diagnoses of Specific Learning Disorders (SLD) under Law No. 170/2010 will be accepted for adaptations requests for admission tests, even if issued more than three years prior. The Service reserves the right to request an updated diagnosis after enrolment or at least written proof that you are waiting for a

renewal. For further details, please refer to the page on the website (in Italian): <https://site.unibo.it/studenti-con-disabilita-e-dsa/it/per-studenti/certificazioni-richieste>.

- ▶ **Specialist documentation issued by the National Health Service (SSN)**, certifying another type of specific developmental disorder that impacts learning.
- ▶ **Certificate of handicap pursuant to Law 104/92.**
- ▶ **Certificate of legal disability.**
- ▶ **Specialist medical documentation** confirming conditions that may temporarily or permanently **affect your ability** to study or take the test.

Documentation must be clear and include all relevant details about your specific needs.

The University's Service for Students with Disabilities and SLD will evaluate the consistency of your request with the submitted documentation.

**Results will be communicated to your institutional email address (name.surname@studio.unibo.it).** Please, check your email regularly. In case of incomplete or unclear documentation, you may be asked via email to provide additional materials within a specified timeframe.

If you do not submit your request or provide the required supplemental documents within the indicated deadlines, adaptations cannot be granted.



**Students with disabilities or SLD residing abroad** must submit legalized certifications attesting to their condition, accompanied by an official translation into Italian or English. The certifications are reviewed by the competent authorities to verify that the documentation confirms a disability, or a specific learning disorder as recognized by Italian law.


For further information about adaptations requests, contact the **Service for Students with Disabilities and SLD** at [ases.adattamentiammissione@unibo.it](mailto:ases.adattamentiammissione@unibo.it).

## 5. HOW TO APPLY

Within the period set for each intake (see Schedule of Procedures - Section 2) you can apply by following the steps below.

### 1. Log on to Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it))


*If you are accessing for the first time, choose 'Register' and log in with SPID or CIE. The system will automatically retrieve your personal details and create your University credentials (name.surname@studio.unibo.it).*

 *If you reside abroad and do not have an identity document issued in Italy you may log on with the University username and password, which can be obtained by going to Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) and clicking on “Register” and then “International students registration”.*

2. Click on "Admission application", select "Second Cycle Degree Programme" and select the programme named "Science for the Conservation – Restoration of Cultural Heritage".


### 3. Upload the following documents in PDF:

- ▶ **Compulsory documents (for those who have obtained their qualification at the University of Bologna)**
  - ▶ proof of B2 level of knowledge of the English language
  - ▶ CV/Résumé in English
- ▶ **Compulsory documents (for those who obtained their degree at a university other than the University of Bologna):**
  - ▶ front and back copy of a valid identity document.

 *If you are a citizen of a foreign country and your identity document does not have an English translation: copy of your passport;*

- ▶ *if the qualification is obtained in Italy*: self-certification of the first-level academic qualification with a list of exams taken.

If you have not yet obtained the qualification, upload the list of exams taken;

- ▶  *if the qualification is obtained abroad*: a copy of the qualification obtained abroad, translated into Italian or English, allowing access in the country of attainment to Second Cycle Degree Programmes, accompanied by a transcript of records and Diploma Supplement where available. If you have not yet obtained the qualification, upload the list of exams taken (Transcript of Records).

- ▶ proof of B2 level of knowledge of the English language

- ▶ CV/Résumé in English

#### ▶ **Optional documents**

- A copy of a valid residence permit, if already held.
- Documents regarding other academic qualifications
- Form for requesting adaptations for persons with disabilities. Further information is available at <https://site.unibo.it/studenti-con-disabilita-e-dsa/it/per-studenti/adattamenti-per-le-prove-di-accesso>.

**The committee will only assess documents uploaded through the Studenti Online application ([www.studenti.unibo.it](http://www.studenti.unibo.it)).** Any mandatory documents that are missing or only partially uploaded by the application deadline shall result in the candidate not being considered.

Documents must not be sent by post or email to the administrative offices.

In the event of false declarations, in addition to incurring the penalties laid down in Article 496 of the Italian Criminal Code, you will automatically forfeit your right to registration and any benefits obtained, without being entitled to any reimbursement of the sums paid.



**If you are a non-EU citizen and reside abroad**, in compliance with the procedures defined by the Italian Ministry of University and Research in the Circular "Procedures for entry, residency and enrolment of international students and the respective recognition of qualifications for higher education courses in Italy" for A.Y. 2025/2026 published on <https://www.universitaly.it/studenti-stranieri>, in addition to following the steps required for admission to the degree programme, you will have to:

- ▶ **pre-enrol on University** and request an **entry visa** for study purposes.

## 6. VERIFICATION OF APPLICATIONS AND PUBLICATION OF THE RESULTS

### 6.1 Evaluation committee

A committee will check the candidates' personal competencies and skills and that they meet the requirements for admission.

The committee, appointed by the Degree Programme Board, is made up of: prof.ssa Maria Pia Morigi, prof.ssa Silvia Prati, prof. Giorgio Gasparotto, prof. Giorgia Sciutto (alternate member).

### 6.2 Results of the checks

The results of your application will be published on Students Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) and sent to your institutional email address (name.surname@studio.unibo.it), as from the date indicated for each intake in the Schedule of Procedures (Section 2).

The results will be either

- ▶ **“application checked”**: in this case you can register for the programme;
- ▶ **“application completed”**: in this case, you must take the interview according to the instructions provided in section 4.4.
- ▶ **“not admitted” to the selection procedure**: in this case you cannot register for the programme.

## 7. MATRICULATION, PROGRAMME TRANSFER, UNIVERSITY TRANSFER

### 7.1 Matriculation

If you receive confirmation of admission, you can register as from the date indicated in the Schedule of Procedures (Section 2), following the steps below.

1. **Log on to Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)) using your SPID or CIE credentials or entering the username and password you obtained during the application procedure.
2. **Select "Registration"**, then select **"Second Cycle Degree Programme"**, and then the degree programme **"Science for the Conservation-Restoration of Cultural Heritage"** and enter the required data, attaching a jpg file containing a passport-size photo of your face. In the event of false declarations, in addition to incurring the penalties laid down in Article 496 of the Italian Criminal Code, you will automatically forfeit your right to registration and any benefits obtained, without being entitled to any reimbursement of the sums paid.
3. **Pay the first instalment of your tuition fees** via the PagoPA platform, as indicated on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)).
4. After you have made your matriculation payment, check under **Registration** on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) what you need to do for the purposes of **identification** and **career activation**.

#### 7.1.a. University identification and career activation

##### *Identification*

- ***If you submitted your application by logging in with SPID or CIE:*** after making the payment, your identity will be automatically validated.
- ***If you have submitted your application by logging in with your username and password:*** complete the identification procedure specified under Enrolment on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)).



### Career activation


Activating your career enables you to take part in all the activities you will carry out as a student (e.g. submitting your study plan, booking exams, carrying out any other procedures related to your career, accessing the Wi-Fi network and online library resources, and using the MyUnibo app).

After identification, career activation will take place automatically, unless you fall into one of the following cases.

- ▶ ***If you have not yet graduated at the time of matriculation***, you must obtain your degree **by 31 December 2025 at the latest**. Otherwise, your matriculation will be cancelled.

If you are graduating from the University of Bologna, the system will automatically update your position once you have obtained your degree.

If you are graduating from another university, after matriculating please check on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) for any further steps required.

- ▶  If you are a ***non-EU citizen with EU equivalent status***, in order to activate your career you must submit a copy of your valid residence permit which grants EU equivalent status to the [Student Administration Office](#) responsible for your degree programme.

- ▶ ***If you have a foreign qualification***, check the [documentation required](#) for matriculation purposes.

The documentation submitted in your application for admission (e.g. degree, transcript, etc.) must be [translated and its authenticity and value must be verified, where required](#).

You must upload the documents related to foreign qualifications in the Studenti Online application ([www.studenti.unibo.it](http://www.studenti.unibo.it)) by clicking in the section "Call" and then "Matriculation for A.Y. 25\_26 - document upload for international students with foreign qualifications".

When you arrive at the University of Bologna, you must make an appointment with the [International Student Administration Office in Bologna or on your campus](#) in order to show the original copies of your documentation.

- ▶ ***If you are a non-EU citizen with EU equivalent status and have obtained your qualification abroad***: check the [documentation required](#) to enrol.

Remember that the documentation submitted in your application for admission (e.g. degree, transcript, etc.) must be [translated and its authenticity and value must be verified, where required](#).

In the “Calls” section of Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)), select “Matriculation A.Y. 25\_26 - document upload for international students with foreign qualifications” and upload your qualification diploma and a copy of your valid residence permit which grants EU-equivalent status. Moreover, make an appointment with the [International Student Administration Office in Bologna or on your campus](#) in order to show the original copies of your documentation. PLEASE NOTE: Check very carefully, at [www.unibo.it/whoareinternationalstudents](http://www.unibo.it/whoareinternationalstudents) what is meant by 'non-EU students with equivalent status' and what types of residence permits allow for equivalence. Lack of EU equivalent status will prevent you from matriculating, even if you have been admitted and have paid the first instalment.

▶ ***If you are a non-EU national, are resident abroad and have obtained your qualification abroad:*** see details at [www.unibo.it/EnrollingSecondCycleDegreeProgrammesNonEU](http://www.unibo.it/EnrollingSecondCycleDegreeProgrammesNonEU). Check the [foreign qualification documentation required to matriculate](#). Remember that the documentation submitted in your application for admission (e.g. degree, transcript, etc.) must be [translated and its authenticity and value must be verified, where required](#).

In the “Calls” section of Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)), select “Matriculation A.Y. 25\_26 - document upload for international students with foreign qualifications” and upload your qualification diploma and a copy of your entry visa for study purposes. When you arrive in Italy, make an appointment with the [International Student Administration Office in Bologna or on your campus](#) in order to show the original copies of your documentation.

**Warning:** if you have a foreign qualification, admission to the programme and any subsequent conditional or unconditional validation of your pre-enrolment by the University do not confer any right to finalise your matriculation, even in the event of obtaining an entry visa, being physical present in the country, becoming eligible for

and/or actually receiving scholarships or contributions of any kind. For matriculation purposes, it will be necessary to verify the actual suitability of the foreign qualification and the authenticity of the submitted documentation. Your qualification will be formally checked by the [International Student Administration Office in Bologna or on Campus](#) after paying the first matriculation instalment and submitting the original copies of all the required documentation.

Career activation must take place by **26 February 2026**; otherwise, your matriculation will be cancelled.

Once your career is active, you will be sent an email with a QR code allowing you to print your badge.

#### **7.1.b. Shortening a degree programme (for those with previous university careers)**

**If you want to apply for recognition of previous academic careers**, check how you can do this and the applicable deadlines at [www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/recognition-of-credits](http://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/recognition-of-credits).

## **7.2 Programme transfers, university transfers and simultaneous enrolment**

**If you want to change degree programme within the University of Bologna (Programme transfer)**, check how you can do this at [www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/changing-degree-programme](http://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/changing-degree-programme).

**If you matriculate and request to be transferred** from another Italian university, consult the page [Transferring to the University of Bologna - University of Bologna \(unibo.it\)](#).

**If you wish to apply for simultaneous enrolment in two programmes**, as provided for by Italian Law no. 33 of 12 April 2022, please read the information on the page [Simultaneous enrolment in different programmes - University of Bologna \(unibo.it\)](#).

If, on the other hand, you register for one programme and are subsequently admitted to another, but do not wish to maintain enrolment in both programmes, do not enrol simultaneously; instead:

- if both programmes are at the University of Bologna: apply for a programme transfer;

- if the first programme is at another Italian university: apply for a university transfer.

Alternatively, you can waive your current programme and proceed with a new matriculation (Section 4).



### **Please note!**

If you are a **non-EU citizen, reside abroad, hold a residence permit for study purposes and formally withdraw from your studies** at this or another university, you **lose the requirements for residency in Italy, and therefore your residence permit will be revoked.**

In this case, you must return to your country of origin and initiate the pre-enrolment procedures through University at the competent Italian diplomatic mission (Embassy/Consulate), within the deadlines set annually and published on the website <https://www.universitaly.it/studenti-stranieri>.

## **8. FEES AND BENEFITS**

### **8.1 University fees**

Information on **tuition fees** and on **benefits and exemptions** is published annually on the University Portal at [www.unibo.it/tuitionfees](http://www.unibo.it/tuitionfees).

The fee to be paid to enrol for a degree programme consists of a fixed element of € 157.04 and a variable element calculated according to the student's family's financial situation (ISEE) up to a maximum that varies according to the programme.

Your tuition fees will be calculated on a progressive scale based on a valid **ISEE certificate** only if submitted in accordance with the terms and procedures set out on the web page [www.unibo.it/tuitionfees](http://www.unibo.it/tuitionfees). If you do not submit an ISEE certificate, you will have to pay the full tuition fees relevant to your degree programme.

Submission of an ISEE certificate is independent of programme enrolment. The order in which you carry out the two procedures is irrelevant, as long as you comply with the deadlines set for each.



### **Please note!**

International students who only have income and assets abroad cannot submit an ISEE certificate, but must refer to the information at [www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/tuition-fees-and-exemptions/ISEE-and-other-documentation-for-tuition-fee-exemptions](http://www.unibo.it/en/study/enrolment-fees-and-other-procedures/degree-programmes/tuition-fees-and-exemptions/ISEE-and-other-documentation-for-tuition-fee-exemptions).



### **Please note!**

Submitting financial documentation for tuition fee exemptions, following the instructions on [www.unibo.it/tuitionfees](http://www.unibo.it/tuitionfees), is very simple and worthwhile even if you have not yet decided whether to enrol in a programme at this university. Remember that if you do not submit the documentation by the deadline, you will not be eligible for any subsidies. The deadline is peremptory and no exceptions are ever allowed.

## **8.2 Right-to-higher-education grants provided by ER.GO**

**Azienda Regionale per il Diritto agli Studi Superiori – ER.GO** publishes calls for scholarships, places in university residences, catering and other benefits on its website ([www.er-go.it](http://www.er-go.it)) every year.

**The application for ER.GO grants is independent of the degree programme application and enrolment procedures.**



### **Please note!**

You must submit your application for an ER.GO grant via the company's website, also entering your ISEE certificate. Applying is very simple and is worth doing even if you have not yet decided whether to enrol in a programme at this university. Remember that calls have a peremptory deadline and no exceptions are ever allowed.

## **8.3 Important information for those who already have an active university career**

If you already have an active university career, before transferring from another Italian university or changing programme, if you are already enrolled in a programme at the University of Bologna, carefully consult the **merit requirements for access to grants** set out

in the call published on [www.er-go.it](http://www.er-go.it) because, due to the recognition of university educational credits (CFUs) acquired in your previous career, **your position may change as regards access to grants.**

### **Please note!**

For all ER.GO benefits, the minimum number of university educational credits required for merit is always determined starting from the year of first enrolment at university (even if for another University, University Institute or Degree Programme, even abroad), regardless of the year of the programme to which you are admitted following the recognition of your credits, and only those that are recognised on the programme you are enrolled in are considered valid.

## **8.4 Right-to-higher-education grants provided by the University**

Information on the University's grants can be found on the University Portal under [www.unibo.it/studygrants](http://www.unibo.it/studygrants).

For each grant, please carefully read the instructions on how and when to apply. Remember that deadlines are always peremptory and no exceptions are ever allowed.

## **9. WHO TO CONTACT**

### ***For questions concerning admission requirements:***

Contact the **Degree Programme Coordinator**: [score@unibo.it](mailto:score@unibo.it)

### ***Information about the admission procedures***

**Student Administration Office of the Ravenna Campus**

[segravenna@unibo.it](mailto:segravenna@unibo.it)

To contact the Student Administration Office, go to [www.unibo.it/SegreteriaStudenti](http://www.unibo.it/SegreteriaStudenti)

### ***IT information***

*(e.g. login credentials, data entry, application use/functioning anomaly, computer difficulties, etc.)*

**Studenti Online Help Desk**

Telephone +39 051 20 80 301

Email [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it)

Matriculation information for international students and students with foreign degrees

### **Student Administration Office of the Ravenna Campus**

E-mail [segravenna@unibo.it](mailto:segravenna@unibo.it)

To contact the Student Administration Office, go to [www.unibo.it/SegreteriaStudent](http://www.unibo.it/SegreteriaStudent)

Other information for international students or students with foreign qualifications  
(e.g. eligibility of foreign educational qualifications for admission, pre-enrolment, visas and residence permits, financial benefits, etc.)

### **International Desk of the Ravenna Campus**

E-mail: [internationaldesk.ra@unibo.it](mailto:internationaldesk.ra@unibo.it)

To contact the International Desk, go to [www.unibo.it/ContattiStudentiInternazionali](http://www.unibo.it/ContattiStudentiInternazionali)

### ***Information for applicants with disabilities or SLD***

#### **Service for students with disabilities and SLD**

Email [ases.adattamentiammissione@unibo.it](mailto:ases.adattamentiammissione@unibo.it)

Contact details can be found at <https://site.unibo.it/studenti-con-disabilita-e-dsa/en>

### ***Information on fees and grants***

#### **Student Tuition Fees Office**

Email [ases.contribuzionistudentesche@unibo.it](mailto:ases.contribuzionistudentesche@unibo.it)

You can contact the office at [www.unibo.it/tuitionfees](http://www.unibo.it/tuitionfees)

### ***Offices are closed on***

- National holidays ([www.unibo.it/en/study/guide-to-choosing-your-programme/academic-calendar-1](http://www.unibo.it/en/study/guide-to-choosing-your-programme/academic-calendar-1))
- April 18, 2025
- May 2, 2025
- July 23, 2025 (Ravenna Campus Offices only)

- From August 11 to August 15, 2025
- December 24, 2025
- January 2 and January 5, 2026.

Any further extraordinary closures will be published on the University Portal  
([www.unibo.it](http://www.unibo.it))