ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Admission notice

to the Second Cycle Degree Programme

Statistics, Economics and Business

Class LM-82, code 6811

Business Analytics curriculum (C24)

A.Y. 2026/2027

COURTESY TRANSLATION

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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.

1. HOW TO ACCESS THE PROGRAMME

Access to the second cycle degree programme in Statistics, Economics and Business - curriculum Business Analytics (CLAMSEI-BA) is open, i.e. there is no maximum number of enrolments in A.Y. 2025/26.

However, it is only possible to enrol in the programme if you meet the requirements set out in this notice and pass the verification of your personal competencies and skills conducted by a special Committee.

The requirements and documentation submitted during the application phase will be assessed by the Committee.

2. SCHEDULE OF PROCEDURES

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

2.1 Deadlines - Intake 1 - *open to all candidates*

Opening of applications *(Section 5)*

2nd March 2026

Closing date for applications *(Section 5)*

At 13 (CET) on 2nd April 2026

Publication of the results *(Section 6)*

From 8th May 2026

IF CALLED FOR AN INTERVIEW *(Section 4.4.a)*:

The list of candidates invited to the interview will be published on

28th April 2026

Interview date

5th May 2026

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

From 22nd July to 19th November 2026

2.2 Deadlines – Intake 2 - *open to all candidates*

Opening of applications *(Section 5)*

7th April 2026

Closing date for applications *(Section 5)*

At 13 (CET) on 11th May 2026

Publication of the results *(Section 6)*

From 10th June 2026

IF CALLED FOR AN INTERVIEW (Section *4.4.a)*:

The list of candidates invited to the interview will be published on

28th May 2026

Interview date

3rd June 2026

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

From 22nd July to 19th November 2026

2.3 Deadlines – Intake 3 - *only available to EU and EU-assimilated candidates*

Opening of applications *(Section 5)*

13th May 2026

Closing date for applications *(Section 5)*

At 13 (CET) on 18th June 2026

Publication of the results *(Section 6)*

From 17th July 2026

IF CALLED FOR AN INTERVIEW: Interview date *(Section 4.4.a)*

The list of candidates invited to the interview will be published on

7 th July 2026

Interview date

14th July 2026

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

From 22nd July to 19th November 2026

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 apply for 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 even if you have not yet obtained your first cycle degree (see Section 4.1), provided you have at least 120 University Educational Credits (CFUs).

In case of admission and subsequent enrolment, the degree must in any case be obtained by 31/12/2026; otherwise, any registration will be cancelled. If you have not yet obtained your degree when you register for the programme, please 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

Should you have any questions, please contact the **International Desk**: www.unibo.it/contactsforinternationalstudents.

4. PROGRAMME ADMISSION REQUIREMENTS

In order to be admitted to the Second Cycle Degree Programme in Statistics, Economics and Business - curriculum Business Analytics, 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 specified by the programme (Section 4.4).

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. 2026/2027, published on www.universitaly.it/studenti-stranieri. The qualification must give access to a degree programme similar to that for which the candidate applies in Italy in the universities of the country of issuance. More detailed information is available at www.unibo.it/ForeignQualificationSecondCycleEnrolments

You can apply, and possibly register for the programme, even if you have not yet obtained your first cycle degree, provided you have at least 120 University Educational Credits/CFUs (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

To be admitted to the Programme it is necessary to possess a three-year university degree or other suitable qualification obtained abroad.

It is also necessary to have the following curricular requirements:

An Italian first cycle degree in one of the following classes, or other suitable qualification obtained abroad:

- L-41 Statistica (ex D.M. 270/04)
- 37 Scienze Statistiche (ex D.M. 509/99)

Alternatively, hold an Italian degree in a different class than those indicated above, or other suitable qualification obtained abroad, and have acquired university credits in the following scientific-disciplinary areas:

- **at least 16 credits in one or more of the following scientific-disciplinary areas**:
  - Probability and Statistics: SSD SECS-S/01, SECS-S/02, SECS-S/03, SECS-S/05, MAT/06
  - Mathematics: SSD SECS-S/06, MAT/02, MAT/03, MAT/05, MAT/07, MAT/08, MAT/09,

of which at least 8 credits in one or more of the following scientific-disciplinary areas:

  - Probability and Statistics: SSD SECS-S/01, SECS-S/02, SECS-S/03, SECS-S/05, MAT/06
- **and at least 6 total credits in one or more of the following scientific-disciplinary areas**:
  - Economics: SSD SECS-P/01, SECS-P/02, SECS-P/03, SECS-P/05, SECS-P/06
  - Business Economics: SSD SECS-P/07, SECS-P/08, SECS-P/09

It is also necessary to have passed the assessment of the adequacy of personal preparation.

In order to effectively attend the Programme, it is strictly necessary to have acquired university-level knowledge in the following subjects:

- Mathematics (fundamentals of mathematical analysis, matrix algebra).
- Probability calculus (axioms and fundamental theorems of probability calculus).
- Statistics (fundamentals of descriptive statistics, fundamentals of statistical inference, linear model, data matrices and derivative matrices, basic concepts of sampling techniques, multivariate statistics).

- Economics (fundamentals of microeconomics).
- Business economics and management (fundamentals of business management, fundamentals of marketing).

For candidates holding a foreign academic qualification(s), the Admission Board will assess the equivalence between the foreign and the Italian qualification(s).

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 issued on, or after, January 1st, 2023.

  The list of recognised certificates is published on the Degree Programme's website at **Home > Admission > Programme enrolment: requirements, deadlines and methods.**
- having a language certification or self-certification issued by an Italian University Language Center (CLA), issued on, or after, January 1st, 2023
- having one of the following certifications: TOEFL, ISE, IELTS, CAMBRIDGE EXAM SUITE, issued on, or after, January 1st, 2023. A comparison table is available in the attachments box and on the Admission page of the Business Analytics curriculum.
- obtaining a B2 level in the OOPT test at the University Language Center of Bologna (information is available on the Admission page of the curriculum)
- having obtained a first-cycle or second-cycle degree taught in English
- having taken a B2 level English exam during the first-cycle or second-cycle degree (the level must be explicitly stated in the course title or program, which must be uploaded as part of the application)
- being a native English speaker (to be indicated in the English Language Proficiency Form)

- passing an OSL English test and obtaining a B2 level, dated on, or after, January 1st, 2023.

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

The adequacy of personal competencies and skills is verified by assessment of qualifications and academic career.

A special Committee will examine the documentation submitted in the application phase according to the following criteria:

- **academic career**: refers to the previous studies completed, including the final grade, and grades obtained in single courses: maximum 50 points.

- **coherence** of the academic career with the educational objectives of the Programme: maximum 50 points.

Only candidates who obtain a **score of 60 points out of 100 or higher** will be considered **eligible** and **admitted** to enrolment.

Interview (discretional)

The Admission Board may, at its discretion, ask candidates to participate in an interview in cases where it deems necessary to acquire additional information for the purposes of evaluation. The list of candidates invited to the interview will be published on the StudentiOnline portal by the deadlines indicated in the General Calendar (above). The modalities of the interviews are published on the Programmes' website.
The interview will be held remotely by MS Teams.

Candidates who, despite being invited, do not attend the interview for various reasons may reapply for subsequent sessions, subject to communication of their inability to attend to the Admission Board. For this purpose, it is necessary to send an email to: didatticascaravilli.clamsei@unibo.it.

4.4.b. Adaptations for the eventual interview 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 admission eventual interview, you must submit your request by the intake registration deadline. Use the form available on Studenti Online (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) 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 your registration for the test, 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, drawn up by a medical specialist,** 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.

⚠ Important!

If you have both a Law 104/92 certification and other medical documentation, it is important that you submit both.

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 by the Student Administration Office 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 who intend to request adaptations must submit legalized certifications (or with an Apostille where applicable) issued in their country of residence, confirming their disability or SLD, 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 certifications and adaptations requests, contact the **Service for Students with Disabilities and SLD** at ases.adattamentiammissione@unibo.it.
For technical difficulties regarding the adaptation request procedure, contact the Studenti Online Help Desk (see IT information).

4.4.c. What happens if you fail the verification of your personal competencies and skills

If you obtain a score lower than 60 out of 100, your personal competencies and skill will be deemed unsuitable, and you will not be able to register for the programme.
Those who participate in an intake and are not admitted to the programme **cannot** participate in subsequent intakes. Those who, instead, are excluded from the selection process due to lack of requirements or incomplete documentation may reapply.

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)

   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) and clicking on "**Register**" and then "**International student registration**".

2. Click on "**Admission application**", select "Second Cycle Degree Programme" and select the programme named "Statistics, economics and Business – curriculum Business Analytics".

3. **Upload the following documents in PDF and/or the required information**:

   - **Compulsory documents:**

   - 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;

   - Qualification required for admission to the degree programme(s) (see Section 4.1):

     - *if you are a **graduate or are about to graduate from the University of Bologna***, you must select the self-certification relating to your previous or current academic career at the University of Bologna from the options automatically proposed by the system (no signature is required). You can also upload additional documents to the self-certification proposed by the system. Alternatively, you can upload a document in your possession certifying the qualification obtained (in this case, use the "+" "Add Document" button).
       If you are about to graduate, please note that the system automatically updates the information concerning your recorded exams.

       Important!

The self-certification automatically generated by the system may not be available for administrative reasons (for example: your residence permit has expired); in this case, add a document in your possession certifying the qualification obtained.

- *if you obtained your **qualification from another Italian university**:* self-certification of your first cycle academic qualification with a list of exams taken. If you have not yet obtained your qualification, upload a self-certification of the exams taken;
- *if you obtained your **qualification abroad***: a copy of the qualification obtained abroad, translated into Italian or English, allowing access to second cycle degree programmes the country where it was obtained (or in the country of reference for the system), 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).

- **English Language Proficiency Form**, that must be filled out, signed, and accompanied by any certification of CEFR level B2 English language proficiency, if available. If the option selected on the form is different from the language certification, it must be accompanied by documentation certifying this option.
- **Mandatory** for those who have obtained an Italian Bachelor's Degree other than classes L-41 Statistics (ex D.M. 270/04) or 37 Statistical Sciences (ex D.M. 509/99) and for those who have a foreign qualification other than Statistics**: Examination program/Course Contents/Syllabus** of the teaching of **Statistics** taken in the previous career.

- **Optional documents**
  - A copy of a valid residence permit, if already held.

- Form for requesting adaptations for persons with disabilities, for the eventual interview. Further information is available at https://site.unibo.it/studenti-con-disabilita-e-dsa/it/per-studenti/adattamenti-per-le-prove-di-accesso.
- Any further documentation relating to other academic qualifications obtained (in addition to the first-cycle qualification already documented) and/or individual exams that are considered useful for the course application.

- **Mandatory declarations**

When submitting your application, you will be asked to complete the following mandatory declarations (*please look at the official Italian version of this Admission Notice for specific information about Italian qualifications*):

- Mandatory for those who do not have a degree in Statistics: please indicate the total number of ECTS/credits, where applicable, acquired so far in each of the following 4 scientific-disciplinary sectors: probability and statistics, mathematics, economics, management/business economics. If you possess a non-Italian qualification in which ECTS/credits are not available, please insert the number of exams instead of the number of credits. If you have a degree in Statistics: please write “degree in Statistics”.
- If you have already obtained your degree title: indicate the final grade. If you have not obtained your degree title, indicate the average grade in the exams taken, weighted with the number of credits, at the time of your application.
- If you have already obtained a non-Italian degree title: indicate the minimum grade that is required to graduate from your university. If you have not obtained a non-Italian degree title: indicate the minimum grade that is required to pass an exam at your university. If you have an Italian title or are about to be awarded an Italian title: please write “Italian title”.
- If you have already obtained your non-Italian degree title: indicate the maximum degree grade that can be obtained from your university. If you have not obtained your degree title: indicate the maximum exam grade that can be obtained at your university. If you have an Italian title: please write “Italian title”.

- If you have or you are achieving a non-Italian degree: please indicate the minimum number of credits required to graduate at your university. Or, if a university credits system is not available, please indicate the minimum number of examinations required to obtain a degree at your university. If you have an Italian title: please write “Italian title”.
- If you haven't graduated yet: indicate the number of exams you need to complete.
  If you've already graduated: please write: “Already graduated”.

The committee will only assess documents uploaded through the Studenti Online application (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. 2026/2027 published on 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 Universitaly** 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 Department of Statistical Sciences, is made up of: prof. Martin Forster, prof. Matteo Farnè; prof. Beatrice Biondi, prof. Luca Trapin; prof. Saverio Ranciati. All the professors who hold course units in the second cycle degree programme are also substitute members.

6.2 Results of the checks

The results of your application will be published on Students Online (www.studenti.unibo.it) as from the date indicated for each intake in the Schedule of Procedures (Section 2).

The results will be either:

- **"Admitted":** in this case you can register for the programme.
- **"Not admitted":** you do not meet the admission requirements and therefore cannot enrol in the programme. You may not be eligible to participate in any subsequent intakes, depending on the specific instructions provided.

If you are not admitted for the following reasons:

- Incomplete application or invalid documentation
- Lack of curricular requirements
- You did not attend the interview you were invited to (see paragraph 4.4)

In these cases, you may reapply for a subsequent intake (remember that non-EU students cannot apply for the third intake). On the day the results of each intake are published, the list of candidates who have been excluded from the procedure for one or more of the three reasons above will be available via a notice on StudentiOnline.

If the status of your application is "Application submitted", it means that your application has been successfully received by the system. If it includes all the required documentation, it will be evaluated by the relevant Degree Programme Committee. The outcome will be communicated according to the deadlines set out in in **Section 2** for each intake. If your application is currently incomplete (e.g., you still need to earn certain academic credits but

will do so shortly), you may upload the missing documents as soon as they become available but, in any case, no later than:

- For the 1st intake: 2nd April at 13 (CET)
- For the 2nd intake: 11th May at 13 (CET)
- For the 3rd intake: 18th June at 13 (CET)

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) 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 **"**Statistics, Economics and Business - curriculum Business Analytics**"** 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).
4. After you have made your matriculation payment, check under **Registration** on Studenti Online (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).

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 2026 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) 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. **Warning!** Remember that, if you are a non-EU citizen, hold a student residence permit and formally withdraw from studies at this or another university, you **lose the requirements for residency in Italy,** and therefore your residence permit will be revoked and **you will lose your EU-equivalent status**.
- ***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) by clicking in the section “Call” and then "Matriculation for A.Y. 26_27 - 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), select “Matriculation A.Y. 26_27 - 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. **Warning!** Check very carefully, at 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 citizen, are resident abroad and have obtained your qualification abroad***: see details at 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), select "Matriculation A.Y. 26_27 - 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 hold a foreign qualification, admission to the programme and, where applicable, any subsequent conditional or unconditional validation of your pre-enrolment by the University do not automatically grant you the right to complete your matriculation or activate your student career. This applies even if you have obtained an entry visa, are physically present in Italy, or are eligible for, or receiving, scholarships or other grants.

To complete your matriculation, it is necessary to verify the eligibility of your foreign qualification, the authenticity of the documentation you submitted, and that you hold the EU-equivalent status you declared during admission. These checks are carried out by the International Student Administration Office in Bologna or on your campus only after you have paid the first instalment of matriculation and submitted the original copies of all the required documentation.

Career activation must take place by **26 February 2027**; 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.

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.

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 Universitaly at the competent Italian diplomatic mission (Embassy/Consulate), within the deadlines set annually and published on the website 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.

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. 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.

Please note!

Submitting financial documentation for tuition fee exemptions, following the instructions on 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

Regional Authority for the Right to Higher Education – ER.GO publishes **calls** for scholarships, places in university residences, catering and other benefits on its website (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 authority'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 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.

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. FINAL NOTES

This notice is based on what was defined by the Department of Statistical Sciences, Resolution No. 0000267 of 21/01/2026.

All communications related to this notice will be published on Studenti Online (www.studenti.unibo.it) or on the Degree Programme website under the "Admission" section.

Information regarding the processing of personal data is available at: https://www.unibo.it/it/ateneo/privacy-e-note-legali/privacy/trattamento-dei-dati-personali.

The person responsible for the administrative procedure is Dr. Silvia Spada, Head of the Student Administration Office of Economics, Management and Statistics.

10. WHO TO CONTACT

For questions concerning admission requirements:

Contact the **Degree Programme Coordinator: didatticascaravilli.clamsei@unibo.it** (the email address can also be found on the Contact page of the Degree Programme website).

Information about the admission procedures

Student Administration Office of Economics, Management and Statistics

To contact the Student Administration Office, go to

www.unibo.it/studentadministrationoffice

IT information

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

For assistance using Studenti Online, you can submit a request at https://sportelli.unibo.it/hd-studenti or call +39 051 20 80 301, Monday to Friday, from 9:00 a.m. to 1:00 p.m. and 2:00 p.m. to 5:00 p.m.

If you need help creating your @studio.unibo.it institutional credentials or have difficulties using them, you can email help.studentionline@unibo.it or call +39 051 20 80 301.

Matriculation information for international students and students with foreign degrees

ONLY FOR DEGREE PROGRAMMES BASED IN BOLOGNA

International Student Administration Office, Bologna

To contact the Student Administration Office, go to www.unibo.it/studentadministrationoffice

For Degree Programmes on other Campuses

Campus Student Administration Office www.unibo.it/studentadministrationoffice

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.)

ONLY FOR DEGREE PROGRAMMES BASED IN BOLOGNA

International desk (Bologna)

Email l internationaldesk@unibo.it

To contact the International Desk, go to www.unibo.it/contactsforinternationalstudents

For Degree Programmes on other Campuses

Campus Student Administration Office www.unibo.it/studentadministrationoffice

Information for applicants with disabilities or SLD

Service for students with disabilities and SLD

Email 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

You can contact the office at www.unibo.it/tuitionfees

Offices are closed on

- National holidays (www.unibo.it/en/study/guide-to-choosing-your-programme/academic-calendar-1)
- Any further extraordinary closures will be published on the University Portal (www.unibo.it).