



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Call for Applications for the admissions to the Bachelor's Degree Programmes in Economics and Finance – CLEF with limited number of positions.

Academic Year 2025/2026

This is an adapted translation in English of the original Call for Applications (“Bando di Ammissione”) in Italian and it is made only for publicity purposes. To enforce the call, resolve any dispute and for all legal purposes only the Italian version will be valid, and will prevail in the exact interpretation of the rules contained within.

The present Call for Applications contains the rules and procedures to be admitted to the above Bachelor's degree programme.

For information about the degree programmes, click on the links below reported in the table.

Please regularly check Studenti Online (www.studenti.unibo.it) and your e-mail account (name.surname@studio.unibo.it) at the link <https://posta.studio.unibo.it>. You will be informed about your situation (i.e. ranking, clearing procedure, enrolment, etc....) exclusively through these channels.

Degree Programme Code	Name of the Degree Programme	Class	Degree Programme website
6646	Economics and Finance	L-33	www.clef.unibo.it

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GENERAL CALENDAR

The **deadlines** indicated below are **mandatory and cannot be waived in any way**, otherwise you will be excluded from the selection procedure.

FIRST INTAKE (for Italian citizens, EU citizens, non-EU citizens with equivalent status, non-EU citizens residing abroad competing with EU students for admission and **non-EU citizens residing abroad**):

STEPS	DEADLINES
1. Application period (UniBo must receive your SAT Test score by April 29, 2025)	From 03/Feb/2025 to 29/Apr/2025 – 1 PM (local time)
2. Admission results (ranking)	23/May/2025
3. Enrolment in the degree programme for admitted candidates (pay 1st instalment of tuition fees)	From 29/May/2025 to 05/June/2025
4. Confirmation of interest in the first reallocation of places left available	From 29/May/2025 – 3 PM (local time) to 05/June/2025
5. Names of newly admitted candidates for the first reallocation	09/June/2025
6. Enrolment in the degree programme for admitted candidates to the first reallocation (pay 1st instalment of tuition fees)	From 09/June/2025 to 16/June/2025
7. Confirmation of interest in the second reallocation of places left available	From 09/June/2025 – 3 PM (local time) to 16/June/2025
8. Names of newly admitted candidates for the second reallocation	18/June/2025
9. Enrolment in the degree programme for admitted candidates to the second reallocation (pay 1st instalment of tuition fees)	From 18/June/2025 to 25/June/2025

SECOND INTAKE (for Italian citizens, EU citizens, non-EU citizens with equivalent status and non-EU citizens residing abroad competing with EU students for admission):

STEPS	DEADLINES
1. Application period (UniBo must receive your SAT Test score by July 07, 2025)	From 30/Apr/2025 to 07/July/2025 – 1 PM
2. Admission results (ranking)	21/July/2025
3. Enrolment in the degree programme for admitted candidates (pay 1st instalment of tuition fees)	From 24/July/2025 to 30/July/2025
4. Confirmation of interest in the first reallocation of places left available	From 24/July/2025- 3 PM to 30/July/2025
5. Names of newly admitted candidates to the first reallocation	01/August/2025
6. Enrolment in the degree programme for admitted candidates to the first reallocation (pay 1st instalment of tuition fees)	From 01/August/2025 to 08/August/2025

STEPS	DEADLINES
7. Confirmation of interest in the second reallocation of places left available	From 01/August/2025 – 3 PM to 08/August/2025
8. Names of newly admitted candidates to the second reallocation	25/August/2025
9. Enrolment in the degree programme for admitted candidates to the second reallocation (pay 1st instalment of tuition fees)	From 25/August/2025 to 01/Sept/2025

POSSIBLE THIRD INTAKE (for Italian citizens, EU citizens, non-EU citizens with equivalent status and non-EU citizens residing abroad competing with EU students for admission). The intake will take place only in case of vacant positions.

STEPS	DEADLINES
1. Application period (UniBo must receive your SAT Test score by September 10, 2025)	From 03/Sept/2025 to 10/Sept/2025 – 1 PM
2. Admission results (ranking)	19/Sept/2025
3. Enrolment in the degree programme for admitted candidates	From 23/Sept/2025 to 30/Sept/2025
4. Confirmation of interest in the reallocation of places left available	From 23/Sept/2025 – 3 PM to 30/Sept/2025
5. Names of newly admitted candidates to the reallocation	02/Oct/2025
6. Enrolment in the degree programme for admitted candidates to the reallocation	From 02/Oct/2025 to 09/Oct/2025

Deadline to obtain the high-school diploma	31/Dec/2025
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1. REQUIREMENTS AND GENERAL INFORMATION

In order to be admitted to the degree programme, you have to participate in one of the selection procedures (**intakes**).

There are **two intakes** and **one possible extraordinary one** – for each one, you must meet the deadlines indicated in the [General Calendar](#).

In order to participate, you have to fulfil the admission requirements indicated in the 1.1 “Admission requirements” paragraph.

You can refer to the [Summary](#) for an overview of the key steps outlined in this call.

1.1. Admission requirements

You can be admitted to the selection procedure (and you will be able to enrol in the degree programme) if:

A. You hold at least one of the following qualifications:

- **5-year high-school diploma** awarded by institutions of upper secondary education (including high-school diplomas awarded by educational institutions and artistic high-schools with an additional annual supplementary programme) or a pilot 4-year high-school diploma issued by an institute admitted to the 4-year secondary high school trial. You can apply for the degree programme even if you have not obtained your upper secondary school diploma yet, but you have to obtain it by the deadline of **December 31st 2025**, otherwise your enrolment will be cancelled.
- 4-year high-school diploma awarded by institutions of upper secondary education where the additional supplementary year is not active. In this case, you have to fulfil a specific additional learning activity at the University of Bologna by **March 31st, 2027**. If you fail, you will be enrolled in the 1st year again also for the following academic year as repeating student;
- Qualifications obtained abroad, **after twelve years of schooling**, allowing the admission to the University and to the chosen degree programme in the country where the qualification was issued, according to the established ministerial rules - see the Circular of the Ministry of University and Research that is published each year in the period April-June at <http://www.studiare-in-italia.it/studentistranieri>.

Check the detailed information on the University Portal:

<https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification>

You have to obtain your qualification and the required additional integration (if necessary) within **December 31st 2025**, otherwise your enrolment will be cancelled.

B. You have taken the Digital SAT Test:

The **SAT Test** is organized by the College Board www.collegeboard.org and you can take it in any of the SAT Centres in Italy or abroad.

The essay part of the test is not required and will not provide any extra points in the evaluation.

The SAT Tests are valid if you have taken them starting from 1st February 2023.

The SAT score is valid and you can be admitted to the selection procedure only if your SAT score has been received by the University of Bologna within the deadline established for each intake (see the [General Calendar](#)), as defined in sections 2.1 e 3.

A good proficiency (B2 level at least) in English is required. Candidates are considered to have met the language requirement by taking the SAT Test since it is held in English.

1.2. Available positions

For the academic year 2025/2026 we will admit **120 students**; admissions will take place across **2 intakes (or admission rounds) + a third one if needed**:

1st intake	2nd intake	Possible 3rd intake (if needed)
<p>40 – EU and equivalent (<i>Italian and EU citizens, non-EU citizens with EU equivalent status, non-EU citizens with residency abroad competing with EU candidates</i>)</p> <p>40 – NON EU residing abroad (living outside of Italy)</p>	<p>40 – EU and equivalent (<i>Italian and EU citizens, non-EU citizens with EU equivalent status, non-EU citizens with residency abroad competing with EU candidates</i>)</p> <p>+</p> <p>places left available from the 1st intake, if any</p>	<p>To be activated only in case of places left available from other intakes - EU and equivalent only</p>

The positions are split into two groups:

- **Positions for Italian citizens, EU citizens, non-EU citizens with equivalent status and non-EU citizens residing abroad competing with EU students for admission** who can participate in all the intakes.
- **Positions for non -EU citizens living outside of Italy** (international students' quota) who can participate exclusively in the first intake for the quota reserved for them.

If the positions reserved for non-EU citizens residing abroad are not fully covered, they will be made available to the EU and non-EU citizens with equivalent status group in the second intake.

2. HOW TO APPLY (ENROLMENT IN THE SELECTION PROCEDURE)

You can participate:

- In **all the intakes** if you are an Italian citizen, EU citizen or non-EU citizen with equivalent status, following the instructions in **paragraph 2.1**;
- In **all the intakes** if you are a **non-EU citizen residing abroad competing with EU students**, following the instructions in **paragraph 2.1**. Indeed, even if you are exempted from the quota reserved for non-EU international students, you have to fulfil the procedures for non-EU citizens residing abroad;
- In the **first intake only** if you are a **non-EU citizen residing abroad**, following the instructions in **paragraph 2.1**.

Carefully check to which of the above groups you belong to on this page:

<https://www.unibo.it/en/international/Who-are-international-students>

For non-EU citizens with equivalent status, please check very carefully which types of residence permit allow for the equivalence. If you participate in the selection process as a non-EU citizen with equivalent status without being in possession of the equivalence requirements, you will not be able to complete the enrolment even if you have already been admitted and paid for the first instalment.

If you wish to transfer to CLEF from another UniBo course, or from another Italian or non-Italian University, or if you wish to transfer to CLEF after having already completed another Bachelor's degree, you will have to follow the same admission process, up to enrolment, as all other applicants, according to the steps and deadlines of this Call for Applications.

2.1. Instructions on how to apply

Apply for one of the intakes on [Studenti Online](#) within the mandatory deadlines established in the [General Calendar](#) and follow the steps reported below.

The application for one of the intakes is valid for that intake only and not for the following ones. If you are not admitted to the programme in one intake and you want to apply for a following one, you have to apply again according to the mandatory deadlines established for each intake in the [General Calendar](#), otherwise you will be excluded from the selection procedure.

A. Go to Studenti Online (www.studenti.unibo.it) and log in using your SPID digital identity (for information www.spid.gov.it) **or CIE**. The system will automatically retrieve the personal data from SPID database and a personal UniBo account for you will be created (name.surname@studio.unibo.it).

If you are a minor or an international student without an identity document issued in Italy, you can log in using your UniBo credentials; in order to get them, visit www.studenti.unibo.it selecting “Register” then “International students’ registration”.

Attention! The data entered on www.studenti.unibo.it (name, surname, date and place of birth, e-mail address) must be the same as the ones entered on www.collegeboard.org (that will be reported in the SAT Test certification), otherwise you will be excluded from the admission procedure.

Compulsory requirements to be included in the ranking:

- the **personal information** you provide when registering on Studenti Online www.studenti.unibo.it (name, surname, date and place of birth) **must match exactly** with the data reported on the SAT Test certification used to participate in the selection, **otherwise you will be excluded from the selection procedure**;
- **the email address** that you used at the moment of registration on the College Board website **must be the same** of one of the two email addresses indicated on your personal profile on StudentiOnline (below reported), **otherwise you will be excluded from the selection procedure**:
 - a) the institutional email address, automatically assigned by the University, with the format name.surname@studio.unibo.it
 - OR
 - b) the personal e-mail address entered when registering on Studenti Online

B. Enrol in the selection procedure:

- Log in to SOL
- Click on “Admission application – Take part in the selection”
- Select “First-cycle degree programme”
- Select “Economics and Finance - CLEF”

Select the appropriate intake, based on your citizenship status.

C. Upload the required documents

EU citizens and non-EU citizens residing abroad must upload a copy of ID card/passport;

Non-EU citizens with equivalent status must upload a copy of a valid permit of stay or receipt of permit of stay renewal application.

D. Complete the Declarations presented during the registration process for the selection.

E. Pay the application fee

Follow the instructions on Studenti Online (www.studenti.unibo.it) and pay the 20,00 € application fee. **The application fee cannot be refunded in any case, and it is valid also to**

participate in the following intakes of the present call for applications. (Please see the [General Calendar](#)).

The enrolment in the selection procedure is valid only after the payment.

The registration for the selection is valid only after the payment of the contribution. Only candidates who have completed the registration, uploaded the required documents, and paid the corresponding contribution within the specified deadlines and according to the procedures described above will be admitted to the selection.

If you need assistance to fill in your application, you may contact the Studenti Online Help Desk at the phone n. + 39 051 20.80.301 or by e-mail at help.studentionline@unibo.it.

PLEASE NOTE:

If you are a non-EU citizen with a permit of stay for study reasons and you formally **withdraw from studies** in this or another University, **you lose the requisites to study in Italy with the consequent revocation of the permit of stay**. Therefore, you will have to go back to your home country and pre-enrol at the relevant Italian diplomatic representations on www.universitaly.it within the deadlines defined every year and published at www.studiare-in-italia.it/studenti stranieri/.

3. COLLEGE BOARD: REQUEST TO SEND OFFICIAL SAT RESULTS TO THE UNIVERSITY OF BOLOGNA

All candidates must request the College Board to send the official results (official score report) to the University of Bologna using the **relevant code (code 6993)**, **otherwise they will be excluded from the selection procedure**. Please note: the SAT score report must be sent by the College Board within the deadlines reported in the [General Calendar](#).

If you have taken more than one SAT General test and have correctly sent all the scores to Unibo within the deadlines, at CLEF we will consider the test **with the highest score**.

Please note: if the College Board does not send your SAT score within the deadline indicated in the General Calendar, you are excluded from the ranking and therefore will not be able to enrol in the programme. It is important, therefore, to check with College Board the SAT score delivery times to universities/colleges and, if the case, ask for a rush report. Candidates must collect information about the timing for the release of the SAT Official Score and about the possibility for rush reporting directly with the College Board.

No other methods of sending SAT scores shall be accepted.

4. ADMISSION RANKINGS

For each intake, candidates are ranked in descending order of score.

Official admission rankings will be uploaded on **Studenti Online** (www.studenti.unibo.it), in the main page - in the list of “ongoing requests” section, in the specific dates indicated in the [General Calendar](#).

This publication on SOL is the only legal means of notifying the outcomes of the selection procedures: the University of Bologna cannot notify successful and unsuccessful candidates via email or post.

The position obtained in one intake is not relevant for the following ones. **The selection procedure of each intake is independent from the other ones.**

In compliance with privacy regulations, the admission ranking is anonymized, so your name will not be displayed. You can check your position using the provisional student number that was assigned to you at the end of your application. Remember that the provisional student number changes with each selection you participate in.

4.1. Assessment criteria

The ranking is drawn up by an admission board, composed by at least three professors and assistant professors chosen among the teaching and research staff of the degree programmes, that is appointed to guarantee that the selection procedure is correctly carried out. The rankings are based on the SAT scores received by the College Board in accordance with the instructions at paragraph 1.2.

On the official rankings admitted and eligible candidates will be paired with **their SAT score : 10**.

If more than one score (valid for the selection procedure) is received for the same candidate, we will consider **the highest score**. In case two candidates receive the same score, priority will be given to the youngest candidate.

4.2. Additional Learning Requirement (OFA- Obbligo Formativo Aggiuntivo)

In all the intakes, the Additional Learning requirements (OFA) are assigned to candidates who obtained a score lower than 500/800 in the “**Math**” section of the SAT Test.

The deadline to complete the OFA is March 31st, 2027. Students who do not complete the OFA within the deadline will be still enrolled in the 1st year (as repeating students) for the a.y. 2026/27.

5. REALLOCATION OF VACANT POSITIONS

With the reallocation procedure, after the enrolment by admitted candidates, possible vacant positions are assigned to “eligible” candidates according to their position in the ranking and to the preference expressed during the application procedure.

There are two reallocation procedures at the end of the first and second intake and one at the end of the third (extraordinary) one, if any.

You must declare your interest in participating in the reallocation of vacant positions within the mandatory deadlines indicated in the [General Calendar](#), otherwise you cannot participate in this procedure.

If you are interested in the reallocation of possible vacant positions, you must follow the steps below:

- a) **Go to** Studenti Online (www.studenti.unibo.it);
- b) **Confirm** your interest in the reallocation of vacant positions, by clicking on the "I wish to be reassigned" button in the details of the application, after the upload of the admission ranking;
- c) **Check** that the reallocation request has been recorded.

The list of candidates admitted to the reallocation of vacant positions will be published on www.studenti.unibo.it by the deadlines of the [General Calendar](#)

PLEASE NOTE: the reallocation is not automatic. Candidates must always declare their interest in participating in the reallocation procedure.

If you participated in the first or second selection, two reallocation procedures are scheduled. If you do not attend (confirm your interest) the first reallocation procedure, you will not be able to attend the second one.

6. ENROLMENT IN THE DEGREE PROGRAMME

If you are admitted in the ranking, you must enrol within the mandatory deadlines of each intake, indicated in the [General Calendar](#).

If you enrol for the first time, follow the procedures indicated at paragraph 6.1.

If you have not obtained your high-school diploma yet, please check the specific additional procedures on **Studenti Online** (www.studenti.unibo.it).

If you are younger than 18 years old when you enrol, download the “Consent form for underage students” form at this [webpage](#). The form must be filled in and signed by your parents and sent to the Student Office for Economics, Management and Statistics.

If you wish to ask for the recognition of your previous careers: after your enrolment and within **November 27th 2025**, you have to submit the request for the [Shortening of the degree programme](#)

— [University of Bologna \(unibo.it\)](http://www.unibo.it) according to the information at the link above. You have to refer to the Student office of Economics, Management and Statistics.

If you are a student with a civil disability certification equal to or greater than 66% or with certification under law 104/92, in order to obtain the exemption from tuition fees, you must send the certificate attesting to your condition to the email address of the Student Office of Economics, Management and Statistics (for information: <https://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/exemptions-and-incentives/exemptions-for-disabled-students>)

If you are enrolled in another University and you want to transfer (transfer from another University) or if you are enrolled in another degree programme of the University of Bologna and you want to change your degree (**change of the degree programme**), follow the instructions at paragraphs 6.2 or 6.3.

Information about **fees and scholarships** is available at paragraph 6.4.

6.1. How to enrol for the first time

Within the mandatory deadlines indicated for each intake in the [General calendar](#), you have to:

- a) **Log in to Studenti Online** (www.studenti.unibo.it), with your **SPID** or **CIE** account or with the username (name.surname@studio.unibo.it) and password received when applying;
- b) **Select “Enrolments” > “1st-cycle degree programme/bachelor’s degree” > Economics and Finance**, enter the required data and upload your passport-sized photo. In the event of false declarations, in addition to incurring the penalties laid down in Article 496 of the Italian Penal Code, you will automatically lose your right to enrol and any related benefits, without being entitled to any refund of the payments made;
- c) **Pay** the first instalment or the entire annual amount of the tuition fees according to the procedures indicated on [Studenti Online](#). **If you do not pay in time, you will be excluded from the enrolment procedure (late payments with additional fees are not accepted).**
- d) **Activate your student career:**
 - If you enrolled using your **SPID** or **CIE** account: after paying, your career will be automatically activated (unless you are in one of the cases listed below);
 - If you enrolled using your username and password: you have to follow the procedures that you will find in the details of your enrolment request on studenti online.

You have to activate your career within February 26th 2026, otherwise your enrolment will be cancelled.

After activating your career, you will have access to the university services such as the online study plan, enrolment in exams, Wi-Fi, online library resources and laboratory and career management

(programme transfer, transfer to another university, withdrawal from studies). Moreover, you will receive an e-mail with the instructions to print the student card.

In the following cases, check the further steps required to complete the activation of your career:

- **If you are a non-EU citizen with equivalent status holding a qualification obtained in Italy:** you must send a copy of the valid residence permit that allows for equivalence to the relevant student office e-mail address (Student Office of Economics, Management and Statistics);
- **If you are a student holding a foreign qualification,** you shall check the information at the link <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification> , access to Studenti Online (www.studenti.unibo.it), select “Call for applications (bandi)”, select “Enrolment a.y. 25-26 - international students and students with qualifications obtained abroad documents upload”, upload the documents connected with your qualification and book an appointment to show the original documents with the Student Office of Economics, Management and Statistics);
- **If you are a non-EU citizen with equivalent status holding a qualification obtained abroad:** you shall check the information at the link <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification> , access to Studenti Online, select “Call for applications (bandi)”, select “Enrolment a.y. 25-26- international students and students with qualifications obtained abroad documents upload”, upload the documents connected with your qualification and copy of a valid permit of stay allowing for equivalence and book an appointment to show the original documents with the Student Office of Economics, Management and Statistics.

Attention: Please carefully check who non-EU citizens with equivalent students are and what types of residence permits allow for equivalence at

<https://www.unibo.it/en/international/who-are-international-students/Who-are-international-students>.

If you participate in the selection procedure as a non-EU citizen with equivalent status without a valid qualification allowing for equivalence, you will not be able to complete the enrolment, even if you have already been admitted and paid for the first instalment of tuition fees;

- **If you are a non-EU Citizen residing abroad holding a foreign qualification,** you shall check the information at the link <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>, access to Studenti Online, select “Call for applications (bandi)”, select “Enrolment a.y. 25-26 - international students and students with qualifications obtained abroad documents upload”, upload the documents connected

with your qualification and a copy of your VISA for study reasons. Moreover, upon your arrival, you must book an appointment to show the original documents with the Student Office of Economics, Management and Statistics.

Attention: even if you have been admitted to the degree programme and accepted by the University, you do not have any right to complete the enrolment even if you have already obtained an entry visa and you are physically in Italy or you are suitable/have received a scholarship/contribution of any kind, or if you have been accepted under conditions in order to start your academic activities. In order to complete your enrolment in the programme, it is necessary to verify that your foreign qualification is authentic and eligible for the enrolment. The formal verification of the academic qualification will be conducted by the International Student Office.

- If you want to apply for simultaneous enrolment in two degree programmes, check the information <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/simultaneous-enrolment-in-different-courses> to verify whether it is possible and the required procedure.

6.2. How to enrol if you transfer from another University

Within the deadlines indicated in the [General Calendar](#) you must:

- a) Go to [Studenti Online](http://www.studenti.unibo.it)** (www.studenti.unibo.it) with your SPID or CIE account or with the University username (name.surname@studio.unibo.it) and password obtained when applying;
- b) Select “Enrolments” > “1st-cycle degree programme/bachelor’s degree” > Economics and Finance**, enter the data required, upload your passport-sized photo and specify the University you come from. In the event of false declarations, in addition to incurring the penalties laid down in Article 496 of the Italian Penal Code, you will automatically lose your right to enrol and any related benefits, without being entitled to any reimbursement of the payments made;
- c) Pay** the first instalment or the entire annual amount of the tuition fees according to the procedures indicated on [Studenti Online](http://www.studenti.unibo.it) (www.studenti.unibo.it).
- d) Submit the transfer application to the University of origin** within the deadlines established by the University of origin.

Your career at the University of Bologna will be active **only** after your degree-programme board formally declares the recognition of your previous studies and the prosecution of the studies in the degree programme.

You can take learning activities in the university of origin until you submit your transfer application.

Once the Student office receives the documents from your University of origin, you will be asked to pay for a specific **transfer fee**.

For more information, please see the following webpage: [Transferring to the University of Bologna – University of Bologna \(unibo.it\)](#).

6.3. How to enrol if you change your degree programme within the University of Bologna

If you participated in:

6.3.1. First intake (and reallocation)

If you are currently enrolled in another degree programme of the University of Bologna and you participated in the first intake of the present call, you have to follow the procedures indicated below within the deadlines specified in the [General Calendar](#):

- a) **Go to Studenti Online** (www.studenti.unibo.it) with your UniBo account (name.surname@studio.unibo.it)
- b) **Select “Enrolments” > “1st-cycle degree programme/bachelor’s degree” > Economics and Finance**, enter the data required and upload your passport-sized photo. In the event of false declarations, in addition to incurring the penalties laid down in Article 496 of the Italian Penal Code, you will automatically lose your right to enrol and any related benefits, without being entitled to any reimbursement of the payments made;
- c) **Pay** the first instalment or the entire annual amount of the tuition fees according to the procedures indicated on **Studenti Online** (www.studenti.unibo.it)
- d) **Starting from July 24th 2025** and within **October 9rd 2025**, **fill in** the degree-programme change application on Studenti Online (www.studenti.unibo.it):
 - o **Click on “PASSAGGIO DI CORSO”** (i.e., degree-programme change) and enter the required data;
 - o **Pay for the degree-programme change fee** (if you enrol after being admitted in the first intake, the amount will be notified after the decision of the competent bodies).

Your career at the University of Bologna will be active **only** after your degree-programme board formally declares the recognition of your previous studies and the prosecution of the studies in the degree programme.

You can take learning activities in the university of origin until you submit your transfer application.

6.3.2. Second intake ed extraordinary third intake- if any (and reallocations)

If you are currently enrolled in another degree programme of the University of Bologna and you participated in the second intake or in the extraordinary one, you have to follow the procedures below within the deadlines indicated in the [General Calendar](#):

- a) Go to [Studenti Online](#) with your SPID or CIE account or with the University username (name.surname@studio.unibo.it) and password obtained when applying;
- b) pay the first instalment or the entire annual amount of the tuition fees of the course of origin (having paid all tuition fees for the previous academic years);
- c) submit the request to change course by clicking on “PASSAGGIO DI CORSO” (i.e, degree-programme change) entering the required data;
- d) Pay for the degree programme change fee.

Your career in the new study degree programme will be active **only** after your degree-programme board formally declares the recognition of your previous studies and the prosecution of the studies in the degree programme.

You can take learning activities in the degree programme of origin until you submit your degree-programme change application.

PLEASE NOTE: in the case of career shortening, course transferring, or admission to years subsequent to the first, you will be automatically moved to the Economics and Finance course, code 8835, where the second and third years are active for the academic year 2025/2026.

6.4. Tuition fees and study grants

The amount of the tuition fees and information about grants and exemptions are available at: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees>.

Tuition fees are calculated proportionally to the currently valid ISEE (personal income) value, if submitted according to the procedures and deadlines indicated at the webpage above.

If you do not submit the ISEE, you will have to pay for the maximum amount of the tuition fees for your degree programme.

You can find more information about other subsidies at [Services and opportunities — University of Bologna \(unibo.it\)](#)

If you are interested in the **right to higher education benefits**, please see the call for applications published by the Regional Agency for the Right to Higher Education at www.er-go.it.

If you are enrolled in a different degree programme before requesting to transfer or change your degree programme, please carefully check the requirements of merit to access the benefits described in the ER.GO Call for Applications published at www.er-go.it, as students' careers will be assessed starting from their first enrolment in the University, regardless of the recognition obtained or the course year assigned to students by the Degree-Programme Board. This could be a possible reason for a loss of benefits.

7. SUMMARY OF THE KEY STEPS

1. TAKE THE DIGITAL SAT TEST

Register at www.collegeboard.org and sign up for the SAT. The dates for taking the SAT tests are available at <https://satsuite.collegeboard.org>. You do not need to take the ESSAY part of the SAT as it does not provide any extra points of evaluation.

When registering for the selection on Studenti Online, you must enter the same email address used during your registration on the College Board website. At the end of your registration process on Studenti Online, your profile will show two email addresses: one will be your institutional email address, in the format name.surname@studio.unibo.it, which will be automatically assigned by the University; the other will be the private email address you entered. At least one of these two addresses must match the one you provided during registration on the College Board website, otherwise, you will be excluded from the selection

Remember that in addition to taking the SAT, you must also register for the selection for the chosen course (point 2).

It is recommended that you always verify the deadlines by which College Board releases SAT results and sends scores to universities upon request, so that they arrive electronically at Unibo within the deadlines of the [General Calendar](#). No other submission methods are allowed.

2. LOG IN STUDENTI ON LINE

Log in to Studenti Online (www.studenti.unibo.it) using your SPID or CIE. The system will automatically retrieve the personal data from SPID database and a personal Unibo account for you will be created (name.surname@studio.unibo.it).

If you are a minor or an international student without an identity document issued in Italy, you can log in with your Unibo credentials; please visit www.studenti.unibo.it to get them.

3. REGISTER TO THE SELECTION PROCEDURE FOR THE DEGREE PROGRAMME ADMISSION

Register for the selection by visiting Studenti Online (www.studenti.unibo.it):

- Go to "ADMISSION REQUEST" section;
- Select "Economics and Finance";
- Upload the required documents for the admission to the selection;
- Complete the declarations;
- Pay 20,00 euro of application fee.

PLEASE NOTE: admissions will take place across 2 intakes (or admission rounds) + a third one if needed: please check the rules and dates as they differ between selections.

4. CHECK THE RANKING

Official admission rankings will be uploaded on **Studenti Online** (www.studenti.unibo.it), in the main page - in the detail of your applications (in the list of “ongoing requests”) in the specific dates indicated in the [General Calendar](#).

5. ENROL

If you are admitted in the ranking, you must enrol within the mandatory deadlines of each intake, indicated in the [General Calendar](#), as described in section 6.

Completing the enrollment application without paying the first installment by the specified deadline will lead to exclusion from the procedure.

6. CONFIRM YOUR INTEREST TO REALLOCATION PROCEDURE

If you are “eligible” in the admission ranking and are still interested in being included in the programme, you need to **actively confirm your interest** by selecting the appropriate button on Studenti Online (www.studenti.unibo.it).- if not, **you will not be automatically picked up.**

8. FINAL REMARKS AND CONTACTS

Any notice concerning this call will be published on **Studenti Online** (www.studenti.unibo.it). The information on the processing of personal data is available at the following webpage www.unibo.it/PrivacyBandiCds.

The Italian language version of the document takes priority about the exact interpretation of the rules contained within, also in the case of potential disputes.

This call for applications, issued by executive order with the protocol number and repertory shown in the header of the first page, is subject to the rules laid down in the Decree no. 1154/2021 of the Ministry for University and Research, and its subsequent amendments and integrations, on the accreditation of Degree Programmes.

The responsible for the administrative procedure is dott.ssa Silvia Spada, in charge of the Economics, Management and Statistics Student office.

OFFICE CLOSURE

The extraordinary closures of the offices are published on www.unibo.it.

CONTACTS

For **administrative information** (for ex.: deadlines, clearing procedure, how to enrol, etc):

Economics, Management and Statistics Student Office

Mail: segecosta@unibo.it

If you wish to get in contact with the student offices, please see:

<https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/student-administration-offices>

CLEF Programme Tutor

didatticascaravilli.tutorclef@unibo.it

CLEF Programme Coordinator

didatticascaravilli.clef@unibo.it

Information for international students or students with a qualification obtained abroad (for ex. To verify if a qualification is eligible for the admission, pre-enrolment, VISA and residence permit, international students grants...)

International desk (Bologna)

Mail: internationaldesk@unibo.it

To get in contact with the international desk, please see

<https://www.unibo.it/en/international/contacts-for-international-students>

Information about enrolment for international students or students with a qualification obtained abroad:

International Student Office

mail: segstudintbo@unibo.it

If you wish to get in contact with the student offices, please see:

<https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/student-administration-offices>

Information about fees and grants

ASES – Settore Diritto allo Studio – Ufficio contribuzioni studentesche

Mail: ases.contribuzionistudentesche@unibo.it

Information for technical problems (for ex. Username, data input, applications not properly working....)

Help desk di studenti online

Telefono +39 051 2080301

Mail: help.studentionline@unibo.it