



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA

**Call for applications  
to the limited-enrollment  
Master's Degree Program in  
INTERNATIONAL MANAGEMENT -**

**Academic Year 2026/2027**

**COURTESY TRANSLATION:  
this is not the official call for applications,  
which is in Italian only.**

# SUMMARY

<b>1. GENERAL INFORMATION</b>	<b>4</b>
1.1 Who is the call for applications aimed at?	4
1.2 Information for international students	4
1.3 Who must take the admission test	4
1.4 What are the deadlines to be met	4
<b>2. GENERAL CALENDAR</b>	<b>5</b>
<b>3. AVAILABLE PLACES</b>	<b>5</b>
<b>4. COURSE ADMISSION REQUIREMENTS</b>	<b>6</b>
<b>5. REGISTRATION FOR THE ADMISSION TEST</b>	<b>8</b>
5.1 Documents required for the course:	9
<b>6. REQUEST FOR ADAPTATIONS TO THE ADMISSION TEST</b>	<b>11</b>
<b>7. ADMISSION TEST PROCEDURES</b>	<b>12</b>
7.1 Phase 1: Curriculum Assessment (100 points)	13
7.2 Phase 2: Aptitude interview (100 points)	13
<b>8. RANKINGS</b>	<b>14</b>
<b>9. ENROLLMENT, COURSE TRANSFER, TRANSFER</b>	<b>14</b>
9.1 If you are enrolling for the first time	14
9.2 Transfers from another Italian university	17
9.3 Course transfers	17
<b>10. RECOVERY OF PLACES</b>	<b>18</b>
10.1 Phase 1 – Declaration of interest in recovery	18
10.2 Phase 2 – Enrollment of students admitted to remedial classes	18
<b>11. FEES AND BENEFITS</b>	<b>19</b>
11.1 University fees	19
11.2 Study benefits provided by ER.GO	19

11.3	Important information for those who already have an active university career	20
11.4	Study rights benefits provided by the University .....	20
12.	WHO TO CONTACT .....	20
13.	FINAL NOTES.....	21

*This university has long been engaged in important work to raise awareness and combat gender stereotypes. With this in mind, it was decided to give greater linguistic visibility to differences. Wherever this document uses the masculine form for the sake of simplicity, it is intended to refer inclusively to all persons regardless of gender.*

*The privacy policy regarding the processing of personal data can be consulted at [www.unibo.it/PrivacyBandiCds](http://www.unibo.it/PrivacyBandiCds) .*

## 1. GENERAL INFORMATION

### 1.1 Who is this call for applications aimed at?

This call for applications is aimed at those who meet the admission requirements and wish to enroll in the limited-enrollment Master's Degree Program in International Management, class LM-77 - Business Economics.

Complete information about the program (regulations, admission requirements, curriculum, educational objectives, information, and contacts, etc.) is available on the website: <https://corsi.unibo.it/2cycle/InternationalManagement>

### 1.2 Information for international students



There are specific procedures for:

- ▶ **Students with foreign qualifications**, regardless of citizenship
- ▶ **Non-EU citizens with equivalent status**
- ▶ **Non-EU citizens residing abroad**

If you fall into one of these categories, pay attention to **the blue "International" boxes**  **with the symbol**

Check which case applies to you by visiting the page: [www.unibo.it/StudentiInternazionaliChiSono](http://www.unibo.it/StudentiInternazionaliChiSono) .

### 1.3 Who must take the admission test

All those interested in enrolling, including those transferring from another course at this university or transferring from another university, must undergo selection in accordance with the procedures set out in this admission notice.

You must undergo the selection process even if you intend to request recognition of your studies of previous years. If you hold an Italian or foreign academic qualification and you have withdrawn or been expelled from a course of study you must consult the admission requirements for the years of study following the first year, as well as the rules governing the loss of student status at this University, published on the University website at: [www.unibo.it/DecadenzaStudi](http://www.unibo.it/DecadenzaStudi)

### 1.4 What are the deadlines that must be met?

Failure to register for the selection process by the deadline will result in **the inability to enroll in the course of study**.

If you pass the selection process but fail to pay the first installment of the annual tuition fee by the deadline, you will be considered to have tacitly withdrawn **withdrawn**, regardless of any reasons that may justify the delay.

All deadlines set out in **the General Calendar** are binding, and failure to meet them will result in exclusion from the selection process or from the possibility of enrolling in the course of study.

Below is an overview of the deadlines. Please refer to the following sections of the call for applications for details of the procedure.

<b>2. GENERAL CALENDAR</b>	
<b>Phases</b>	<b>Dates</b>
<b>1</b> Registration for selection	From February 24, 2026, to April 8, 2026, at 1:00 p.m.
<b>2</b> Publication of list of candidates admitted to interview	May 13, 2026
<b>3</b> Interviews	From June 3, 2026, to June 12, 2026
<b>4</b> Publication of rankings	June 22, 2026
<b>5)</b> Enrolment	From June 24, 2026, to July 1, 2026
<b>6)</b> Publication of places still available	July 3, 2026
<b>7)</b> Declaration of interest in recovery	From 07/03/2026 to 07/06/2026
<b>8)</b> Enrolments admitted to the first recovery period	From July 8, 2026, to July 14, 2026
<b>9)</b> Enrolments admitted to the second recovery period	From July 15, 2026, to July 21, 2026
<b>Deadline for obtaining the first cycle degree</b>	<b>December 31, 2026</b>

### **3. AVAILABLE PLACES**

The course has a total of **70** places available for the academic year 2026/2027:

- **40** for "Italian citizens, European Union citizens, non-EU citizens treated as EU citizens, non-EU citizens residing abroad who compete with EU candidates" (A);
- **30** for "non-EU citizens residing abroad" (B).

The available places are divided into two quotas, one for "Italian citizens, EU citizens, and equivalent citizens" and the other for "non-EU citizens residing abroad":

**A) places for Italian citizens only, EU citizens, non-EU citizens treated as EU citizens, and non-EU citizens residing abroad who compete with EU candidates.**

On the page [www.unibo.it/studentiinternazionali](http://www.unibo.it/studentiinternazionali), you can read about who non-EU citizens with equivalent status are and who non-EU citizens exempt from the international student quota are.

Even if you are exempt from the international student quota, you must still comply with the procedures for non-EU citizens residing abroad.

**B)  places for non-EU citizens residing abroad who can only participate within the quota reserved for them.**

To participate in the selection process, you must also follow the procedures defined by the Ministry of University and Research (MUR) in a specific circular (MUR Circular) available at: [www.universitaly.it/studenti-stranieri](http://www.universitaly.it/studenti-stranieri).

In particular, you must:

- submit a pre-enrollment application to the Italian diplomatic representation via the website [www.universitaly.it](http://www.universitaly.it);
- have a qualification that allows you to enter university.

Any remaining places in the quota for non-EU citizens residing abroad will be made available to European Union citizens and equivalent categories.

## 4. COURSE ADMISSION REQUIREMENTS

To be admitted to the course, you must have:

-  A qualification obtained abroad that is recognized as suitable under Italian law, international agreements in force, and the rules established in the MUR Circular "Procedures for the entry, stay, and enrollment of students international agreements and the related recognition of qualifications for higher education courses in Italy" for the academic year 2026/2027, published on the website [www.universitaly.it/studenti-stranieri](http://www.universitaly.it/studenti-stranieri). The qualification must allow access to a course similar to that required in Italy at universities in the country to which system it refers to. Please carefully consult the detailed information

or

- degree under the previous four-year system

or first-level academic qualification, obtained in Italy in one of the following **classes**:

- L-8 Information Engineering
- L-9 Industrial Engineering
- L-16 Administration and Organization Sciences
- L-18 Economics and Business Management Sciences
- L-33 Economics
- L-36 Political Science and International Relations
- L-41 Statistics

Alternatively, applicants must hold a degree in a field other than those listed above and have earned **at least 36 credits in the following scientific disciplinary sectors (SSD):**

**(SSD):**

- SECS-P/01 Political Economy
- SECS-P/02 Economic Policy
- SECS-P/03 Finance
- SECS-P/05 Econometrics
- SECS-P/07 Business Economics
- SECS-P/08 Business Economics and Management
- SECS-P/09 Corporate Finance
- SECS-P/10 Business Organization
- SECS-P/11 Economics of Financial Intermediaries
- SECS-S/01 Statistics
- SECS-S/03 Economic Statistics
- SECS-S/04 Demography
- SECS-S/05 Social Statistics
- SECS-S/06 Mathematical Methods in Economics, Actuarial Science, and Finance
- AGR/01 Rural Economics and Appraisal
- ING-IND/35 Management Engineering
- ING-INF/05 Information Processing Systems
- INF/01 Computer Science
- MAT/03 Geometry
- MAT/05 Mathematical Analysis
- FIS/01 Experimental Physics
- IUS/04 Commercial Law
- IUS/05 Economic Law.

Verification of **the above curricular requirements**, in the case of qualifications obtained in Italy under previous educational systems or obtained abroad and recognised as equivalent, will be carried out by a special commission appointed by the Course Council.

In particular, the official foreign qualification must correspond to the first cycle according to the Bologna Process qualifications framework and level 6 according to the European

Qualifications Framework (EQF) obtained at a higher education institution that allows for the continuation of studies at academic institutions at the next level (second cycle of the Bologna Process/EQF level 7).

The compatibility of the qualification, for the sole purpose of admission to the selection process, is assessed by the Commission, in accordance with the provisions of the previous paragraph and using the same criteria used for the assessment of Italian academic qualifications.

**Please note:** The evaluation of foreign qualifications for the purposes of admission to the selection process is purely substantive in terms of educational objectives and programs based on the documentation submitted. The formal verification of foreign qualifications will be carried out by the International Student Office in Bologna after payment of the first installment of enrollment and the submission of all required documentation in original form.

**Language requirements:** a level of **English equivalent to B2 (CEFR)** is required, to be indicated in the **ENG FORM** published on the course website.

The level is considered to be owned in the following cases:

- possession of an international certificate, specifically: TOEFL, IELTS, Cambridge English Language Assessment, Trinity College London, OOPT test. For correspondence with level B2, please refer to the table available at <https://centri.unibo.it/cla/it/riconoscimento-idoneita-linguistica>

*Please note that international certifications will be accepted if, on the closing date for applications for this call for applications, they have been issued **no more than 4 years prior to the deadline for registration for the selection process**, regardless of the official duration of the qualification established by the certifying body.*

- possession of a first or second level degree in English;
- having taken and passed an English language exam at a level equal to or higher than B2 during your university career. The level must be explicitly stated on the exam certificate exam title, the exam program (indicate the source), or a certificate issued by the professor in charge of the course;
- be a native speaker, i.e., be an Italian citizen or a foreigner who, due to family background or linguistic experience, has the ability to express themselves English with ease (indicate this in your CV).

The language requirement must be met by the deadline for submitting the application for admission to the selection process.

**You may register for the selection test, subject to conditions, even if you will obtain your**

**degree by December 31, 2026.** If you do not obtain your degree by that date, your enrollment will be automatically canceled.

## 5. REGISTRATION FOR THE ADMISSION TEST

You must register for the selection test through the Studenti Online website ([www.studenti.unibo.it](http://www.studenti.unibo.it)) within the deadlines set out in [the General Calendar](#) and in accordance with the procedures listed below:

1. **Go to Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it))

*If you are accessing the site for the first time, select 'Register' and log in with SPID or CIE. The system will automatically retrieve your personal details and then create your university credentials (nome.cognome@studio.unibo.it).*



*If you live abroad and do not have an identity document issued in Italy, you can log in with your University credentials; to obtain them, go to Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)), select "Register" and then "International Student Registration."*

2. Go to "Admission Request," select "Master's Degree" competition "International Management," and then proceed.

3. **Upload all the required documents in PDF format;**

4. **Proceed to pay the admission test fee of €50.00**, which is non-refundable under any circumstances. Payment must be made according to the methods indicated on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it));

**You will only be admitted to the assessment if you have completed your registration for the selection test and paid the relevant fee within the deadlines and according to the methods described above.**

Therefore, no paper documents should be delivered or sent to the Offices.

### 5.1 Documents required for the course:

- 1) front and back copy of a valid **identity document** (ID card, driver's license, passport)



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

- 2) **qualification** required for admission to the course:
  - a. *if you have obtained your **qualification or are a graduate student at the University of Bologna**: you can select the self-certification relating to your at the University of Bologna from those automatically proposed by the system (no signature required); you can also add 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 a graduating student, remember that the system automatically updates information relating to recorded exams.

**Please note!** 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 you have obtained.

your residence permit has expired); in this case, add a document in your possession certifying the qualification obtained.

b) *if you obtained your **degree from another Italian university**:*

self-certification of your first-level academic qualification with a list of exams taken. If you have not yet obtained your qualification, upload self-certification of the list of exams taken;

c)  *if you obtained your **degree abroad**:* a copy of the degree obtained abroad, translated into Italian or English, which allows access in the country of origin to Master's Degree Courses (second cycle) or in the country of reference of the legal system, accompanied by a transcript of records and Diploma Supplement where available. If you have not yet obtained your qualification, upload the list of exams taken (transcript of

- 3) **Curriculum vitae**, as per the template published on the course website (strictly in English).
- 4) **English Form + Accepted certification document, as per the template on the course website;**
- 5) **GRE/GMAT/GMT certificate (optional)**
- 6)  Copy of residence permit, if already in possession.
- 7) Form for requesting accommodation for people with disabilities. Information can be found at <https://site.unibo.it/studenti-con-disabilita-e-dsa/it/per-studenti/adattamenti-per-le-prove-di-accesso>.

**Please note: for the purposes of evaluation, the Commission will only analyze the documents submitted and the information provided in the application form by the selection deadline. It will not be possible to add further information at a later date.**

The required documents and/or information must **not** be sent by post or email to the administrative offices.

In the event of false declarations, in addition to incurring the penalties established by Article 496 of the Penal Code, you will automatically forfeit your right to enrollment and any benefits obtained, without the right to any refund of the sums paid.

 **If you are a citizen of a non-EU country and reside abroad**, in accordance with the procedures defined by the Ministry of University and Research in its Circular "Procedures for the entry, stay, enrollment of international students and the recognition of their qualifications for higher education courses in Italy" for the academic year 2026/2027 published on the website <https://www.universitaly.it/studenti-stranieri>, in addition to following the steps required for admission to the course of study, you must:

- ▶ **pre-enroll on University** and apply for an **entry visa** for study purposes.

## 6. REQUEST FOR ADJUSTMENTS TO THE ADMISSION TEST

If you have a disability or specific learning disorder (SLD) and wish to request accommodations for the admission test, you must submit your request by the application deadline using the form available for download on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)).

Accommodations may consist of:

- ▶ additional time: 30% for candidates with SLDs, other specific developmental disorders, and medical conditions; 50% for candidates with civil disabilities and/or handicaps pursuant to Law 104.
- ▶ the possibility of using aids such as text reading tools, non-scientific calculator, etc. or other measures to be assessed on a case-by-case basis and according to certification. The list of possible adaptations is included in the application form request for adjustments form.

If, for organizational reasons and/or mandatory provisions, it is not possible to guarantee the requested adaptation, an alternative measure of equal compensatory value will be defined.

The procedure for requesting accommodations is as follows:

- ▶ **access Studenti online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)) in the 'Richieste in corso' (Requests in progress) section of the main page;
- ▶ **download the "Accommodation Request Form" and fill it out;**
- ▶ **Upload the completed "Adaptation Request Form"** (in PDF format) in the dedicated section.
- ▶ **Upload the necessary specialist documentation** indicated below in the dedicated section.

### **Please note!**

Before completing your exam registration, please check that you have uploaded the accommodation request form and medical documentation.

Accommodations can only be requested if you have the following **documents**:▶

**Diagnosis of Specific Learning Disorders (SLD), in accordance with Law 170/2010,**

drawn up by the National Health Service, by a private center accredited by your region, or by a private specialist, accompanied by a document of conformity.

issued by the National Health Service. The documentation must not be more than three years old or must have been drawn up after the person reached the age of 18.

In view of the emergency situation that has led to a reduction in the activities of the National Health Service clinics, requests for adjustments to the admission tests will be accepted for SLD diagnoses referred to in Law No. 170/2010, even if issued more than three years ago. The Service reserves the right to request an updated diagnosis after enrollment or at least written proof that renewal is pending. For further details, please refer to the website page: <https://site.unibo.it/studenti-con-disabilita-e-dsa/it/per-studenti/certificazioni-richieste>

- ▶ **Specialist** documentation **issued by the National Health Service** certifying another type of specific developmental disorder that affects learning.
- ▶ Certification pursuant to Law 104/1992.▶ Certification of civil disability.
- ▶ **Medical documentation, drawn up by a specialist**, certifying the presence of health conditions (physical and/or mental) that may result in **an inability**, even temporary, to study and take the exam.

The documentation must be clear and complete with all the information necessary to understand the specific needs of each student.

### **Please note!**

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

The documentation is examined by the Service for Students with Disabilities and SLDs to assess the consistency of the requests for accommodations with the documentation submitted.

**The outcome of the verification will be communicated by the Student Office via email sent to the institutional email address `nome.cognome@studio.unibo.it` ; it is recommended that you**

check this email address periodically. In the event of incomplete or illegible documentation, a request may be made, again by email, supplementary documentation to be submitted by the deadline set in the communication.

If you do not submit your request within the specified time frame or do not send any additional documents requested within the time frame specified by the Service for Students with Disabilities and SLDs, it will not be possible to grant you the requested accommodations.



**Persons with disabilities or SLDs residing in foreign countries** who wish to take advantage of accommodations must submit legalized certification (or with an Apostille where required) attesting to their disability or SLD, issued in their country of residence, accompanied by an official translation exclusively in Italian or English.

The certificates are examined by the competent authorities to ensure that the documentation certifies a condition of disability or specific learning disorder recognized by Italian law.

For clarification on certifications and possible accommodations, please contact the **Service for Students with Disabilities and SLDs** by e-mailing

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

For technical difficulties regarding the adaptation request procedure, please contact the Studenti Online Help Desk.

## 7. ADMISSION TEST PROCEDURES

A committee will verify the requirements and the adequacy of the candidates' personal

preparation. The Selection Committee, appointed by the Council of the Department of Business Sciences, upon the recommendation of the Course Council, composed of at least three members and alternates chosen from among the teaching and research staff affiliated with the Degree Program, will ensure the proper conduct of the tests.

Only if you meet the admission requirements will you be admitted to the test. The admission test will take place in two stages:

### **7.1 Phase 1: Curriculum evaluation (100 points)**

The Commission will analyze and evaluate the qualifications and certifications submitted. To pass this stage, candidates must obtain a score **of 60/100 or higher**. The Commission will evaluate applications based on the following criteria:

- Academic merit (max 40 points);
- Consistency of the CV with the aims of the course (max 30 points), according to the CV FORM template;
- International experience (max 12 points);
- Possession of a GRE/GMAT/GMAT Focus certificate, if submitted (max 8 points);
- Overall evaluation of the application (max 10 points).

**If you obtain a score lower than 60/100 in Phase 1 of the test (Curriculum Assessment), you will not be admitted to Phase 2 of the test (Interview) and you will not be able to enroll in the IM master's degree program.**

### **7.2 Phase 2: Aptitude interview (100 points)**

If you pass Phase 1, you will be invited to attend an interview in English aimed at assess your aptitude and the actual consistency of your profile with the educational objectives of the course.

To pass this phase, you must obtain a score **of 60/100 or higher**.

By the deadline indicated in point 2 of the General Calendar, the lists of those admitted to the interviews will be published on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)). This will be the only means of legal publicity.

The committee reserves the right to set an interview schedule. Candidates are invited to check the schedule published on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) regularly.

Interviews will be held in accordance with point 3 of [the General Calendar](#) and will take place remotely. All details will be published together with the list of those admitted to the interview itself.

During the interviews, the Selection Committee will check the identity of the candidates and verify that the personal data contained in their identity documents matches that provided during the registration process for the selection test.

I would therefore remind you to bring the same identity document that you used when registering for the test.

**If you obtain a score lower than 60/100 in Phase 2 of the test (Aptitude Interview), you will not be able to enroll in the International Management master's degree program.**

**If you obtain an overall score lower than 120/200, you will not be able to enroll in**

## International Management.

### 8. RANKINGS

If you achieve a total score (curriculum evaluation + aptitude interview scores) equal to or greater than 120/200 (of which at least 60/100 in the curriculum evaluation and at least 60/100 in the interview), you will be considered eligible and included in the merit ranking. In the event of a tie, priority will be given to the younger candidate.

**The rankings will be published on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) in accordance with point 4 of [the General Calendar](#). This will be the only means of legal publication of the selection results.**

### 9. ENROLLMENT, COURSE TRANSFER, TRANSFER

A ranking list will be published for each quota, in which you will find the following definitions:

"Winner"

"Eligible"

"Not eligible"

#### **Please note**

The course of study in this call for applications has a limited number of places, so in order to enroll, you must always be within the number of places available.

#### **9.1 If you are enrolling for the first time**

If you are a winner, within the deadlines set out in point 5 of [the General Calendar](#), you must:

1. **log** in to the Studenti Online platform ([www.studenti.unibo.it](http://www.studenti.unibo.it)) using the username and password you received when you registered for the selection process;
2. **choose** "Enrollment," select "Master's Degree," and then the "International Management" course of study;
3. **enter** the required information and attach a passport-size photograph of your face. Please note that in the event of false declarations, in addition to incurring the penalties established by Article 496 of the Italian Criminal Code, the person concerned will automatically lose the right to enroll and any benefits obtained, without the right to any refund of the sums paid;
4. pay the annual contribution installment according to the methods indicated on the Studenti Online website ([www.studenti.unibo.it](http://www.studenti.unibo.it)).

**Payment methods other than those listed on the Studenti Online website are not**

accepted.

**If you have a civil disability certificate equal to or greater than 66% or a certificate pursuant to Law 104/92**, in order to be exempt from fees, you must send the [certificate attesting to your condition](#) to [the Student Office of Economics, Management, and Statistics](#).

**If you intend to request recognition of previous academic careers**, after enrollment and by **November 26, 2026**, you must submit your application for course shortening to the Student Office of Economics, Management, and Statistics Office an application for a shortened course according to the instructions and terms indicated on [this page](#).

By logging in with your SPID or CIE credentials and using them during enrollment, **your university career will be activated immediately** after payment, without any further formalities.

Once your academic career has been activated, you will be able to use services such as submitting your study plan, booking exams, accessing the Wi-Fi network and online library resources, and carrying out academic procedures (changing courses, transferring to another university, withdrawing from studies). You will also receive an email allowing you to print your badge, according to the instructions provided.

**If you fall into one of the categories listed below, you must verify the following in order to enroll:**

- ***If you are a citizen of a non-EU country but have a qualification equivalent to a qualification obtained in Italy:*** to activate your career, you must send the following to the [Student office responsible](#) for the degree program a copy of the valid residence permit that allows for equivalence.

**Please note!** We remind you that if you are a non-EU citizen with a residence permit for study purposes and formally withdraw from your studies at this or another university, you will lose your right to stay in Italy, resulting in the revocation of your residence permit and the loss of any equivalent status.

- ***If you have a foreign qualification***, check the [documentation required](#) for enrollment. The documentation you used for admission to the course (e.g., qualification, transcript...) must be [translated and verified for authenticity and value](#), if required. You must upload the documents relating to your foreign qualification to Studenti Online (<https://studenti.unibo.it/sol/welcome.htm>) in the "Bandi" section, selecting "Enrollment for academic year 26\_27 - upload of documents for international students with foreign qualifications."

When you arrive at the University of Bologna, you will need to make an appointment with the [International Student Office in Bologna](#) to show the original documentation

- ***If you are a citizen of a non-EU country but have an equivalent qualification and obtained your qualification abroad:*** check the [documentation required](#) to

enroll.

The documentation you used for admission to the course (e.g., qualification, transcript...) must be [translated and verified for authenticity and value](#), if required.

You must upload the documents to Studenti Online (<https://studenti.unibo.it/sol/welcome.htm>), in the "Bandi" section, selecting "Immatricolazione a.a. 26\_27 - caricamento dei documenti per international students with foreign qualifications," in addition to your qualification documents, a copy of your residence permit that allows for equivalence. In addition, you will need to book an appointment at the [International Student Office in Bologna](#) to show the original documents.

**PLEASE NOTE!** Check carefully on the page [www.unibo.it/StudentiInternazionaliChiSono](http://www.unibo.it/StudentiInternazionaliChiSono), what is meant by "equivalent non-EU students" and what types of residence permits allow equivalence. Failure to obtain equivalence will not allow completion of enrollment even in the case of admission and payment of the first installment.

- ***If you are a citizen of a non-EU country, are resident abroad, and have obtained your qualification abroad:*** consult the detailed information at [www.unibo.it/IscrizioneLaureaMagistraleNonUE](http://www.unibo.it/IscrizioneLaureaMagistraleNonUE). Check the [documentation relating to your foreign qualification required for enrollment](#). The documentation you used for admission to the course (e.g., degree, transcript, etc.) must be [translated and verified for authenticity and value](#), if required.

You will need to upload the following to Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)), in the "Bandi" section:

By selecting "Enrollment for academic year 26\_27 - uploading documents for international students and students with foreign qualifications," in addition to your academic qualifications, you must also upload a copy of your student visa. Upon your arrival in Italy, make an appointment with the [International Student Office in Bologna](#) to show the original documents.

**PLEASE NOTE!** If you have a foreign qualification, admission to the course and, where necessary, any validation of pre-enrollment with or without reservation by the University does not confer any right to complete enrollment and activate your academic career, even if you have obtained an entry visa, are physically present in Italy, eligibility and/or actual provision of scholarships or grants of any kind.

In order to complete enrollment, it is necessary to verify the actual suitability of the foreign qualification, the authenticity of the documentation provided, and the actual possession of any equivalence qualification declared during the admission phase.

These checks are carried out by [the International Student Office in Bologna](#) only after payment of the first installment of the enrollment fee and submission of the original copies of all the required documentation.

**If you wish to apply for simultaneous enrollment in two degree programs, you must**

check <https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/iscrizione-contemporanea-a-corsi-diversi> to see if you can do so and how.

**Your academic career must be activated no later than February 26, 2027, otherwise your enrollment will be canceled.**

**PLEASE NOTE:** If you enroll conditionally, your academic career will only be activated after you have obtained your degree. If you graduate from the University of Bologna, your degree will be directly recognized by the systems; if you graduate from another university, you must log in to Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) and enter your degree grade by clicking on the "enter degree grade" button.

Students enrolled *conditionally* who do not obtain their degree **by December 31, 2026**, will have their enrollment automatically canceled.

## 9.2 Transfers from other Italian universities

**If you are successful** and are enrolled at another Italian university, in order to transfer you must, within the deadlines set out in point 5 of [the General Calendar](#):

1. **enroll** following the instructions in point 9.1, indicating your intention to transfer to the University of Bologna, and pay the first installment of the annual tuition fee;
2. **submit** a transfer application to your current university within the deadlines specified therein.

N.B. You may continue to attend classes at your current university until you submit your transfer application. At the University of Bologna: your career will only be active following the decision by the course council to recognize and continue your studies.

In addition, you will have to pay, in addition to the annual contribution fee for the new academic year, the specific transfer allowance published on the page <http://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/trasferirsi-alluniversita-di-bologna/trasferirsi-alluniversita-di-bologna> and which the student office will request upon receipt of the documentation sent by the university of origin.

## 9.3 Course transfers

**If you are a successful applicant** and are enrolled in another course at the University of Bologna, in order to transfer courses you must:

1. **enroll** in the new degree program by following the instructions in point 9.1, within terms referred to in point 5 of [the General Calendar](#) and pay the annual contribution installment;
2. **from July 22, 2026**, and by the deadline of **September 24, 2026**, you must complete the online application for course transfer following the instructions on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)).

In particular, you must:

3. **click** on 'Course Transfer' and enter the required information;
4. **pay** the transfer fee.

It will be possible to attend classes at the original course until the transfer application is submitted, while at the destination course, the career will only be active following the decision of recognition and continuation of studies by the course council.

## 10. RECOVERY OF PLACES

Once the enrollment period for the "winners" has ended, any remaining places are made available to those who declare their interest in recovery.

Recovery can only be requested by those who are "eligible" in the ranking. Places are allocated exclusively on the basis of the ranking order.

Two recovery procedures are planned. The procedure consists of two phases:

### 10.1 Phase 1 – Declaration of interest in recovery

By the deadline indicated in point 6 of [the General Calendar](#) on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)), the number of **places still available** at the end of the enrollment period will be published. Starting on that day, and by the deadline indicated in point 7 of [the General Calendar](#), if **you are interested in the two recovery periods, you must:**

1. **log in** to Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it));
2. **express** your interest in being admitted to the recovery sessions by clicking on the appropriate button, available in the admission test details, only after the ranking list has been published.

#### ***PLEASE NOTE:***

If you do not request to be reinstated in accordance with the above procedures, you will be excluded from all subsequent stages of the procedure.

The list of those admitted to recovery will be published on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) within the corresponding deadlines referred to in points 8 and 9 of [the General Calendar](#).

The publication of the lists on Studenti Online is the only legal means of publicizing the outcome of the recovery procedure.

### 10.2 Phase 2 – Enrollment of those admitted to recovery

If admitted to the recovery process, you must enroll within the respective deadlines set out in points 8 and 9 of [the General Calendar](#).

The second recovery may only be carried out if, at the end of the first recovery, there are still places available and if there are still eligible candidates on the ranking list who have expressed an interest in being recovered within the terms indicated in this announcement.

## PROCEDURE

### **A. If you are enrolling for the first time**

You must enroll within the deadlines indicated in points 8 and 9 of [the General Calendar](#), according to the procedure described in section 9.1 above.

### **B. If you are enrolled at another university and intend to transfer**

You must enroll within the deadlines specified in points 8 and 9 of [the General Calendar](#), following the procedure described in section 9.2 above.

### **C. If you are enrolled in another degree program at the University of Bologna and wish to transfer**

You must follow the procedure described in section 9.3 above, within the deadlines specified in points 8 and 9 of [the General Calendar](#).

If, at the end of the recovery procedures, there are still places available, a specific notice may be published on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)).

further scrolling of the rankings, aimed at candidates who may still be on the list and who have expressed an interest in being recovered within the previously indicated deadlines.

## **11. FEES AND BENEFITS**

### **11.1 University fees**

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

The student contribution to be paid to enroll in a course of study consists of a fixed part of €157.04 and a variable part calculated on the basis of the economic situation of the family unit (ISEE) up to a maximum that varies according to the course.

The contribution is calculated on a progressive basis according to **the valid ISEE certificate**, only if it is submitted in the manner and within the terms contained in the page [www.unibo.it/Tasse](http://www.unibo.it/Tasse). If the ISEE certificate is not submitted, the maximum contribution for the course of study will be applied.

Submission of the ISEE is independent of course registration. The order in which you complete the two procedures is irrelevant, provided that you meet the deadlines set for each of them.



#### **Please note!**

International students with income and assets only abroad **cannot** submit the ISEE, but must refer to the information found on the page

<https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/tasse-e-contributi/ISEE-e-altre-attestazioni-utili-per-le-esenzioni-delle-tasse-universitarie>.



#### **Please note!**

Submitting financial documentation for university fee exemptions, following the instructions on the page [www.unibo.it/Tasse](http://www.unibo.it/Tasse), is very simple and it is advisable to do so even if you have not yet decided whether to enroll in a course of study at this University. Please note that if you do not submit the documentation within the established deadlines, you will not be eligible for any concessions. The deadline is mandatory and no exceptions are ever allowed.

### **11.2 Study rights benefits provided by ER.GO**

Every year, **the Regional Agency for the Right to Higher Education (ER.GO)** publishes on its website ([www.er-go.it](http://www.er-go.it)) **calls** for applications for scholarships, places in university residences, catering, and other benefits.

**The procedures for applying for ER.GO financial aid are separate from those for applying for and enrolling in courses.**

#### **⚠ Please note!**

You must submit your application for ER.GO benefits on the Company's website, including your ISEE. Submitting the application is very simple and it is advisable to do so even if you have not yet decided whether to enroll in a course at this University. Please note that the calls for applications have a strict deadline for applications and no exceptions are ever allowed.

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

If you already have an active university career, before transferring from another university or changing courses, if you are already enrolled in a course at the University of Bologna, Carefully check the **eligibility requirements for accessing the benefits** indicated in the announcement published on [www.er-go.it](http://www.er-go.it) because, as a result of the recognition of credits (CFU) acquired in **your** previous studies, **your position may change with regard to access to benefits.** ⚠

#### **Please note!**

For all ER.GO benefits, the minimum number of CFU required as a merit requirement is always determined based on the year of first enrollment at the university (even if it took place at another university, university-level institute, or course of study, including abroad), regardless of the year of study to which you are admitted following the recognition of credits, and only those recognized for the course you are enrolling in are considered valid.

### **11.4 Study benefits provided by the University**

Information on the University's benefits can be found on the University Portal in the section [www.unibo.it/AgevolazioniEconomiche](http://www.unibo.it/AgevolazioniEconomiche).

Please read the instructions carefully for each benefit regarding the procedures and deadlines for submitting applications. Remember that deadlines are always strict and no exceptions are allowed.

## 12. WHO TO CONTACT

*For questions and administrative information (e.g., deadlines, seat recovery, enrollment procedures, etc.), please contact:*

**Student Office for Economics, Management, and Statistics**

To contact the office, see [www.unibo.it/SegreteriaStudenti](http://www.unibo.it/SegreteriaStudenti)

**Program Coordinator for International Management**

email [didatticascaravilli.im@unibo.it](mailto:didatticascaravilli.im@unibo.it)

*For information for international students or students with foreign qualifications (e.g., eligibility of foreign qualifications for admission, pre-enrollment, visas and residence permits, financial benefits for international students, etc.):*

**International desk (Bologna)**

email [internationaldesk@unibo.it](mailto:internationaldesk@unibo.it)

To contact the International Desk, check the link

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

*For information on enrollment for international students and students with foreign qualifications:*

**International Student Office, Bologna campus**

To contact the office, see [www.unibo.it/SegreteriaStudenti](http://www.unibo.it/SegreteriaStudenti)

*For information on fees and benefits:*

**ASES – Right to Education Department – Student Fees Office**

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

*For support in using Studenti Online, you can submit a request to:*

**Studenti Online Help Desk**

by visiting <https://sportelli.unibo.it/hd-studenti> or by calling

+390512080301, available Monday to Friday from 9:00 a.m. to 1:00 p.m. and from 2:00 p.m. to 5:00 p.m.

*For assistance in creating your institutional @studio.unibo.it credentials or if you encounter difficulties in using them:*

**Online student help desk**

Phone +39 051 2080301

Email [credenziali.studio@unibo.it](mailto:credenziali.studio@unibo.it)

## 13. FINAL NOTES

Any notices regarding changes to the registration procedures will be published on the University Portal on the Studenti Online page ([www.studenti.unibo.it](http://www.studenti.unibo.it)).

The Italian version of the call for applications is the authentic version with regard to the interpretation of the rules contained therein, including in the event of any disputes.

Information regarding the processing of personal data can be found at <https://www.unibo.it/it/ateneo/privacy-e-note-legali/privacy/trattamento-dei-dati-personali>.

This call for applications, issued by executive order with reference number shown in the header of the first page, is subject to the rules laid down in Decree No. 1154 of October 14, 2021, of the Ministry of University and Research, and its subsequent amendments and additions, concerning the accreditation of study programs.

An appeal against the measure may be lodged with the competent Regional Administrative Court within 60 days of the publication of the call for applications.

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