

ALMA MATER STUDIORUM - UNIVERSITY OF BOLOGNA

Call for Applications

- Second-cycle degree with restricted access

Legal Studies

LEGS

(code 6682)

Class LM/SC GIUR – Legal Studies

Academic Year 2025/2026

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This university has started an awareness-raising campaign aimed at contrasting gender stereotypes. In this respect, it has been decided to give more linguistic visibility to differences. Wherever in this document the masculine form has been used with the sole purpose of simplification, it shall be deemed to refer in an inclusive manner to all the people operating in the community

1 GENERAL INFORMATION

- TO WHOM THE CALL IS ADDRESSED

This call for applications is for those who intend to enroll in the master's degree program in Legal Studies (LEGS) – class.: LM-SC GIUR.

The program has a limited number of seats (100 overall, of which 50 are reserved for "Italian citizens, citizens of the European Union and equivalent non-EU citizens " and 50 for "non-EU citizens residing abroad").

Course activities are taught in English, and their attendance is compulsory.

Information and rules regarding the program (regulations, entry requirements, educational plan, courses,

learning outcomes, information and contacts, etc.) are available on the following webpage: <https://corsi.unibo.it/2cycle/legal-studies>

- **WHO NEEDS TO TAKE THE ADMISSION TEST**

All students interested in enrollment, including those who would like to transfer from another course of study held by the University of Bologna or from other universities, **must follow the selection process by the terms of this notice of admission (call).**

Also who intend to apply for recognition of prior studies before the appropriate authority (holding an Italian or foreign academic degree or for having studied abroad) **must undergo the selection process.** Such candidates, as well as those who want to transfer from another university, are invited to see the conditions of admission to the years of course after the first one, and the rules governing the forfeiture of student status within this university published on the University web portal, on the page: www.unibo.it/DecadenzaStudi

- **FEES TO BE PAID**

Participation in the admission test requires payment of €50.00 (see section 4 of the call).

Specific fees are requested for those who intend to transfer from another course of study at this university or transfer from another university (see section 8 of the call).

Annual tuition fee amounts are published on the University Portal, on the page: www.unibo.it/Tasse

- **BENEFITS and SCHOLARSHIPS**

Information on right-to-study benefits is available in the relevant call published by the Regional Right to Higher Education Authority, which can be found at

Applicants who are already enrolled in other courses of study before transferring should carefully consult the requirements for access to benefits indicated in the notice published by [ER.GO - Azienda Regionale](#), since their career, following transfer or transfer to the destination course, **will be evaluated starting from their first enrollment at the university**, regardless of the awards obtained or the year they will be placed by the Course of Study Council. This may result in loss of benefits.

Information on available scholarships, fee exemptions, and other forms of financial aid for students can be found at:

<http://www.unibo.it/it/servizi-e-opportunita>

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MANDATORY DEADLINES

Check the dates/terms in the notice carefully, as it is essential to comply with them. The deadlines given in this notice are peremptory; that is, they cannot be waived in any way. Therefore, it is necessary to strictly comply with all the deadlines in the notice. Failure to comply will cause **exclusion** from the selection or the possibility of enrolling.

You are warmly suggested to check regularly:

- “Studenti OnLine” application, especially at the dates of publication of the winners' rankings and the list of recovered applicants;
- your Unibo account/mailbox: nome.cognome@studio.unibo.it

since they are the **only means of information** regarding the progress of the selection (rankings, time for recovery, matriculations/enrollment, etc.).

In the case of a successful selection, a successful candidate who fails to pay the first installment of the annual contribution fee (or the "*monorata*") by the deadline **will be considered a tacit renounce**, regardless of any justifying reasons for the delay.

FIRST INTAKE: 30 seats reserved for "Italian citizens, EU citizens, and equivalent non-EU citizens" and 30 places reserved for "non-EU citizens residing abroad."

| Publication of the notice/call Thursday, 12/19/2024 | | | | | | |
|---|---|--|--|--|---|---|
| I Intake - Opening date and application deadline: From December 19, 2024, until February 27, 2025 | | | | | | |
| Activity Calendar | Download of applications received as of 27/02/2025 | Publication of Candidates admitted to the interview | Dates of Interviews (Via Microsoft TEAMS platform*) | Publication of the ranking list | Opening of Enrollment /Matriculation | Enrollment/ Matriculation deadline |
| I NON EU/ EU and Equivalent Intakes. | Friday, 02/28/2025 | Monday 10/03/2025 | March 17 - 18-19-20 and 24-25-26, 2025 | Tuesday, April 1, 2025 | Wednesday April 2, 2025 | Tuesday, April 8, 2025 |
| <p>If any seats after the enrollment deadline (April 8, 2025) will be still available, other candidates will be retrieved consistently with each ranking list (EU/not-EU candidates), up to the amount of available seats, from April 10, 2025 until April 15, 2025.</p> <p>Available seats will be published on "Studenti Online" and declarations of interest in retrieval will be required to be made via "Studenti online".</p> <p>Retrieved candidates must enroll from April 16, 2025, until April 28, 2025 (See Section 2 and Section 9).</p> | | | | | | |

SECOND INTAKE: 20 seats reserved for "Italian citizens, citizens of the European Union and equivalent non-EU citizens" and 20 seats reserved for "non-EU citizens residing abroad."

| II Intake - Opening date and application deadline: From April 10, 2025, until May 15, 2025 | | | | | | |
|---|---|--|--|--|---|--|
| Activity Calendar | Download of applications received as of 15/05/2025 | Publication of Candidates admitted to the interview | Dates of interviews (Via Microsoft TEAMS platform*) | Publication of the ranking list | Opening of Enrollment /Matriculation | Enrollment/Matriculation deadline |
| II Intake NON EU/ EU and Equivalent | Thursday, 05/16/2025 | Monday, 05/26/2025 | June 4-5-6-9-10-11, 2025 | Tuesday, June 17, 2025 | Thursday, June 19, 2025 | Thursday, June 26, 2025 |
| <p>If any seats after the enrollment deadline (June 26, 2025) will be still available, other candidates will be retrieved consistently with each ranking list (EU/not-EU candidates), up to the amount of the available seats, from June 30, until July 4, 2025.</p> <p>Available seats will be published on "Studenti Online" and declarations of interest in retrieval will be required to be made via "Studenti online".</p> <p>Retrieved candidates must enroll from July 7 until July 14, 2025 (see Section 2 and Section 9).</p> <p style="text-align: center;"><u>Additional recovery procedure</u></p> | | | | | | |
| Additional Recovery Procedure (See Section 2 and Section 9) | | | | | Tuesday, July 22, 2025 | Tuesday, July 29, 2025 |

* Microsoft Teams program is required, below is the information page on activating the application: <https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/istruzioni-per-il-collegamento-da-remoto-con-microsoft-teams>

Instructions and information may be sent to applicants at institutional email address@studenti.unibo.it to access the selection room along with the call for interviews.

– OFFICES YOU CAN CONTACT

For **administrative** concerns and information (e.g., deadlines, seat retrieval, registration arrangements, etc.), please contact:

Law Student Administration Office

Email seggiuri@unibo.it

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

Programme Tutor

Email dsg.tutorlegs@unibo.it

For information specific to international students or students with degrees earned abroad (e.g., eligibility of foreign degrees for admission, pre-registration, visas, residence permits, financial benefits for international students, etc.).

International Desk (Bologna)

Phone +39 051 2082550

Email internationaldesk@unibo.it

For information on fees and benefits

ASES - Sector Right to Study - Student Contributions Office

Email ases.contribuzionistudentesche@unibo.it

For computer-related information (e.g., login credentials, data entry, application usage/functioning glitch, etc.):

Help desk of Studenti Online

Phone +39 051 2080301

Email help.studentionline@unibo.it

2 – AVAILABLE SEATS

The following seats are available for admission to the Master's Degree in Legal Studies for the academic year 2025/2026:

-n. **50** for Italian citizens, EU citizens and equivalent non-EU citizens **(A)**;

-n. **50** for non-EU citizens residing abroad **(B)**.

| Selections | Italian citizens, citizens of the Union European, and equivalent non-EU citizens (A) | Non-EU citizens residing abroad (B) |
|---------------|--|-------------------------------------|
| First Intake | 30 | 30 |
| Second Intake | 20 | 20 |

At the end of each selection, the Student Administration Office shall initiate the retrieval of students in useful positions according to the two ranking lists up to the number of places available for each one, subject to "declaration of interest in retrieval" via Studenti online.

If there are still seats available at the end of the above selections or as a result of any renunciations, transitions, transfers to other courses of study, on 22/07/2025 will be drawn up an additional ranking list. The list will be composed of the candidates who resulted eligible in the two previous selections and who have expressed interest in being recovered by the deadlines indicated

If there are still available seats at the end of the above selections or due to any renunciations, transitions, or transfers to other courses of study, an additional ranking list (for EU and/or non-EU group) will be drawn up on July 22, 2025.

The list/s will rank the eligible candidates in the two previous selections and those who have expressed interest in being recovered by the deadlines of the previous two intakes.

The ranking will be based on the score previously obtained, also according to the priority criteria to determine cases of *ex aequo*. Such candidates will be able to enroll from July 22 until July 29, 2025.

See also Section 9.

The available seats (no. 100 total) are divided into two quotas, one for Italian, EU, and equivalent non-EU citizens and the other for non-EU citizens residing abroad.

1. Places **for only Italian citizens, EU citizens, and equivalent non-EU citizens** with or exempted from the quota of international students who can participate in the selection provided in the call.

Read who non-EU citizens are equated at www.unibo.it/studentiinternazionalichisono ;

Read who non-EU citizens are exempt from the international student quota at www.unibo.it/studentiinternazionalichisono . Even if you are exempt from the international student quota, you still have to comply with the procedures for non-EU students living abroad.

2. Places for **non-EU citizens living abroad (international student quota)** who can participate in the first, second, and third selection within the quota reserved for them.
 - Places reserved for "non-EU citizens residing abroad" if not fully utilized, will be made available to candidates, "Italian citizens, EU citizens and equivalent non-EU citizens " in recoveries.

PLEASE NOTE: If you are a non-EU citizen holding a residence permit **for study reasons** and **formally renounce your studies** at this or another university, you will lose the requirements for residence in Italy with the consequent revocation of your residence permit and the loss of any equivalence title. In this case, you will have to return to your country of origin and initiate the pre-enrollment procedures through the Italian diplomatic representations with territorial jurisdiction (Embassies/Consulates), within the deadlines set annually and published on the website <http://www.studiare-in-italia.it/studentistranieri/>.

3 - ADMISSION REQUIREMENTS

3.1 Qualifications/Degrees

Admission to the Master's degree program in Legal Studies requires possession of a bachelor's degree, a three-year university degree, or another university degree obtained abroad and recognized as suitable.

It is also necessary to possess curricular requirements and to pass an assessment of the adequacy of personal preparation as in the following paragraphs. With reference to the curricular requirements/qualification, it is necessary to have graduated in one of the following classes:

- 3.1.1 - Qualifications related to legal disciplines

ex D.M. 270/04:

- L-14 (Legal Services Science)
- LMG/01 (Law)

ex M.D. 509/99:

- Class 2 (Legal Services Science)
- Class 31 (Legal Science)
- Class 22/S (Law)

Under the former four-year system:

- Law

In the case of a degree obtained abroad, it is necessary that the degree is recognized as eligible and allows access in the country of achievement to second-level degree courses according to the rules established in the MUR Circular, for A.Y. 2025/2026, which will be published at <https://www.universitaly.it/studenti-stranieri>

Specifically, 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, awarded at a higher education institution that allows further study at academic institutions at the next level (second cycle of the Bologna Process/level 7 EQ) in the country of award of the qualification.

The compatibility of the title/degree, for the sole purpose of admission to the selection procedure, is evaluated by the selection Commission according to the provisions of the previous paragraph and with the same criteria used to evaluate Italian academic titles/degrees.

Formal verification of the degree and verification of the actual eligibility of the foreign degree for the purpose of the candidate's matriculation will be carried out by the International Students Administration

Office after the payment of the first installment scheduled for matriculation and the original submission of all the required documentation, in accordance with Section 8 of the present call.

3.1.2 – Qualifications/Degrees related to non-legal disciplines (and equivalent): ex D.M. 270/04:

- L-5 (Philosophy)
- L-10 (Literature)
- L 11 (Languages and modern cultures)
- L-16 (Management/Administration science)
- L-18 (Management and Economics Sciences)
- L-20 (Communication)
- L-33 (Economics sciences)
- L-36 (Political and International Relations Sciences)
- L-37 (Cooperation and development social sciences)
- L-39 (Social services)
- L-40 (Sociology)
- L-42 (History)

ex M.D. 509/99:

- Class 29 (Philosophy)
- Class 5 (Literature)
- Class 11 (Languages and Modern Cultures)
- Class 19 (Administrative Science)
- Class 17 (Management and Economics Sciences)
- Class 14 (Communication)
- Class 28 (Economics)
- Class 15 (Political and International Relations Sciences)
- Class 35 (Cooperation and Development Social Sciences)
- Class 6 (Social services)
- Class 36 (Sociology)
- Class 38 (History)

Under the former four-year system:

Bachelor's degree in Philosophy, Literature, Political Science, Business Administration, Economics, Political Economy, History, Sociology, and equivalents.

For the qualifications referred to in 3.1.2 - Qualifications related to non-legal disciplines (and equivalent), please note that:

In the case of an Italian degree related to non-legal degree classes, it is necessary to have obtained at least 30 CFUs in legal subjects, possibly including the final exam.

- In the case of a degree obtained abroad, it must be recognized as suitable and allow access in the country of attainment to second-level degree programs as provided by the MUR.
- Specifically, 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, awarded at a higher education institution that allows further study at academic institutions at the next level (second cycle of the Bologna Process/level 7 EQ) in the country of award of the qualification.
- The compatibility of the title/degree, for the sole purpose of admission to the selection, is evaluated by the selection Commission, according to the provisions of the previous paragraph and with the same criteria used for evaluating Italian academic titles/degrees.

The Commission evaluates the foreign degrees for the sole purpose of admission to the selection based on the documentation submitted.

The assessment of the actual eligibility of the foreign degree for the candidate's matriculation/enrollment will be carried out by the International Student Administration Office after the payment of the first installment scheduled for matriculation and the original submission of all the required documentation, in accordance with Section 8 of this call.

3.2 Enrollment sub condicione

Applicants who earn their degree by December 2025 will also be eligible to register for the selection test, under condition (*sub condicione*). Candidates who do not graduate by that date will have their matriculation/enrollment canceled *ex officio*.

Applicant enrolled under condition (*sub condicione*) will have his or her career suspended, so he or she will not be able to use the "Studenti Online" application (study plan, exam booking, etc.) until the graduation diploma is sent.

3.3 Language skills

To be admitted to the course, applicants must demonstrate their proficiency in English for a minimum level equivalent to B2.

Please refer to Section 6.1 of this call to check the certifications and experiences accepted in the evaluation phase for demonstration of these skills.

4 - REGISTRATION FOR THE ADMISSION TEST

All applicants must register for the admission test by the following peremptory deadlines:

FIRST INTAKE: Thursday, December 19, 2024, to Thursday, February 27, 2025

SECOND INTAKE: from Thursday, April 10, 2025, to Thursday, May 15, 2025, with the following arrangements:

1. Log on to www.studenti.unibo.it, using SPID or CIE credentials. International students without an identity document issued in Italy, who cannot obtain SPID, must register on "Studenti OnLine" with University credentials to apply;
2. click on the "application for admission" button, select "choose the type of course for which you want to apply," then "Master's Degree," choose the competition "Legal Studies - LEGS" and proceed;
3. Upload all required documents in .pdf format;
 - a. Curriculum Vitae (it is required to use the file called "CV FORM" published together with this notice at <https://corsi.unibo.it/2cycle/legal-studies/admission>)
 - b. Double-sided copy of a valid identification document (ID card, passport);
 - c. Copy of residence permit, if held (for non-EU applicants);
 - d. self-certification of the first-level academic degree with the list of exams taken (if provided with the scientific disciplinary sectors), if obtained in Italy, **or** a copy of the degree obtained abroad that allows access in the country of achievement to second level Degree Courses, accompanied by a **transcript of records** and Diploma Supplement (the latter, if available), translated into Italian or English. If the applicant has not yet obtained the degree, the list of exams taken or the transcript of records must be attached; students who graduated from the University of Bologna must indicate this condition in the curriculum - CV FORM - so that the data can be acquired *ex officio*;
 - e. Documentation of meeting the English language proficiency requirement (see Section 3 -

Eligibility Requirements);

- f. motivational letter (if any)
- g. Adaptation request form (if necessary, see section 5)
- h. proceed until the admission test fee of €50.00 is paid, which will not be refunded under any circumstances. Payment must be made in the manner indicated on www.studenti.unibo.it. If you participated in the first selection, in case you have to register for a subsequent selection you will not have to repay the admission fee. Payments at other credit institutions, bank transfers or payments made by postal bulletin are not allowed.

Only and exclusively candidates who have finalized their registration for the selection test and paid the relevant fee by the deadline and in the manner described above will be admitted to the selection test. No delivery or mailing of paper materials to the Offices shall be made

5 - REQUEST FOR ADAPTATION TO THE ADMISSION PROCEDURE

Applicants who wish to avail themselves of adjustments for the admission test must make a request, by the deadline for registration for the selection.

PLEASE NOTE: Applicants who are enrolling in a Master's Degree (Cycle II) that involves **only** the **degree evaluation procedure** and do not have to take admission tests (oral or written) do not need to apply for adjustments.

Adaptations may consist of:

- additional time: by 30% for candidates with DSA, other specific developmental disorders and pathologies; by 50% for candidates with civil disability and/or handicap under L.104.
- possibility of using aids such as text-reading tools, non-scientific calculators, etc., or other arrangements to be evaluated according to the specific case and certification.

The list of possible adaptations can be found on the adaptation request form.

If, due to organizational needs and/or mandatory provisions, the required adjustment cannot be guaranteed, an alternative measure of equal compensatory value will be defined.

The procedure for applying for adaptations is as follows:

- **Access "Studenti Online"** (www.studenti.unibo.it) in the "Current Requests" detail section of the main page;
- **Download the "Adjustment Request Form"** and fill it out
- **upload, in the dedicated section, the completed "Adjustment Request Form"** (in pdf format)
- **Also upload, in the dedicated section, the necessary specialized documentation** below, namely:
 - Diagnosis of Specific Learning Disorders (**DSA**), according to Law 170/2010, prepared by the National Health Service, an accredited private center, or a private specialist accompanied by a document of compliance issued by the National Health Service. The documentation must be no older than three years or drawn up after the age of 18.

In view of the emergency situation that has led to a reduction in the activities of NHS outpatient clinics, DSA diagnoses, as referred to in Law No. 170/2010, will be admitted for requests for adjustments for admission tests, even if they were issued more than three years ago. The Service reserves the right to request after matriculation the updated diagnosis or at least a written proof that it is pending renewal.

For further details, we refer to the website page: <https://site.unibo.it/studenti-con-disabilita-e-dsa/it/per-studenti/certificazioni-richieste>

- Documentation, issued by an NHS specialist, attesting to another type of specific developmental disorder that affects learning.
- Certification of disability under **L. 104/92**;

- Certification of **disability**;
- Medical documentation, drawn up by a specialist, attesting to the presence of health conditions (physical and/or mental) that may result in an inability, even temporary, to study and take the test.

The documentation must be clear and complete with all information useful in understanding the specific needs of the candidate.

(N.B. If in possession of both Law 104 Certification and other medical documentation, it is important to submit both).

Applicants with disabilities or DSA residing in foreign countries, who wish to take advantage of adaptations, must submit **legalized certification** (or with Apostille where applicable), attesting to the disability or DSA status issued in the country of residence, accompanied by an official translation in Italian or English only.

Certifications are reviewed by the relevant facilities to ensure that the documentation attests to a condition of disability or specific learning disorder recognized by Italian law.

PLEASE NOTE: BEFORE CLOSING THE TRIAL REGISTRATION CHECK THAT YOU HAVE UPLOADED THE ADAPTATIONS REQUEST FORM AND HEALTH DOCUMENTATION.

The documentation is reviewed by the Service for Students with Disabilities and with DSA to assess the consistency of the requests for adaptations with the documentation submitted. In case of incomplete or unreadable documentation, a supplement will be requested by email to the institutional email address nome.cognome@studio.unibo.it and must be sent within the peremptory deadlines set in the communication.

An applicant who fails to submit the request within the time limits specified in the notice or fails to send any required supplementary documents within the time limits specified by the Service for Students with Disabilities and DSA will not be granted the requested adjustments.

Adjustments granted are always communicated by email from the Student Administration Office.

Clarifications on the procedure for requesting adaptations can be obtained from the Service for Students with Disabilities and DSA at ases.adattamentiammissione@unibo.it.

6 - ADMISSION PROCESS

For admission to the degree program, it is necessary to pass a test of the adequacy of personal preparation, as well as the possession of language proficiency in English of at least level B2 of the Common European Framework of Reference for Languages, which will take place in the manner defined in the Didactic Regulations of the Course of Study.

Admission to the LEGS course of study will take place in the following two stages:

1. Evaluation of the CV and documentation submitted, **aimed at ascertaining the possession of the curricular requirements, as well as** the possession of the language proficiency in the English language of at least level B2. **The level of English language proficiency (to be indicated in the CV FORM) is deemed ascertained in the following cases:**
 - Possession of international certificate, namely: TOEFL, IELTS, CAMBRIDGE English Language Assessment, Trinity College London. For correspondence with the B2 level, please refer to the table available at: <http://www.cla.unibo.it/idoneita-linguistica/equipollenza-dei-titoli-1>. International certifications that have been issued no more than four years ago (certifications no earlier than January 2021) [, regardless of the official duration of the title established by the Certifying Body, are accepted.
 - Possession of a 1st or 2nd degree in English language;
 - Have taken and passed in the university career an English language exam - level B2 reported in the transcript;

- To be a native speaker, that is, to be an Italian citizen or a foreigner who, by family derivation or linguistic experience, is able to express himself or herself naturally in the English language
- Have taken, as part of his or her university coursework, at least two English-language courses.

2. English-language interview aimed at assessing the applicant’s preparation in relation to the Program’s learning outcomes.

More in detail, ratings are expressed as follows:

Step 1: Assessment of curricular requirements (40/100 points).

- Academic merit: up to 15 points. Consistency of the candidate's curriculum with the learning outcomes of the course program: up to 23 points.

It will also be evaluated:

- English language proficiency certification of C1 or C2 level (see the table at <http://www.cla.unibo.it/idoneita-linguistica/equipollenza-dei-titoli-1> for accepted certifications), up to a maximum of 2 points.

The applicant may submit a maximum of one reference letter, written in Italian or English. The reference letter will not be evaluated (no scores) since it is for mere informational purposes.

The evaluation of curricular requirements will be given a maximum score of 40 points out of 100.

Applicants with a minimum score of 25 out of 40 available points in the first stage will be admitted to the interview (Stage 2). Applicants with curricular requirement evaluation scores below 25/40 in Stage 1 will not be admitted to Stage 2.

The list of candidates admitted to the interview will be published at www.studenti.unibo.it on the following days:

- First Intake: March 10, 2025
- Second Intake: May 26, 2025

The committee may change the interview schedule due to organizational needs and the number of applications. Students are therefore urged to check www.studenti.unibo.it constantly.

Stage 2: Interview to assess the applicant’s preparation in relation to the Program’s learning outcomes (60/100).

The interview will be given a maximum score of 60 points out of 100.

Except as declared above, interviews will be held on the following dates:

| | |
|------------|-----------------|
| Selections | Interview dates |
|------------|-----------------|

| | |
|---------------|--|
| First Intake | Monday, March 17, 2025 Tuesday, March 18, 2025 Wednesday, March 19, 2025 Thursday, March 20, 2025 Monday, March 24, 2025 Tuesday, March 25, 2025 Wednesday, March 26, 2025 |
| Second Intake | Wednesday, June 4, 2025 Thursday, June 5, 2025 Friday, June 6, 2025 Monday, June 9, 2025 Tuesday, June 10, 2025 Wednesday, June 11, 2025 |

The Council of the Department of Legal Sciences will appoint the selection Commissions before each intake's evaluation stages take place.

Commissions shall check the identity of each candidate and verify that the personal information in the identity document corresponds to the information provided by the candidate in the application procedure for the selection test.

Therefore, candidates admitted to the interview are reminded to show up with the same ID used in the test registration process.

During the interview, Commissions will assess the adequacy of the candidate's personal preparation in relation to the Program's learning outcomes, including the relevance of English language skills.

7 – ADMISSION RANKINGS

Upon completion of the two stages of the admission test, the Selection Boards shall draw up general merit rankings expressed in hundredths, each one for contingent (EU/non-EU).

Candidates who achieve an overall score (sum of the scores obtained in the evaluation of the resume and interview) **of 60/100 or more** (including at least 25/100 in stage 1) **are considered eligible and placed on the merit list.** In the event of a tie, priority is given to the person with the youngest age.

Applicants who obtain an overall score of less than 60/100 may under no circumstances matriculate in the master's degree program "Legal Studies" - LEGS.

Merit rankings are posted on "Studenti Online" at www.studenti.unibo.it by the following deadlines:

- First Intake: Tuesday, April 1, 2025
- Second Intake: Tuesday, June 17, 2025

Publication of the rankings on "Studenti Online" will be the only means of legal notice/publicity about the outcome of the test.

8 – MATRICULATION / ENROLLMENT PROCEDURE (only for those students deemed eligible in the admission ranking)

Admitted applicants must ensure that their degree meets the requirements for entry into the Italian university system.

Applicants can find more information about the matriculation procedures at the following link: <https://www.unibo.it/en/didactics/enrolment-transcripts-and-degree/translation-authenticity-and-value>

If the degree does not make one eligible for the Italian university system, matriculation/enrollment cannot proceed at all. First-time applicants matriculating.

Following the publication of the rankings, admitted candidates must matriculate no later than the following deadlines:

| Intake | Enrollment deadlines |
|--------|--|
| First | Tuesday, April 2 to Tuesday, April 8, 2025 |
| Second | Thursday, June 19 to Thursday, June 26, 2025 |

Successfully ranked candidates must:

- **log on to** www.studenti.unibo.it;
- **choose "Matriculation", select "master's degree" and then the course of study "Legal Studies" - LEGS**, enter the required data and attach a file with a passport-sized facial photograph. Please note that in case of false statements, in addition to incurring the penalties established by Article 496 of the Criminal Code, the interested party automatically forfeits the right to matriculation and any benefits obtained, without the right to any refund of the amounts paid.
- Pay the first installment or, alternatively, the mono-rata relating to the annual contribution fee, according to the methods **listed on www.studenti.unibo.it** **www.studenti.unibo.it No other payment methods than those listed on are allowed**

By logging in with SPID or CIE credentials and using them during matriculation, after making the payment the university career will be activated directly without any further fulfillment.

With the activation of the career, services such as submitting the study plan, booking exams, accessing the Wi-Fi network and online library resources can be used; it will also be possible to perform career acts (course change, transferring to another university, waiving studies); an email will also be sent allowing the badge to be printed, according to the modalities that will be indicated.

If you fall into the cases listed below you need to check what to do for registration:

- **If you are an equated non-EU citizen with a degree obtained in Italy**, you will need to send a copy of the valid residence permit that allows for the equivalence to the Student Administration Office of reference seggiuri@unibo.it ;
- **If you have a degree obtained abroad**: verify [the documentation required](https://www.unibo.it/en/didactics/enrolment-transcripts-and-degree/translation-authenticity-and-value) to matriculate (*extended link <https://www.unibo.it/en/didactics/enrolment-transcripts-and-degree/translation-authenticity-and-value>*) Remember that the documentation you used for admission to the course (e.g., degree, transcript...) must be [translated and with verification of authenticity and value where applicable](https://www.unibo.it/en/didactics/enrolment-transcripts-and-degree/translation-authenticity-and-value) *Extended link (<https://www.unibo.it/en/didactics/enrolment-transcripts-and-degree/translation-authenticity-and-value>)*

[value-of-foreign-degree-titles](#)) You will have to upload the documents related to the foreign title on [Studenti Online](#) in the "Calls" section by choosing "Matriculation a.y. 25_26 - uploading documents of international students and with the foreign title" and make an appointment with the International Students Administration Office in Bologna to show the original documentation;

- **If you are an equated non-EU citizen and have obtained your degree abroad:** you need to consult the detailed information at <https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/iscriversi-corso-di-laurea-magistrale-con-titolo-estero>, access Studenti Online (www.studenti.unibo.it), choose "Calls," select "Matriculation a.y. 25_26 - uploading documents of international students and with foreign title," and upload, in addition to the degree documents, the copy of the residence permit that allows for equalization. You must also book an appointment at the International Students Administration Office in Bologna to show the original documents. **PLEASE NOTE:** Check very carefully who the non-EU students who are equated are and what types of residence permits allow for equating at <https://www.unibo.it/it/internazionale/chi-sono-gli-studenti-internazionali>. Participation in the selection as an equated non-EU citizen without holding the equating title will not allow the completion of matriculation even in the case of admission and payment of the first installment; Remember that if you have a residence permit for **study reasons** and **formally renounce your studies** in this or another university, you lose the requirements for residency in Italy with the consequent revocation of your residence permit and the loss of any equivalence title.
- **If you are a "non-EU citizen/resident abroad" and have obtained your degree abroad:** you need to consult the detailed information at www.unibo.it/iscrizioniStudentiNonUE ; access Studenti Online (www.studenti.unibo.it), choose "BANDI", select "Matriculation a.y. 2025_2026 - uploading documents of international students and with the foreign title" and upload in addition to your degree documents, copy of your study entry visa. Upon your arrival in Italy, book an appointment at the International Students Administration Office in Bologna to show the original documents.

Please note! Admission and, if necessary, the possible validation of a candidate's pre-enrolment with or without reservations by the University do not confer any right to the completion of enrolment and the start of a career, even in the case of obtaining an entry visa, physical presence in the country, eligibility and/or actual payment of scholarships or contributions of any kind. In order to complete enrolment, it is necessary to verify the actual eligibility of the foreign qualification, the authenticity of the documentation produced, and the actual possession of any equivalence qualification declared during the admission phase. Checks are carried out by the International Students Administration Office in Bologna (contact details can be found at <https://www.unibo.it/it/studiare/iscrizioni-tasse-e-altre-procedure/lauree-e-lauree-magistrali/segreteria-studenti>) only after payment of the first enrolment installment and submission of the original of all the required documentation.

Career activation must take place no later than Feb. 26, 2026, otherwise the matriculation/enrollment will be cancelled.

PLEASE NOTE: Students matriculated under condition (*sub condicione*) must obtain a bachelor's degree by December 2025; otherwise, matriculation **will be canceled ex officio**.

For students who graduate from the University of Bologna by the above deadlines, their careers will be automatically activated. Students graduating from another University will have to prove to the Law Student Administration Office the acquisition of the bachelor's degree. The Student Administration Office will make the appropriate checks in a timely manner.

8.1 Candidates currently enrolled in another university who intend to transfer

Successfully ranked candidates enrolled at another university who intend to transfer must, by the following deadlines:

| Intake | Enrollment deadlines |
|--------|--|
| First | Tuesday, April 2 to Tuesday, April 8, 2025 |
| Second | Thursday, June 19 to Thursday, June 26, 2025 |

1. Enroll by following the instructions in 8.1, indicating that you are enrolled at another university and wish to transfer to the University of Bologna;
2. Pay the first installment of the annual contribution fee;
3. Apply for transfer to the home university by the deadlines therein.

It will be possible to support teaching activities at the university of origin until the time of submission of the transfer application. At the University of Bologna, the career will be active only following the resolution of recognition and continuation of studies by the Course Council.

Thereafter, it will be necessary to pay, in addition to the installment of the annual contribution fee for the new academic year, the specific transfer allowance as listed on the following webpage:

<https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/trasferirsi-alluniversita-di-bologna/trasferirsi-alluniversita-di-bologna>

which the student administration office will request upon arrival of the documentation sent by the home university.

8.2 Candidates currently enrolled in other courses of study at the University of Bologna (Passages)

Successfully ranked candidates enrolled in another university who intend to transfer courses must:

- Register for the new degree program by following the instructions in 8.1 and pay the first installment of the annual contribution fee, by the following deadlines

| Intake | Enrollment deadlines |
|--------|--|
| First | Tuesday, April 2 to Tuesday, April 8, 2025 |
| Second | Thursday, June 19 to Thursday, June 26, 2025 |

- fill out the course transfer application online **starting July 24, 2025, until 20 November 2025**, following the instructions on <https://www.studenti.unibo.it/>, and they must:
 - Click on 'Course Changeover' and enter the required data;
 - Pay the transition allowance, as reported on the following webpage <https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/cambiare-corso-di-studio-interno-universita-di-bologna/cambiare-corso-di-studio-interno-universita-di-bologna>

8.3 Candidates who want to apply for recognition of previous careers

After enrolment, you must submit your application for course shortening in accordance with the instructions and by the deadlines indicated on <https://www.unibo.it/it/didattica/iscrizioni-trasferimenti-e-laurea/abbreviazione-di-corso> the competent Student Administration Office is the Law Department within the deadlines set annually by the University bodies;

9 – RETRIEVAL OF AVAILABLE SEATS AND ENROLLMENT FOR OPEN POSITIONS

Seats recovery procedure allows to accept a number of applicants equal to the number of unfilled seats after matriculations deadlines, according to the criterion of ranking order.

There are three possible retrievals, two following each intake and one additional retrieval procedure at the very end of the selection process. Each retrieval procedure consists of two steps:

Step 1 - declaration of interest in recovery

Upon completion of registration for individual selections, the Student Administration Office will publish on "Studenti Online", at www.studenti.unibo.it, the number of **places still available** based on the following schedule:

| Intake | Deadlines declaration of interest in recovery |
|----------------------------------|--|
| First Intake | from April 10, 2025 and until April 15, 2025 - registration opening from April 16 and until April 28, 2025 |
| Second intake | from June 30, 2025 and until July 4, 2025 - registration opening from July 7 and until July 14, 2025. |
| Extraordinary recovery procedure | Open registration from July 22 through July 29, 2025. |

From the day of publication and no later than the deadline for declaration of interest in retrieval (see table above), all candidates in "Eligible" status placed on the ranking list after the last of the winners, **if interested in retrieval, must:**

- log on to www.studenti.unibo.it;
- express interest in being retrieved by clicking on the appropriate "I wish to be retrieved" button, which is available in the admission test file detail only after the publication of the ranking list.

Only those candidates who are eligible ("eligible" may participate in the recovery of places)

PLEASE NOTE:

Candidates **who do not** request to be retrieved in the above manner will be excluded from all subsequent stages of the procedure.

Applicants will be admitted by operating only with reference to the order of ranking.

The list of those admitted to make-ups will be posted on “Studenti Online”, at www.studenti.unibo.it, on the dates indicated in the General Information - Deadline Calendar section.

The publication of the lists on “Studenti Online” is the only means of legal publicity on the outcome of the seat recovery procedure.

Phase 2 - registration recovered

From the date of publication of the list, admitted candidates are required to register within the peremptory deadlines stipulated in the General Information - Deadline Calendar section.

- First-time applicants matriculating

Admitted candidates are required to register by the deadline in the deadline calendar (General Information - Deadline Calendar section), according to the procedure in Section 8 Item 8.1 above.

- Candidates currently enrolled in another university who intend to transfer

Admitted candidates are required to register by the deadline in the deadline calendar (General Information - Deadline Calendar section), according to the procedure in Section 8 Item 8.2 above.

- Candidates currently enrolled in other courses of study at the University of Bologna (Passages)

Admitted candidates are required to make the transition according to the procedure in Section 8 item 8.3 above.

10 – FINAL NOTES

Any notices regarding changes in enrollment procedures will be posted on the University Portal at (www.studenti.unibo.it).

Any extraordinary (Offices’) closures will be posted on the University Portal (www.unibo.it).

The Italian language version of the selection call/notice is the only fully authentic version with respect to the interpretation of the rules contained therein, including with respect to any disputes.

The current English version is a merely informative document of the call.

The information regarding the processing of personal data can be found at www.unibo.it/PrivacyBandiCds
<http://www.unibo.it/PrivacyBandiCds>

The person in charge of the administrative process is the Head of the Law Student Secretary Office, Dr. Sabrina Rambaldi.

This notice, issued by executive order, is subject to the regulations set forth in the Decree of the Minister of Education, University and Research No. 6/2019 on self-evaluation, assessment, initial and periodic accreditation of university seats and courses of study as amended and supplemented by Ministerial Decree 8/2021.