



## AREA RELAZIONI INTERNAZIONALI

### **Call for applications for Unibo Action 1&2 - GRE for international students registering for Second cycle degree programmes at the Alma Mater Studiorum - University of Bologna, for A.Y. 2020-21 DEADLINE: 31 March 2020**

#### **ART. 1 - Subject, amount and duration**

In order to encourage international students to enrol in its degree programmes, the University of Bologna has funded:

- 15 study grants worth €11.059 each (Unibo Action 2)
- 2 study grants worth € 11.059 each (Unibo Action 2) reserved for students holding a Brazilian qualification (\*)
- full tuition fee waivers for a total amount of €100.000 (Unibo Action 1).

The benefits are intended for international students registering for Second cycle degree programmes at University of Bologna for A.Y. 2020-21.

International students are all students whose qualifications for admission to the chosen Second cycle degree programme were obtained at an institution outside of the Italian education system, regardless of citizenship.

Registration is understood to mean the first enrolment in the first year of the degree programme. Enrolling in years following the first year, changing from one degree programme to another or transferring from one university to another, is not considered 'registering' (art. 4, 13, 14 of the Student Regulations, D.R. 464/2013).

Each Unibo Action 2 study grant is awarded for one academic year only and amounts to a total of €11.059, gross of all charges for the beneficiary's account.

Each Unibo Action 1 waiver is awarded for one academic year only. Students who are awarded the waivers must pay €157,64 in regional taxes, the tax stamp and insurance premium (amount subject to change).

The benefits cannot be awarded to students registering for multiple or joint programmes for which tuition fees have to be paid to a partner university, other than the University of Bologna.

The potential renewal of the benefits may only be possible through a specific call for applications.

(\*) The funding of these grants is subject to the approval of the Academic Boards of the University of Bologna. The study grants are reserved for students holding a qualification obtained in the Brazilian education system, valid for access to the chosen Second cycle degree programme. In the absence of suitable candidates, the grants will be awarded to eligible candidates who did not win a study grant in the Unibo Action 1&2 SAT call for A.Y. 2020-21, having a Brazilian educational qualification.

#### **ART. 2 – Incompatibility**

The Unibo Action 2 study grant cannot be combined with:

- study grants/prizes issued by the University of Bologna for the same purpose (including Unibo for Refugees study grants and prizes);
- study grants issued under Erasmus Mundus Action 1 (now EMJMD);
- study grants issued by the Regional Authority for the Right to Higher Education (ER.GO), by the Ministry of Foreign Affairs and International Cooperation (MAECI), by the Italian Agency for Development Cooperation (AICS), by the Collegio Superiore in Bologna, by CRUI to beneficiaries of international protection;



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- study grants awarded under international cooperation projects in which the University of Bologna collaborates;
- study grants issued by foreign governmental bodies or institutions, on the basis of agreements with the University of Bologna, aimed at assisting the enrolment of international students at the University of Bologna.

Unibo Action 2 study grants cannot be combined with Unibo Action 1 tuition fee waivers.

Study grants and tuition fee waivers are compatible with other forms of study support funded by ER.GO (housing services, etc.).

### **ART. 3 – Admission requirements**

Application is open exclusively to candidates who:

- 1) possess qualifications for admission to the chosen Second cycle degree programme issued by an institution outside of the Italian education system. Qualifications issued by institutions of the Republic of San Marino do not satisfy this condition. The applicant's citizenship is not considered;
- 2) meet the admission requirements for the chosen degree programme or will meet such requirements at the time of registration;
- 3) are not current students at the University of Bologna for First, Single or Second Cycle degree programmes. Important! Those whose student career (First, Single or Second Cycle degree programmes) ended within A.Y. 2018-19 for any reason are not considered students. Withdrawals from studies must have been completed before the publication of this call;
- 4) have not already benefited from the Unibo Action 2 study grant or from the Unibo Action 1 waiver;
- 5) are not 30 years or older as of the deadline of this call.

### **ART. 4 Award criteria**

These study grants and waivers are awarded on the basis of GRE (Revised General Test) test results (all sections included).

Tests must have been taken after 31 March 2015, otherwise they won't be considered.

The minimum scores required are:

Verbal Reasoning + Quantitative Reasoning = 290

Analytical Writing = 3.0

Candidates holding scores lower than the minimum required will not be admitted to the selection.

**For all awardees, payment of the Unibo Action 2 study grant is dependent upon effective admission and registration in the chosen degree programme or in another Second Cycle degree programme (i.e., candidates must pay the first instalment of the tuition fees before they receive the first instalment of the grant), and the possession of the maintenance requirements established in art. 8.**

### **ART. 5 – Application submission: terms and methods**

Applications must be submitted **between 6 February 2020 at 12.00 to 31 March 2020 at 12.00 CET, exclusively through Studenti Online (www.studenti.unibo.it).**

Anyone wishing to submit an application must:

1. register on studenti.unibo.it if not already in possession of a Unibo username and password (institutional credentials). To do so:
  - a. connect to studenti.unibo.it, access the "Register" section, and register;
  - b. fill in all the mandatory fields (foreign students not in possession of an Italian tax code number should go to the "International students registration" section) and follow the instructions to create a Unibo username and password. **Important! The personal**



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**details of individuals registering on the site must correspond exactly to those indicated on their passport or identity card;**

- c. following the first access, the PUK code must be replaced with a personal password. It is important to store your Unibo username and password somewhere safe that you will have access to over the long term, as they will be required every time you access your profile on [studenti.unibo.it](http://studenti.unibo.it);
2. log in to [studenti.unibo.it](http://studenti.unibo.it), entering your Unibo username and password, and click "Calls";
3. select "Bando Unibo Azione 1&2 – GRE/Unibo Action 1&2 - GRE Call"; only students in possession of the requirements specified in article 3, points 3 and 5 of this call will be able to fill in the application online;
4. check your contact information;
5. enter all required details;
6. upload all required documents in pdf format.

For assistance or guidance when filling in the online application, students can contact the Studenti Online Help Desk, telephone n° +39 0512099882, from Monday to Friday between 9.00 and 13.00 (CET) and between 14.00 and 17.00 (CET), or send an e-mail to [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it). Important! The application will be deemed valid only if the student completes the above procedure correctly. Applications cannot be submitted on paper, by fax or by e-mail.

Applicants must attach the following documents to their application, under penalty of nullity:

- 1) a copy of their currently valid passport. EU citizens can attach copy of their identity document;
- 2) a copy of their unofficial GRE score report;

**In addition, applicants must also send their official GRE score reports through ETS. The official scores must be received by the University of Bologna no later than 31 March 2020. Official scores received after this deadline will not be considered. The recipient code of the University of Bologna, in order to send official score reports, is 7850.**

3) a certificate confirming the qualifications required for admission to the chosen degree programme, along with transcripts of records with exams passed and relative marks. Students who have not completed their qualifications by the application submission deadline may present a certificate of registration and a transcript of records with exams passed to date and relative marks. The study grant will only be awarded upon completion of the qualification prior to registration in A.Y. 2020-21.

All documents presented by applicants must be in English, Italian, French or Spanish.

All documents in any other language must be supported by a translation into English or Italian on plain (non-letterhead) paper. The translation may be done directly by the candidate.

The submission of the translated documents only is not enough, they must always be accompanied by the original documents.

Applications that are not properly filled in or complete with all the required documents will not be accepted.

In this phase, it is not necessary to submit an official (sworn/certified) translation into Italian, or the relative legalization or "declaration of value" of the study qualification.

**ART. 6 – Establishment and approval of the ranked list of candidates, and the application of preferences in the event of equal evaluations**



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Candidate rankings are drawn up by a special board and are approved by decree from the Director. The rankings are organised in decreasing order of points. For equal points, preference will be given to the younger candidate.

According to the order of the ranking, winners will be assigned Unibo Action 2 study grants until all the grants are used up. Next, winners in the subsequent positions will be assigned Unibo Action 1 tuition fee waivers, until the entire budget established by art. 1 is used up. It is not possible to receive both benefits.

Waivers are awarded for the degree programme chosen by the student on the basis of the maximum tuition fee amounts (contributi omnicomprensivi annuali).

The rankings will be published on: [studenti.unibo.it](http://studenti.unibo.it).

### **ART. 7 – Acceptance**

Winners will be notified of the awarding of the Unibo Action 2 study grant or the Unibo Action 1 waiver by e-mail. In order to confirm acceptance of the Unibo Action 2 study grant or the Unibo Action 1 waiver, assignees must send an e-mail to [internationaldesk@unibo.it](mailto:internationaldesk@unibo.it) no later than 10 days from the award notification sending date, under penalty of loss of the grant or waiver. Awardees must state their full acceptance without reserve of the Unibo Action 2 study grant or the Unibo Action 1 waiver, according to the conditions established in the call for applications. In this statement, they must expressly confirm, under their own full responsibility, that they do not fall within any of the conditions of incompatibility established in article 2 of this call for applications. They shall also notify the university of any changes to the declared information which may arise during the year.

### **ART. 8 –Unibo Action 2 study grants: payment methods and maintenance requirements**

Study grants will be paid in 3 instalments. Payment procedures will start in October\*, March and July and they will last 60 days.

(\*) The payment of the first instalment, of €3.500 (gross of all charges for the beneficiary's account), is dependent on the student's effective admission and registration in the chosen degree programme, or in another Second Cycle degree programme. It is also subject to the delivery of the specific forms, duly filled in, provided to the student by the International Desk. In order to be admitted and to register, the student must comply with applicable provisions and deadlines, including the enrolment regulations established by the Memorandum issued by the Ministry of Education, University and Research concerning foreign students' access to university degree programmes.

The payment of the second instalment of €3.500 (gross of all fees to be paid by the beneficiary), is subject to the acquisition of the credits listed in the following table, by **20 February 2021**:

| First enrolment A.Y. | CFU (ECTS) number for 2 <sup>nd</sup> Cycle D.P. |
|----------------------|--|
| 2020-21              | 10   |
| 2019-20*             | 60   |

(\*) reference A.Y. in case of a shortened programme (abbreviazione di corso).

The payment of the third instalment of €4.059 (gross of all fees to be paid by the beneficiary), is subject to the acquisition of the credits listed in the following table, by **15 July 2021**:

| First enrolment A.Y. | CFU (ECTS) number for 2 <sup>nd</sup> Cycle D.P. |
|----------------------|--|
|----------------------|--|



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|          |                                  |
|----------|----------------------------------|
| 2020-21  | 40                               |
| 2019-20* | 90 or graduation within the A.Y. |

(\*) reference A.Y. in case of shortened programme (abbreviazione di corso)

Students who have not met the requirements to obtain the payment of the second instalment by 20 February 2021, but who meet the requirements for the payment of the third instalment, shall also receive the second instalment. The payment procedure will start in July.

Credits accrued during A.Y. 2020-21 must be earned at the University of Bologna (art. 16 University teaching regulations) or at other universities, within University of Bologna mobility programmes, and must be recognized. Payment procedures will start only after the completion of credit recognition processes.

In case of matriculation in a shortened programme (abbreviazione di corso), credits accrued previously are taken into account only if recognized under the present degree programme; the A.Y. of first enrolment will be calculated according to the year of enrolment during A.Y. 2020-21.

Unrecognized credits accrued in single course units, credits accrued attending Italian Language Courses at the University Language Centre (CLA) or any other credits which cannot be applied to the qualification will not be taken into account.

Study grants are paid via bank transfer to an Italian bank account or prepaid credit card with an IBAN registered or co-registered to the student-beneficiary.

### **ART. 9 Unibo Action 1 tuition fee waivers: allocation methods**

Waivers are awarded for the degree programme selected by the student and specified in the application. If the candidate changes his/her degree programme upon matriculation, the waiver will remain unchanged (i.e., the same as the tuition established for the degree programme specified in the application). The candidate will be bound to pay the difference if tuition fees for the degree programme chosen upon matriculation are higher. Candidates may be awarded the full tuition waiver if the budget is available. Budget availability will be checked after 30 November 2020.

The International Desk must be notified of any degree programme changes via e-mail ([internationaldesk@unibo.it](mailto:internationaldesk@unibo.it)) by 30 November 2020.

Tuition fee amounts can be found on the website: [www.unibo.it/tuitionfees](http://www.unibo.it/tuitionfees)

### **ART. 10 – Withdrawal**

Applicants may withdraw by sending an e-mail to [internationaldesk@unibo.it](mailto:internationaldesk@unibo.it).

In case of withdrawals received by 15 July 2020, newly-available grants and waivers will be allocated to the next suitable candidates in the rankings. The acceptance of a Unibo Action 2 study grant by winners who were already awarded a Unibo Action 1 tuition fee waiver shall imply automatic withdrawal of the waiver.

### **ART. 11 – Information notice concerning data processing**

Personal data collected are processed as described in the “Informativa per i partecipanti a concorsi e selezioni banditi dall’Ateneo” available (in Italian) at: [www.unibo.it/privacy](http://www.unibo.it/privacy)

The information is published in compliance with artt. 13 and 14 of Regulation (EU) 2016/679 (GDPR).



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The Administration reserves the right to verify the truth of the information provided. Without prejudice to the penal sanctions of article 76 of Italian Presidential Decree no. 445/2000, in the event of fraudulent information being discovered as a result of such verification the applicant will forfeit the right to the benefit.

### **International Desk**

For information please contact the International Desk of the Alma Mater Studiorum – University of Bologna, Via Filippo Re 4, 40126 Bologna

Tel. +39 0512088101

Fax +39 0512086113

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

Office hours:

- Monday, Wednesday and Friday: from 10.00 to 12.00

- Tuesday and Thursday from 14.30 to 16.00

The procedure manager is Paola Candotti – Settore Sportello Utenti Internazionali, Via Filippo Re 4, 40126 Bologna.

### **Language**

The English version of the call has been drafted exclusively for publicity purposes. For call implementation, dispute resolution and for all legal purposes, only the Italian version is valid.

Bologna, 4 February 2020.

Signed by the HEAD OF THE INTERNATIONAL RELATIONS DIVISION

Giovanna Filippini