



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA
ISTITUTO DI STUDI SUPERIORI
COLLEGIO SUPERIORE

Call for applications for admission to the Ordinary Courses of the Collegio Superiore of Alma Mater Studiorum – University of Bologna of students enrolled in the first year of a first cycle or single cycle degree programme

2023/2024 Academic Year

(APPLICATION DEADLINE: 16 JUNE at 1:00 p.m. - Italian time)

This Call for applications contains the provisions regulating admission to the Ordinary Courses of the Collegio Superiore of students who will enrol in the first year of a first cycle or single cycle degree programme.

Amendments and/or supplements to the Call for applications will be published on the Collegio Superiore website.

Please check Studenti Online (www.studenti.unibo.it) and your email account (name.surname@studio.unibo.it) at <http://posta.studio.unibo.it> on a regular basis. This is the only way to keep up to date with the progress of your application (e.g. ranking lists, repechage, oral exams, etc.).

To get in touch with the University offices, please send a message from your University email account (name.surname@studio.unibo.it).

(This English version is made only for publicity purposes. For resolving any dispute and for all legal purposes only the Italian version is valid.)

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GENERAL INFORMATION

The **Collegio Superiore**, which was established in order to promote advanced interdisciplinary learning pathways, offers excellent interdisciplinary training that supplements the degree programmes of Alma Mater Studiorum – University of Bologna through the provision of extracurricular learning activities.

The Collegio Superiore has two main disciplinary areas:

- (A) The **Humanities and social sciences area**, which covers the following fields: Economics and Management; Law; Languages and Literatures, Interpreting and Translation; Psychology; Education Studies; Political Sciences; Statistical Sciences; Sociology; Humanities.
- (B) The **Science and technology area**, which covers the following fields: Pharmacy and Biotechnology; Engineering and Architecture; Medicine; Veterinary Medicine; Science; Agricultural and Food Sciences; Sports Science.

The Ordinary Courses that will run in the 2023/2024 academic year within these two main disciplinary areas are, respectively: the Humanities and Social Sciences Ordinary Course (60 University educational credits) for the **Humanities and social sciences area (A)**, the Scientific and Technological Ordinary Course (60 University educational credits) and the Scientific and Technological Ordinary Course for Medicine (72 University educational credits) for the **Science and technology area (B)**.

Lectures for the next 2023/2024 academic year will be held in person and taught in Italian, except for some that may be taught in English.

BENEFITS AND TUITION FEES

The benefits paid to admitted students are established each year by the Academic Bodies, in accordance with the Regulations of the Collegio Superiore. For the 2023/2024 academic year, students admitted to the Ordinary Courses of the Collegio Superiore will be entitled to accommodation in the Irnerio Halls of Residence and to any other applicable benefits.

The timing and conditions for moving into, staying in and leaving the halls of residence are set out in the General Regulations of the Irnerio Collegio Superiore Halls of Residence and may be amended every year by the Bodies of the Institute for Higher Studies.

Following enrolment, you will be able to move into the halls of residence in the first half of October, on the date that will be notified by the Administration Office.

Admitted students must pay the tuition fee comprising the regional tax, stamp duty and insurance premium (€157.04 in total for the 2022/23 academic year) by the date specified in the calls for applications and notices for admission to the degree programmes, and, in all cases, by no later than **26 October 2023 (if paid later than 29 September 2023, a late fee will apply)**.

Admitted students will be subject to the Regulations of the Collegio Superiore and the Institute for Higher Studies in force on the date of completing their enrolment in the Collegio Superiore.

The Regulations of the Collegio Superiore and other useful information (accommodation in halls of residence, teaching regulations, restitution of benefits in the event of failure to satisfy requirements, contact persons, etc.) can be found on the Collegio Superiore website www.collegio.unibo.it.

MAIN STEPS

1. The admission procedure entails:
 - a. A Pre-selection test through **TOLC-I (in Italian)** and/or **TOLC-SU**;
 - b. A **written exam**;
 - c. An **oral exam**.

2. Register on www.cisiaonline.it and REGISTER for the TOLC-I and/or TOLC-SU.
Test dates and locations can be found on the website <https://tolc.cisiaonline.it/calendario.php>.
PLEASE NOTE:
The TOLC-I (in Italian) and TOLC-SU are valid if taken in person or remotely until midnight on the day before the deadline for this Call for applications.
Remember that, in addition to taking the TOLC-I or TOLC-SU, you must register for one or both of the Pre-selection procedures for admission to the Ordinary Courses of the Collegio Superiore (first cycle).

3. Log into Studenti Online (www.studenti.unibo.it) via **SPID**¹ or **CIE** (Electronic Identity Card). The system will automatically retrieve your personal details and create your University credentials (name.surname@studio.unibo.it).
If you are a minor and not in possession of the University of Bologna credentials, go to Studenti Online www.studenti.unibo.it and click on REGISTER.

4. Register for one or both of the Pre-selection procedures on www.studenti.unibo.it:
 - Go to the “APPLICATION FOR ADMISSION – Take part in the selection” section
 - Select the “Collegio Superiore” course type
 - Register for the selection procedure called “Pre-selection procedure for admission to the Ordinary Courses of the Collegio Superiore (TOLC-I)” or “Pre-selection procedure for admission to the Ordinary Courses of the Collegio Superiore (TOLC-SU)”.

5. The ranking lists based on the scores obtained in the TOLC-I and TOLC-SU and on the criteria contained in the Call for applications will be published on www.studenti.unibo.it on the date indicated in this Call for applications.

6. If you are ADMITTED to the next stage, register for Selection on www.studenti.unibo.it:
 - Go to the “APPLICATION FOR ADMISSION – Take part in the selection” section
 - Select the “Collegio Superiore” course type
 - Register for the entrance exam called “Collegio Superiore: Call for applications for admission to the Ordinary Courses (first cycle)”.

7. On the day of the test, take the written exam in Bologna; the location will be announced after 5 July.

¹ SPID is the Italian digital identity public service, which is required to access the Public administration’s digital services. For further information, visit <https://www.spid.gov.it/>.

Consult the ranking lists for admission to the oral exam published on www.studenti.unibo.it. If you are ADMITTED to the oral exam, you will be required to take part in an interview held remotely on one of the days indicated in the interview calendar.

- 8.** If you are SUCCESSFUL in your application, you must ACCEPT the offer of admission to the Collegio Superiore and ENROL on a degree programme at the University of Bologna in accordance with the procedures and final deadlines indicated in the Call for applications. Completing the enrolment application without making payment by the deadlines provided will result in your exclusion from the procedure.

IMPORTANT INFORMATION

✓ Participation in the Pre-selection and Selection procedures is mandatory and binding in order to be admitted to the Ordinary Courses of the Collegio Superiore. Students who wish to be admitted must follow the procedures indicated in this Call for applications.

✓ **CHECK the dates indicated in the Call for applications, because they must be observed.**

The deadlines indicated in this Call for applications are final and no exceptions are permitted. You must, therefore, strictly adhere to all the deadlines indicated in the Call for applications and summarised in the General Calendar.

✓ **REGULARLY CHECK**

- The Studenti Online application www.studenti.unibo.it and the website www.collegio.unibo.it, especially in the days just before the Selection and on the date of publication of the ranking lists
- Your Unibo email account: name.surname@studio.unibo.it at the link www.unibo.it/LaMiaEmail

as this is the only way to keep up to date with the progress of your application and the procedures for taking the tests (written exam, oral exam, ranking lists, repechage schedule, enrolment, etc.).

✓ **REMEMBER**

- By registering on the CISIA website to take the TOLC-I (in Italian) and TOLC-SU you are NOT automatically registered for the Pre-selection procedure and the Call for applications.
- The ENGLISH TOLC-I is not valid to participate in the Pre-selection for this Call for applications.
- In order to register for Pre-selection, you must follow the procedure indicated in the Call for applications Section 3 – HOW TO PARTICIPATE IN PRE-SELECTION, by logging into www.studenti.unibo.it.
- Take the TOLC-SU if you wish to apply for a place on the Course of the Humanities and social sciences area (A) and the TOLC-I (in Italian) if you wish to apply for a place on the Courses of the Science and technology area (B).
- You may take both the TOLC tests.
- Pay **careful attention when entering your personal details** (name, surname, date and place of birth) on www.cisiaonline.it, as they must be exactly the same as those on www.studenti.unibo.it for your TOLC to match with your application (registration for selection) and your name to be included in the ranking list.
- If you register for Pre-selection **after the deadline or with a wrong TOLC**, you will not be included in the ranking list and you will be **excluded** from the selection procedure.
- Participation in the Call for applications for admission to the Ordinary Courses of the Collegio Superiore does not exempt you from following the procedures specified in the calls for applications or notices for admission to the degree programme of your choice.

- You are required to enrol by the deadlines set out in the calls for applications or notices for admission to the degree programmes and, in any case, by no later than **26 October 2023**, it being understood that students enrolling after the standard deadlines or the deadlines set out in the calls for applications or notices will be charged a late fee.
- ✓ If you are a student with disabilities or SLD, please see Annex 2 – REQUEST FOR ADAPTATIONS FOR CANDIDATES WITH DISABILITIES AND SLD.
- ✓ If you are a non-EU student and/or in possession of a foreign qualification, pay careful attention to the rules set out in the Call for applications and the relevant website pages www.unibo.it/IscrizioniLaureaTitoloEestero and www.unibo.it/IscrizioniStudentiNonUE.
- ✓ A Memo of the Italian Ministry of University and Research (MUR) published on the website www.studiare-in-italia.it/studentistranieri/ sets out the procedures for admission of international students to Italian universities.

GENERAL CALENDAR

The following **deadlines** are **final, no exceptions allowed, and failure to meet them will result in exclusion from the selection procedure, regardless of the reasons given.**

All times are in Central European Time (Italian time).

PRE-SELECTION THROUGH TOLC-I AND TOLC-SU

PRE-SELECTION STAGES	DATES
Registration for the TOLC-I and/or TOLC-SU	TOLC-I and TOLC-SU taken between 1 January 2022 and 15 June 2023
Registration for Pre-selection for the Collegio Superiore	By 16 June 2023 , 1 p.m.
Publication of list of candidates with TOLC not received	20 June 2023
Deadline to submit your TOLC certificate	By 22 June 2023 , 10 a.m.
Publication of ranking lists	By 23 June 2023
Repechage (selection of next candidates on the list who initially did not qualify to proceed to the next stage)	By 1 July 2023 , 1 p.m.
Registration of successful candidates for Selection	From 23 June 2023 (1 p.m.) to 29 June 2023 (1 p.m.)
Registration of repechage candidates for Selection	From 1 July 2023 (5 p.m.) to 4 July 2023 (5 p.m.)

SELECTION BASED ON A WRITTEN EXAM AND ORAL EXAM

SELECTION STAGES	DATES
Written exam	10 July 2023 , roll call at 10:30 a.m.
Publication of the ranking lists following the written exam and convocation of candidates admitted to the oral exam	By 17 July 2023
Oral exams	From 20 to 25 July 2023 , candidates will be called in alphabetical order
Publication of the final ranking lists	By 28 July 2023

ACCEPTANCE, ENROLMENT AND MOVING INTO THE HALLS OF RESIDENCE

FOLLOWING STAGES	DATES
Submission of acceptance confirmation	From 28 July to 4 August 2023
Allocation of places to candidates further down the list	From 28 July 2023 following withdrawals and failures to accept
Deadline to enrol in degree programmes for successful candidates	26 October 2023
Moving into the halls of residence	From the first half of October 2023

SECTION 1 – AVAILABLE PLACES

The Collegio restricts the number of students based on the resources available.

For the 2023/2024 academic year, the following places are available on the Ordinary Courses of the Collegio Superiore:

- 9 places on the Ordinary Course of the Humanities and social sciences area (A);
- 9 places on the Ordinary Courses of the Science and technology area (B).

Where it is not possible to fill all 9 places available in the ranking list for the Courses of either area due to a lack of suitable candidates, the places will be filled with candidates from the ranking list for the Course(s) of the other area, until all 18 places have been filled.

Alternatively, any places left vacant due to a lack of suitable candidates may be used, at the

Director of the Collegio Superiore's discretion, to increase the number of places available on Ordinary Courses of the Collegio Superiore for students enrolled in the first year of a second cycle degree programme, by filling them with the suitable candidates that score best, regardless of the area to which the ranking list refers. In the event of candidates with the **same score**, priority will be given according to the criteria set out in Section 7 – Written exam ranking lists and final ranking lists.

SECTION 2 – QUALIFICATIONS REQUIRED FOR ADMISSION

In order to apply and to subsequently enrol, candidates must:

1) Be in possession of at least one of the following qualifications:

- Diploma awarded by a secondary school after five years of study (including institutes specialising in teacher training or art, subject to completion of a supplementary year). It is possible to register for the entrance exam and to enrol in the degree programme even without a secondary school diploma, which must nonetheless be obtained by **28 December 2023**. Failure to do so will invalidate your enrolment at the University of Bologna and result in the loss of student status along with the obligation to pay the tuition fees and return the grant awarded to cover a portion of living and study expenses. The award of the qualification will be subject to further checks.
- 4-year specialist diploma, awarded by a secondary school within the National programme for 4-year specialist courses in secondary education.
- Diploma awarded by a 4-year secondary school that do not offer a supplementary year. In this case, candidates will be required to satisfy additional learning requirements at the University of Bologna by **31 March 2025**. Failure to satisfy these requirements will result in the loss of student status along with the obligation to pay the tuition fees and return the grant awarded to cover a portion of living and study expenses.
- Foreign qualification obtained after twelve years of study, which gives access to university studies and to the chosen degree programme in the country where it was obtained, in accordance with the regulations set out in the MUR Memo for the 2023/2024 academic year, as published on the website www.studiare-in-italia.it/studentistranieri/; the qualification must be obtained by **28 December 2023**. Failure to do so will invalidate your enrolment at the University of Bologna and result in the loss of student status along with the obligation to pay the tuition fees and return the grant awarded to cover a portion of living and study expenses.

More detailed information is available on www.unibo.it/IscrizioniLaureaTitoloEstero. Non-EU candidates and/or candidates in possession of a foreign qualification must observe the specific rules set out in the calls for applications for admission to the degree programmes.

- 2) Enrol for the **first time** in the **first year** of a first cycle or single cycle degree programme at Alma Mater Studiorum – University of Bologna in the 2023/2024 academic year.

Participation is not open to candidates who:

- enrolled in previous years in a first cycle or single cycle degree programme;
- are in possession of a degree or a first-level Advanced Artistic and Musical Training (AFAM) qualification;
- have transferred from another degree programme of Alma Mater Studiorum – University of Bologna or from another university, or have withdrawn from their studies.

Conversely, students can take the entrance exam if they enrolled for the first time in a first cycle or single cycle degree programme at another university in the 2023/2024 academic year.

Participation in the Selection for admission to the Collegio Superiore does not exempt candidates from enrolling by the deadlines established for all students and, for restricted access degree programmes and those with an entry test, from sitting and passing the related entrance exams in accordance with the procedures and deadlines set out in the calls for applications or notices for admission to the degree programmes and, in any case, by no later than 26 October 2023, it being understood that students enrolling after the standard deadlines or the deadlines set out in the calls for applications or notices will be charged a late fee.

SELECTION STAGES

The Selection procedure is divided into various stages (Pre-selection through TOLC, Selection based on a written exam, oral exam), the timing and procedures of which are set out in this Call for applications. Amendments and/or supplements to the Call for applications will be published on the Collegio Superiore website.

SECTION 3 – HOW TO PARTICIPATE IN PRE-SELECTION

INSTRUCTIONS FOR PARTICIPATION IN THE PRE-SELECTION PROCEDURE THROUGH TOLC

In order to **participate** in the Pre-selection procedure, you must:

- a) Be in possession of a qualification as indicated in Section 2 – Qualifications required for admission.
- b) Take at least one of the following TOLC tests before midnight on the day before the deadline for this Call for applications:
 - The TOLC-SU to apply for a place on the Course of the Humanities and social sciences area (A);

- The TOLC-I (in Italian) to apply for a place on the Courses of the Science and technology area (B).

You may take both the TOLC tests.

The web page www.unibo.it/TOLC contains general information on the use of the TOLC at the University of Bologna. **Candidates with disabilities or specific learning disorders** should read Annex 2 and request adaptation of the TOLC test.

The TOLC tests are organised and managed by CISIA. Information on the TOLC-I (in Italian) and TOLC-SU can be found in ANNEX 1 – TOLC-I and TOLC-SU. Remember that, in order to take the TOLC (whether in Bologna or at other sites), you must register on the website www.cisiaonline.it.

Only TOLC tests taken between **1 January 2022** and **15 June 2023** are valid. The ranking lists will be prepared based on the score on the last TOLC of each type.

The ENGLISH TOLC-I is not valid to participate in the Pre-selection for this Call for applications.

- c) At the same time, choose and register for one or both of the Pre-selection procedures on www.studenti.unibo.it by the deadline indicated in the General Calendar, by following the procedure indicated below:

1. ACCESS STUDENTI ONLINE VIA SPID or CIE:

Log into Studenti Online via the website www.studenti.unibo.it using your SPID or CIE (Electronic Identity Card) credentials. The system will automatically retrieve your personal details and create your University credentials (name.surname@studio.unibo.it).

If you are a **minor without SPID**, you can access by entering your University credentials; to get them, go to www.studenti.unibo.it and click on “Register”: the system will create your University credentials (name.surname@studio.unibo.it).

If you are an **international student and you do not have an identity document issued in Italy**, you can access by entering your University credentials; to get them, go to www.studenti.unibo.it, click on “Register” and then “International student registration”, and follow the instructions to create your University credentials (name.surname@studio.unibo.it). On initial access, the application will request you to input a personal password.

If you already have a Unibo username and password, you can use them to access the service directly.

- 2. REGISTER FOR PRE-SELECTION:** Go to the “APPLICATION FOR ADMISSION – Take part in the selection” section, select the “Collegio Superiore” course type and register for the

selection procedure called “Pre-selection procedure for admission to the Ordinary Courses of the Collegio Superiore (TOLC-I)” or “Pre-selection procedure for admission to the Ordinary Courses of the Collegio Superiore (TOLC-SU)”.

3. **NO MATCHING TOLC. Check the list of candidates with no matching TOLC on Studenti Online (www.studenti.unibo.it).**

On 20 June 2023, check the list of candidates with **no matching TOLC** on the Studenti Online home page (www.studenti.unibo.it), “Pending requests” section.

If you are on this list, by the final deadline of 22 June 2023 at 10 a.m. and under penalty of exclusion, **send** an email to the Collegio Superiore Administration Office (segreteria.collegio@unibo.it), with subject: “TOLC CERTIFICATE”, and attach:

- The **certificate** of the last TOLC-I or TOLC-SU you took that can be used in the selection process (together with your tax identification number and the TOLC date);
- Your **identity document**.

Failure to send the information requested by the final deadline will result in your exclusion from the ranking list.

REMEMBER

- **Pay careful attention when entering your personal details** (name, surname, date and place of birth) on www.studenti.unibo.it and on www.cisiaonline.it, as they must be exactly the same for your name to be included in the ranking list.

SECTION 4 – RANKING LISTS FOR PRE-SELECTION THROUGH TOLC-I AND TOLC-SU

A. CRITERIA FOR DRAWING UP THE RANKING LISTS

For each Pre-selection procedure, a ranking list of successful candidates will be drawn up. The first 60 successful candidates listed in descending order based on the scores obtained will be admitted.

The ranking list is drawn up based on the scores obtained in the last TOLC of each type, taken before midnight on the day before the deadline for this Call for applications (not including the scores obtained in the English language section) and weighted according to the following criteria:

TOLC-I

Sections	Weight
Mathematics (20 questions)	1
Logic (10 questions)	1
Science (10 questions)	1
Verbal understanding (10 questions)	1

TOLC-SU

Sections	Weight
Reading comprehension and knowledge of the Italian language (30 questions)	1
Knowledge and skills acquired through study (10 questions)	1
Logical reasoning (10 questions)	1

The score obtained in each section is displayed at the end of the TOLC test and remains available in your personal profile on www.cisiaonline.it.

In the event of candidates with the same score in each ranking list, priority will be given to the least represented gender. In the case of another tie, preference will be given to the youngest candidate.

B. WHERE AND WHEN THE RANKING LISTS ARE PUBLISHED

The ranking list for each specific TOLC test will be published on www.studenti.unibo.it, in the Application for admission section. This is the only authorised means by which the results of the selection procedures are published. The dates of publication of the ranking lists are set out in the General Calendar.

C. RESULTS OF THE RANKING LISTS

Following the Pre-selection procedure, you may be classified as:

1. **SUCCESSFUL:** You rank among the first 60 candidates that are eligible to proceed to the next stage, "Selection based on a written exam" (see Section 5).
You must register for this stage strictly between **23 June 2023, 1 p.m.** and **29 June 2023, 1 p.m.**
2. **SUITABLE:** You rank below the first 60 candidates and may proceed to the "Selection based on a written exam" stage only in the event that it becomes necessary to fill places with candidates further down the list. In this case, you will receive an email from the Collegio

Superiore Administration Office by **1 July 2023, 5 p.m.** and you will be able to register for this stage by the final deadline of **4 July 2023, 5 p.m.**

REMEMBER

- As you can only be included in one ranking list, if you participate in both Pre-selection procedures through TOLC-I (in Italian) and TOLC-SU and you are successful in both of them, you will compete for the places available in the area related to the TOLC in which you scored best; in the case of a tie, you will have to choose the area you wish to compete in.
- The score obtained in the TOLC will not be taken into account in the final ranking list of the Call for applications.

SECTION 5 – HOW TO REGISTER FOR THE SELECTION BASED ON A WRITTEN EXAM

If you are admitted to the “Selection based on a written exam” stage, you must register for the Selection procedure on www.studenti.unibo.it by the deadlines indicated in the General Calendar, following the instructions below:

1. Click on “APPLICATION FOR ADMISSION – Take part in the selection”, select the “Collegio Superiore” course type, choose the selection procedure called “Collegio Superiore: Call for applications for admission to the Ordinary Courses (first cycle)” and complete the registration procedure.
2. Fill in all required fields of the “Declarations” form contained in the online application.
3. Attach a front and back copy of a valid identity document in PDF format².
4. If necessary, attach the “Request for adaptations” form (see Annex 2 to this Call for applications for further details).

The contents of self-certifications will be checked. Please note that misleading and false declarations are punishable pursuant to the Italian Criminal Code and related special laws and will result in exclusion from the procedure or, in the event of admission, in the loss of student status.

Registration for the Selection procedure is free of charge.

When registering for the exam, please to provide the details of the same identity document you attach.

² A valid document is an identity card or other equivalent document pursuant to Presidential Decree 445/2000: passport, driving licence, nautical licence, pension book, licence to install and maintain heating installations, firearms licence, identity badges bearing a photograph and stamp or equivalent marking, issued by a State administration. Documents that are less than one year out of date will be accepted as valid.

You will only be permitted to take the entrance exam if you have registered for the Selection procedure in accordance with the instructions and deadlines indicated above and if you have FILLED IN and submitted your application together with the required documentation.

Candidates can obtain assistance and guidance on how to fill in the online application to register for the Selection procedure by calling the Studenti Online Help Desk on +39.051.20.80301 or sending an email to help.studentionline@unibo.it.

SECTION 6 – HOW TO TAKE THE WRITTEN AND ORAL EXAM

The written exam will be held in Italian, only in person, on **10 July 2023** in Bologna. For identification purposes, **please arrive on site at 10:30 a.m.**

The address of the exam location (Bologna city centre) will be published on Studenti Online (www.studenti.unibo.it), Application for admission section (“Application details”), after 5 July.

You will be required to show an original, valid **identity document** pursuant to Presidential Decree 445/2000, along with your **health insurance card containing your tax identification number**. Without these documents, you will not be allowed to take the exam.

An Examination Committee specifically appointed by the Rector, comprising professors and assistant professors of Alma Mater Studiorum – University of Bologna and a reasonable number of deputies, and supported by professional staff, will ensure that the exam is conducted properly.

The Committee will check the identity of each candidate, comparing the personal details of the identity document with those given by the candidate when registering for the Selection procedure. Please bear in mind that it would be best to bring the same identity document you used when registering for the Selection procedure. You will be asked to sign the register on completion of the identification process and at the end of the exam.

During the exam, you may not communicate either verbally or in writing or via any other means with other persons, with the exception of the exam invigilators and the Examination Committee. Furthermore, you will not be permitted to consult materials such as dictionaries, notes, books, publications, manuals, textbooks and consultative materials, under penalty of being excluded from the exam.

Unless otherwise indicated, under penalty of being excluded from the exam, you are forbidden from using or carrying calculators, mobile phones, smartphones, PDAs, smartwatches and any other tool capable of storing information or transmitting data. You may not leave your desk for any reason during the exam.

Invigilators will be present to ensure compliance with the above rules.

PLEASE NOTE:

The Selection procedure will go ahead even if the number of candidates registered for the various stages indicated in the General Calendar is less than or equal to the number of places available. Likewise, the Selection procedure will go ahead even if the number of candidates present on the day of the exam is less than or equal to the number of places available.

The **written exam**, which is the same for all candidates, entails:

- writing 2 short essays (max. 3000 characters each, including spaces) on a topic in the Humanities and social sciences area and on a topic in the Science and technology area;
- answering 3 open questions (max. 1000 characters each, including spaces) on topics related to general knowledge, science, literature, politics, institutions, law and economics.

You will be required to write in a box the type of TOLC test through which you were admitted to the written exam: “TOLC-I” or “TOLC-SU”.

Candidates will have a total of **2 hours** to complete the exam. Candidates who have requested adaptations as provided for in Annex 2 to this Call for applications will be allotted extra time. In this case, before starting the exam, the Chair of the Committee or a deputy will draw two candidates at random, who will be asked to stay until the end of the procedure.

The **oral exam** will be conducted in Italian, remotely, on the date indicated in the interview calendar. The **oral exam** will consist in an interview intended to verify that a candidate has a broad general knowledge and the level of preparation and attitudes needed to study at the Collegio Superiore.

The exam will take place between **20 and 25 July** from a remote workstation via Microsoft Teams and using tools that ensure that the exam is public and the candidates can be identified.

The candidates in the oral exam must join the relevant **Teams** meeting via the link³ provided, using their University credentials in the form “name.surname@studio.unibo.it”, on the day and time specified in the interview calendar. Those who wish to audit the exam can use the same link.

Candidates must follow the instructions below:

- You will need to have a computer or another suitable device (with a webcam and a microphone) connected to the Internet and a good bandwidth.
- You will need to be by yourself in a well-lit room.
- Your webcam needs to be placed so that you are fully framed on it and in such a way as to allow the Committee to see the desk and sheet you will be writing on.

³ https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTQ5OTZINzQtOTVhMC00ZGU0LWE5OGItODBlkZmYzNjIwZmU2%40thread.v2/0?context=%7b%22Tid%22%3a%22e99647dc-1b08-454a-bf8c-699181b389ab%22%2c%22Oid%22%3a%22c9ec7f1a-847c-4304-ade6-35ed6356ac4a%22%7d

- During the exam, you may use up to three white sheets, which you must show to the Committee, and a (preferably black) marker pen.
- Under penalty of being excluded from the exam, you will not be permitted to consult materials such as dictionaries, notes, books, publications, manuals, textbooks and consultative materials.
- Under penalty of being excluded from the exam, you will be forbidden from using or carrying calculators, mobile phones, smartphones, PDAs, smartwatches and any other tool capable of storing information or transmitting data, with the exception of the tools necessary to take the exam.
- You may only keep a liquid container and one cup or glass on your desk.
- At any time, you may be asked to show your desktop via screen sharing – during the oral exam, you are only permitted to run Microsoft Teams on your device.

Microsoft Teams must be installed on your computer or other device.

Microsoft Teams is available also for Mac OS X computers and for Android and IOS mobile devices.

Please read the instructions on how to use Microsoft Teams and share your screen.

To meet any unexpected needs, you are advised to keep another suitable device ready, equipped with a stable Internet connection and the Microsoft Teams application.

Candidates who fail to connect or cannot be located on the date and at the time of the interview will be deemed to have withdrawn from taking part in the interview and, therefore, in the Selection procedure, whatever the reason.

In the case of technical issues with the Internet connection during the interview:

a) When a connection failure affects one or more members of the Committee, the interview will be suspended until the problem is fixed. If the problem continues, the Committee will consider postponing the interview and a new date will be communicated to the candidates and published on Studenti Online, in the Application for admission section.

b) When a connection failure affects the candidate to be interviewed, please contact the Collegio Superiore Administration Office immediately by calling +39.339.7734971. After considering the situation, the Committee may postpone the interview to a later time or date (while ensuring non-discrimination and equal treatment of all candidates), which will be communicated to the candidate and published on Studenti Online, in the Application for admission section. The Committee will check the identity of each candidate, comparing the personal details of the identity document with those given by the candidate when registering for the Selection procedure.

SECTION 7 – WRITTEN EXAM RANKING LISTS AND FINAL RANKING LISTS

The written exam ranking lists will be drawn up in descending order, based on the score obtained and the area for which the TOLC test was taken and in which the candidate was selected to take the written exam (see Section 3).

The overall score assigned to each candidate for the written exam will be out of 100 overall points and based on the quality, completeness, accuracy and logic of the arguments made, the solidity and depth of the cultural references included, and the originality of the solutions given.

Admission to the oral exam will be open to the first 20 candidates on each ranking list, one for each area, who scored at least 70/100, and to any candidates with the same score.

The ranking lists for the written exam, together with the interview calendar for candidates admitted to the oral exam, who will be called in alphabetical order, will be published on Studenti Online (www.studenti.unibo.it “Application details”) by **17 July 2023**, which will be considered as notification for all intents and purposes.

The score assigned for the **oral exam** will be out of 100 and based on the same criteria used for assessing the written exam.

Candidates who obtain a score of at least **80/100** will be deemed to have passed the oral exam.

Based on the average scores of suitable candidates in the written exam and interview, and based on the area for which the TOLC test was taken and in which the candidate was selected to take the written exam, the Examination Committee will draw up two separate ranking lists (in descending score order), one for the Course of the Humanities and social sciences area and one for the Courses of the Science and technology area.

The first **9** suitable candidates on each ranking list will be declared as successful.

The ranking list is compiled based exclusively on merit with reference to all participants until the available places have been allocated.

Separation of tied candidates: In the event of candidates with the same scores, priority will be given to the least financially well-off candidate. In the case of another tie, preference will be given to the least represented gender among successful candidates on the same ranking list. In the case of yet another tie, preference will be given to the youngest candidate.

For the purposes of the first criterion, i.e. financial conditions, in the event of candidates with the same scores, after the final ranking lists are compiled, the Collegio Superiore Administration Office will send an email to the University address of these candidates, asking them to submit their **2023 ISEE Certificate for benefits relating to the right to University education** by a certain final deadline.

The final ranking lists will be approved by Decree of the Director of the Collegio Superiore and published on Studenti Online (www.studenti.unibo.it) in the Entrance exam section by **28 July 2023**.

Publication of the ranking lists on Studenti Online is the only authorised means by which the results of the exams are published.

SECTION 8 – ACCEPTANCE AND ENROLMENT

A. WHEN TO ACCEPT

If you are ranked among the successful candidates, you must submit or send your acceptance confirmation, using your University email account (name.surname@studio.unibo.it), to the following email address: segreteria.collegio@unibo.it (Collegio Superiore of Alma Mater Studiorum – University of Bologna) by the deadlines indicated in the General Calendar. Said deadlines are final and must be observed.

B. WHEN TO ENROL

If you are successful, you must enrol on a first cycle or single cycle degree programme at Alma Mater Studiorum – University of Bologna by no later than **26 October 2023**. Failure to do so will prevent admission to the Collegio.

Students who fail to comply with the above obligations and deadlines will be deemed to have implicitly withdrawn, regardless of any excuses for the omissions or delays.

If any successful candidates decide not to accept the places offered, said places will be offered to the next candidates on the ranking list.

A repechage procedure is followed to identify a number of candidates equal to the number of places available. Places are offered in accordance with the order in which the candidates are ranked and the timing indicated in the General Calendar. As the ranking lists are reviewed, eligible candidates will receive an email at the address provided upon registration and must submit or send their acceptance confirmation within 3 days, using their University email account (name.surname@studio.unibo.it), to the following address: segreteria.collegio@unibo.it (Collegio Superiore of Alma Mater Studiorum – University of Bologna).

In any case, students must be enrolled by **26 October 2023**.

Students who fail to comply with the above obligations and deadlines will be deemed to have implicitly withdrawn, regardless of any excuses for the omissions or delays.

If any candidates decide not to accept the places offered, said places will be offered to the next candidates on the ranking list. If no suitable candidates are available, the procedure will be followed as described in Section 1.

SECTION 9 – FINAL NOTES AND CONTACT DETAILS

A. FINAL NOTES

Any notices concerning this Call for applications, changes to the registration procedures or the closure of the administrative offices of the Collegio Superiore will be published on the Collegio Superiore website www.collegio.unibo.it.

Information on the processing of personal data, pursuant to Article 13 of Regulation (EU) 2016/679 – General Data Protection Regulation (GDPR), can be found on the University website page www.unibo.it/PrivacyBandiCds.

This Call for applications is published by Decree of the Director of the Collegio Superiore under the protocol and reference number stated in the first page header.

Any appeal against the provision may be filed with the competent Regional Administrative Court within 60 days of the publication of the Call for applications.

The Procedure Supervisor is the Operational Manager of the Institute for Higher Studies, Lucia Gunella.

B. OFFICE CLOSURES

Dates	Reason for closure
From 24 April to 2 May 2023	Holiday
2 June 2023	Holiday
From 2 to 31 August 2023	Summer closure
4 October 2023	Patron Saint's Day (Bologna)
31 October 2023	1 November holiday
9 December 2023	Feast of the Immaculate Conception

Any further unplanned closures will be published on the website of the Collegio Superiore (www.collegio.unibo.it).

C. CONTACT DETAILS

For information on the **Call for applications and other administrative information** concerning the **Collegio Superiore** (e.g. deadlines, access procedures, participation confirmation, requirements, accommodation, etc.), please contact the **Student Administration Office of the Collegio Superiore** via email to segreteria.collegio@unibo.it (via Marsala, 26 – 40126 Bologna - Tel. +39.051.2099262 - Fax +39.051.2086257). The Telephone Help Desk is open Monday from 2 to 4 p.m., Tuesday and Thursday from 9:30 to 11:30 a.m. More information on how to contact the Administration Office can be found on the website www.collegio.unibo.it.

For **any IT-related queries** (e.g. access credentials, data entry, use of/issues with an application, etc.), please contact the **Studenti Online Help Desk** by calling 051. 2080301 or by sending an email to help.studentionline@unibo.it.

For **administrative information and queries regarding the degree programmes** (e.g. deadlines, enrolment procedures, calls for applications, requirements, etc.), please contact the Student Administration Office concerned (www.unibo.it/SegreteriaStudenti).

Information about **tuition fees and late fees** can be found on the University website page www.unibo.it/Tasse.

For information on the **regional tax**, please see the ERGO website (www.er-go.it).

Information for **candidates with disabilities or SLD** is available in Annex 2, from the website www.studentidisabili.unibo.it/ or by contacting the Service for Students with Disabilities and SLD via email to ases.adattamentiammissione@unibo.it.

DIRECTOR OF THE COLLEGIO SUPERIORE

Professor Beatrice Fraboni

(Signed electronically)

ANNEX 1 – TOLC-I AND TOLC-SU

WHAT IS THE TOLC?

The CISIA Online Test (TOLC) is an orientation tool for the assessment of initial abilities, available on a computerised platform and managed by the Consortium of Inter-University Integrated Access Systems (CISIA). It is an individual test, different for each student, and consists of questions that are automatically and randomly selected from the CISIA TOLC database by a software developed and managed by CISIA. All generated TOLC tests of the same type have the same level of difficulty. The CISIA TOLC database contains the questions used in the test and is protected and validated by scientific committees set up for this purpose by the CISIA.

The **TOLC-I** (in Italian) consists of 50 questions (20 mathematics questions, 10 logic questions, 10 science questions, 10 verbal understanding questions) and has a duration of 1 hour 50 minutes.

The **TOLC-SU** consists of 50 questions (30 reading comprehension and knowledge of the Italian language questions, 10 knowledge and skills acquired through study questions and 10 logical reasoning questions) and has a duration of 1 hour 40 minutes.

The tests also include an English section consisting of 30 questions and 15 minutes of additional test time, the results of which neither affect the ranking list for the purposes of this Call for applications, nor substitute any language testing in degree programme admission requirements. This section is a self-evaluation opportunity for students and renders the test more compatible on a national level with other universities.

The results of the test, with the exception of the English language assessment section, are calculated as follows:

correct answer	1 point
incorrect answer	- 0.25 points
answer not given	0 points

You can find all the information on how to register for the TOLC and the applicable calendar on the CISIA website (www.cisiaonline.it). The web page www.unibo.it/TOLC contains general information on the use of the TOLC at the University of Bologna.

The score for each section will be weighted based on the criteria indicated in Section 4 – RANKING LISTS FOR PRE-SELECTION THROUGH TOLC-I AND TOLC-SU.

HOW TO REGISTER FOR THE TOLC-I AND TOLC-SU

You can register for the TOLC-I (in Italian) or the TOLC-SU via www.cisiaonline.it: **select “TOLC” and register for the TOLC-I or the TOLC-SU.**

REMEMBER

- Both the TOLC-I (in Italian) and the TOLC-SU are valid for the purposes of this Call for applications.
- TOLC-I (in Italian) and TOLC-SU are valid if taken in person or remotely after **1 January 2022**.
- The ENGLISH TOLC-I is not valid to participate in the Pre-selection for this Call for applications.
- The registration fee for each TOLC test is €30.00.
- The dates, information on how to register and deadlines for each TOLC are published on the website www.cisiaonline.it.
- To participate in the Pre-selection for this Call for applications, only the results of the last TOLC-I (in Italian) and/or TOLC-SU taken before midnight on the day before the deadline for this Call for applications will be considered.
- If you need a TOLC certificate, you can request one directly through the website www.cisiaonline.it.
- The web page www.unibo.it/TOLC contains general information on the use of the TOLC at the University of Bologna.

ANNEX 2 – REQUEST FOR ADAPTATIONS FOR CANDIDATES WITH DISABILITIES AND SLD

Students with disabilities or specific learning disorders (SLD) who intend to submit a request for adaptations for the exams must follow two separate procedures:

1. For participation in the PRE-SELECTION procedure through TOLC.
2. For participation in the Collegio Superiore SELECTION procedure through a written (and potentially oral) exam.

1. Request for adaptations for the Pre-selection procedure through TOLC

If you are a candidate with disabilities or specific learning disorders (SLD) and want to request adaptations to be made for the TOLC test, you must select this option when registering in the TOLC section of the CISIA website (www.cisiaonline.it).

You will need to specify the university for which you are making the request, your disability or SLD, and the adaptations you request. You will also need to upload the relevant documents.

You can choose the date and location where you wish to take the TOLC at a later stage.

If you choose to take the TOLC at the University of Bologna, adaptations may comprise:

- Extra time: +30% for candidates with SLD, other specific developmental disorders and pathologies; +50% for candidates with legal disability and/or handicaps pursuant to Law 104.
- Necessary aids (assistance for reading the text, non-scientific calculator, other).

Adaptations may be requested only by candidates in possession of the following:

- Diagnosis of Specific Learning Disorders (SLD) pursuant to Law 170/2010, prepared by the Italian National Health Service, a private centre accredited by your Region, or a private specialist, accompanied by a declaration of conformity issued by the Italian National Health Service. The documentation must not be more than three years old or prepared after the age of 18 is reached.

In view of the current health emergency which has led to a reduction in the activities of National Health Service outpatient clinics, applications will be accepted from candidates with a diagnosis of a Specific Learning Disorder (SLD) pursuant to Law 170/2010, confirmed by a certificate issued more than three years ago or not accompanied by a declaration of conformity. In these cases, **upon submitting a request for adaptations, the candidate must document** that renewal of the certification or the declaration of conformity from the Italian National Health Service is pending, and the University reserves the right to subsequently request the integration of the documentation envisaged therein. Certifications issued by private specialists must be complete and comply with all the requirements set out by the 2011 Consensus Conference on Specific Learning Disorders.

- Documentation, issued by a specialist of the Italian National Health Service, attesting to another specific developmental disorder that affects learning.

- Handicap certificate pursuant to Law 104/92.

- **Legal disability** certificate.

- Medical documentation, drawn up by a specialist, attesting to the presence of (physical and/or psychological) health conditions that could result in the candidate's inability, including temporarily, to study and take exams.

The documentation must be clear and contain all the information necessary to understand the specific needs of the candidate.

Candidates with disabilities or SLD residing in foreign countries who intend to request adaptations must submit a legalised certification confirming their disability or SLD issued in their country of residence, accompanied by an official translation into Italian or English.

The University bodies responsible for examining the above certificates will check that the foreign documentation confirms a disability or specific learning disorder recognised under Italian regulations.

The documentation will be examined by the Service for Students with Disabilities and SLD to make sure that the request for adaptations is consistent with the documentation submitted.

The results of the assessment will be communicated by the office via email to the address indicated by the candidate when registering on the CISIA website, which the candidate must check regularly. If the documentation is incomplete or hard to read, supplementary details may be requested, again via email, which must be submitted by the deadline for registration for the test date selected.

Once it is recognised that a candidate requires adaptations, said recognition will be valid for all registrations to take a TOLC at the University of Bologna.

Clarifications on the procedures for requesting adaptations may be obtained by contacting the **Service for Students with Disabilities and SLD** via email to ases.adattamentiammissione@unibo.it.

2. Request for adaptations for the Collegio Superiore Selection procedure through a written (and potentially oral) exam

Candidates with disabilities or SLD who passed the PRE-SELECTION and want to request adaptations to be made for the Collegio Superiore SELECTION (written and oral exam) must submit the relative request by the REGISTRATION FOR SELECTION deadline.

The procedure for requesting adaptations is as follows:

- a) **Access Studenti Online** (<https://studenti.unibo.it>) and register for the selection procedure called “Collegio Superiore: Call for applications for admission to the Ordinary Courses (first cycle)”.
- b) Fill in the **Request for adaptation form**, which can be downloaded from the above website (in the “Application details” page for registering for the Selection procedure), save it in PDF format and upload it to the relevant section.

Adaptations may comprise:

- Extra time: +30% for candidates with SLD, other specific developmental disorders and pathologies; +50% for candidates with legal disability and/or handicaps pursuant to Law 104.
- Use of aids such as tools to help with reading texts, non-scientific calculator etc., or other instruments to be assessed case by case and based on the certification submitted.

Available adaptations are listed in the form.

If the adaptation requested cannot be guaranteed for organisational reasons and/or due to mandatory instructions, an alternative of equivalent compensatory value will be found.

c) Attach the necessary **specialist documentation**:

- Diagnosis of Specific Learning Disorders (**SLD**) pursuant to Law 170/2010, prepared by the Italian National Health Service, an accredited private centre or a private specialist, accompanied by a declaration of conformity issued by the Italian National Health Service. The documentation must not be more than three years old or prepared after the age of 18 is reached.

*In view of the current health emergency which has led to a reduction in the activities of National Health Service outpatient clinics, applications will be accepted from candidates with a diagnosis of a Specific Learning Disorder (SLD) pursuant to Law 170/2010, confirmed by a certificate issued more than three years ago or not accompanied by a declaration of conformity. In these cases, **upon submitting a request for adaptations, the candidate must document** that renewal of the certification or the declaration of conformity from the Italian National Health Service is pending, and the University reserves the right to subsequently request the integration of the documentation envisaged therein. Certifications issued by private specialists must be complete and comply with all the requirements set out by the 2011 Consensus Conference on Specific Learning Disorders.*

- Documentation issued by a specialist of the Italian National Health Service, attesting to another specific developmental disorder that affects learning.
- Handicap certificate pursuant to Law 104/92.
- **Legal disability** certificate.

- Medical documentation, drawn up by a specialist, attesting to the presence of (physical and/or psychological) health conditions that could result in the candidate's inability, including temporarily, to study and conduct exams.

The documentation must be clear and contain all the information necessary to understand the specific needs of the candidate.

(Please note: If you are in possession of a certificate pursuant to Law 104 and other medical documentation, please submit both).

Candidates with disabilities or SLD residing in foreign countries who intend to request adaptations must submit a legalised certification confirming their disability or SLD issued in their country of residence, accompanied by an official translation into Italian or English.

The University bodies responsible for examining the above certificates will check that the foreign documentation confirms a disability or specific learning disorder recognised under Italian regulations.

PLEASE NOTE: BEFORE CLOSING YOUR REGISTRATION, CHECK THAT YOU HAVE ATTACHED THE REQUEST FORM AND HEALTH DOCUMENTATION.

The documentation will be examined by the Service for Students with Disabilities and SLD to make sure that the request for adaptations is consistent with the documentation submitted. If the documentation is incomplete or hard to read, supplementary details will be requested, via your University email account name.surname@studio.unibo.it, which must be submitted by the final deadlines specified in the message.

It will not be possible to make the adaptations requested by candidates who fail to submit their request by the deadline in the Call for applications or who fail to send the required supplementary documentation by the deadline indicated by the Service for Students with Disabilities and SLD.

Any adaptations allowed will be notified via email by the Collegio Superiore Student Administration Office (segreteria.collegio@unibo.it).

Clarifications on the procedures for requesting adaptations may be obtained by contacting the Service for Students with Disabilities and SLD via email to ases.adattamentiammissione@unibo.it.