



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA

ISTITUTO DI STUDI SUPERIORI  
COLLEGIO SUPERIORE

*DISCLAIMER: This document is a non-official version. Only the Italian version approved with decree of the Director of the Collegio Superiore shall prevail and be binding.*

Call for applications for admission to the  
Collegio Superiore of Alma Mater Studiorum –  
University of Bologna of students in the first  
year of a Second Cycle Degree Programme  
(second cycle)

**A.A. 2024/2025**

**APPLICATION DEADLINE: 15th APRIL 2024 at 1:00 p.m. - Italian time**

This call contains the provisions governing access to the Collegio Superiore for second cycle students. Modifications and/or integrations to this Call will be published on the Collegio Superiore website.

## Attention!

It is important to regularly consult Students Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) and the email inbox ([name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it)) at the link <https://posta.studio.unibo.it>. These are the only tools to obtain information on the application (e.g., rankings, recoveries, oral exams, etc.).

## TABLE OF CONTENTS

GENERAL INFORMATION .....	3
1) AVAILABLE PLACES.....	6
2) ADMISSION REQUIREMENTS .....	7
3) REGISTRATION FOR THE ENTRANCE EXAM .....	8
4) REQUEST TO ADAPT THE ENTRANCE EXAM FOR CANDIDATES WITH DISABILITIES AND CANDIDATES WITH SLD.....	10
5) CONDUCT OF THE ENTRANCE EXAM AND EXAM PROGRAMME .....	11
6) RANKINGS .....	13
7) PUBLICATION OF RANKINGS, ACCEPTANCE AND MATRICULATION .....	14
8) UNALLOCATED PLACES .....	15
9) FINAL NOTES .....	15
10) CONTACTS.....	16

*The university has for some time been working to raise awareness of and to address gender stereotypes. In this context, it has been decided to give greater linguistic visibility to gender differences. Where, solely for the sake of simplicity, the masculine form is used in this document, it is understood as referring to all persons who work within the community.*

## GENERAL INFORMATION

### WHO IS ELIGIBLE TO APPLY

This call for applications is open to Italian and international students enrolling for the first time to the first year of a Second Cycle Degree Programme at Alma Mater Studiorum – University of Bologna in the academic year 2024/2025 and who wish to be admitted to the Collegio Superiore.

**The Collegio decides the number of students with reference to the resources available.**

Established in order to promote advanced interdisciplinary learning paths, the Collegio Superiore offers excellent interdisciplinary training that supplements the degree programmes of Alma Mater Studiorum – University of Bologna via the provision of extracurricular learning activities.

The Collegio Superiore covers two broad subject areas:

- (A) **Humanities and Economics** including degree programmes in the following principle areas:  
Economics and Management; Law; Languages and Literatures, Interpreting and Translation;  
Psychology; Education; Political Sciences; Statistics; Sociology; Humanities;
- (B) **Science and Technology** including degree programmes in the following areas: Pharmacy and Biotechnology; Engineering and Architecture; Medicine; Veterinary Medicine; Sciences; Agricultural and Food Sciences; Sports Science.

The Courses activated for the academic year 2024/2025 within the two disciplinary macro-areas are respectively the following: Humanities and Economics Course (24 ECTS - Second Cycle) and Science and Technology Course (24 ECTS - Second Cycle).

In the next academic year 2024/2025, the lessons will be held in person and in Italian, except for some that may be held in English.

### WHO MUST SIT THE ENTRANCE EXAM

Participation in the entrance exam is mandatory and binding for all candidates who wish to be admitted to the Collegio Superiore. Students interested in admission **must participate in the selection procedure, which will be conducted in the manner indicated in this call for applications.**

**N.B. Participation in the call for applications for admission to the Collegio Superiore does not exempt students from following the procedures specified in the calls for applications or notices for admission to their chosen Master's degree programme.**

**Students must also enrol by the deadlines specified in the calls for applications or notices for admission to the degree programme and, in all cases, by no later than 29th October 2024.**

Students with foreign qualifications and/or who are not citizens of the European Union must also comply with the procedures described on the following pages:

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

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

## WHO CANNOT PARTICIPATE IN THE ENTRANCE EXAM

The entrance exam is not open to those who:

- already have another second-cycle or single-cycle degree qualification or a higher education qualification in art, music and dance (AFAM);
- are transferring from another second-cycle degree programme of the Alma Mater Studiorum - University of Bologna or from another university;
- already enrolled in a second-cycle degree and subsequently withdrew from the study programme.

On the other hand, students can participate in the entrance exam if they enrolled for a Second Cycle Degree Programme at another Italian University for the first time in A.Y. 2024/2025.

## APPLICABLE DEADLINES

### Attention!

**All deadlines specified** in the procedures **are mandatory** and failure to meet them **will result in exclusion from the selection process**, regardless of the reasons given. All times indicated refer to the Italian time zone.

PHASE	DATE
Registration for the entrance exam	from 8 March to 15 April 2024 (closing at 1 pm)
Publication of the list of admitted candidates and invitation to the oral exam	by 15 May 2024
Oral exams	22 and 23 May 2024
Publication of the general ranking	by 3 June 2024
Submission of acceptances	From 3 to 10 June 2024
Review of the ranking and selection of candidates from the reserve list	from 3 June 2024 following withdrawals and refusals
Enrolment deadline for successful candidates	29 October 2024

## BENEFITS AND FEES TO BE PAID

The benefits granted to Collegio students are decided yearly by the Academic Bodies as provided for by Collegio Superiore Regulation. For the a.y. 2024/2025, in the event of admission to the Collegio Superiore, students will benefit from a grant that partly covers their meals and study expenses, accommodation in the Halls of Irnerio Residence and any other benefits.

### Financial support

The amount of the financial contribution is determined as follows:

<b>ISEE Value</b>	<b>Amount of financial contribution</b>
<= No tax area threshold	€ 3.000,00
> No tax area threshold	€ 3.000,00 -((ISEE- No tax area threshold)*10%) MINIMUM € 1.500,00
NO ISEE	€ 1.500,00

where ISEE value refers to ISEE 2024 certification for benefits for the rights to university education. The ISEE value corresponding to the “No tax area threshold” will be decided by the Academic Bodies (in the a.y. 2023/24 this value was € 27.000,00).

Students must present the ISEE 2024 certification for benefits for the rights to university education no later than **14/10/2024 at 6:00 p.m.**, exclusively by logging into Servizi online ER.GO – Regional Authority for the Right to Higher Education in Emilia Romagna (website: <https://servizionline.er-go.it/domande2/>). Those who will not have submitted their ISEE certificate within the deadline and following the indicated modalities will receive the advance contribution equal to the minimum amount of € 1.500,00.

Those who have income and/or assets abroad, in whole or in part, must document them in an appropriate manner, by strictly abiding to the indications on the University Portal on the web page [www.unibo.it/DocumentiEsenzioniTasse](http://www.unibo.it/DocumentiEsenzioniTasse), where the reference section has to be selected. All documents must be submitted to ER.GO in the manner and by the deadline referred to in the previous paragraph.

Even if the contribution related to the a.y. 2024/25 was provided during the calendar year 2025, the ISEE 2024 certification, submitted with the procedures and deadlines indicated, would exclusively be considered.

All ISEE certifications are subject to checks. In case of incorrect certifications, the amount paid and not due will be recovered.

If the ISEE certification presents omissions and/or discrepancies, it must be integrated by 31/12/2024. If omissions are still present, further documents will be required, following the modalities and deadlines that will be communicated to the institutional e-mail address (name.surname@studio.unibo.it).

### Accommodation

The timetable and conditions for accessing, staying in and leaving the Halls of Residence are defined in the Regulation of the Halls of Residence and are established every year by the Bodies of the Institute for Higher Studies.

Following enrolment, access to the Halls of Residence will commence from the first half of October, the precise date of which will be notified by the Administration Office.

### Student contribution

By the date specified in the calls for applications for admission to the degree programmes and, in all cases, by no later than 29 October 2024, admitted students must make the payment of the student contribution related to the regional tax, stamp duty, and insurance premium (in the academic year 2023/24, the total amount was €157.04).

The Collegio Superiore and the Institute for Higher Studies regulations in force to the date of the enrolment process finalization to Collegio Superiore will be applied to the admitted winners of the Call.

The Collegio Superiore Regulation along with other useful information (accommodation in residence, Collegio students teaching obligations, restitution of benefits in case of failure to meet requirements, contacts, ecc.) can be found on the Collegio Superiore website: [www.collegio.unibo.it](http://www.collegio.unibo.it).

## INFORMATION OFFICES

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

Information about student fees and late-payment charges can be found on the University portal on the web page [www.unibo.it/Tasse](http://www.unibo.it/Tasse).

For queries, appointments and **administrative information relating to the Collegio Superiore** (e.g. deadlines, access procedures, participation confirmation, requirements, accommodation etc.), please contact the **Student Administration Office of the Collegio Superiore** by writing to [segreteria.collegio@unibo.it](mailto:segreteria.collegio@unibo.it) (via Marsala, 26 – 40126 Bologna (BO) – tel. +39.051.2099262 – fax +39.051.2086257). The telephone helpline is active on Mondays from 2 pm to 4 pm and on Tuesdays and Thursdays from 9:30 am to 11:30 am. Additional information on how to contact the Student Administration Office can be found on the website [www.collegio.unibo.it](http://www.collegio.unibo.it).

## 1) AVAILABLE PLACES

For the A.Y. 2024/2025, the following places are available at the Collegio Superiore:

- n. 3 places in the Humanities and Economics (II cycle) Subject Area (A)
- n. 3 places in the Science and Technology (II cycle) Subject Area (B)

If it is not possible to assign all 3 places on the ranking list of one subject area due to an insufficient number of suitable candidates, places will be assigned to candidates from the ranking list of the other subject area, until all 6 places have been assigned.

Subsequently, the unassigned places due to an insufficient number of eligible candidates may, at the discretion of the Director of the Collegio Superiore, be used to increase the number of places in the admission competition for the Collegio Superiore for first-year students of a Bachelor's Degree or a Single-Cycle Master's Degree, assigning them to eligible candidates with the highest overall score, regardless of the macro-area of the reference ranking. In the event of a **tie**, priority will be given to the candidate based on the criteria specified in paragraph 6.

## 2) ADMISSION REQUIREMENTS

In order to take the entrance exam and to subsequently enrol, candidates must already hold a first-cycle degree in any subject, or a foreign qualification recognised as suitable, and **enrol for the first time on the first year** of a second-cycle degree programme for the academic year 2024/2025.

Admission to the entrance exam is only open to:

- students who matriculated in the 2020/2021 academic year, who obtained a first-cycle degree by 31 March 2024 with a weighted-average exam score of not less than 28.00/30 or equivalent;
- students who matriculated in the 2021/2022 academic year, who obtained a first-cycle degree with a weighted-average exam score of not less than 28.00/30 or equivalent;
- students who matriculated in the 2021/2022 academic year or the 2022/2023 academic year, who will graduate by 30 December 2024, having already obtained, by 15 April 2024, at least 130 degree credits with a weighted-average exam score of not less than 28.00/30 or equivalent (until they have graduated, they may only participate in the selection and obtain admission to the Collegio on a provisional basis).

For the purposes of admission, where a student has more than one degree qualification, the first undergraduate (1st cycle) degree obtained shall be taken into account.

In case of transfer from a degree programme to another within the same university, the first year of enrolment to the first degree programme will be considered.

In case of transfer from a university to another, the first year of enrolment to the university of origin will be considered.

For candidates who are about to obtain or who already hold a foreign qualification, the academic year of first matriculation will be calculated with reference to the expected duration of their degree programme. For example, for a 4-year bachelor's degree it will be necessary to deduct 1 year from the academic years indicated above (for instance, where indicated a.y. 2021/2022, it is meant a.y. 2020/2021); for a 5-year bachelor's degree it will be necessary to deduct 2 years (for instance, where indicated a.y. 2021/22, it is meant a.y. 2019/2020). In order to calculate the weighted average, the scores obtained abroad will be converted to the Italian scale in accordance with the guidelines adopted by the University of Bologna.

The entrance exam is not open to those who:

- already have another second-cycle or single-cycle degree qualification or a level II higher education qualification in art, music and dance (AFAM);
- are already enrolled in a second-cycle degree and subsequently have transferred to another Master's degree programme within the same university or have transferred to another university or withdrew from the study programme.

On the other hand, students can participate in the entrance exam if they enrolled for a Second Cycle Degree Programme at another University for the first time in A.Y. 2024/2025.

The weighted-average is calculated by multiplying each score by the respective number of credits (ignoring exams with ID and RC), summing all the results obtained and then dividing that total by the sum of the eligible credits (those from exams with score). Honours grades are ignored for the purpose of calculation. Furthermore, only credits recorded by 15 April 2024 will be considered. Roundings will not be performed.


### **Attention!**

**Candidates participating in the entrance exam for admission to the Collegio Superiore must enrol by the deadlines established for all students and, for restricted access degree programmes and those with an entrance exam, must sit and pass the related entrance exams in accordance with the procedures and deadlines envisaged in the calls for applications or the specific notices of the Degree Programmes and, in all cases, by no later than 29 October 2024.**

## **3) REGISTRATION FOR THE ENTRANCE EXAM**

Candidates must register for the entrance exam **by 1 pm** (Italian time) on **15 April 2024** in accordance with the following instructions:

1. Connect to the Studenti Online service through the website [www.studenti.unibo.it](http://www.studenti.unibo.it) **using SPID<sup>1</sup> or CIE** (Electronic Identity Card) credentials. The system will automatically retrieve personal data and create university credentials (name.surname@studio.unibo.it) upon completion.

 For international students who do not possess an identity document issued in Italy, access can be granted using university credentials. To obtain them, it is necessary to register on Studenti Online: select the "Register" button, then "International Student Registration" and follow the instructions until the creation of institutional university credentials (name.surname@studio.unibo.it). After the first access, the application will prompt the insertion of a personal password.

If university credentials are already available, it is possible to access the service directly by entering the relevant credentials.

Students who already have a Unibo username and password can use them to access the service directly.

2. Click on the "Admission application – Take part in the selection", choose "Collegio Superiore" and enrol in the selection "Collegio Superiore: Concorso di II ciclo". Complete the registration procedure.

3. Attach on-line in PDF format: a copy of both sides of a valid<sup>2</sup> identity document.

4. Attach a self-certification with the year of enrolment and the name of the course of study, the list of exams taken with the date and grade, including their ECTS credits, the calculation of the weighted average,


---

<sup>1</sup> SPID is the Public System for Digital Identity, the access key to digital services of the Public Administration. For more information, please visit <https://www.spid.gov.it/>.

<sup>2</sup> A valid identity document is defined to be 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.



and the final grade, if the degree has already been obtained. Students of the University of Bologna will automatically see one or more self-certifications that they must select and attach to their application.

 Candidates with a foreign degree must attach a certificate attesting the suitable academic qualification, with the year of enrolment, the indication of the exams taken, the date of passing and the grades, including their ECTS credits. Candidates who are about to obtain a foreign degree must attach a certificate of enrolment with the year of enrolment, the indication of the exams, the date of passing and the grades, including their ECTS credits. The documents presented by the candidate must be in either Italian or English. If the documents are in any language other than Italian or English, they must be accompanied by a translation into either Italian or English on plain paper; the translation can be carried out directly by the candidate. The original documents must always be presented; it is not sufficient to present just the related translations.

In this phase, it is not necessary to submit official, legalised translations into Italian, confirmation of authenticity or documentation related to the validity of the degree.

5. Fill in all the required fields in the “Declarations” form contained in the online application, outlining your learning experiences in the “Reasons for applying” field and highlighting any interdisciplinary aspects along with the relative benefits and impacts. Also indicate which Course (4ECTS) offered by the Collegio Superiore in the a.y. 2023/2024 (list of courses with their respective links to the web page - Annex 1) you would have attended and specify the reason (maximum of 2000 characters spaces included).

6. Attach your *curriculum vitae* (in the European format – Annex 2) along with any other documents that might be relevant to the evaluation, such as the abstract or a summary of your thesis project, the summary of an internship program or a training project, language proficiency, etc.

7. Indicate the institutional e-mail address of two permanently employed Italian or international university teachers (ordinary or associate professors, researchers), independent of the examination board, who will complete the required online “Letter of presentation” by the deadline date and time specified in this call for applications.

8. If necessary, attach the “Request to adapt the procedure for candidates with disabilities”, a form reserved to candidates with Disabilities or with SLD (see point 4 below for further details).

Each of the attached files must be in PDF format and have a maximum size of 30 Mb.

The candidates are admitted to the selection conditionally.

The self-certified facts will be checked. Note that misleading and false declarations are punishable pursuant to the criminal code and related special laws, and will result in exclusion from the selection procedure or, in case of admission, to the loss of Collegio student status.

The admission test is free.

## Attention!

Applications to register for the entrance exam will only be accepted for consideration if they are received by the above deadlines and in accordance with the above procedures, and if the on-line procedure has been completed in full and ACCOMPANIED by all the required documentation.

Candidates can obtain assistance and guidance on how to complete the on-line application to register for the entrance exam by calling the Studenti Online Help Desk on +39.051.2080301, or sending an e-mail to [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it).

## 4) REQUEST TO ADAPT THE ENTRANCE EXAM FOR CANDIDATES WITH DISABILITIES AND CANDIDATES WITH SLD

Candidates wishing to request adaptation of the entrance exam must apply, by the deadline for registering for the selection procedure.

The adaptations may consist of:

- **additional time:** 30% for candidates with SLD, other specific developmental disorders, and medical conditions; 50% for candidates with civil disabilities and/or handicaps pursuant to Law 104;
- **aids:** the possibility to use aids such as, for example, text reading tools, non-scientific calculator, etc., or other accommodations to be assessed based on the specific case and certification.

The list of possible adaptations can be found on 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.

The procedure to request adaptations is as follows:

- 1) **access Studenti online** (<https://studenti.unibo.it>) and register for the exam or log into the “Requests in progress” section on the home page;
- 2) download and fill in the **Adaptation request form**;
- 3) **attach the filled in Adaptation request form** (in PDF format) **in the relevant section**;
- 4) attach the necessary **specialist documentation**:
  - Diagnosis of Specific Learning Disorders (**SLD**) pursuant to Law 170/2010, prepared by the Italian National Health Service, a registered private centre or a private specialist, accompanied by document 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.*

*Considering the current emergency situation which resulted in a reduction of Italian national health system (SSN) clinics activities, requests of candidates with diagnosis of Specific Learning Disorders (SLD), pursuant the law n. 170/2010 will be accepted even if the candidate is in possession of certification released more than three years ago or non-compliant. In these cases the candidate will have to demonstrate, at the time of the request, of being awaiting the renewal of the diagnosis or the certification of conformity by the SSN and the University of Bologna will care about requiring subsequently the integration of foreseen documents.*

For further details consult this web page: <https://site.unibo.it/studenti-con-disabilita-e-dsa/it/per-studenti/certificazioni-richieste>.

- Documentation, issued by a SSN specialist, certifying another type of specific developmental disorder affecting the learning process.
- Certificate of handicap pursuant to **Law 104/92**.
- Certificate of **legal disability**.
- Medical documentation, issued by a specialist, confirming a mental and/or physical disorder that may result in an inability, even if only temporary, in the study and the execution of the test.

The documentation has to be clear and complete with all the useful information in order to understand specific needs of the candidate.

(N.B. If both the Certificate pursuant to Law 104 and other medical documentation is held, it is important to present both.)

**Candidates with disabilities or SLD resident in foreign countries**, who intend to request adaptation, must present the certification confirming the 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 specific learning disability or disorder recognised under Italian regulations.

**PLEASE NOTE: BEFORE CLOSING THE APPLICATION TO REGISTER FOR THE SELECTION PROCEDURE, CHECK THAT THE ABOVE REQUEST FORM AND HEALTH DOCUMENTATION IS ATTACHED.**

The documentation will be examined by the Service for Students with Disabilities and SLD to verify that the request for adaptation is consistent with the documentation presented. If the documentation is incomplete or hard to read, supplementary details will be requested by e-mail to the institutional e-mail address [nome.cognome@studio.unibo.it](mailto:nome.cognome@studio.unibo.it), which must be provided by the mandatory deadlines specified in the communication.

**It will not be possible to make the required adaptations for candidates who do not submit the request or who do not send the required supplementary documentation by the deadlines indicated by the Service for Students with disabilities and with Specific Learning Disorders (SLD).**

The adaptations allowed will be notified to the applicant by the Collegio Superiore Student Administration Office, via e-mail.

Clarification about the procedures for requesting adaptations can be obtained by contacting the Service for Students with Disabilities and SLD by e-mail: [ases.adattamentiammissione@unibo.it](mailto:ases.adattamentiammissione@unibo.it).

## 5) CONDUCT OF THE ENTRANCE EXAM AND EXAM PROGRAMME

The entrance exam consists in the **pre-selection** of candidates, based on an assessment of their qualifications, and an **oral exam**.

An examination board - appointed specifically by the Rector and comprising teachers and researchers at Alma Mater Studiorum – University of Bologna and a reasonable number of deputies, supported by technical and administrative staff – ensure that the entrance exam is implemented correctly.

The Board will admit to the pre-selection process solely those candidates who have presented all the documentation requested, as detailed in section 3 of this call for applications.

The list of candidates admitted to the oral exam and the timetable for the interviews,(in alphabetical order), will be published on the Studenti Online website ([www.studenti.unibo.it](http://www.studenti.unibo.it) - Details of the application) by **15 May 2024**, which will represent valid notification for all legal intents and purposes.

The oral exam will take place remotely in the Italian language and will consist in an interview intended to verify the broad and high-level cultural preparation of the candidate and will assess possession of the competencies and attitudes needed to study at the Collegio Superiore.

The oral exam is public and will be held on **22 and 23 May 2024**, via Microsoft Teams platform. To participate in or to attend to the oral exam you have to connect to the [link<sup>3</sup> present in the notes](#).

Candidates invited to the oral exam will have to connect to the **Microsoft Teams** meeting, using the above link and inserting their "[name.surname@studio.unibo.it](mailto:nome.cognome@studio.unibo.it)" credentials in the day and the time indicated in the oral exam calendar. To satisfy privacy standards, the examining Commission will control the identity of every candidate using the identity document attached in the registration for the entrance exam.

Candidates will have to follow the instructions below:

- it is necessary to have a computer with a webcam connected to the internet or another suitable device with a webcam suitable for the exam performance ;
- position yourself alone in a well-lit room;
- during the test it is possible to have up to three white sheets which will be shown to the Commission and a marker (possibly black);
- the webcam must be positioned in a manner to permit the Commission the complete view of the candidate, the desk and the sheets where he/she will write;
- the candidate is not allowed to consult materials such as dictionaries, handwritten and non-handwritten notes, books, publications, manuals, textbooks and reference materials under penalty of exclusion from the exam;
- it is forbidden for the candidate, under penalty of exclusion from the competition, to use or even possess calculators, mobile phones, smartphones, PDAs, smartwatches and any instrument suitable for storing information or transmitting data, except those used for carrying out the test;
- the candidate can keep on the desk a container for liquids and only one glass;

---

<sup>3</sup> [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NDgwYjFhZjMtMGU4ZS00ZTE0LTg5ZjctYWM2NDIIMzhhZTUw%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](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NDgwYjFhZjMtMGU4ZS00ZTE0LTg5ZjctYWM2NDIIMzhhZTUw%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)

- candidates may be asked to show their desktop at any time via the screen sharing function, as the candidate must use only the Microsoft Teams application during the oral exam.

It is necessary to install the Microsoft Teams application on your computer or other device. Microsoft Teams is also available for Mac OS X computers and for Android and IOS mobile systems.

It is suggested to the candidate to read the instructions on Microsoft Teams functioning and screen sharing.

In case of unforeseen events it is suggested to have another device suitable for carrying out the oral exam with a stable internet connection and the Microsoft Teams application installed.

The failure to connect or unavailability of the candidate at the designated day and time for the interview is considered as withdrawal from the participation in the interview, and hence in the selection, whatever is the reason.

If connection problems arise during the interview:

- a) in case the connection problem concerns one or more Commissioners, the interview will be suspended until the solution of the inconvenience. Should the inconvenience continue, the Commission will evaluate the official postponement of the interview to another date that will be notified and advertised on Studenti Online, in the detail of admission application;
- b) in case the connection problem concerns the candidate admitted to the interview, the candidate must promptly contact the Collegio Superiore Secretariat at number +39.339.7734971. The Commission, having assessed the reasons, can postpone the interview to a later time or another day (that will be notified and advertised on Studenti Online, in the detail of admission application) in compliance with the principles of non-discrimination and equal treatment between candidates.

#### **PLEASE NOTE:**

**The selection process will still be carried out** even if the number of applications received by the deadline established in the call for applications (15/04/2024 at 1:00 p.m.) is less than or equal to the predetermined number. Likewise, the exam process will go ahead even if the number of candidates present on the day is less than or equal to the predetermined number.

## **6) RANKINGS**

The Commission will **pre-select** the candidates by assigning them a maximum score of 10 points based on the following criteria:

- weighted average of grades, number of honours and credits of the exams taken as at the date of expiry of the call for applications, degree classification (if already achieved) and the time taken to obtain the qualification, (max. 5 points);
- *curriculum vitae*, personal, cultural and professional interests, “Motivations” and reference letters (max. 5 points).

The weighted grade average will be assessed based on the weighted average for the principal subject area under which the three-year degree programme falls, based on the subdivision indicated below and selected in the application phase:

- principal area: Economics and management; Law; Engineering and architecture; Veterinary Medicine; Agricultural and Food Sciences; Sports Science: baseline weighted average 28.00/30;
- principal area: Pharmacy and Biotechnologies; Languages and Literatures, Translation and Interpreting; Medicine and Surgery; Psychology; Science; Science of Education and Training; Political Science; Statistical Science; Sociology; Humanities: baseline weighted average 29.00/30.

Candidates will be admitted to the oral exam if their score is greater than or equal to 8.00/10.

The **oral exam** will take place in the Italian language and it will be passed by candidates who obtain a score of at least 8.00/10, which will be assigned with reference to the quality and breadth of their reasoning, the solidity and depth of their cultural background, and the originality of their solutions.

Using the average scores obtained by suitable candidates in consideration of their qualifications and oral exam results, the Selection Committee will compile two separate rankings based on merit, one for the Humanities and Economics Subject Area, and the other for the Science and Technology Subject Area, depending on the degree programme for which the candidate intended to enrol when registering for the entrance exam described in point 3. The first 3 candidates from each ranking list will be admitted to the Collegio Superiore.

**Ex aequo** distinction: in case of a tie in scores, priority will be given to the candidate with less favorable economic conditions, and in case of further ties, the candidate of the less represented gender among the winners of the same ranking will have precedence. In case of further ties, the younger candidate in age will have priority.

Regarding the criterion related to economic conditions, in case of candidates with a tie in scores, after the formulation of the final rankings, the Student Administration Office of the Collegio Superiore will request the **ISEE 2024 certification for the right to university study benefits** from the respective candidates, sending a specific request to the institutional email address and assigning a deadline for the acquisition of documentation.

Candidates who win the selection will be enrolled in the Collegio Superiore in the disciplinary area (II cycle) corresponding to the chosen Degree Course.

## 7) PUBLICATION OF RANKINGS, ACCEPTANCE AND MATRICULATION

The final rankings will be approved by Decree of the Director of the Collegio Superiore and published on Studenti Online ([www.studenti.unibo.it](http://www.studenti.unibo.it)) in the entrance exam details section by **3 June 2024**.

Publication of the rankings on Studenti Online will represent the only form of legal publicity about the results of the oral exam.

From **3 to 10 June 2024**, the successful candidates must present or send their acceptance confirmations from their institutional address ([name.surname@studio.unibo.it](mailto:nome.cognome@studio.unibo.it)) to the following address: [segreteria.collegio@unibo.it](mailto:segreteria.collegio@unibo.it) (Collegio Superiore of Alma Mater Studiorum – University of Bologna). They must then enrol for a second-cycle degree programme at Alma Mater Studiorum – University of Bologna for the 2024/2025 academic year by and no later than **29 October 2024**, under penalty of exclusion from the admission procedure.

Students who graduate from **29 October 2024** onwards must matriculate within three days of their graduation date and, in all cases, by and no later than **21 November 2024**, which is the final deadline for enrolment for the 2024/2025 academic year.

Students who do not comply with the above obligations and deadlines will be deemed to have implicitly withdrawn, regardless of any excuses for the omissions or delays.

Should winners not accept their places, they will be assigned to the next candidates in the rankings.

## 8) UNALLOCATED PLACES

The unallocated places procedure is followed to identify a number of candidates equal to the number of places not taken up by the winners, applying the rankings criteria and the timings indicated in the timetable on page 3. As the rankings are reviewed, suitable eligible candidates will receive an e-mail at the address indicated in the registration phase and must present or send within 3 days, using the institutional address ([name.surname@studio.unibo.it](mailto:nome.cognome@studio.unibo.it)), their acceptance confirmation to the following address: [segreteria.collegio@unibo.it](mailto:segreteria.collegio@unibo.it) (Collegio Superiore of Alma Mater Studiorum – University of Bologna).

In all cases, these candidates must have enrolled by **29 October 2024**, except for those students who graduate from **25 October 2024** onwards, who must enrol within three days of their graduation date and, in all cases, by and no later than **21 November 2024**, which is the final deadline for enrolment for the 2024/2025 academic year.

Students who do not comply with the above obligations and deadlines will be deemed to have implicitly withdrawn, regardless of any excuses for the omissions or delays.

In the case of refusals, the review of the rankings will continue and, in case of an insufficient number of eligible candidates, the procedure described in paragraph 1 will be followed.

## 9) FINAL NOTES

Any notices about changes to the registration procedures or the closure of the administrative offices of the Collegio Superiore will be published on the website of the Collegio Superiore [www.collegio.unibo.it](http://www.collegio.unibo.it).

Information on the processing of personal data pursuant to art. 13 of Regulation (EU) 2016/679 - General Data Protection Regulation (GDPR), can be found on the University Portal on the web page [www.unibo.it/PrivacyBandiCds](http://www.unibo.it/PrivacyBandiCds).



This call has been issued by the Decree of the Director of the Collegio Superiore with protocol number and registry reported in the header of the first page.

An appeal may be filed against this decision to the competent Regional Administrative Court within 60 days from the publication of the call.

The Manager of the administrative procedure is the Operational Manager of the Institute for Higher Studies: Lucia Gunella.

## 10) CONTACTS

### *Information about the admission procedure for the Collegio Superiore*

For information about the call and other administrative aspects related to the Collegio Superiore (e.g.: deadlines, access procedures, confirmation of participation, requirements, accommodation, etc.), please contact the **Student Administration Office of the Collegio Superiore** by writing to [segreteria.collegio@unibo.it](mailto:segreteria.collegio@unibo.it) (via Marsala, 26 - 40126 Bologna - tel. +39.051.2099262 - fax +39.051.2086257). The phone line is active on Monday from 2 PM to 4 PM and on Tuesday and Thursday from 9:30 AM to 11:30 AM. Further information on how to contact the Student Administration Office is available on the website [www.collegio.unibo.it](http://www.collegio.unibo.it).

### *Information about the admission procedures for Degree Programmes*

For doubts and administrative information related to the Degree Courses (e.g.: deadlines, access procedures, selection announcements, requirements, etc.), please contact the relevant Student Secretariats ([www.unibo.it/SegreteriaStudenti](http://www.unibo.it/SegreteriaStudenti)).

### *Information about IT-related issues*

For information of an IT nature (e.g.: access credentials, data entry, application use/functioning anomalies, etc.), contact the Studenti Online Help Desk at +39 051.2080301 or send an email to [help.studentionline@unibo.it](mailto:help.studentionline@unibo.it).

### *Information for candidates with disabilities or SLD*

#### **Servizio per gli studenti con disabilità e con DSA**

For information for candidates with disabilities or Specific Learning Disorders (SLD), please consult the website at [www.studentidisabili.unibo.it](http://www.studentidisabili.unibo.it) or contact the Service for Students with Disabilities and SLD by writing an email to [ases.adattamentiammissione@unibo.it](mailto:ases.adattamentiammissione@unibo.it).

### *Information about fees and benefits*

#### **Ufficio Contribuzioni studentesche**

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

Information on student contributions and late payment fees is published on the University's portal at [www.unibo.it/Tasse](http://www.unibo.it/Tasse).

For information on the regional fee, please consult the ERGO website ([www.er-go.it](http://www.er-go.it)).



### **Office closures**

- Public holidays ([www.unibo.it/CalendarioAccademico](http://www.unibo.it/CalendarioAccademico));
- Friday 29<sup>th</sup> March 2024;
- Friday 26<sup>th</sup> April 2024;
- Monday 5<sup>th</sup> August – Friday 30<sup>th</sup> August 2024 (summer holidays);
- Friday 4<sup>th</sup> October 2024.

Any further extraordinary closures will be published on the Collegio Superiore website.

**DIRECTOR OF THE COLLEGIO SUPERIORE**

**Professor Beatrice Fraboni**

*(digitally signed)*