



AREA RELAZIONI INTERNAZIONALI

Call for the award of 48 study grants for international students registering in First, Single and Second Cycle Degree Programmes at the Alma Mater Studiorum - University of Bologna, for A.Y. 2017-18 (Unibo Action 2) DEADLINE: 31 March 2017

ART. 1 - Subject, amount and duration.

In order to promote the attendance of international students in its degree programmes, the University of Bologna has funded 48 study grants for international students registering for A.Y. 2017-18 to the First, Single and Second Cycle Degree Programmes at University of Bologna, divided as follows:

- 8 study grants for students registering in First Cycle and Single Cycle degree programmes;
- 40 study grants for students registering in Second Cycle degree programmes;

If the number of suitable candidates does not cover the available grants on one level, the remaining grants will be allocated to candidates of the other level.

International students are all those whose qualifications for admission to the chosen First, Single or Second Cycle degree programme were obtained in an institution outside of the Italian education system, in spite of the citizenship.

By registering is meant the first enrolment to the first year in the degree programmes. Enrolling in years following the first year, transferring from a degree programme to another or from a university to another, is not considered registering (art. 3, 13, 14 of the Regolamento Studenti, D.R. 464/2013).

Each study grant is awarded for one academic year only and amounts to a total of €11,059, gross of all charges for the beneficiary's account.

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

ART. 2 – Incompatibility.

These study grants are not cumulative with study grants/prizes issued by the University of Bologna for the same purpose (including the study grants Unibo for Refugees), study grants issued under the Erasmus Mundus Action 1 (now EMJMD), study grants issued by the Regional Board for the Right to Higher Studies (ER.GO), the Ministry of Foreign Affairs and International Cooperation (MAECI), the Collegio Superiore in Bologna, with CRUI grants for beneficiaries of international protection (considering the budget for meals).

The study grants are compatible with other forms of study support funded by ER.GO (such as fee exemption, housing services, etc.).

ART. 3 –Admission requirements.

Application is open exclusively to candidates who are in possession of all the following requirements:

- 1) the qualifications for admission to the chosen First, Single or Second Cycle degree programme were obtained in an institution outside of the Italian education system, after at least two years of attendance. If the qualification for admission is a one year title, the prior qualification will be considered too. Qualifications issued by institutions of the Republic of San Marino do not satisfy this condition. Applicants' citizenship is not considered;
- 2) they fulfil the access requirements foreseen for the chosen degree programme or will fulfil such requirements at the time of registration;
- 3) they are not students at the University of Bologna of First, Single or Second Cycle degree programmes. Important! Those whose student career ended within A.Y. 2015-16 for any reason are not considered students. Withdrawals from studies should have been completed before the publication of this call.
- 4) they have not already benefited from the study grant Unibo Action 2;
- 5) they are not 30 years or older on the deadline of this call.



AREA RELAZIONI INTERNAZIONALI

ART. 4 Award criteria.

For students registering in First Cycle and Single Cycle degree programmes:

the study grants are awarded on the basis of the SAT (Scholastic Assessment Test) test results: for the Old SAT all sections must be included, for the New Sat the sections “Evidence-Based reading and Writing” and “Maths” must be included. The SAT tests sat before 29 February 2016 (Old SAT) will be compared with the New SAT by using the concordance tables published by College Board.

For students registering in Second Cycle degree programmes:

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

All the tests must have been taken after the 31 March 2012, otherwise they won't be considered.

The lists are drawn up by a board which may give different weightings to the different sections of the tests.

The achievement of a minimum score is not required.

For all candidates, payment of the study grant is subordinate to the effective admission and registration in the chosen degree programme or in another degree programme of the same cycle (therefore candidates must pay the first or single instalment of tuition fees before obtaining the payment of the first instalment of the grant), and the possession of the maintenance requirements laid down in art. 8.

ART. 5 - Presentation of applications: terms and methods

Applications must be submitted **from 24 January 2017 at 12.00 pm to 31 March 2017 at 12.00 pm (CET), exclusively by Studenti Online (www.studenti.unibo.it).**

Anyone wishing to submit an application must:

1. register on studenti.unibo.it if not already in possession of a Unibo username and password (institutional credentials):
 - a. connect to studenti.unibo.it, access the “Register” section and register;
 - b. fill in all the mandatory fields (in the case of foreign students not in possession of an Italian tax code number, go to “International students registration”) and follow the instructions through to creation of the Unibo username and password. Important! The personal details of individuals registering on the site must correspond exactly to those indicated in their passport or identity card;
 - c. following the first access, the PUK code must be changed with a personal password. It is important to remember the Unibo username and password and keep them permanently safe, as they will be required every time the holder accesses the personal profile on studenti.unibo.it;
2. access studenti.unibo.it, entering the Unibo username e password, and click the “Calls” button;
3. select the call “Bando Unibo Azione 2 - Unibo Action 2 Call”; only those students in possession of the requirements specified in article 3, points 3 and 5 of this call will be able to continue with the procedure of filling in the application online;
4. check the contact information;
5. enter the required details;
6. upload the required documents in pdf format.

For assistance or guidance when filling in the application online, students can contact the Help Desk of Students Online, telephone n° +39 0512099882, from Monday to Thursday between 9.00 am and 1.00 pm (CET) and between 2.00 and 5.00 pm (CET), and on Friday between 9.00 am and 1.00 pm (CET), or send an e-mail to help.studentionline@unibo.it.



AREA RELAZIONI INTERNAZIONALI

Important! The application will be deemed valid only if the student completes the foregoing procedure correctly. It is not possible to send an application on paper, by fax or by e-mail to the offices of the University.

Applicants must obligatorily attach with their application:

- 1) copy of their currently valid passport. EU citizens can attach copy of their identity document;
- 2) copy of the unofficial score report of the SAT test (for students registering for First Cycle or Single Cycle degrees) or GRE test (for students registering for Second Cycle degrees). The Old SAT and GRE tests must be complete with all sections; the New SAT must include the sections "Evidence-Based reading and Writing" e "Maths".

Next to this, it is mandatory for applicants to send the official score reports through the organizations in charge of the tests (CollegeBoard and ETS). The official scores must be received by University of Bologna no later than 31 March 2017. The official scores received beyond the mentioned deadline will not be considered.

In order to send official score reports, applicants must use the recipient codes of the University of Bologna:

- for SAT: 6993
- for GRE: 7850

- 3) certificate confirming the qualifications suitable for admission to the chosen degree programme, along with the exams passed and relative grades. Students who by the deadline for presentation of applications have not completed their qualifications may present a certificate of registration along with the exams passed to date and relative grades. The award of the study grant is subject to the effective completion of the qualification prior to registration in A.Y. 2017-18.

The documents presented by the applicants must be written in English or Italian.

If the documents are written in any language other than Italian or English, they must be supported by a translation into English or Italian on unstamped paper. The translation may be done directly by the candidate.

It is not necessary in this phase to present an official translation into Italian, relative legalisation or the "declaration of value" of the study qualification.

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

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

The lists of applicants are drawn up by a special Board and are approved by Decree of the Director. The lists are drawn up in decreasing order of points. On equal points, preference will be given to the younger candidate. The lists of applicants will be published in:

unibo.it/it/ateneo/bandi-gare-e-concorsi and studenti.unibo.it

ART. 7 – Acceptance.

Winners will be notified of the award of the study grant by e-mail.

No later than 10 days from the date of receipt of notice of award of the study grant, in order to confirm the acceptance assignees must send an e-mail to internationaldesk@unibo.it, under penalty of loss of the grant. Assignees must state their full acceptance without reserve of the study grant, at the conditions laid down in the call for applications. In this statement, they must provide express confirmation, under their own full responsibility, that they do not fall within any of the conditions of incompatibility laid down in article 2 of this call for applications. They shall also commit to notify the university of any variation in the declared information which may arise during the year.



AREA RELAZIONI INTERNAZIONALI

ART. 8 – Method of payment of the study grant and maintenance requirements

The study grant will be paid in 3 instalments. Payment procedures will start in October *, March and July and they will last 60 days.

(*) The payment of the first instalment, of €3,500 (gross of all charges for the beneficiary's account), is subject to the effective admission and registration of the student in the chosen degree programme, or in another degree programme of the same cycle and it is also subject to the delivery of the specific forms, duly filled in, provided to the student by the International Desk. In order to be admitted and to register, the student must comply with the provisions and deadlines in force, including the regulations laid down for enrolment in the Circular Letter of the Ministry of Education, University and Research concerning the access of foreign students to university degree programmes.

The payment of the second instalment of €3,500 (gross of all charges for the beneficiary's account), is subject to the acquisition of the credits laid down in the following table, within **20 February 2018**:

First enrolment A.Y.	CFU (ECTS) number for 2 nd Cycle D.P.	CFU (ECTS) number for 1 st Cycle D.P.	CFU (ECTS) number for Single Cycle D.P.
2017-18	10	10	10
2016-17 *	60	60	60
2015-16*		110	110

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

The payment of the third instalment of €4,059 (gross of all charges for the beneficiary's account), is subject to the acquisition of the credits laid down in the following table, within **15 July 2018**:

First enrollment A.Y.	CFU (ECTS) number for 2 nd Cycle D.P.	CFU (ECTS) number for 1 st Cycle D.P.	CFU (ECTS) number for Single Cycle D.P.
2017-18	40	40	40
2016-17 *	90 or graduation within the A.Y.	90	90
2015-16*		140 or graduation within the A.Y.	140

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

Students who have not complied with the requirements to obtain the payment of the second instalment by 20 February 2018, and who achieve the requirements for the payment of the third instalment, shall also be paid the second instalment. The payment procedure will start in July.

Credits accrued during A.Y. 2017-18 must be gained at University of Bologna (art. 16 University teaching regulations) or at other universities, within University of Bologna mobility programmes, and must be recognized. Payment procedures will start only after the completion of credit recognition processes.

In case of shortened programme (abbreviazione di corso), credits accrued previously are taken into account only if recognized in the present degree programme; the A.Y. of first enrolment will be calculated according to the year of enrolment during A.Y. 2017-18.



AREA RELAZIONI INTERNAZIONALI

Credits accrued in single course units which are not recognized, credits accrued completing Additional Learning Requirements ("OFA") or attending Italian Language Courses at the University Language Centre (CLA) or any other credit which are not useful for the qualification awarding, will not be taken into account.

Payment of the study grants is made by bank transfer to the Italian current account or prepaid credit card with IBAN registered or co-registered to the student-beneficiary.

ART. 9 – Withdrawal

Applicants may withdraw by sending an e-mail to internationaldesk@unibo.it.

In case of withdrawals received by 15 July 2017, the grants will be allocated to the next suitable candidates in the same list of applicants.

ART. 10 – Information notice concerning data processing

The personal data provided shall be processed in compliance with the principles and provisions of Italian Legislative Decree no. 196/2003 (Data Protection Act) and in any case exclusively for the purposes of this call for applications.

The data will be processed using electronic and manual (paper) methods. The provision of the requested data is compulsory for the purposes of processing your application.

The Data Controller is the University of Bologna, Via Zamboni 33, Bologna.

The Data Processor for the purpose of exercising your rights under article 7 is the Head of International Relations, Via Filippo Re 4, 40126 Bologna.

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

International Desk

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

Tel. +39 0512088101

Fax +39 0512086113

Email internationaldesk@unibo.it

Office hours:

- Monday, Tuesday, Wednesday and Friday: from 9.00 to 11.15 am

- Tuesday and Thursday from 2.30 to 3.30 pm.

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

Language

This English version of the call is made only for publicity purposes. For enforcing the call, resolving any dispute and for all legal purposes only the Italian version is valid.

Bologna, 24 January 2017.

Signed by HEAD OF INTERNATIONAL RELATIONS OFFICE
Giovanna Filippini