



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Current stamp
duty

APPLICATION FOR RESTARTING A UNIVERSITY CAREER

To the Administration Office of _____

The undersigned _____ Student registration no. _____

enrolled in the degree programme in _____

of the Alma Mater Studiorum - University of Bologna

ASKS

to be able to restart his/her university career from A.Y. ____/____ to A.Y. ____/____

and to enrol in the degree programme in _____

for A.Y. ____/____.

DECLARES to be aware of the fact that:

- if, on resuming his/her studies, the original curriculum is no longer active, he/she must submit an appropriate application to change the study plan;
- if, on resuming his/her studies, the degree programme in which he/she is currently enrolled is no longer active, he/she must submit an appropriate application for an option in the new degree programme set up in its place;
- the application is completed by paying any fees due for each year preceding the period of interruption of studies and the instalments of the annual tuition fee or the single instalment for the new academic year
- payment of the recognition fee for an academic year in lieu of the full annual tuition fee is due for applications submitted as of 1 October of the following academic year.
- during the years of interruption, it is not permitted to carry out any career-related actions involving the 'interrupted' degree programme, such as taking examinations, modifying or submitting a study plan, applying for recognition of educational activities, studying abroad under the Erasmus programme, and graduating.



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The interested party also declares to be aware of the following information:

- The procedure begins on the date of payment of any fees due and will be completed within **30** days (Regulation on administrative procedures, available on [NormAteneo](#) – the website containing documentation on current University regulations).
 - In the event of the procedure not being concluded within the time period indicated, an appeal may be lodged with the Regional Administrative Court of Emilia Romagna, as prescribed by law.
 - The person in charge of the procedure is the manager of the Student Administration Office
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- The data will be processed in accordance with the policies concerning the processing of personal data published on the web page:
<https://www.unibo.it/en/university/privacy-policy-and-legal-notes/privacy-policy/personal-data-processing>

Date _____

Student's signature ¹ _____

¹ The student must sign at the Office in front of the receiving clerk (if sent by post, a photocopy of the signatory's identity document must be attached). Art. 38 paragraph 3 D.P.R. no. 445/2000.