



Call for Applications for admission to the Winter School

in “Advanced Analytical Methods in Forensic Toxicology ”

Academic Year 2026-2027

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Overview

Application deadline and enrolment end date:	11/2/2026
Available places:	minimum 4 maximum 10
Fees:	total fee 700,00 euros to be paid in a single instalment upon enrolment WARNING: If you have any doubts on admission requirements, please contact the Programme Secretariat Dr Rossi and Dr Mohamed, dimec.tossicologia@unibo.it , 0512088345 before paying your fees, because they cannot be refunded
Administrative office:	Bologna
Place of teaching:	Bologna
For administrative information:	Contact the Ufficio Master at master@unibo.it
For scientific and teaching information:	Dr Rossi and Dr Mohamed, dimec.tossicologia@unibo.it , 0512088345
Annexes:	Operational instructions available in the ANNEXES section of the Programme data sheet

As of 1 January 2012, the rules governing validity and use of certificates within the Italian Public Administration have changed. Public offices can no longer accept and request certificates containing information that the Public Administration already knows. Only self-certifications will be accepted. These provisions do not apply to certificates containing information that the Italian Public Administration has not acquired yet (e.g. Declaration of Value – certificate of equivalence – for foreign qualifications).



Article 1 – General information

1. Pursuant to Decree no. 270 of 22 October 2004 of the Italian Ministry of Education, University and Research, for academic year 2026-2027, Alma Mater Studiorum – Università di Bologna, Administrative office of Bologna, will run a Winter School in “Advanced Analytical Methods in Forensic Toxicology”.
2. The Winter School has been set up on the proposal of the Forensic Medicine and Toxicology and in cooperation with Fondazione Alma Mater.
3. The Winter School, which will last for 5 days, will be taught in Italian and English. It awards 6 CFU University educational credits (CFU) and has as its learning outcome: 1) Acquisition of proficiency in the use of instrumental platforms commonly employed in forensic toxicology: advanced training in the use of Gas Chromatography (HS-GC-FID/MS) and Liquid Chromatography coupled with Tandem Mass Spectrometry (LC-MS/MS) for the quantification of ultra-trace levels of xenobiotics in complex biological samples. 2) Proper handling of samples for medico-legal purposes: knowledge of correct forensic-toxicological procedures for the collection and preservation of samples, ensuring analyte stability and data reproducibility even in the event of re-analysis after a prolonged period of time. 3) Proper management of complex matrices: development of extraction and analytical protocols for different matrices, including biological fluids (blood, urine) and keratin matrices (hair), essential for reconstructing chronic or acute exposure profiles. 4) Interpretation of analytical results based on current legislation concerning narcotic and psychotropic substances.
4. The Call for Applications is open to all, and applications are accepted subject to availability. The Programme will not run unless a minimum number of students is reached and the minimum budget requirements are met. If this is not the case, the Ufficio Master will refund enrolment fees (excluding stamp duty) in accordance with the methods prescribed by the University.
5. The certificate of successful completion of the Winter School and the awarding of 6 CFUs are conditional on:
 - paying the tuition fees in full;
 - reaching the minimum attendance percentage of 75 %;
 - passing the final examination (the final examination is deemed to have been passed with a grade of at least 18 out of 30 or upon passing the proficiency test).
6. Transfer from a Summer/Winter School to another or to any other programme offered by the University is not permitted.

Article 2 – Admission requirements

1. All applicants must hold the following qualifications and meet the following admission requirements by the enrolment end date **11/2/2026**:
 - Master degrees awarded pursuant to Ministerial Decree 270/04 (or first and second-cycle degrees awarded under the degree programme systems in force prior to Ministerial Decree DM 509/99) in the following disciplinary areas/degree programme classes: LM-13 Farmacia e farmacia industriale, LM-9 Biotecnologie mediche, veterinarie e farmaceutiche, LM-8 Biotecnologie industriali, LM-54 Scienze chimiche, LM-6 Biologia, LM-75 Scienze e tecnologie per l'ambiente e il territorio, LM-41 Medicina e Chirurgia.
 - Master degrees awarded abroad in the above-said disciplinary areas and valid for admission to the Programme.



- English language

Article 3 – Enrolment and documentation

1. Applicants must enrol mandatorily before 11/2/2026 by logging into the website www.unibo.it/Portale/Guida/StudentiOnline.
2. Online enrolment methods are explained in the operational instructions available in the ANNEXES section of the Programme data sheet.
3. Enrolment is conditional upon paying the single instalment of enrolment fees. To complete your enrolment, please send the following documents – and any other documents referred to in the instructions – to the Ufficio Master (master@unibo.it):
 - a) copy of the qualification certificate with a list of examinations taken, both translated into Italian or English, by and under the responsibility of the candidate;
 - b) **only for candidates who have obtained their qualification abroad**, any other documentation deemed useful for assessing the eligibility of the qualification possessed (Diploma Supplement, Declaration of Value, etc.), together with the translated and legalised qualification (the translation is not necessary for qualifications in English, French or Spanish);
 - c) the **signed** 'Enrolment - Data Entry' form;
 - d) front and back copy of a valid identity document;
 - e) a passport size photo in bitmap or jpeg format;
 - f) **for non-EU citizens, proof of legal residence in Italy;**

Article 4 – Other information concerning admission and delivery of the documentation

1. The University of Bologna accepts no responsibility for the loss of misdirected communications as a result of the applicant providing a wrong address, or failing to notify or delaying notification of changes to the address given in their online application, or for any issues of the postal service or other issues however attributable to third parties, unexpected events or force majeure.
2. In the event of false declarations in the documentation submitted by an applicant, which are relevant for enrolment purposes, without prejudice to the penalties laid down in Article 76 of Presidential Decree no. 445 of 28 December 2000, such applicant will no longer be able to enrol and will not be entitled to a refund of the fees paid. Those who make false declarations will be liable for damages.

Article 5 – Enrolment fee and methods of payment

1. Students attending the Winter School are required to pay a fee of € 700,00 (seven hundred) in a single instalment upon enrolment.
2. Payments must be made with the methods available on Studenti Online www.studenti.unibo.it.
3. The cost of enrolment in the Winter School may be borne by third parties (Public Bodies, Foundations, Businesses, etc.). In that case, the applicant must promptly ask the office arin.studentialtaformazione@unibo.it for the *personal letter of intent* template.
After receiving payment, the University will issue a receipt exempt from VAT pursuant to Articles 1 and 4 of Presidential Decree 633/1972 as amended.

Article 6 – Withdrawal from studies



1. Students who, after paying the enrolment fee, decide to withdraw from the Winter School are not entitled to a refund of the fees paid.
The withdrawal from studies is a formal and irreversible act through which you decide to end your university career. The notification of withdrawal must be sent to arin.studentialtaformazione@unibo.it from the student's University email address.

Article 7 – Information and contacts

1. For *scientific and teaching information* (teaching programme, calendar, exams, information on internship or project work, etc.), please contact the Secretariat of the Winter School (Dr Rossi and Dr Mohamed, dimec.tossicologia@unibo.it, +39 0512088345).
2. For *administrative information*, please contact arin.studentialtaformazione@unibo.it
3. The only official sources of information, along with this Call for Applications, are the notices published on the website of the University of Bologna www.unibo.it.
4. The procedure supervisor is the Head of the Unit “Higher Education, Permanent Training and Training Co-Designed with External Bodies” of the Innovation Division, Ms Alessandra Marchi.

Article 8 – Processing of personal data

1. The personal data provided by the applicants will be processed by the University of Bologna in accordance with Regulation (EU) 2016/679.

Provision of the personal data indicated in this Call for Applications and in the attached forms is mandatory for the purpose of participating in the procedure and to carry out related operations.

The University may also process the personal data of the applicants for the purpose of compiling statistics or sending them to the MUR or to facilitate analysis and improvement of teaching activities and services, research activities and activities related to the right to higher education. The personal data provided through Studenti Online may also be processed by the University for its own institutional purposes, as indicated for example in Article 4 of Rector's Decree 271/2009. Pursuant to Article 13 of Regulation (EU) 2016/679:

1. The Controller is Alma Mater Studiorum – Università di Bologna, with registered office at Via Zamboni no. 33, 40126 Bologna;
2. The Processor is the Head of the Innovation Division (Alice Corradi, Via Zamboni no. 33, 40126 Bologna).

A complete and up-to-date list of the persons in charge of data processing can be obtained by sending an email to privacy@unibo.it or contacting the above-said Processor. Personal data processing procedures are detailed in the privacy policy published on the University website (<https://www.unibo.it/it/ateneo/privacy-e-note-legali/privacy/>).

Bologna, 31/03/2026

Digitally signed
For The Head,
the delegate
(dr. Paolo De Angelis)