



AREA RELAZIONI INTERNAZIONALI

Call for the award of 45 study grants for international students registering in First and Second Cycle Degree Programmes at the Alma Mater Studiorum - University of Bologna, for A.Y. 2013-2014 (Unibo Action 2)

FIRST ROUND - DEADLINE: 30 January 2013

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 45 study grants for international students registering for A.Y. 2013-2014 to the First and Second Cycle Degree Programmes at University of Bologna, divided as follows:

15 study grants for students registering in First Cycle and Single Cycle degree programmes;

30 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 or Second Cycle degree programme were obtained in an institution outside of the Italian education system, in spite of their citizenship.

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

ART. 2 – Incompatibility.

These study grants are not cumulative with the study grants issued under the Erasmus Mundus Action 1 and Action 2 programme (External Cooperation Window), study grants issued by the Regional Board for the Right to Higher Studies (ER.GO), the Ministry of Foreign Affairs (MAE), the Collegio Superiore in Bologna, or with any exemptions from student fees for international students (Unibo Action 1).

The study grant is 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 or Second Cycle degree programme were obtained in an institution outside of the Italian education system, whatever their citizenship. Qualifications issued by institutions of the Republic of San Marino do not satisfy this condition.

2) they fulfill the access requirements foreseen for the chosen degree programme or will fulfill such requirements at the time of enrolment;

ART. 4 Award criteria.

For students enrolling 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 students enrolling in Second Cycle degree programmes:

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

The lists are drawn up by a board which may give different weightings to the different sections of the tests according to the subject area of the candidates' chosen degree programme.

The achievement of a minimum score is not required.

For all candidates, payment of the study grant is subordinate to the effective admission and enrolment in the chosen degree programme, or in another degree programme of the same cycle, and the possession of the maintenance requirements laid down in art. 8.



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ART. 5 - Presentation of applications: terms and methods, declarations to produce and documentation to attach

Applications must be made using the attached form (Annex 1) no later than **30 January 2013** at 11.15 am (Italian date and time), by:

fax to number +39 0512099590

or, alternatively,

by hand to the International Students Desk, via Filippo Re 4, Bologna, Italy, during the following open hours:

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

- Tuesday and Thursday from 2.30 to 3.30 pm.

The date and time of receipt of the applications shall be proven by the date and time of the fax (**Italian date and time**) or by the delivery receipt issued by the staff at the International Students Desk.

Applications received beyond this term, and applications received by other methods, shall not be considered.

Applicants must obligatorily specify in their application:

- 1) surname and name, date and place of birth and nationality;
- 2) e-mail address for all communications concerning the application;
- 3) the chosen degree programme (students may indicate only one choice).

Applicants must obligatorily attach with their application:

- 1) copy of their passport. EU citizens can attach copy of their identity document;
- 2) copy of the 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 SAT or GRE tests must have been sat by the final date for receipt of applications and not earlier than 5 years before it.

Next to this, it is mandatory for applicants to send official score reports through the organizations in charge of the tests (CollegeBoard and ETS).

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, with an indication of 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 indicating 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 enrolment in A.Y. 2013-2014.

EU citizens may present a self-certification.

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 academic 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



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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 the website:

<http://www.unibo.it/Portale/Ateneo/BandiGareConcorsi/default.htm>

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 stating their full acceptance without reserve of the study grant, at the conditions laid down in the call for applications. In this statement, assignees 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.

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

The study grant will be paid in 3 instalments (October *, March and July).

(*) 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 enrolment of the student in the chosen degree programme, or in another degree programme of the same cycle. For this purpose, 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 40% of the credits laid down in the study plan for the first teaching period, within 20 February 2013.

The payment of the third instalment of €4,059 (gross of all charges for the beneficiary's account), is subject to the acquisition of 80% of the credits laid down in the study plan for the first and second teaching period, within 10 July 2014.

Students who have not complied with the requirements to obtain the payment of the second instalment by 20 February 2014, and who achieve the requirements for the payment of the third instalment by 10 July 2014, shall also be paid the second instalment in the month of July.

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.

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



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the event of fraudulent information being discovered as a result of such verification, the applicant will forfeit the right to the study grant.

International Students Desk

For information please contact the International Students Desk of the Alma Mater Studiorum - University of Bologna, Via Filippo Re 4, Tel. +39 0512099529 - +39 0512099507 - +39 0512099510 - +39 0512099291.

Fax . +39 0512099590.

Email: internationaldesk@unibo.it

Staff are available to the public or to answer telephone calls exclusively at the following times:

- 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 – Incoming Mobility and International Students Desk – Via Filippo Re 4 - 40126 Bologna.

Bologna, 20th December 2012.

F.to HEAD OF INTERNATIONAL RELATIONS OFFICE

Giovanna Filippini