



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA

**[Università di Bologna, Italia](#)**

**[>>> See here the complete academic offer for this University](#)**

**[General Presentation](#)** (.pdf)

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### **Important information:**

Acceptance letters are not mandatory, except for Postdocs and Staffs.

Recommendation letters for Full Master and Full Doctorate are recommended, but not mandatory.

### **1. Academic requirements - Degree seeking candidates**

- **FULL BACHELOR**: a sufficient secondary education giving access to University studies is required. Italian language knowledge (level B2) is also required. Among more than 100 Bachelor programmes only 1 is offered in English, all the others are offered in Italian. See Language requirements below. Candidates must check all admission requirements at the official websites provided in the PRECIOSA academic offer.

It is not necessary to obtain a support letter from the Bachelor programme in order to apply.

Bachelor programmes have a duration of 3 academic years, 180 ECTS. Start in September/October and follow this general academic calendar:

- winter term: Sep/Oct to Dec 2013
- first exams session: midway exams during the semester; regular session January/February 2014. It can change according to the internal organization of the School or also programme.
- spring term: Feb/Mar to May 2014
- second exams session: midway exams during the semester; regular session June/July 2014. It can change according to the internal organization of the School or also programme.
- extraordinary exams session: Sep 2014

PRECIOSA scholarship will cover ONLY the 3 years regular duration. If the student will need

more time to complete the studies s/he must be aware that will have to cover all costs independently: subsistence, insurance, tuition fees and all other additional costs.

Recognition of previous studies (e.g. students already enrolled in a university programme that are willing to move at our University to complete their studies and get a UNIBO degree; or students who did attend a university programme and then leave these studies for any personal reason and want to enrol at a UNIBO degree), if applicable, may be an option and will therefore reduce the duration needed to complete the studies. Nevertheless, recognition of previous studies is a separate procedure and application, it will not be taken into consideration during the PRECIOSA application. Therefore, students will be initially accepted for the regular duration (3 years). Students can apply for the recognition of previous studies ONLY once enrolled and only if applicable. Consider that if a recognition of previous studies will be successfully carried out the PRECIOSA scholarship will be also reduced accordingly.

- **FULL MASTER:** Bachelor degree giving access to Master level studies in a study field coherent to the one you are applying for. Knowledge of the language of instruction (Italian or English, level B2) is also required. See language requirements below. Candidates must check all admission requirements at the official websites provided in the PRECIOSA academic offer.

It is not necessary to obtain a support letter from the Master programme in order to apply.

Master programmes have a duration of 2 academic years, 120 ECTS. Start in September/October and follow this general academic calendar:

- winter term: Sep/Oct to Dec 2013
- first exams session: midway exams during the semester; regular session January/February 2014. It can change according to the internal organization of the School or also programme.
- spring term: Feb/Mar to May 2014
- second exams session: midway exams during the semester; regular session June/July 2014. It can change according to the internal organization of the School or also programme.
- extraordinary exams session: Sep 2014

PRECIOSA scholarship will cover ONLY the 2 years regular duration. If the student will need more time to complete the studies s/he must be aware that will have to cover all costs independently: subsistence, insurance, tuition fees and all other additional costs.

We do not offer any 1 year master programme.

Recognition of previous studies (e.g. students already enrolled in a university programme that are willing to move at our University to complete their studies and get a UNIBO degree; or students who did attend a university programme and then leave these studies for any personal reason and want to enrol at a UNIBO degree), if applicable, may be an option and will therefore reduce the duration needed to complete the studies. Nevertheless, recognition of previous studies is a separate procedure and application, it will not be taken into consideration during the PRECIOSA application. Therefore students will be initially accepted for the regular duration (2 years). Students can apply for the recognition of previous studies **ONLY** once enrolled and only if applicable. Consider that if a recognition of previous studies will be successfully carried out the PRECIOSA scholarship will be also reduced accordingly.

- **FULL DOCTORATE:** Master Degree or minimum 5-years Bachelor Degree giving access to Doctoral studies in a study field similar to the one you're applying for. Knowledge of the working language is also required. English is generally accepted. Please see language requirements below. Candidates must check all admission requirements at the official websites provided in the PRECIOSA academic offer.

It is not necessary to obtain a support letter from the PhD programme in order to apply. In any case, candidates are strongly invited to get in contact with the PhD coordinator in order to find out research lines available and therefore prepare a coherent research project proposal.

Full PhD programmes have a **duration** of 3 academic years: 36 months plus 3 to 6 months to complete the thesis and finally graduate. They might start in January 2014 or in October 2013. ECTS system has not been fully implemented at PhD level. PhD programmes generally consist in seminars and lectures to be attended plus research activities on the specific topic assigned to the scholar that must write a final dissertation and pass a final defence.

PhD scholars are evaluated on an yearly basis and might be expelled from the programme at any time in the case they do not positively pass the evaluation or do not comply with academic and administrative requirements.

A mobility period abroad from 3 to 6 months might be scheduled. Be aware that the PRECIOSA scholarship may not be compatible with this mobility.

No recognition of previous studies is applicable at PhD level.

PRECIOSA scholarship will cover **ONLY** the 3 years regular duration. If the student will need more time to complete the studies s/he must be aware that will have to cover all costs independently: subsistence, insurance, tuition fees and all other additional costs.

## 2. Academic requirements - Exchange candidates

- **UNDERGRADUATE EXCHANGE:** candidates must be registered in a Bachelor programme at their Home University coherent with the Bachelor programme they apply for. Applicants will apply for a specific Bachelor programme but Selected candidates will be then assigned to the School offering that programme (e.g. School of Political Sciences offering the Bachelor programme in International studies) and will be required to select mainly courses offered within that Bachelor programme. However they are also allowed to:

- pick up courses from all the Bachelor programmes offered at that School;
- select courses offered by other Schools if coherent with their study plan (in our example from the School of Economics for instance);
- select a few courses offered at Master level if a) they are strategic and fundamental for the student home study plan and b) the School allows it (not all Schools do allow it, for instance this is not an option at the School of Economics).

The majority of our programmes is offered in Italian therefore at least a basic knowledge of Italian language is required. Only 1 programme is offered in English and a B2 level knowledge of English is required in order to successfully attend and seat courses.

Selected candidates will start their mobility in September 2013 and follow this academic calendar:

- winter term: Sep/Oct to Dec 2013
  - first exams session: midway exams during the semester; regular session January/February 2014. It can change according to the internal organization of the School or also programme.
  - spring term: Feb/Mar to May 2014
  - second exams session: midway exams during the semester; regular session June/July 2014.
- This academic calendar can change according to the internal organization of the School or also programme.

1 semester scholarship will have a duration of 5 or 6 months according to the specific academic calendar of the programme they have been accepted for and will end therefore in January or February.

1 academic year scholarship will have a duration of 10 months and will end in June/July.

- **MASTER EXCHANGE:** candidates must be registered in a Master programme at their Home University coherent with the Master programme they apply for. Applicants will apply for a specific Master programme but Selected candidates will be then assigned to the School offering that programme (e.g. School of Political Science offering the Master programme in International relations and diplomatic affairs) and will select mainly

courses offered within that Master programme. However they are also allowed to:

- pick up courses from all the Master programmes offered at that School;
- select courses offered by other Schools if coherent with their study plan (in our example from the School of Economics for instance).

**RESEARCH FOR THESIS:** Master applicants are also allowed to base their mobility on research for their Master thesis.

**/f this is your case and interest you must get in contact BEFORE apply with a relevant professor in order to agree the research activities and topic and get her/his support by providing a supporting document in the application form**

(e.g. support letter, support e-mail).

The majority of our programmes is offered in Italian therefore at least a basic knowledge of Italian language is required. We do offer 18 programmes in English and a B2 level knowledge of English is required in order to successfully attend and seat courses. Working language for research may be English even though the knowledge of Italian is strongly recommended. Selected candidates will start their mobility in September 2013 and follow this academic calendar:

- winter term: Sep/Oct to Dec 2013
  - first exams session: midway exams during the semester; regular session January/February 2014. It can change according to the internal organization of the School or also programme.
  - spring term: Feb/Mar to May 2014
  - second exams session: midway exams during the semester; regular session June/July 2014.
- This academic calendar can change according to the internal organization of the School or also programme.

1 semester scholarship will have a duration of 5 or 6 months according to the specific academic calendar of the programme they have been accepted for and will end therefore in January or February.

1 academic year scholarship will have a duration of 10 months and will end in June/July. Students interested ONLY in research for thesis will be accepted for 1 semester ONLY.

- **SANDWICH DOCTORATE:** candidates must be registered in a PhD programme in their Home University in a coherent field with the PhD programme applying for.

**Sandwich PhD candidates are required to get in contact with the PhD coordinator BEFORE apply in order to find out research lines available, mutual research interests and therefore agree a research project. They must upload a supporting document got from the PhD coordinator or any other professor of the PhD programme or department**

(e.g. support letter or e-mail). A research work plan proposal is ALWAYS required. Working language can be freely agreed with the Hosting PhD programme.

Selected scholars will start their mobility possibly in September or October 2013 and in no case after December 31, 2013. The exact starting date must be agreed with the hosting department. No scholar will be admitted during during vacations periods: Summer (June, July and August)

and Christmas time (mid-December).

- **POST-DOCTORATE**: candidates must hold a PhD title. **A letter of support from a professor of the Department of interest is ALWAYS required**

and must be uploaded in the application. Candidates must go through the Departments' websites in order to find out Research groups and lines our University is working on. They must therefore verify if these research lines find a match with their research interests and agree a research plan with the Department. A research work plan proposal is ALWAYS required.

Working language can be freely agreed with the Hosting department.

Selected fellows will start their mobility possibly in September or October 2013 and in no case after December 31, 2013. The exact starting date must be agreed with the hosting department.

No fellow will be admitted during vacations periods: Summer (June, July and August) and Christmas time (mid-December).

- **ACADEMIC STAFF**: **a letter of support from a professor of the Department of interest is ALWAYS required and must be uploaded in the application**

Candidates must go through the Departments' websites in order to find out Research groups and lines or Teaching activities our University is working on. They must therefore verify if these research lines and teaching activities find a match with their interests and agree a working plan with the Department. A work plan proposal is ALWAYS required. Working language can be freely agreed with the Hosting department. Expected activities at Academic Staff level: joint research, teaching activities within our Bachelor/Master/Doctoral programmes, discussion of bilateral agreements, joint research projects (also within 7FP, Horizon 2020), joint programmes (e.g. double or joint degrees, summer/winter schools, etc.), other education projects (e.g. ALFA).

Staff is admitted at any time during the academic year provided that the period has been agreed with the hosting department. No Visiting staff will be admitted during vacations periods: Summer (June, July and August) and Christmas time (mid-December).

- **ADMINISTRATIVE STAFF**: **a letter of support from the Head of the Administrative Department of Interest is ALWAYS required**

and must be uploaded in the application. Candidates must contact the Erasmus Mundus Action 2 Unit in order to find suitable contacts for their field of work. A CV, short description of job position and tasks covered at the Home University must be sent. The EMA2 Unit will therefore put in contact the candidate with the relevant administrative department. Please be aware that support letters will be issued ONLY in case of interest and above all availability of the prospective hosting department. Working language can be freely agreed with the Hosting department nevertheless

Italian may be a requirement or strongly recommended. A work plan proposal is ALWAYS required. Expected activities at Administrative Staff level: training, involvement in the regular activities of the hosting office, meetings, work on ongoing collaborations, bilateral agreements, joint programmes (e.g. double or joint degrees, summer/winter schools, etc.), other education projects (e.g. ALFA).

Staff is admitted at any time during the academic year provided that the period has been agreed with the hosting department. No Visiting staff will be admitted during vacations periods: Summer (June, July and August) and Christmas time (mid-December).

### **3. LANGUAGE REQUIREMENTS @ UNIBO**

**BACHELOR AND MASTER:** Italian language is a requirement at Bachelor and Master level when it is the language of instruction. Be aware that the majority of our Bachelor and Master programmes are offered in Italian. Only 1 Bachelor programme and 18 Master programmes are offered in English.

For Exchange students a basic Italian knowledge is sufficient (A2 level). They will have the opportunity to enrol in an Intensive language course to improve from the very beginning their basic skills.

For Degree seeking students an Italian proficiency (B2 level minimum) is mandatory.

When English is the language of instruction an English proficiency is always required (B2 level minimum).

How to prove your proficiency? All kinds of certificate or alternative supporting documents are accepted.

Alternative supporting documents: language courses certified in your Transcript of Records; primary/secondary schools attended in Italian or English schools; certified working experiences; reference letter issued by a Professor in Italian or English language of your Home University certifying your knowledge level; etc.

Be aware that some programmes may ask for specific requirement (e.g. TOEFL, etc.). When this is the case you can find details in the programme sheets. Please consult carefully our academic offer.

**PhD, POST DOC, ACADEMIC and ADMINISTARTIVE STAFF:** English is generally accepted as working language. In some cases Italian might be a requirement or an asset. For full details and specific requirements in terms of certificates and levels please refer to the information reported in the Academic Offer for each mobility position.



#### **4. REMARKS ON THE APPLICATION DOCUMENTS:**

- the CV must be written in English or in Italian;
- the research/teaching/training proposal must be written in English or in Italian;
- we don't require legalized translation of diplomas or transcripts during the application and selection stage. The legalization of the documents will be only required for selected Full Bachelor, Full Master and Full PhD.

#### **5. YOUR PRECIOSA EXPERIENCE @ UNIBO**

A specific **Erasmus Mundus Action 2 management unit (EMA2 Unit)** at the International Relations Office has been created since 2009 dealing with all the aspects of Erasmus Mundus Action 2 project management and mobility organization. So you will be offered a tailor-made pool of services.

The EMA2 Unit will take care of:

- application process: academic/research offer information; application procedure information; general and specific requirements information; etc.
- mobility organization before arrival: arrival instructions; VISA; travel booking; etc.
- mobility management after arrival: scholarship management; bank account; residence permit; accommodation; health system and other useful information about Bologna and the other campuses; etc.

and will be your general contact point and reference during your mobility.

You can contact us at [diri.ecw@unibo.it](mailto:diri.ecw@unibo.it)

**Erasmus Mundus Action 2 webpage:** [ERASMUS MUNDUS ACTION 2 @ UNIBO](#)

## **6. Some information for selected grantees before and after arrival:**

### **Invitation letter:**

All beneficiaries will receive Arrival Instructions as soon as the nomination process is over. They will be informed about the details of their stay and the further procedures to be followed.

The EMA2 Unit will issue an Invitation letter for the visa application, and contact the Italian consulates involved in case of need.

The following documents are generally required by the Italian Consulates:

- original Invitation Letter
- original accommodation statement
- insurance
- travel reservation

Other documents can be required.

### **Accommodation:**

Grantees will be offered a single or double room in a University residence for the first month of their stay. On the basis of rooms' availability grantees:

- ONLY SHORT STAYS, from 1 to 10 months: might have the opportunity to stay at the university residence for the whole duration of their stay;

- will have to find an accommodation through the [Students Accommodation and Information Service](#)

### **Costs of living in Bologna:**

Rents in Bologna are rather high and are one of the main expenses students have to pay.

Accommodation quality in the private sector is not always very good. Students generally share apartments. It is possible to find also studios.

Average rent costs for single rooms in the private market: from 310€ to 400€ per month + bills (e.g. heating, electricity, internet etc.).

Current cost for single room in the university residence: 396€ monthly rate; 37€ daily rate. Bills included.

- Shopping at a supermarket for one week: around 80€
- Meal in a pizzeria: around 20€
- Breakfast in a bar (cappuccino and croissant): around 2€
- Meal in a University canteen: from 4€ to 6,65€

- Meal in a bar (drink and one roll): about 5€
- Bus ticket (valid one hour): 1,20€
- City-pass (10 trips): 11,00€
- Student monthly ticket: 27€
- Cinema: 7€

**Scholarship:**

The first 2 monthly instalments will be paid at the arrival as follow:

- 900€ cash the very first day the grantee shows up for the Welcome meeting.
- the remaining part directly on the Italian bank account within 10 working days after the Bank account details submission.

This procedure will also apply to Staff grantees.

Grantees will also receive their Italian Tax Code (Codice fiscale) necessary to receive the scholarship, open a bank account or buy an Italian mobile number.

After the first payment the scholarship will be transferred on a monthly basis directly on the Italian bank account and will be available in the grantee account the 1st day of each mobility month.

The grantee will receive full support during the opening procedure of her/his bank account. In Italy Erasmus Mundus scholarships for foreign students are exempt from taxation.

**Residence permit:**

The residence permit application will be processed for all the beneficiaries within 8 working days after their arrival in Italy. The grantee will receive full support when filling in and submitting their "application kit" and all the necessary documents correctly and on time. The EMA2 office will keep contacts with the Police station in charge in case of any problem. The grantees will also receive full support for renewals.

**Enrolment:**

Degree seeking Bachelor, Master and PhD students will be regularly enrolled through a facilitated procedure dedicated to Erasmus Mundus Action 2 candidates. In order to enrol the following documents are required:

- "Dichiarazione di Valore"
- Legalized translation of the primary/secondary education (for Bachelor candidates), Bachelor degree (for Master candidates), Master degree (for PhD candidates) and Transcript of records (for all).
- Regular residence permit

The abovementioned documents ARE NOT required at the time of the application.

**General services at the University of Bologna:**

PRECIOSA grantees will have full access to the general services offered by the University of Bologna:

- Sports centres
- Language centres
- Psychological Support Service
- Study rooms
- Libraries and computer centres
- Disabled and dyslexic students service
- University canteen
- Students associations
- Etc.

Please see details at the following webpage:

[UNIBO SERVICES AND FACILITIES](#)

NB: Some exceptions might exist according to the level of mobility or to the specific service.

Our History: [UNIBO HISTORY](#)