



UNIMORE
UNIVERSITÀ DEGLI STUDI DI
MODENA E REGGIO EMILIA

TECHNOLOGY AREA
“Enzo Ferrari” Engineering Department

Call for Applications for the Master’s Degree Programme
with no limited access in

Electronics Engineering

(Class LM-29)

MODENA Campus
Academic Year 2024-2025

for non-EU applicants residing abroad and applying for a VISA

The programme is taught completely in English

Deadlines

Online application for the evaluation of the background knowledge	by 16/12/2024
Transfers and students from other programmes	by 20/12/2024
Enrolment	from 15/07/2024 to 20/12/2024

IMPORTANT: Any amendment to the deadlines or procedures concerning this Call for applications will be published exclusively on the webpage <http://www.unimore.it/bandi/stulau.html>.

No personal communication will be provided

Summary

1. Purpose	2
2. Required qualifications and knowledge.....	2
3. Assessment of the academic background.....	3
4. Submitting an online application for evaluation	3
5. Amending or re-opening an online application for evaluation	4
6. Assessment Results.....	4
7. Enrolment procedure (degree programme).....	5
8. Payment method.....	7
9. International student services	7
10. Costs and allowances	8
11. Person in charge of the procedure.....	8
12. Offices and reference links.....	9

1. Purpose

This Call for Applications is addressed to non-EU applicants with a foreign study qualification who are residing abroad and are applying for a Visa at the Italian Embassy/Consulate.

Admission to the Master's Degree in Electronics Engineering - Ingegneria Elettronica (class LM-29) is subject to an online application for the evaluation of the academic background to be submitted by each applicant; the assessment will take place by **16 December 2024** as based on the procedure described in the present Call for Application.

Enrolment must be completed no later than **20 December 2024**.

Italian and foreign applicants with an Italian study qualification, EU applicants (regardless of their residence), and foreign applicants who are legally residing in Italy and possess a foreign study qualification eligible for the enrolment in the Master's Degree Programme in Electronics Engineering - Ingegneria Elettronica (class LM-29), shall follow the procedure described in the Call for Application specifically issued for them, which will be published in May 2024 indicatively on the website <https://www.unimore.it/bandi/StuLau-Lau2V.html>

2. Required qualifications and knowledge

Applicants are required to possess:

- a) academic degree, Bachelor level, deemed suitable, obtained by 16 December 2024 with a grade higher than 3/4 of the maximum score (or to be obtained by 16 December 2024 with an average of the passed exams higher than 3/4 of the maximum score)

- b) Level B2 (Common European Framework of Reference) language certificate, or alternatively a declaration by the University, in which the applicant is enrolled, confirming the required language skill level.

Currently valid certificates

- International certifications recognised by UNIMORE as shown at the following link: <http://www.cla.unimore.it/site/home/certificazioni.html>
- University English exams providing B2 level, with a declaration issued by the home University as documental evidence;
- Bachelor degree in English;
- English mother-tongue countries of origin (foreign or Italian citizens who are fluent in their language of origin as a consequence of their family or language experience shall be considered of foreign mother tongue);

The requirements and the knowledge will be verified by assessing the university career and possibly holding and interview. Applicants are required to submit an online application in order to be assessed.

3. Assessment of the academic background

An Examination Board, appointed by the Interclass Board of the Master's Degree in Electronics Engineering of the "Enzo Ferrari" Engineering Department, will evaluate academic background by assessing the knowledge of the basic subjects (Mathematics, Physics, Information Technology) typical of Engineering and of those typical of Information Engineering, with specific reference to the basic knowledge of Electronics. Such knowledge will be verified also by assessing the university career; an interview may also be necessary.

Based on specific procedures provided in the Educational Regulation of the Master's Degree Programme in Electronics Engineering, if the study programme is not perfectly consistent with the requirements, the Board will evaluate the need to integrate the curriculum with an extra programme borne by the student to be successfully completed by 16 December 2024.

The study qualification obtained abroad must have a grade higher than the 3/4 of the maximum score in the system of the home university.

For the conversion of the degree score applies the conversion formula of foreign scores published on the website of the Ministry of the University to the following page http://attiministeriali.miur.it/media/240734/allegato_5.pdf.

For potential future students without suitable documentation for certifying their level of knowledge upon entry, the Language Center of the University of Modena and Reggio Emilia offers the possibility of taking a B2 level test remotely. Enrolment in the English test is subject to the application for the degree course of interest. Candidates will therefore be able to register for an English test only after having applied for the degree course of their choice. All information relating to the B2 test offered by the Language Center is published at the following link <https://www.cla.unimore.it/site/en/home/language-tests/english-b2-test-for-masters-degree-courses-taught-in-english.html>

The requirements and the knowledge will be verified by assessing the university career and possibly holding and interview. Applicants are required to submit an online application in order to be assessed.

4. Submitting an online application for evaluation

To submit their application, the applicants must:

- register on the website www.esse3.unimore.it to get the username and password required for access to the Restricted Area. Please check that the e-mail address provided is correct in order to receive any future communications.

- after logging in, choose Registered/Student Area from the menu tab and enter the reserved area, then choose “Application for evaluation”.

(At the website <https://www.unimore.it/servizistudenti/vediallegato.html?al=1101> the guide “On-line Evaluation procedure for admission to Master's Degree Programmes” is available for download).

- after choosing the Electronics Engineering - Ingegneria Elettronica selection, answer ‘Yes’ to the question: “Are you an International student with a foreign degree, residing abroad, applying for a visa through the Italian Embassy/Consulate?”; then fill in the online application and attach the documents listed below:

1. **Certificate of the obtained study qualification and degree mark.** Students who have not yet obtained the qualification must state the expected awarding date.
2. **List of the passed exams, issued in Italian or English** reporting the date, the obtained score, and the duration of the teaching course;
3. **List of any exam still to be taken;**
4. **Certificate reporting the maximum degree score assigned by the foreign University awarding the qualification;**
5. **Detailed programme of the examinations, issued in Italian or English:** for each teaching course, indicate the studied topics and the in depth addressed subjects.
6. **Level B2 (Common European Framework of Reference) language certificate** as at the point 2.B of the present Call.
7. **Other acquired skills that may be useful for the assessment** (e.g. IT skills, language skills, work experience, etc.).

IMPORTANT: the application is correctly submitted only **after saving the data and answering YES to the question** “Do you want to submit your application now?”

5. Amending or re-opening an online application for evaluation

Should the applicant need to re-open the application and correct the data or add extra documents before the deadline of 16 December 2024, send an e-mail to the Registrar’s Office segrstud.ingegneria@unimore.it.

6. Assessment Results

The Examination Board evaluates the qualifications and the provided documental evidence. The result of the assessment will be made known to students by means of a notice published at <http://www.unimore.it/bandi/StuLau-esiti.html> by logging in with the credentials issued when registering on the ESSE3 portal and by email to the address indicated during registration. The above-mentioned page will show one of the following results:

- **PASS:** the student’s background knowledge is deemed suitable and the curricular requirements are met; consequently, if the study qualification has been awarded, the applicant may complete the final enrolment in the programme by following the instructions outlined in Section 7.
- **ADDITIONAL REQUIREMENTS:** after considering the admission requirements and the initial

background, the Board will indicate any weaknesses (so called educational debt) and the means to comply with them. Any educational debt shall be complied with before the enrolment and in any case by 16 December 2024 to ensure that the applicant has enough time to enrol by 20 December 2024.

- FAIL: in this case, the Board will state the reasons for evaluating the student's academic background as not suitable, or the curricular requirements have not been met. In this case, the candidate will not be allowed to enrol.
- INCOMPLETE APPLICATION: in this case, the Board decides that no assessment can be made as the required documentation is incomplete, the application will be labelled as "incomplete documentation" and it will be automatically reopened from the following day with status "not final application". The applicant shall attach the missing documents and finally close the application for a new assessment.

The following it may also appear:

- NOT FINAL APPLICATION: this in the case the student has not explicitly confirmed the application by answering YES in the specific field "Do you want to submit your application now?"; hence, the application cannot be assessed.
- FOR ASSESSMENT: this is in the case the application has been submitted by the applicant, but the examination Board has not yet assessed the application.

The Examination Board members are:

- Prof. Luca Vincetti , email: luca.vincetti@unimore.it
- Prof. Mattia Borgarino, email: mattia.borgarino@unimore.it
- Prof. Carlo Augusto Grazia, email: carloaugusto.grazia@unimore.it

7. Enrolment procedure (degree programme)

Foreign citizens residing abroad and applying for a visa must follow the provisions and deadlines relating to academic year 2024-2025 indicated in the circular of the Ministry of University and Research on the website <https://www.studiare-in-italia.it/studentistranieri/> relating to access to degree programmes. They must also comply with the annual definition of the quota reserved for them, approved by the University.

For the Academic Year 2024/2025 the quota is of no. 15 places reserved to non-EU students applying for a visa.

7.1 Pre-enrolment on University for the purpose of obtaining a student visa

As stated in the ministerial circular for access to study programmes, Non-EU applicants residing abroad and requesting a visa must pre-enrol on the UNIVERSITALY website by clicking on the link <https://universitaly-private.cineca.it/index.php/login>

The pre-enrolment application is automatically sent to UNIMORE for validation. UNIMORE will notify the Italian Consular Authority in the event of admission to the study programme.

Applicants have to upload the following documents on the University website:

- the passport
- a passport photo

Any further documents relating to their academic qualification may also be attached, including:

- **Certificate of the original title of study with its translation**
- **Declaration of value**, issued by the Italian Embassy/Consulate in the country to which the school issuing the qualification belongs
or, alternatively,
- **Statements issued by ENIC-NARIC centres** such as the comparability certificate issued by *the Centro di informazione sulla mobilità e le Equivalenze Accademiche (CIMEA)* – website <https://www.cimea.it/EN/> For further information, visit the website <https://www.cimea.it/EN/pagina-attestati-di-comparabilita-e-verifica-dei-titoli>
- **The list of passed examinations in Italian or English**
- **Any language certifications issued in English**

Please contact the reference Embassy/Consulate as soon as possible to check the requirements and the documents needed for the visa to be issued.

7.2 Enrolment

Enrolment to the Master's Degree Programme in Electronics Engineering - Ingegneria Elettronica (Class LM-29) is reserved to "suitable applicants", i.e. those meeting the following requirements:

- have completed the pre-enrolment procedure on the University website
- have obtained a student visa for Italy in time for the enrolment.

Enrolment: from **15 July to 20 December 2024**.

The office responsible for enrolments is the Registrar's Office for the "Enzo Ferrari" Engineering Department located in via Campi no. 213/b, Modena. Email: segrstud.ingegneria@unimore.it
Opening times are available at the link: <http://www.unimore.it/servizistudenti/segreteriastudenti.html>

The following documentation is required for registration and must be sent in advance by e-mail to the Registrar's Office segrstud.ingegneria@unimore.it

1. Bachelor degree Diploma, translated and legalised by the Italian Embassy/Consulate.

Declaration of value of the university degree, issued by the Italian Embassy/Consulate in the country to which the school issuing the qualification belongs or alternatively a declaration by ENIC-NARIC centres. For further information, please visit the website <https://www.cimea.it/EN/pagina-attestati-di-comparabilita-e-verifica-dei-titoli>

2. Degree certificate with examinations in Italian or English, issued by the university where the degree was obtained.
3. copy of the residence permit or alternatively a copy of the post office receipt, certifying the filing of the residence permit request;
4. valid ID;
5. passport photo;
6. Study visa
7. Possible language certificates issued in English

Once the Registrar's Office has verified the correctness and completeness of the documentation submitted by the student, it will make the contribution slips for the 2024-2025 Academic Year available on the personal page in Esse3, under the heading "Fees", and finalise enrolment after payment of the first instalment.

Payment methods are indicated on the website: www.unimore.it/ammissione/pagamenti.html

IMPORTANT

Please note that the payment date indicated on the ELECTRONIC PAYMENT RECEIPT applies.

Regardless of the justifications provided, payments reporting a date later than 20 December 2024 on the receipt will not be deemed valid for enrolment purposes.

PLEASE NOTE According to AgID (Agency for Digital Italy), the payment may be made by the payment service provider on the day following the payer's request. This would preclude the enrolment.

8. Payment method

As reported on the information notice published on www.unimore.it/ammissione/pagamenti.html, login to www.esse3.unimore.it, and go to the Tax section to view the amounts due and access the pagoPA system for payment. The amounts due shall be paid only through the PagoPA system, which allows for:

- A) **online payments** ((choosing your Payment Service Provider - **PSP**). A payment confirmation email will be sent to the address provided by the applicant upon registration to the website, or to the relevant University email address, if any. Applicants will be able to print the payment receipt from their reserved area in Esse3 under the Tax section.

or alternatively

- B) **printing the payment notice** and paying the amount through Banks, ATM counters, or SISAL, Lottomatica and ITB sales points, namely payment service providers for the PagoPA system that will issue a receipt of the payment request.

Please note that charges due may vary based on the chosen PSP.

9. International student services

Non-EU foreign students applying for this call may contact the UNIMORE **International Welcome Desk** for assistance with administrative formalities such as:

- information regarding possible quarantine
- application for residence permit

- application for a tax code
- opening a bank account
- health insurance
- transport facilities
- access to the accommodation searching and housing services
- certificate of suitability of accommodation for the Embassy/Consulate

All students are invited to register to the www.isu-services.it/it/universities/universita-di-modena platform to book services. Office opening hours:

- in Modena at the address Via S. Geminiano, 3. Mondays, Wednesdays and Fridays from 9:30am to 3:00pm
- in Reggio Emilia at the address Via Allegri, 15 (Students services department) on Wednesdays every two weeks and depending on the specific requirements.

Email: internationalwelcomedesk@unimore.it; Phone: 059 2058171

10. Costs and allowances

The non-UE citizenship student, whose family unit exhibits income/estate abroad only, can benefit from a fixed subsidized rate contribution system (FLAT TAX EXTRA UE) on the basis of an economic condition evaluated by the University by means of an income assessed with reference to the Gross Domestic Product (GDP) in Purchasing Power Parity (PPP) established for every country of origin and annually updated with data by the World Bank.

The University will organize for all students, who have uploaded their application on the University platform, educational meetings focused on this topic. The calendar of meetings will be made available at the website: <https://www.unimore.it/ammissione/unimorewebinar.html>

In order to obtain or to request additional other benefits (study grant, accommodation in university residences, food services and other benefits), international students residing abroad and requesting a visa must submit an online application by the end of August 2024. Online applications need to be submitted on the website www.er-go.it even before the enrolment, the assessment result or the visa release.

The Call for Benefit Applications will be published approximately at the beginning of **July 2024**.

Students are invited to check the deadlines. For further information and to check any update on the Academic Year 2024-2025 please visit the website. Students who do not submit the online application will pay the tuition fees in full, for the amount of 2,200.00 EUR approximately, divided into 4 instalments.

The above provided information is up-to-date as of January 2024; it may be subject to updates/changes/integration based on the Decisions of the University Bodies made after this call is published. Any update/change/integration will be published and disclosed on the web.

11. Person in charge of the procedure

Pursuant to Law no. 241/1990, the person in charge of the procedure is Giuseppe Milano, who is responsible for the Registrar's Office. The office in charge is the Registrar's Office for the "Enzo Ferrari" Engineering Department, Master's Degree Programme in Electronics Engineering, Phone: 059/2055637; email: segrstud.ingegneria@unimore.it

12. Offices and reference links

For information on the Call for Application contact the Registrar's Office of the "E. Ferrari" Engineering Department, Via Campi 213/b 41125 - Modena Phone: +39 059/2055637; email: segrstud.ingegneria@unimore.it

Opening hours are available on the website <http://www.unimore.it/servizistudenti/segreteriastudenti.html>

Per IT issues on the application or to retrieve the esse3 log on credentials please e-mail webhelp@unimore.it

Assistance service opening hours: Monday to Thursday from 9:00am to 5:00pm and on Fridays from 9:00am to 2:00pm

For information on teaching (e.g. study programme, teachings, class timetables, reference professors) please contact the Teaching Office of the "E. Ferrari" Engineering Department, Via Pietro 9 Vivarelli, 10 – 41125 – Modena www.ingmo.unimore.it. email: didattica.dief@unimore.it

Welcome Office for Disable and Dyslexic Students

Phone +39 059 2058311 - Fax +39 059 2058309 – e-mail disabilita@unimore.it

For the online application for benefits and other allowances, e-mail servizi.studenti@unimore.it

Website for submitting the application for benefits www.er-go.it

For information on the study programmes, the assessment and the enrolment procedures please contact: **Informastudenti**:

e-mail: informastudenti@unimore.it

Phone: 059 2058255 and 0522 523555

Website: <https://www.orientamento.unimore.it/site/home/orientamento-allo-studio-e-tutorato.html>

The Registrar's Office and Informastudenti will be closed from 12 to 16 August 2024.