

Disclaimer: The following information cannot be used for legal purposes and is only meant to summarize the main steps in the admission process. Please refer to the Official Call for Applications available in both Italian and English on the [UNIBO website](#).

1. Registration

Link to the website www.studenti.unibo.it

- a. if you already have a Unibo username e password click on LOGIN
- b. if you already have a Unibo username e password but you missed or lost them, click on RETRIEVE or contact Studenti Online (SOL) Help Desk
- c. if you do not have a Unibo username e password click on REGISTER and follow the instructions provided by the system

After logging in, or after having registered, you will be on the 'Welcome' page.

2. Admission application and payment of the admission fee

From the 'Welcome' page:

- a. click on <<**Admission application** (Take part in the selection)>>
- b. select the type of programme you are going to apply for the selection process: **First level professional master's** degree and click on <<**Next**>>
- c. select the **title of the programme (MIEX)** and click <<**Next**>>
- d. follow the instructions provided by the system (input/update/confirmation of your data)
- e. **pay the admission fee** by the relevant call deadline, using methods available on Studenti Online
- f. **upload the following documents**, required for the selection procedure, to your Studenti Online page:
 1. a valid identity document (front and back);
 2. academic qualification and transcript:
 - i. **for students possessing a degree obtained in an Italian University**, the **self-certified declaration of the academic qualification** giving the final degree score, details of the exams passed and relative grades or, if not yet graduated, the presumed date of graduation along with details of exams passed and their marks;
 - ii. **for students possessing a degree obtained abroad, the Declaration of Value (or Diploma Supplement** for academic qualifications awarded by institutions in countries in the European Higher Education Area -Bologna Process) and the **Official Academic Qualification and Academic Transcript officially translated** (if different from English, French or Spanish language) and legalized (you can send in advance your degree qualification and the relative academic transcript - provided that it is in one of the following languages: English, French, Spanish - together with proof that the request for the Declaration of Value has been submitted to the Italian Consulate in the country where you obtained the degree qualification - or the Diploma Supplement from the relevant University; in this case, you will be conditionally admitted.
 3. your **CV** (Resume)
 4. List of recognized **qualifications**: i.e. academic honors, publications, references and/or letters of recommendations.
 5. **Statement of Motivation** in English. Max 2 pages. Please see Official Call for details and requirements.
 6. Certificate of **English Proficiency**: TOEFL - internet-based at least 79 points; IELTS - at least 6.5 points; Cambridge Advanced / Proficiency - any result; TOEIC - at least 750 points; BULATS - at least 75. (Certificates are not necessary if the student is a native English Speaker or if the student has earned a previous BA or Masters degree entirely taught in English. Applicants can also take an English Test offered by MIEX).
 7. Certificate or self-certifying document declaring proficiency in another foreign language other than English and the candidate's native language.

3. Important Dates to Remember for the Application/Selection Process:

Window 1 Application and Registration Fee Payment Deadline: 60 Euro by 1pm CEST on 31/05/2023

(all documents must be uploaded by this date and the applicant must hold a bachelor degree by July 12th, 2023 at the latest)

Window 2 Application and Registration Fee Payment Deadline: 60 Euro by 1pm CEST on 14/07/2023

(all documents must be uploaded by this date and the applicant must hold a bachelor degree by September 25th, 2023 at the latest)

4. Important Dates to Remember for the Enrollment Process and Tuition fee payment:

Window 1 Enrollment Deadline with payment of the NON REFUNDABLE first tuition installment: **3,000 euro** by **1pm on 12/07/2023**.

Window 2 Enrollment Deadline with payment of the NON REFUNDABLE first tuition installment: **3,000 euro** by **1pm on 25/09/2023**.

The **2nd Installment** is due by **20/12/2023***.

The **3rd Installment** by **29/03/2024***.

* Late payments are subjected to a 60 Euro fee.

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