UNIMORE
UNIVERSITÀ DEGLI STUDI DI MODENA E REGGIO EMILIA

TECHNOLOGY AREA
"Enzo Ferrari" Department of Engineering

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

ARTIFICIAL INTELLIGENCE ENGINEERING
(class LM-32)

Modena campus
Academic Year 2024-2025
for non-EU applicants residing abroad and applying for a visa

The programme is taught entirely in English

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

Sommario

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

1. Introduction

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.

For admission to the Master's Degree **in Artificial Intelligence Engineering (class LM-32)** all applicants must submit an online application for evaluation of the academic background; the evaluation of the admission requirements will take place by **16 December 2024** based on the procedure described in this call for applications.

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 have a foreign study qualification eligible for the enrolment in the Master's Degree Programme in Artificial Intelligence Engineering (class LM-32) , shall follow the procedure described in the call for applications specifically issued for them, which will be published in March 2024 indicatively on the website https://www.unimore.it/bandi/StuLau-Lau2V.html

2. Qualifications and knowledge required

Admission to the Master's Degree Programme in Artificial Intelligence Engineering is subject to the possession of a Bachelor's degree, or other university three-year degree, or other suitable qualification obtained abroad and deemed suitable.
The curricular requirements for access will be assessed by a special committee through an analysis of the curriculum vitae of studies and other documents submitted by the candidate in the application.
The final mark of the submitted qualification must be more than 3/4 of the maximum.
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
In the absence of such an indication, the weighted average of the marks must be more than 3/4 of the maximum.

3. Assessment of the academic background

Verification of the academic background will be carried out by a special Board that will assess knowledge not only of the basic subjects typical of Engineering (Mathematics, Physics, Computer Science), but also those characterising Computer Engineering. A basic knowledge of the broader area of Information Engineering is desirable for students, who therefore will have a basic knowledge of Electronics, Telecommunications, and Automated controls.

Applicants must also be in possession of a certification of proficiency in English of at least level B2 of the Common European Framework of Reference, alternatively, a declaration issued by the university to which they belongs confirming that the required level of proficiency has been reached.
The following are accepted:
- International certificates recognised by UNIMORE, listed at the link http://www.cla.unimore.it/site/home/certificazioni.html
- University exams of the English language providing teachings of B2 level, documented by a statement of the home University;
- The country of origin is an English-speaking country

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

4.   Submitting an online application for evaluation

To submit their application, students 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   https://www.unimore.it/servizistudenti/vediallegato.html?al=1101   you can download the guide "On-line evaluation procedure for admission to Master's Degree Programmes").

- after choosing Artificial Intelligence Engineering (class LM-32) selection, answer 'Yes' to 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 study qualification obtained and the degree mark.** Students who have not yet obtained the qualification must state the expected awarding date;

2. **List of examinations passed written in Italian or English** reporting the date, the score obtained and the duration of the teaching programme;

3. **List of any examinations 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 written in Italian or English:** for each teaching, indicate the topics studied and further examined;

6. **Other skills acquired and 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?"

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5.   Amending or reopening an online application for evaluation

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

6.   Assessment Results

The Examination Board, appointed by the Interclass Board of the Master's Degree in Artificial Intelligence

Engineering (class LM-32) "Enzo Ferrari" Department of Engineering, evaluates the qualifications and the documental evidence attached to the application.

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; as a consequence, if the study qualification has been awarded, the applicant may complete the final enrolment in the programme by following the instructions outlined in 7.

- ADDITIONAL REQUIREMENTS: after considering the admission requirements and the suitable initial preparation, 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 examination 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, applicant will not be allowed to enrol.

- INCOMPLETE APPLICATION: if 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 may also appear:

- NOT FINAL APPLICATION: if 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: the application has been submitted by the applicant, but the examination Board has not yet assessed the application

You can contact the examining board at: admissions-aie@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 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. 45 places reserved to non-EU students applying for a visa.**

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

As indicated 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://www.universitaly.it/index.php/registration/firststep.

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 Universitaly website:

- their passport
- a passport photo

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

- **Original title of study certificate and 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 www.cimea.it/it/index.aspx
  For further information, visit the website www.cimea.it/it/servizi/attestati-di-comparabilita-e-certificazione-dei-titoli/attestati-di-comparabilita-e-di-verifica-dei-titoli-diplome.aspx
- **The list of examinations taken 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 Artificial Intelligence Engineering (class LM-32) is reserved to "suitable applicants" who:

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

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

The office responsible for enrolments is the Registrar's Office for the "Enzo Ferrari" Department of Engineering located in via Campi no. 213/b, Modena. Email address: segrstud.ingegneria@unimore.it
Opening times are available at the link http://www.unimore.it/servizistudenti/segreteriestudenti.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. Fur further information, please visit the website www.cimea.it/it/servizi/attestati-di-comparabilita-e-certificazione-dei-titoli/attestati-di-comparabilita-e-di-verifica-dei-titoli-diplome.aspx

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. Any language certifications 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 www.unimore.it/ammissione/pagamenti.html

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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.

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8. Means of payment

As indicated 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 payment** (choosing your own 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

Students with non-EU citizenship, whose family unit has income/assets exclusively abroad, will be able to take advantage of a subsidized fixed contribution system (FLAT TAX EXTRA UE) on the basis of an economic condition calculated by the University, based on the income defined taking into account the GDP (gross domestic product) PPA (at purchasing power parity) determined on the basis of each individual country of origin, and updated annually with World Bank data.
The university will organize information meetings dedicated to this topic for all students who have submitted their application on the Universitaly platform, the calendar of which will be published at the link https://www.unimore.it/associazione/unimorewebinar.html

International students residing abroad to request benefits (exemption from university fees, scholarship, accommodation in university residences, catering services and other benefits) are required to submit the application online by the end of August 2024. The online application can be submitted from the website www.er-go.it even before enrollment or before knowing the outcome of the admission application or visa issue.

The Benefits Notice, with all the rules that constitute a special law, will be published approximately from the beginning of July 2024.

Students are asked to pay attention to the deadlines. For further information and to check for any updates relating to the 2024-2025 academic year, please consult the website www.unimore.it/associazione/tasse.html

Failure to submit the online application will result in the payment of the total amount of university fees of approximately €2,200.00, divided into 4 instalments.
The above information is updated as of January 2024 and could be subject to updating/modification/integration on the basis of Resolutions of the Academic Bodies adopted following the issue of this notice, but which will be published and made known on the website www.unimore.it

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" Department of Engineering, Master's Degree Programme in Artificial Intelligence Engineering (class LM-32) tel. 059/2055637; email: segrstud.ingegneria@unimore.it

12. Offices and reference links

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

Opening hours are available on http://www.unimore.it/servizistudenti/segreteriestudenti.html

For 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 (such as study programme, teachings, class timetables, reference professors)

please contact the Teaching Office of the "E. Ferrari" Engineering Department, Via Pietro Vivarelli, 10 – 41125 - Modena www.ingmo.unimore.it. email: didattica.dief@unimore.it

Welcome Office for Disabled and Dyslexic Students

Tel. +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 enrolment procedures please contact:

Informastudenti:

e-mail**:** informastudenti@unimore.it

Tel. 059 2058255 and 0522 523555

Opening hours are available on https://poa.unimore.it/informastudenti/

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

https://www.unimore.it/servizistudenti/orientamento.html

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