



UNIMORE
UNIVERSITÀ DEGLI STUDI DI
MODENA E REGGIO EMILIA

TECHNOLOGIES AREA

“Enzo Ferrari” Department of Engineering

Call for admission to the Master Degree Programme with open access
held in English in

ELECTRONIC ENGINEERING

(class LM-29)

MODENA

Academic year 2016-17

The Programme is delivered entirely in English

Deadlines

Application for assessment of personal competencies and skills:	From 12/04/2016 to 16/12/2016
Programme transfers:	no later than 21/12/2016
Registration:	from 18/07/2016 to 21/12/2016

IMPORTANT: Any amendments to the dates or procedures for this call shall be published exclusively on the web page <http://www.international.unimore.it/bandilan.html>. No personal communications will be given.

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1. Introduction

Applications may be submitted for assessment for admission to the master degree programme in Electronic Engineering (class LM-29) for academic year 2016/2017.

All applicants must submit an APPLICATION FOR ASSESSMENT **no later than 16 December 2016** in the methods laid down in this call, and be assessed on their personal competencies and skills.

All applicants expecting to obtain an appropriate qualification by **16 December 2016** may apply in order to complete registration by **21 December 2016**.

Applicants meeting the requirements laid down below will be admitted and may therefore register for the aforementioned master degree programme in Electronic Engineering (class LM-29):

1. Possession of a 1st cycle or at least three-year degree or other suitable qualification obtained in Italy or Europe, with a final grade of at least 85/110;
2. Possession of a 1st cycle or at least three-year degree or other suitable qualification obtained outside of the EU, with a final grade of at least 2/3 of the minimum score. For non-EU students who still have to graduate, this requirement is an average grade of the exams passed of at least 2/3 of the minimum score;

Applicants will be assessed providing they graduate by 16/12/2016.

Graduation is a mandatory requirement for proceeding with registration.

3. Applicants who meet the curricular requirements laid down in point 2 of this call;
4. Appropriate personal competencies and skills, assessed on the basis of qualifications and possibly an interview, in the methods laid down in point 3 of this call for admission;

2. Curricular requirements

2.1 Students with an Italian qualification

To enrol in the master degree programme in Electronic Engineering (class LM-29) applicants must demonstrate that they meet the following curricular requirements:

1. Possession of a 1st cycle degree (or graduation by 16/12/2016) in Electronic Engineering, Telecommunications Engineering or Electronic and Telecommunications Engineering (degree class L-8 - Information Engineering) with a final grade of at least 85/110 from the University of Modena and Reggio Emilia;
2. Applicants from other decree classes or with a 1st cycle degree in Electronic Engineering or other degree in class L-8 - Information Engineering from another university must: have obtained a final grade of at least 85/110 and have at least 90 ECTS in the subject areas shown in the following table:

Subject area (SSD)	FIELD	Minimum ECTS
ING-INF/01, ING-INF/02, ING-INF/07	ELECTRONICS	15
ING-INF/02, ING-INF/03	Telecommunications	10
ING-INF/04, ING-INF/05	AUTOMATICS	5
ING-INF/01, ING-INF/02, ING-INF/03, ING-INF/04, ING-INF/05, ING-INF/07	INFORMATION	17
INF/01, ING-INF/05, MAT/02, MAT/03, MAT/05, MAT/06, MAT/07, MAT/08, MAT/09	MATHEMATICS, INFORMATION TECHNOLOGY AND STATISTICS	30
FIS/01, FIS/03, CHIM/07	PHYSICS and CHEMISTRY	10
L-LIN/12		3
	Total	90

At <http://www.ingmo.unimore.it/site/home/didattica/lauree-magistrali/electronics-engineering.html> you can download the spreadsheet to see if you meet the admission requirements.

3. Applicants who do not have 90 ECTS in the above-listed subject areas (SSD) shall be assessed by a specific Board in line with the procedures laid down in the Teaching Regulation of the Master Degree Programme in Electronic Engineering, and if their previous studies are not fully consistent with these requirements they will be assigned additional learning requirements, to be completed by 16/12/2016;
4. As this programme is delivered entirely in English, applicants should possess language skills to B1 of the Common European Framework of Reference for Languages;

The main international certifications recognised by UNIMORE can be found at the link <http://www.clamore.unimore.it/it/certifications/info>.

2.2 Students with a foreign qualification

Applicants with a foreign qualification obtained abroad shall be admitted to the master degree programme subject to the assessment of their academic curriculum indicated in the application and the relative annexed documentation.

The 1st cycle or at least three-year degree or other suitable qualification obtained in Europe must have a final grade of at least 85/110 or equivalent;

The 1st cycle or at least three-year degree or other suitable qualification obtained outside of the EU must have a final grade of at least 2/3 of the maximum score. For non-EU students who still have to graduate, this requirement is an average grade of the exams passed of at least 2/3 of the maximum score.

3. Assessment of personal competencies and skills

3.1 Students with an Italian qualification

Personal competencies and skills will be assessed by an examining board based on the applicant's knowledge of basic subjects typical of engineering (Mathematics, Physics, Computer Science) as well as those specific to Information Engineering, with particular reference to the typical knowledge of Electronics. This knowledge is assessed on the basis of the qualifications annexed by the applicant to the application.

Only for applicants who do not have a 1st cycle degree in Electronic Engineering, or other qualification in class L-8 Information Engineering, from another university or who have not obtained at least 90 ECTS in the subject areas indicated in the table in point 2.1, the Board may set additional learning requirements for students whose previous studies are not fully consistent with these requirements, which must be completed by 16/12/2016.

3.2 Students with a foreign qualification

Personal competencies and skills will be assessed by an examining board based on the applicant's knowledge of basic subjects typical of engineering (Mathematics, Physics, Computer Science) as well as those specific to Information Engineering, with particular reference to the typical knowledge of Electronics. This knowledge will be assessed on the basis of the applicant's academic career and possibly through an interview.

According to the specific procedures detailed in the Teaching Regulations of the Master Degree Programme in Electronic Engineering, the board may assign additional learning requirements, to be completed by 16/12/2016;

4. How to apply

USEFUL INFORMATION FOR ALL APPLICANTS:

All applicants (including those who expect to graduate by the deadline for registration) shall submit their application **no later than 16/12/2016** on the website www.esse3.unimore.it. You are advised to complete the application as soon as possible.

To access the website, you must Register or use your credentials issued for previous studies (if you have already studied at Unimore). Once you have logged in, to access the reserved area click on "application for evaluation" the left-hand menu and fill in the application form, annexing all required documentation.

At <http://www.unimore.it/servizistudenti/vediguia.html?gd=29> you can download the "Guide to applications for master degree programmes".

The documentation to annex depends on your qualification.

4.1 Students with an Italian qualification

Students with a qualification from UNIMORE do not need to annex the data concerning their previous degree, though they may integrate their application with any other documentation they wish to be assessed for the purposes of admission (e.g. Internships, any other qualifications, specialisation courses, etc.).

Students with a qualification from another university, to be assessed, must annex:

1. **A self-certification of their degree, with a list of exams passed** and the relative grades, credits and subject areas, or, **the curriculum, for graduating students**.
2. **A self-certification of any other qualifications they wish to have assessed** for the purposes of admission (e.g. internships, short vocational masters, specialisation courses, curriculum vitae etc.)
3. **Where applicable, copy of the international language certifications certifying the level achieved, or relative self-certification**

To self-certify your previous academic career:

- you may annex the personal forms completed and signed by the person concerned that many universities make available on line for their students, including all the information on their studies and exams;
alternatively
- you may annex to your application a fac-simile of the **“Valutazione per ammissione alla laurea magistrale”**, which can be downloaded at www.unimore.it/ServiziStudenti/modulistica.html and completed digitally.

In any case certificates issued by public administrations cannot be annexed, as according to art. 15 of Italian Law no. 183/2011, these may not be produced to other public administrations.

IMPORTANT: the application will be deemed to have been submitted only once the applicant **has saved** the data and explicitly confirmed the application by clicking on the field **“explicit confirmation of validity of the application”**.

You will then be able to print the valid application for your own purposes (a hard copy does not have to be submitted to any office).

Students with a qualification obtained abroad

To be assessed applicants must enclose:

1. **Qualification certificate.** If you have not yet graduated you must state the expected graduation date. You must also list the exams passed, grades obtained and any exams you still have to sit;
2. **Detailed exam programmes:** for each course unit, indicate the topics and areas of study in detail
3. **Curriculum vitae**
4. **A Letter of motivation**, indicating your reasons for choosing this degree programme and this university
5. **Other competences** acquired which may be useful for assessment (e.g. Computer skills, language skills, work experience etc.)
6. **Any other qualifications**, certificates, letter of “Recommendation/References” produced by professors, etc.

The documentation may be produced in either Italian or English.

In this phase of the assessment, students may self-certify the requested data.

The original documentation is indispensable for the purposes of registration, and must be submitted personally to the Registrar Office of the “E. Ferrari” Department of Engineering, in via Campi 213/b – 41125 - , Modena/Reggio Emilia.

IMPORTANT: the application will be deemed to have been submitted only once the applicant has saved the data and explicitly confirmed the application by clicking on the field “explicit confirmation of validity of the application”. You will then be able to print the valid application for your own purposes (a hard copy does not have to be submitted to any office).

At the link <http://www.unimore.it/bandi/StuLau-esiti.html> you can check the status of your application completed on line. If the status of the annexed documentation is “NOT FINAL” it will NOT be assessed by the examining board until the applicant has explicitly confirmed it.

You can print the assessment application completed on line for your own purposes.

5. How to modify or re-open your application

Before the results of the assessment:

If you have to reopen the application to correct any data or add new documentation, in any case within the deadline of 16/12/2016, send an e-mail to segrstud.ingegneria@unimore.it

6. Assessment results

The examining board, appointed by the Interclass Board of the Degree Programme in Electronic Engineering of the “Enzo Ferrari” Department of Engineering will assess the qualifications and documentation annexed to the application.

The applications will be assessed in order of submission. The results of the assessment will be notified to the students in a notice published at <http://www.unimore.it/bandi/StuLau-esiti.html> and by e-mail to the address indicated during registration.

This page may show one of the following results:

- IDONEO/PASS: the applicant's personal competencies and skills are appropriate and the applicant may proceed with final registration to the programme, following the instructions given in point 7.
- DEBITI RILEVATI/ADDITIONAL REQUIREMENTS: considering the admission requirements and the applicant's personal competencies and skills, the board will indicate any learning gaps and how these must be filled. Additional learning requirements must be met by the date of registration and in any case by 16/12/2016 to ensure the possibility to enrol by 21/12/2016.
- NON IDONEO/FAIL: in this case the examining board indicates the reasons why it has considered the student's personal competencies and skills to be unsuitable. In this case you will not be allowed

to register.

- **INCOMPLETE APPLICATION:** if the board considers that it cannot proceed with assessment as some mandatory documentation is missing, it will record “incomplete documentation” and the application will be automatically reopened with the status “Application not final”. The applicant must annex the missing documentation and close and confirm the application for assessment again.
- **APPLICATION NOT FINAL:** if the student has not explicitly confirmed the application by clicking on the field “explicit confirmation of the validity of the application.”

The board contacts are: Prof. Paolo Pavan, Prof. Maria Luisa Merani and Prof. Mattia Borgarino; mail: paolo.pavan@unimore.it

7. Registration methods

The registration methods depend on your qualification.

7.1 Students with an Italian qualification

After positive assessment, **from 18 July 2016 to 21 December 2016** you may register for the programme; this procedure is completed entirely on line.

All students with an Italian qualification can register on the website www.esse3.unimore.it in section “Registrations”, in the methods laid down in the “Guide to registration” which can be consulted at the link <http://www.unimore.it/servizistudenti/vediguia.html?gd=7>

The completion of the registration application and payment of the first instalment do not automatically imply the student’s enrolment in the programme. After the offices in charge have checked the application, the registration is deemed to be confirmed only when the person concerned receives confirmation by e-mail, within seven working days following receipt of payment.

Any errors in the registration procedure will be notified to the student via the e-mail address provided in the application.

IMPORTANT: payments made after 21/12/2016, the deadline for registration, will not be considered valid for the purpose of registration.

For the university, the date of PAYMENT sent by the bank at which the payment was made constitutes proof of payment. For MAV payments paid on the same day as the deadline via internet banking or ATM or telephone banking, the effect of the payment on the same day may not be guaranteed.

Check the conditions and times in which your bank provides the home banking service; many banks do not effect payments after opening hours and the operation is accepted by the bank but accounted for on the following working day.

Payments acquired by UNIMORE via its own treasury offices on the working day following the DEADLINE DO NOT allow registration to the degree programme.

7.2 Students with a foreign qualification

After positive assessment, **from 18 July 2016 to 21 December 2016** you may proceed with registration.

Students must go in person to the Registrar Office, “E. Ferrari” Department of Engineering in via Campi 213/b, Modena. The office opening hours are published at the link <http://www.unimore.it/servizistudenti/segreteriestudenti.html>

Non-EU students resident abroad will be admitted to the programme up to the number of places reserved annually for them, as approved by the university. For AY 2016/2017 this quota **is 30 places**.

As the programme is delivered entirely in English, non-resident non-EU students are not required to sit the Italian language test required for other degree programmes.

Non-EU students who have submitted an application on line before submitting an application for pre-registration to the programme at the Italian Embassy/Consulate must submit their application for registration to the Italian diplomatic or consular offices in their home country; the office will issue an entry visa and forward the application to the university.

Non-EU applicants resident abroad may not register if they have not pre-registered with the programme through the diplomatic or consular offices. Any confirmation of passing the assessment provided by the university shall not under any circumstances be deemed to substitute the mandatory procedure via the Embassy/ Consulate.

According to the ministerial circular letters on the regulations for access to university programme by non-EU students which can be consulted at the link <http://www.studiare-in-italia.it/studenti stranieri> you must go personally to the Registrar Office with the following documentation:

- degree diploma, translated and legalised by the Italian embassy/consulate in the country in which your qualification was obtained
- declaration of value for your degree diploma, issued by the embassy/consulate
- degree certificate, issued by the university where you graduated (acceptable in English, French, Spanish, German or Chinese) or, alternatively, your "diploma supplement"
- international language certification or declaration by your home university certifying the required language competences
- copy of your residence permit or, alternatively, a copy of the receipt issued by the post office confirming that the application for your residence permit has been made
- a valid identity document;
- passport photo

The Registrar Office checks the correctness and completeness of the documentation submitted by the student, issues the fee payment slips and finalises the registration only once the first instalment has been paid.

IMPORTANT: payments made after 21/12/2016, the deadline for registration, will not be considered valid for the purpose of registration.

For the university, the date of PAYMENT sent by the bank at which the payment was made constitutes proof of payment. For MAV payments paid on the same day as the deadline via internet banking or ATM or telephone banking, the effect of the payment on the same day may not be guaranteed.

Check the conditions and times in which your bank provides the home banking service; many banks do not effect payments after opening hours and the operation is accepted by the bank but accounted for on the following working day.

Payments made on the deadline but acquired by UNIMORE via its own treasury offices on the working day following that date DO NOT allow registration to the degree programme.

8. PROGRAMME TRANSFERS

Students enrolled at other Italian universities or other 2nd cycle degree programmes at UNIMORE who wish to transfer to the master degree programme in Electronic Engineering shall follow the assessment procedure in the methods laid down in this call, no later than 16/12/2016.

If positively assessed, students do not need to register but must submit their transfer application to their previous university no later than 21/12/2016

Subsequently, to complete their enrolment, they must go in person to the Registrar Office of the “E. Ferrari” Department of Engineering, Master Degree Programme in Electronic Engineering

9. Benefits and financial support (for example: housing, reduced fees, study grants, catering services)

Even prior to registration, those interested may apply for the following benefits and grants:

- Regional study grants, to which Full Fee Exemptions are associated
- Reduced university and tuition fees
- Housing services (places in the university halls of residence)
- Catering services (meal vouchers to be used in facilities holding agreements with the university)
- International mobility grants
- Services and supports for students with disabilities and special learning needs
- Ad Honorem loans
- Voluntary work with disabled students
- Education vouchers
- Paid student collaboration(Part-Time)
- Peer tutoring for disabled students
- Exemption for Top Students: if you obtained a final grade of 110/110 in your bachelor degree Unimore offers partial exemption (if you are resident in Emilia-Romagna) or full exemption from fees in all other cases. This exemption is not means tested, and can be applied for in the same manner as all other benefits and/or services.

The application must be submitted exclusively on-line to www.er-go.it or via a “C.A.F.” office authorised by Er.Go (<https://www.er-go.it/?id=2009>) by the deadlines laid down in the Benefits call for application, indicatively from mid-July 2016. Check the various deadlines.

For more information, the Er.Go call centre is open from Monday to Friday from 9.30 am to 4.30 pm, phone 051 643.69.00.

To ensure that the payment slips generated by the university administration indicate the tuition fee payments corresponding to your actual economic and financial situation, you are advised to submit the on line application for benefits BEFORE completing the programme registration procedure.

The university fee payment slips (MAV) can be viewed and printed in your personal page in esse3. If your application for benefits is submitted after you have registered for the programme, you will in any case be able to download the MAC with the updated amount.

Warning: applicants already enrolled in other programme must carefully read the merit requirements for access to benefits before transferring, as their academic careers following transfer will be assessed from the

year of first registration at university, independently of the recognitions obtained and your programme year they are assigned to. This may mean that you are no longer entitled to benefits.

10. PROCEDURE MANAGER

Pursuant to Italian Law no. 241/1990, the Procedure Manager is Giuseppe Milano, head of Registrar Office in charge is the Student Administration office of the “E. Ferrari” Department of Engineering, Master Degree Programme in Electronic Engineering tel. +39 059/2055637; fax: +39 059/2055648 e-mail: segrstud.ingegneria@unimore.it

11. OFFICES AND LINKS

For technical problems concerning your application for assessment, the on line registration procedure or to recover your credentials for access to esse3: write to webhelp@unimore.it. The service is open from Monday to Thursday from 9.00 a.m. to 5 p.m. and Friday from 9.00 a.m. to 2.00 p.m. CET

For information on teaching contact the Teaching Office of the “E. Ferrari” Department of Engineering, Via Pietro Vivarelli, 10 – 41125 - Modena
e-mail tutor.dief@unimore.it
Teaching coordinator of the Department is Dr. Marco Zucchi
Department website: www.ingmo.unimore.it

For administrative problems and information on the call for admission contact the Registrar Office of the “E. Ferrari” Department of Engineering, Master Degree Programme in Electronic Engineering tel. 059/2055637; fax: 059/2055648 e-mail: segrstud.ingegneria@unimore.it
For opening hours, consult the link <http://www.unimore.it/servizistudenti/segreteriastudenti.html>

Services for Disabled and Dyslexic Students

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

For problems concerning your on-line application for benefits write to servizi.studenti@unimore.it
Website for benefit applications www.er-go.it

For information on degree programmes and the course catalogue, contact:

Informastudenti: E-mail: informastudenti@unimore.it

Modena:

- Via Università, 4 - ground floor tel. +39 059 205 8255

Reggio Emilia:

- Via Campi 213/b – ground floor tel. +39 059 205 8255 (**open from 6 June 2016 to 28 October 2016**)

- Viale A. Allegri, 15 - ground floor - tel. +39 0522 52 3555

For opening hours consult the link <http://www.orientamento.unimore.it/site/home/orientamento-allo-studio-e-tutorato.html>

International students may contact the International Welcome Desk for advice and assistance in the procedures for obtaining a residence permit, tax ID code, to register with the National Health Service (SSN), obtain health insurance, open a bank account or for advice on housing.

e-mail: internationalwelcomedesk@unimore.it

Telephone: +39 059 2058171

Modena:

-Via S. Geminiano, 3

Monday – Wednesday – Friday – 9.30 a.m. – 3.00 p.m. CET

Reggio Emilia:

- Via Allegri, 15 Student Services Department

Every other Wednesday, or by appointment for specific needs.

The Student Administration office and Informastudenti are closed to the public from 16 to 19 August 2016