



**Pre-evaluation procedure of candidates with foreign academic qualification
for Corsi di laurea magistrale (master's degrees) taught in English language
of Economics and Engineering areas
2022/2023 a.y.**

From 3rd December 2021 to 31st January 2022 the online procedure for the pre-assessment of **specific curricular and personal preparation requirements is open**: the procedure addresses candidates who achieved or plan to achieve their academic degree abroad and aim to enroll in the Corsi di laurea magistrale (master's degrees) taught in English language offered in Economics and Engineering areas in 2022/2023 a.y.

The following candidates can apply:

- Italian citizens
- EU citizens
- Extra-EU citizens with residential permit in Italy
- Extra-EU citizens living abroad

Please be advised that the pre-evaluation procedure will not award international scholarships.

Applications may be submitted for the following master's degrees:

Department of Economics and Management

MANAGEMENT

(Curriculum in International business or Curriculum in Green economy and sustainability)

LM-77 Management

ANALYTICS AND DATA SCIENCE FOR ECONOMICS AND MANAGEMENT

LM Data – Data science

[new study programme, Ministerial approval currently underway]

Department of Civil, Environmental, Architectural Engineering and Mathematics

CIVIL AND ENVIRONMENTAL ENGINEERING

LM-35 Environmental engineering

Department of Information Engineering

COMMUNICATION TECHNOLOGIES AND MULTIMEDIA

LM-27 Telecommunications engineering



A. REQUIREMENTS TO BE MET ON THE APPLICATION SUBMISSION DEADLINE

Qualification

Those candidates are allowed to apply, that achieved their **academic degree abroad** or plan to obtain it by 15th July 2022.

The foreign qualification / The study programme

- must be comparable to a first cycle degree according to QF-EHEA (qualification framework of European Higher education area)
- must have required at least twelve years of schooling for accessing
- should be considered suitable by our commission for enrolling in the chosen master's degree
- must have been issued by a university or post-secondary upper education institution accredited within the local education system
- must allow access to the next academic level within the education system that issued it and the level should be comparable to a second cycle degree according to QF-EHEA

For those **candidates that have not obtained their degree yet**, the appointed Commission is going to consider the list of examinations passed within the application deadline. The possible positive outcome is under condition of achieving the declared qualification by 15th July 2022.

Curricular and personal preparation requirements

Admission to master's degree programmes is subject to the **meeting of specific curricular and personal preparation requirements**. These criteria are established annually for each study programme and are indicated in the **Teaching regulations**, available

- in the page presenting the master's degree <https://corsi.unibs.it/en/masters-degree>
- in the section: International / Degree seeking students / Admission / Pre-evaluation for master's degrees

English language proficiency

Verification of personal preparation includes for all master's degrees proficiency in English language to at least level B1 **CEFR** (Common European framework of reference for languages).

Instead of the official certification of English language proficiency, any master's degrees accept candidates who attend their educational pathway in English or passed English language examinations during their academic studies.

The English language requirements for the admission to the above listed study programmes are indicated in the **Teaching regulations**.

B. APPLICATION SUBMISSION VIA PICA ONLINE PROCEDURE

Applications may be submitted online only, starting from Noon (Italian time) of 3rd December 2021 and by Noon (Italian time) of 31st January 2022 via the online Pica procedure:

<https://pica.cineca.it/unibs/sis2022prevlm/>

Only one master's degree may be selected in the online application.



Mandatory documents to be attached to the online application:

- Passport or a valid identity document
- Residential permit in Italy (*only for Extra-EU candidates living in Italy*)
- Certification in English language attesting the academic Degree obtained or to be achieved abroad and the examinations taken (if the original certification is in a language other than English, the translation in Italian or in English must be uploaded, too).

The following information are required: the name of the qualification / study programme; the final grade if achieved, along with the minimum and maximum score that can be acquired and the year of graduation; the name and address of the institution which issued / is going to issue the qualification and the list of examinations taken, with scores and educational credits

- Certification or declaration concerning the English language proficiency level achieved, as defined in the Teaching regulations referring to the chosen master's degree.

Candidates may also upload:

- Syllabus of the examinations passed: the document should bear the foreign institution stamp and the official translation in English or Italian must be uploaded, too (the Syllabus is a preferential requirement)
- Certification attesting qualifications obtained other than the one required for admission, with the list of examinations passed
- Syllabus of the examinations undertaken to obtain other qualifications

Applications that do not meet the requirements specified in point A and/or are incomplete and/or have been submitted after the deadline will not be taken into consideration.

The Commission who will perform the pre-assessment might ask for additional documents or for an interview via Skype.

C.COMMISSIONS IN CHARGE FOR THE PRE-EVALUATION

Suitable applications will be assessed by the Commission appointed for each master's degree by the relevant Teaching coordination board.

D. NOTIFICATION OF PRE-ASSESSMENT RESULTS

The outcomes of the pre-assessment carried out by the Commissions will be notified to the candidates starting from 1 March 2022.

University offices will confirm the eligibility of candidates who are going to achieve their degree from 1st February till 15th July 2022 only after submission by email of the diploma and the final transcript of records: documents should be sent to internationalstudents@unibs.it

E.1 ENROLLMENT OF SUCCESSFUL PRE-EVALUATED CANDIDATES: EXTRA-EU LIVING ABROAD

Due to the current COVID-19 health emergency, the official registration of non-EU citizens living abroad depends on the provisions which will be issued by Italian Government and Italian Ministry of university and research.



In order to enroll in the master's degree of their choice successful pre-assessed candidates must:

1. Follow the procedures defined by the Italian Ministry of Universities and Research (MUR) for the admission of non-EU students residing abroad at Italian Universities, that will be available in the first months of 2022 at: <http://www.studiare-in-italia.it/studentistranieri/>
The candidate is encouraged to
 - apply for study visa through University portal www.university.it , according to the provisions issued by MUR: our office will confirm the application in University portal and Italian Representations appointed for issuing study visa will receive the confirmation
 - prepare before enrolling the documents concerning foreign qualifications with
 - legalization by foreign authorities or with Statement of verification issued by CIMEA
 - official translation in Italian or English language
 - Declaration of value prepared by the relevant Italian representation or Statement of comparability issued by CIMEA
2. Submit the online application for enrollment and pay the first installment of university fees around September 2022, according to the instructions that will be sent via email by University offices
3. Be included in the reserved quota for non-EU citizens approved for the master's degree of their interest: quotas will be published by April 2022. Enrollment requests that would exceed the reserved quota will be rejected.
4. Submit the documents relating to the degree obtained abroad to the **International students admission office**, according to the instructions given in the following point.

E.2 ENROLLMENT OF SUCCESSFUL PRE-EVALUATED CANDIDATES: ITALIAN, EU AND EXTRA-EU LIVING IN ITALY

In order to enroll in the master's degree of their choice successful pre-assessed candidates must:

1. prepare before enrolling the required documents concerning foreign qualifications with
 - legalization by foreign authorities or with Statement of verification issued by CIMEA
 - official translation in Italian or English language
 - Declaration of value prepared by the relevant Italian representation or Statement of comparability issued by CIMEA
2. Submit the online application for enrollment and pay the first installment of university fees around September 2022, according to the instructions that will be sent via email by the University relevant offices
3. Hand in the documents relating to the degree obtained abroad to the **International students admission office**, according to the instructions given in the following point.



F. DOCUMENTS TO BE HANDED IN FOR THE ENROLLMENT CONFIRMATION

Official enrollment will be completed only upon delivery of the following documents to the **International students admission office**, after having made an appointment:

1. The original **academic degree** obtained abroad, comparable to a first cycle degree according to QF-EHEA, together with:
 - Legalization or Apostille stamp by local authorities
 - Official translation in Italian or English language
 - Declaration of value issued by the relevant Italian Representation.
2. The original certificate with the list of the exams taken (transcript of records) issued by the university or the non-university upper institution, together with
 - Legalization or Apostille stamp by local authorities
 - Official translation in Italian or English language
 - Declaration of value issued by the relevant Italian Representation.

Non-EU citizens living abroad have also to hand in one of the following documents (alternatively):

- passport with Entry study Visa for "university enrolment" issued by the relevant Italian Representation
- receipt issued by an Italian Post Office indicating the appointment at the Police Headquarter for the residential permit
- residential permit for study (university) issued by the relevant Italian Police Headquarters

Non-EU citizens living in Italy have also to hand in one of the following documents (alternatively):

- residential permit issued by the relevant Italian Police Headquarters
- receipt issued by an Italian Post Office after the renewal application

The University will accept instead of Legalization and Declaration of value respectively the Statement of verification and the Statement of comparability issued by CIMEA.

Candidates can ask CIMEA offices for the Statement of verification and/or the Statement of comparability using the **Diplome platform** in English language.

Information are published in our portal section: International / Degree seeking students / Admission / CIMEA statements

If the student is not in possession of the documents concerning his foreign degree with translation, legalization and Declaration of value or CIMEA Statements at the time of enrollment, university offices won't confirm his enrollment.

The possibility may be given to deliver the documentation within a later deadline established by the University Senate and until that time the student won't receive his identification code and won't be able to use online services, take exams and obtaining certifications



If within the deadline set by the University Senate the student does not submit the required documentation, registration lapses.

Admission to the university is only permitted if the documentation certifying possession of the degree is valid, as required by current regulations and the specific provisions of the Ministry of University and Research.

G. INTERNATIONAL SCHOLARSHIPS RESERVED FOR NON-EU CITIZENS LIVING ABROAD

In the first months of 2022 two calls for application addressing non-EU citizens living abroad and referring to LMINT and STAR PVS international scholarships will be published.

LMINT grants are awarded to non-EU candidates living abroad eligible to enroll in one among the following master's degrees:

- Management (curriculum International business)
- Management (curriculum Green economy and sustainability)
- Communication technologies and multimedia
- Civil and environmental engineering
- Analytics and data science for economics and management

STAR PVS scholarships are reserved to non-EU candidates living abroad coming from developing countries (pursuant to Ministerial decree no.156 of 12 February 2021) or from Syria, Iraq and Pakistan, that aim at enrolling in corsi di laurea (bachelor's degrees) or corsi di laurea magistrale (master's degrees) taught both in Italian and English language.

Those applicants living in non-EU countries and with non-EU citizenship who applied for pre-assessment in the first round (3rd December 2021 - 31st January 2022) and meet the requirements to apply also for LMINT or STAR PVS international scholarships, must register again in the online PICA procedure related to the two grants. They must indicate the same study programme selected in the first round, without uploading their qualifications, hence the outcome of the first round will be considered in order to draft the final ranking list.

H. PROTECTION OF PERSONAL DATA

The processing of personal data provided by candidates for the aforementioned purposes is carried out in compliance with the EU Regulation - GDPR (General Data Protection Regulation).

The Data Controller is the University of Brescia, in the person of the Magnificent Chancellor, who has appointed as Data Protection Officer (DPO) the Company Frareg S.r.l. in the person of Dr. Giovanni Parravicini, who can be contacted at the following email address: rdp@unibs.it. The processing of the personal data provided by the candidates when participating in the selection of this Call for Applications is aimed solely at carrying out selection activities and will be carried out by the personnel in charge of the procedure, including through the use of computerised procedures, in the ways and within the limits necessary to pursue the aforementioned purposes, even in the event of disclosure to third parties.

The processing will also be carried out by Cineca - Consorzio interuniversitario.

This data must be provided for evaluation of the participation requirements, under penalty of exclusion from the selection procedure.

The data transmitted by the data subject will be processed by means of appropriate guarantees and security measures - manual and/or electronic, in order to ensure their protection and confidentiality. For any



complaint arising from the processing of data, the data subject may contact the Guarantor for the protection of personal data and other competent public bodies.

To exercise their rights, the data subject may contact the Data Controller. Further information is available on the University website at the following link <https://www.unibs.it/it/protezione-dati-personali>

I. REQUESTS FOR INFORMATION AND TECHNICAL HELP

Information relating to the current notice and to the enrollment process may be addressed to internationalstudents@unibs.it

If candidates encounter technical problems during the online PICA procedure they may send an email to unibrescia@ Cineca.it

Brescia, 3rd January 2021