

ADMISSION TO THE INTERNATIONAL MASTER'S DEGREE IN MATERIALS SCIENCE – F5302Q

2022-2023 A.Y

The access to the Master's Degrees requires to pass an admission interview aimed at verifying specific curricular requirements and the adequacy of personal preparation.

In particular, the student must have:

- A university degree or a three-year university diploma in the Italian degree classes listed in the article 5 of the Program's Academic Regulation, or a recognised and comparable foreign qualification;
- Basic knowledge of the chemistry and physics of materials and the ability to apply this knowledge in concrete contexts;
- Knowledge, also in practical applications, of the most widespread modern laboratory instrumentation and of the techniques for the acquisition, processing and quantitative and qualitative analysis of experimental data;
- Basic knowledge and understanding of Mathematics as a general tool for modelling, analysing systems modelling and analysis of systems;
- an English language certificate, corresponding to the B2 level (see section below on English certifications).

Those who do not live in Lombardy or are away from home for study or work, or are prevented from attending the interview for health reasons, may ask the examiners' board (by e-mail at didattica.materiali@unimib.it) to arrange a remote interview.

Detailed information can be found here <https://elearning.unimib.it/course/view.php?id=17945> on the Master's Degree website.

The dual degree option (*SUMA Dual Degree*) is available for this program.

Click the following link for more information: <https://elearning.unimib.it/course/view.php?id=22185>

FIRST APPLICATION PERIOD

1. Deadlines and interview dates

The first application period is planned only for students who have already graduated or will graduate by December 23th 2022.

Application deadlines	Interview dates (Remote or on-site interview)
From April 1 st 2022 to June 14 th 2022	June 20 th 2022
From June 15 th 2022 to September 20 th 2022	September 26 th 2022

2. How to apply

The applications for admission must be presented online on the University of Milano-Bicocca website: https://s3w.si.unimib.it/Home.do;jsessionid=37226A3BEE95999EBEA995E481FC1AF9.esse3-unimib-prod-03?cod_lingua=eng

2.1 Registration on the Online Student Registry platform (first access only)

Please follow the instructions you can find on this page: <https://s3w.si.unimib.it/AddressBook/ABStartProcessoRegAction.do>

Candidates must enter their personal information by selecting “*Registration*” in the Online Student Registry and then follow the procedure.

Registration may only be performed once. Foreign applicants without a tax code can register and must select “*Foreign student without tax code*”.

Once the registration is completed, the user name and the chosen personal password assigned by the system will enable the candidate to login (to recover lost passwords go to: <https://www.unimib.it/servizi/service-desk/account-e-servizi-accesso/recuperocambio-password-account>).

Please note: after authentication applicants will receive an email confirming registration at the email address they provided during registration. Definitive account activation may require up to 24 hours after reception of the email confirming registration. *Please avoid signing up to the procedure here described at the last minute.*

2.2 Application for admission

Candidates must login at the following website using their personal credentials: <https://s3w.si.unimib.it/Home.do>

Select, in the menu “*Home*”, “*Evaluation Test*”; then choose “*Materials Science*” from the list, and complete the application with the required data and documents (see also “*Tutorial_Materials Science_2022-2023*” here (<https://elearning.unimib.it/course/view.php?id=17945>)).

During registration, applicants are required to upload the following documents:

- 1) Valid ID document (identity card or passport)
- 2) Digital ID photo (bitmap or jpeg format) which must have at least a resolution of 300x400 pixels
- 3) Obtained academic qualifications, following the instructions below.

Please note: Once the application is submitted, it will not be possible to attach any other documents. Candidates are recommended to prepare their documentation before the registration process.

2.3 Entering qualifications in the procedure

When filling out the application for evaluation, graduated or graduand candidates must upload the requested documentation on the “*Management of qualifications and documents for evaluation*” page:

a) if applicants obtained, or they are earning, a degree from the University of Milano-Bicocca:

- Other titles and/or statements of relevant activities, if any
- B2 level English certification (see section below on English certifications). Students from the University of Milano-Bicocca bachelor's degree “*Scienza dei Materiali*” are not required to attach any certification).

Self-certification of academic qualifications obtained at the University of Milano-Bicocca is NOT REQUIRED, its acquisition will be carried out by the University itself.

- b) if candidates earned an Italian degree (from other Universities):**
- Mandatory self-certification of their academic qualification with marks. If the self-certification from the university is not available please fill out the following form (**Please note: the documentation must be signed**): https://www.unimib.it/sites/default/files/6_Substitutive_declaration_of_certification_Enrolment_Graduation_Exams_Edit.pdf
 - Other titles and/or statements of relevant activities, if any
 - B2 level English certification (see section below on English certifications).
- c) if candidates are earning an Italian degree from other Universities:**
- Mandatory self-certification of their academic qualification with marks. If the self-certification from the university is not available please fill out the following form (**Please note: the documentation must be signed**): https://www.unimib.it/sites/default/files/6_Substitutive_declaration_of_certification_Enrolment_Graduation_Exams_Edit.pdf
 - Other titles and/or certifications of relevant activities, if any
 - B2 level English certification (see the section below on English language certifications).
- d) if candidates obtained, or they are earning a foreign degree:**
1. Final original certificate of secondary school studies, received after at least 12 years of education, or a legally valid substitute certificate
 2. First level degree certification (Bachelor's Degree - only for students who completed graduation)
 3. Transcript of records
 4. Translation of the documents (see point 1 and 2) in Italian. If the documentation is issued in other languages other than English, a translation in English is mandatory
 5. Any document held by the candidate deemed useful to assess the qualification eligibility for the selected master's degree course (e.g. programs of the exams, i. e. Syllabus)
 6. Statement of Comparability issued by CIMEA: within the framework of the agreement which is stipulated with the University of Milan-Bicocca (through the link <https://cimea.diplo-me.eu/unimib/#/portal/home>) it is possible to register and access the Diplo-me service with reduced costs and times. As an alternative, students can submit the Dichiarazione di Valore in Loco (Declaration of Value), issued by the relevant Italian Embassy/Consulate or the Diploma Supplement, if issued by the same university that released the degree
 7. B2 level English certification (see the section below on English language certifications).

Documents from points 1-2-3-4-5-7 MUST be uploaded in the Online Registry during the application process; the document at point 6, if not available at the application date, must be sent to the Welcome Desk (welcome.desk@unimib.it) up to 45 days after the enrolment date if not uploaded at application time. The verification of the document at point 6 will be carried out by the Foreign Students Office within the following 120 days. Failure to submit this documentation will entail the formal notification to the Head of the Procedure and the suspension of the student career in the Online Registry.

IMPORTANT: For further information about the required documentation please see:
<https://en.unimib.it/node/2249>

UE citizens may self-certify the documents indicated at point 1, 2 and 3.

Citizens of non-EU countries legally residing in Italy may only self-certify – in Italian or English – conditions, facts and personal qualities that can be certified or attested to by Italian public entities.

2.4 Visa application - www.university.it

Citizens of non-EU countries applying for a visa to enter Italy are obliged to submit a visa application through the ministerial website (www.university.it) under the heading “*International students*”. Registration on the University portal must take place at the same time as the online application for the competition described in this notice and, *in any case*, before the closing date.

IMPORTANT: For further information about the admission letter for the embassy please see: <https://en.unimib.it/node/2249>

Independently from the assessment of academic suitability of candidates for University courses, completing a university course at the University of Milano-Bicocca is linked to the issuing of a visa by consular diplomatic representatives and, in all cases, it shall be in accordance with the provisions of the ministerial note that regulates the entry of non-EU citizens into Italy for study purposes each year.

Students who are denied a visa but have taken distance learning examinations will be allowed to apply for a certificate of withdrawal from University studies with the exams passed by 30 September 2023.

2.5 English certifications

B2 level knowledge of the English language is required for admission to the Master’s Degree in Materials Science.

Candidates from the Bachelor’s Degree in “Scienza dei Materiali” at the University of Milano-Bicocca, possessing English knowledge B2 level, do not have to upload any language certification.

All other candidates must upload an English level B2 certification, or higher levels, in the “Management of qualifications and documents for evaluation” page:

- If they have a certificate issued by a certifying body recognised by the University of Milano-Bicocca (https://www.unimib.it/sites/default/files/TABELLA_SENATO_9_novembre_2020.pdf), they have to attach it
- If they have a qualification awarded after completing a degree program entirely taught in the English language, they have to attach a declaration of the University of origin, certifying that the degree course is taught in the English language
- Candidates from a Bachelor’s Degree at the University of Milano-Bicocca who passed an English language exam of at least B2 level can upload, as a valid documentation, a self-certification, indicating the name and code number of the exam
- Candidates from a Bachelor’s Degree at the University of Milano-Bicocca who received the OpenBadge “Bbetween Lingue-Inglese B2”, or higher level, can upload a self-certification as a valid documentation
- Candidates from a Bachelor’s Degree at other Universities who passed an English language exam of at least B2 level can upload, as a valid documentation, a self-certification indicating a website page of their University stating the level of the language exam.

Students from other universities not holding the B2 level English language certificate may request to take the University test (<https://www.unimib.it/didattica/lingue-unimib>) by sending an email to segr.studenti.scienze@unimib.it.

In any case, the required language level must be achieved by the deadline for submitting the evaluation application.

PLEASE NOTE: CERTIFICATES ISSUED BY OTHER ITALIAN PUBLIC ADMINISTRATIONS WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES (ART. 15 L. 913/2011).

ITALIAN CANDIDATES MUST ONLY SUBMIT SELF-CERTIFICATIONS, WHICH MUST BE SIGNED BEFORE UPLOAD. FOREIGN STUDENTS CANNOT UPLOAD SELF-CERTIFICATIONS, THEY MUST UPLOAD THE UNIVERSITY DEGREE.

INCOMPLETE APPLICATIONS (LACKING OF DOCUMENTATION AND SIGNATURES WHEN REQUESTED) WILL NOT BE ACCEPTED. ATTACHING THE REQUIRED DOCUMENTS WILL NO LONGER BE POSSIBLE ONCE THE APPLICATION IS CONFIRMED.

2.6 Questionnaire

At the end of the process, candidates who have not yet earned their degree, have to fill in a Questionnaire for Admission. Then candidates can exit from the Questionnaire page and normally continue the admission.

Once the process is completed all candidates can print the receipt of the admission application.

3. Admission and enrollment (Publication of the list of admitted candidates and enrolment deadline)

The examiners' board will verify the possession of curricular requirements, according to the article 6 of Ministerial Decree 270/04.

After the evaluation procedure, the list of admitted students will be published on the University website, on the same webpage as this notice.

The examiners' board will complete the entire evaluation procedure as soon as possible and no later than October 14th 2022.

Enrollment will be possible starting from the day after the list of admitted candidates is published.

Students must enrol by October 28th 2022 following the required procedures, they will be able to sit exams only after completing enrolment.

Graduand students will only be allowed to enrol if they graduate by December 23rd 2022. Their new academic career will only be effective after graduation.

Graduand students from other Italian Universities are required to self-certify their degree after graduation by sending the form "Substitutive declaration of certification Enrolment Graduation Exams Edit.pdf" to segr.studenti.scienze@unimib.it, together with a scanned identity document. The form can be downloaded from the following page:

https://www.unimib.it/sites/default/files/6_Substitutive_declaration_of_certification_Enrolment_Graduation_Exams_Edit.pdf.

Graduand students from foreign universities must enrol by October 28th 2022. *After graduation* they will have to send to segr.studenti.scienze@unimib.it a copy of their Bachelor's Degree and a scanned identity document.

Graduand students from the University of Milano-Bicocca must in any case enrol by October 28th 2022, their Master's degree career will be automatically activated after their graduation is registered.

SECOND APPLICATION PERIOD

1. Deadlines and interview dates

The second application period is planned only for Italian, European or extra UE citizens legally residing in Italy, who **have already graduated or will graduate by February 28th, 2023.**

Deadlines to apply	Interview dates (Remote or on-site interview dates)
From January 10 th to January 27 th 2023	February 6 th 2023

2. How to apply

The applications for admission must be presented online at the University of Milano-Bicocca website: https://s3w.si.unimib.it/Home.do?jsessionid=37226A3BEE95999EBEA995E481FC1AF9.esse3-unimib-prod-03?cod_lingua=eng

To register and to submit the application, please see the previous part of this document.

Please note: For candidates enrolling in January-March 2023, the payment for the fees of the whole academic year is required.

3. Publication of the list of admitted candidates and enrolment deadline

The examiners' board will check the possession of curricular requirements and the adequacy of personal preparation, based on article 6 of Ministerial Decree 270/04.

After the evaluation procedure, the list of admitted students will be published on the University website, on the same page as this notice.

The examiners' board will complete the entire process as soon as possible and no later than February 15th 2023.

Enrollment will be possible starting from the day after the list of admitted candidates is published.

Students must enrol by March 7th 2023 following the required procedures and will be able to sit exams only after completing enrolment.

Graduand students' career will be activated after graduation:

- If coming from other Italian Universities they will have to self-certify their qualification by sending the form "Substitutive declaration of certification Enrolment Graduation Exams Edit.pdf" to

sgr.studenti.scienze@unimib.it together with a scanned identity document. The form can be downloaded from the following page:

- https://www.unimib.it/sites/default/files/6_Substitutive_declaration_of_certification_Enrolment_Graduation_Exams_Edit.pdf.
- If coming from foreign Universities will have to send a copy of their Bachelor's Degree to sgr.studenti.scienze@unimib.it with a scanned identity document.

Graduand Students from the University of Milan-Bicocca must in any case enrol by March 7th 2023, their Master's degree career will be automatically activated after their graduation is registered.

Students will be allowed to take exams of the first semester if they fulfil the compulsory attendance rules for Master's Degrees, where required.

Students from University of Milano-Bicocca or other Universities who will graduate by March 31st 2023.

These students will be allowed to enrol in single courses activated in the second term of the a.y. 2022/23 for up to a maximum of 30 CFUs, paying 30.00 Euros per CFU, as established by the Board of Directors.

The application must be presented by February 28th 2023.

The final deadline for passing the single courses exams is September 30th 2023.

Information about the processing of personal data

Data will be processed in accordance with Legislative Decree no. 196 of 2003 (Personal Data Protection Code) and its subsequent amendments and additions, as well as EU Regulation 2016/679 (General Data Protection Regulation - GDPR). The policy is available at the following link: <https://www.unimib.it/informativa-studenti>.

For information on the process of the admission application:

sgr.studenti.scienze@unimib.it

For information on the Study Program:

didattica.materiali@unimib.it