

Information for international students

Important Information for international students who want to enroll in a university Master in Italy.

How to apply for and enroll in a Master is described in the Call for Applications (“bando”), which are public tenders available and published on the website of Bologna Business School (BBS) and the University of Bologna. You can consult the page for each respective Master and download the file.

By connecting to [StudentiOnline](#) you can fill out the online application as according to the rules described in the Call for Applications.

After completing the application and paying the application fee, you must print the “Eligibility Summary Sheet” pdf, sign it and hand it in (or ship it) within the deadlines defined in the Call for Applications to the University of Bologna (Master Office), together with a copy of your degree diploma, legalized by the government authorities of the country where the title was obtained as well as the Declaration of Value, issued by the competent Italian Diplomatic Representation for the area (Italian Embassy or Consulate in the country where the qualification was obtained).

Note: the Declaration of Value can be replaced by the European Diploma Supplement (issued by your university and drawn up according to the model established by the European Commission). You still have to deliver the certified and legalized copy and the official translation of the diploma. The translation is not necessary for qualifications in English, French, German or Spanish, but it still needs to be authenticated.

Warning! If you are not an EU citizen, and if you are currently enrolled in another university course at an Italian university (for example: another Master or second cycle degree), you have to complete your education prior to the enrollment deadline or you will not be able to enroll.

The rules for entry and residence in Italy

If you are a student coming from a country within the European Union, you must be in possession of an ID that is valid for the entire period of your stay in Italy and have appropriate health insurance that is valid in Italy (European Health Insurance Card and / or private insurance).

If you are a student coming from a country outside the European Union, you are not currently living in Italy and you’re admitted to a university Master, then you must request a visa for study purposes (for post-graduate studies specifically). To this end, you will receive a letter of admission from the BBS.

If you are a student coming from a country outside the European Union and currently reside in Italy you can enroll if you have an EU permit for long-term residence (formerly “carta di soggiorno”) or a residence permit for:

- employment or self-employment;
- family reasons;
- political asylum or humanitarian (now political asylum, subsidiary protection or humanitarian protection);
- religious reasons.

If you have a residence permit for studies since at least one year, you can enroll if the permit is considered renewable (e.g. a permit to study an Italian language course is not renewable) and to be renewed, it must be held in conjunction with the Italian educational qualification for which it was initially issued.

If you are a non-EU citizen holding a residence permit issued by another EU country, please contact Bologna Business School to see if you require an entry visa.

The Residence permit

Upon your arrival in Italy, within eight working days from the day of entry, you need to apply for a residence permit at the competent police department. This obligation applies if you stay in Italy for more than 90 days. Consult the information on how to request the Residence Permit, which will be sent to you once you have been admitted. To complete your enrollment, a copy of the receipt of the request for issuing of a residence permit must be submitted to the Master Office and Bologna Business School.

Once you have received the residence permit card, you must bring a copy as soon as possible and present the original at the Master Office. If a copy of the residence permit is not provided to the Master Office within 150 days from applying, academic activities will be blocked and will not be able to take exams or apply for certificates.

N.B. You must send the complete documentation to University of Bologna - Master Office - Via Zamboni, 33 - 40126 Bologna (Italy), or deliver it in person during office hours, in via San Giacomo, 7 (Bologna).

See also:

[International Students](#)