



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA  
CAMPUS DI FORLÌ

Admission procedure for the Master of Arts in  
**"INTERDISCIPLINARY RESEARCH AND STUDIES ON EASTERN EUROPE" (MIREES)**

SECOND CYCLE DEGREE of the  
**School of Political Sciences – Forlì Campus, University of Bologna**  
in agreement with

**Vytautas Magnus University at Kaunas**  
**Corvinus University of Budapest**  
**Saint Petersburg State University**

**Entry for the academic year 2015/2016**

<b>FIRST PART</b> <b>ADMISSION PROCESS</b>
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### **1. 1 – General description**

The School of Political Sciences – Forlì Campus, University of Bologna is launching, for the academic year 2015/2016, the Laurea Magistrale in **"Interdisciplinary Research and Studies on Eastern Europe" (MIREES), class LM-52 – International relations**, in agreement with Vytautas Magnus University at Kaunas, Corvinus University of Budapest and Saint Petersburg State University.

AT THE END OF THE DEGREE PROGRAMME, STUDENTS WILL OBTAIN A SECOND CYCLE JOINT DEGREE, NAMED, ON AN AGREEMENT BASIS, **MASTER OF ARTS IN "INTERDISCIPLINARY RESEARCH AND STUDIES ON EASTERN EUROPE"**, VALID AS LAUREA MAGISTRALE IN INTERDISCIPLINARY RESEARCH AND STUDIES ON EASTERN EUROPE, LM-52 IN ITALY, MASTER OF POLITICAL SCIENCE IN LITHUANIA, MASTER OF ARTS IN INTERNATIONAL STUDIES, SPECIALIZATION IN CENTRAL AND EASTERN EUROPEAN STUDIES PROGRAMME IN HUNGARY.

MIREES programme lasts two years and is divided in four semesters. The students will be given a total of 120 ECTS credits.

Lectures in the first and second semester are held entirely in English. Lectures in the third term may be delivered either in English or in the language of the partner University. Attendance at lectures, seminars and conferences is compulsory.

Each student must spend the third semester at a Partner University of the Consortium (Vytautas Magnus University at Kaunas, Corvinus University of Budapest and Saint Petersburg State University). The student mobility can be carried out also at an associated partner University, including the University of Ljubljana and the University of Zagreb.

All students obtain mobility contributions from Erasmus+ Programme, Erasmus Mundus Action 2, MIREES Mobility Scheme or other bilateral agreements that provide support for periods of study abroad.

Detailed information on the degree programme such as the academic regulation, admission requirements, study plan, learning outcomes, contact details are available at [www.mirees.unibo.it](http://www.mirees.unibo.it).

### **1.2 - Admission requirements and evaluation sessions**

For admission to the Master of Arts in *"Interdisciplinary Research and Studies on Eastern Europe"* it is necessary to have:

#### **1) the following curricular requirements:**

**A)** a First Cycle Degree (or an equivalent degree from an Italian or foreign University) in one of the following disciplinary fields: Law, Economics, Social Sciences (Political science, Sociology, Political Geography, Demography, Gender Studies, Psychology, Anthropology), Humanities (History, Philosophy, Literature, Language Studies, Cultural studies) and Agriculture;

**B)** knowledge of English language of at least B2 Level, according the Common European Framework of Reference for Languages (TOEFL computer-based of at least 213 points or TOEFL paper-based of at least 550 points or TOEFL Internet-based of at least 79 points; IELTS of at least 6.0 points; FCE – B; a B2 level certificate in English released by a University Language Centre);

If the aforementioned curricular requirements are missing (disciplinary field of the degree, knowledge of the English language), the admission to MIREES is subject to a preliminary assessment by a Commission, appointed by the Council of the School of Political Sciences, on the proposal of the International Academic Board. The Commission will ascertain these entry requirements, on the basis of the candidate's curriculum vitae ac studiorum and, if necessary, by means of interview, also by phone or via Skype by the date scheduled for the evaluation session.

The Secretariat of the School of Political Sciences of the Forlì Campus will contact the candidate by e-mail in order to arrange, if necessary, the interview date.

**C)** Basic IT skills.

2) the **assessment of a suitable personal preparation** in either Law, Economics, Social Sciences (Political science, Sociology, Political Geography, Demography, Gender Studies, Psychology, Anthropology), Humanities

(History, Philosophy, Literature, Language Studies, Cultural studies) and Agriculture, both European and international, and also in recent political and economic events in the European and international contexts, usually supplied by a First Cycle Degree (BA).

The assessment is carried out on the basis of the documents submitted by the candidates and listed below, at paragraph 1.3.

**Two evaluation sessions** are scheduled:

- the **first evaluation session**, with deadline **May 18<sup>th</sup> 2015** for applying and submitting documents;

-the **second evaluation session**, with deadline **September 18<sup>th</sup> 2015** for applying and submitting documents.

- The candidate who has not obtained the 1<sup>st</sup> cycle degree within the application deadline is also admitted to the evaluation session. In case of admission, the candidate shall enrol according to the terms and conditions described at paragraph 2.1, pay the tuition fees due and obtain the first cycle degree within **30 December 2015**. Upon expiry of this period, the student loses his status.

Below is reported a table of deadlines:

**TABLE OF DEADLINES**

<b>FIRST EVALUATION SESSION</b>	
On-line application and submission of documents for the assessment of preparation	May 18 <sup>th</sup> 2015
Assessment results	May 26 <sup>th</sup> 2015
Payment of the first instalment of tuition fee and delivery of enrolment form	September 1 <sup>st</sup> 2015
Deadline for delayed enrolment (with extra charge) / transfer from another first or second cycle Degree course of an Italian University or of the University of Bologna / clearing procedure for non EU students residing abroad	October 19 <sup>th</sup> 2015
Deadline for graduating for enrolled students who have not completed the 1 <sup>st</sup> cycle degree	December 30 <sup>th</sup> 2015
<b>SECOND EVALUATION SESSION</b>	
On-line application and submission of documents for the assessment of preparation	September 18 <sup>th</sup> 2015
Assessment results	September 25 <sup>th</sup> 2015
Payment of the first instalment of tuition fee and delivery of enrolment form / transfer from another first or second cycle Degree course of an Italian University or of the University of Bologna	October 19 <sup>th</sup> 2015
Deadline for graduating for enrolled students who have not completed the 1 <sup>st</sup> cycle degree	December 30 <sup>th</sup> 2015

**EU candidates and non-EU candidates with equivalent status (1)** can participate in either the first or second sessions. In case of admission, they can enrol without any numerical restriction.

**The available places for Non-EU candidates residing abroad (2)** who fulfil the admission requirements are **45** (for a possible clearing procedure for non-EU candidates residing abroad see further information below, at paragraphs 1.4 and 2.1).

**Non EU candidates residing abroad** must normally apply only for the 1<sup>st</sup> evaluation session. However, they are allowed to apply for the 2<sup>nd</sup> evaluation session if there available places after the conclusion of the 1<sup>st</sup> evaluation session and provided that they have complied with the pre-enrolment procedure at the Italian Embassy-Consulate. The candidates will be informed about this additional opportunity through a notice on the website [www.mirees.unibo.it](http://www.mirees.unibo.it) and on **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)).

Candidates applying for the first evaluation session and getting a negative result will not be able to participate in the second one.

**(1) For the purposes of this call for application, the following non-EU citizens have equivalent status to EU citizens:**

- citizens of Norway, Iceland, Liechtenstein, Switzerland and San Marino;
- non-EU citizens holding an Italian “residence card” (“carta di soggiorno”) or an EC long-term residence permit or a permit to stay for reasons of work (either employed or self-employed), for family reasons, for political asylum, for humanitarian asylum or for religious reasons;
- non-EU citizens who have been legally residing for at least one year in possession of a degree obtained in Italy;
- non-EU citizens that are holders of diplomas from Italian schools abroad or foreign or international schools, working in Italy or abroad, subject to bilateral agreements or special regulations for the recognition of degrees and that satisfy the general conditions required for the entry for study;
- refugees and beneficiaries of subsidiary protection status;
- the staff of foreign diplomatic authorities and of international organisations located in Italy – accredited with the Italian Government or the Holy See – together with their dependant relatives, limited to spouses and children;
- candidates holding a valid permit of stay for study reasons who have already enrolled in a degree course of this or other universities, provided that they have been regularly residing in Italy for at least one year.

**(2) In addition to applying for admission to MA MIREES, non-EU citizens residing abroad** shall also comply with the terms and procedures to **enrol in Italian Universities** which are annually established by the Italian Ministry of Education, University and Research (MIUR) available at <http://www.studiare-in-italia.it/studenti stranieri/> . Particularly, they are required to promptly contact the Italian Embassy-Consulate in the student's country of residence for information on the procedures and deadlines for submitting the compulsory **PRE-ENROLMENT APPLICATION** and, upon completion of the pre-enrolment process, for obtaining a valid Italian visa for study reasons. For more information in English please visit the following website: <http://www.unibo.it/en/international/index.html>

Attention: non-EU citizens holding a permit of stay for study reasons who have formally renounced to study at the University of Bologna or at any other Italian University lose the right to stay in Italy. These candidates will have to return their countries of origin and start the pre-enrolment procedure at the Italian Embassy-Consulate within the deadline annually established by the Italian Ministry of Foreign Affairs in agreement with MIUR and the Ministry of Interior.

In case of **dual citizenship**, the Italian citizenship prevails.

### 1.3 – On-line application procedure and documents requested for the application

In order to apply, you have to complete the online registration by the following deadlines:

**From 11 February 2015 to 18 May 2015 for the first evaluation session,**

**From 19 May 2015 to 18 September 2015 for the second evaluation session.**

In order to register:

1. **Connect to Studenti Online** on the website [www.studenti.unibo.it](http://www.studenti.unibo.it) and create an account at “Se non sei ancora registrato” or, if you have already registered, enter your username and password to access the online service;
2. **Complete all mandatory fields.** Non-Italian students who do not hold an Italian Tax ID (codice fiscale) can click on “International students registration” and follow the instructions for the creation of institutional User ID and Password;
3. **After your first access** it is necessary to change the password. It is important to keep in mind one’s User ID and Password as they will be always requested to access your personal profile in [www.studenti.unibo.it](http://www.studenti.unibo.it).
4. click on “Entrance exams” button, select “Second cycle degree programme” and “Interdisciplinary Research and Studies on Eastern Europe” and the evaluation session;

5. download/print the application form;
6. download/print the study programme proposal;
7. attach the following documents (pdf format) to the on-line application:
  - a) **Completed and signed application form, including a motivation letter.**
  - b) **Completed and signed study programme proposal.**
  - c) **Graduation certificate and list of exams passed with respective results:**

in case of admission qualification / First Cycle Degree obtained or to be obtained from an Italian university, you have to upload the **graduation self-certification with the list of the exams passed and results**; forms for self-certification are available on the website **Studenti Online** ([www.studenti.unibo.it](http://www.studenti.unibo.it)). If you graduated or are going to graduate at the University of Bologna you can upload either the request by which you charge the Secretariat with providing the required information or the self-certification available from the **Studenti Online** service.

In case of an admission qualification / First Cycle Degree obtained or to be obtained abroad, you have to upload **the graduation certification, with the full transcript of all exams passed and results, issued and certified by the University where the qualification is awarded** (in this case, only EU citizens can upload a graduation self-certification with the list of the exams passed).

In the event the required documents are not written in English or Italian, they shall be accompanied by a translation into English. The translation can be done by the applicants themselves.

**d) Detailed English-written curriculum vitae ac studiorum (CV)** by using the Europass CV template downloadable from **Studenti Online**. The CV shall be signed by the applicant.

The applicants' qualifications shall be specified in the CV. Recognized qualifications are: publications (e.g. articles, essays, books, etc.); academic honours, scholarships, fellowships, grants; references of professional experiences at institutions/organizations/offices and the like in the field of international relations. Please note: publications, if any, can be uploaded online.

**e) English language attestation of at least B2 level.** Applicants must upload one of the following certificates:

- o TOEFL - computer-based – of at least 213 points
- o TOEFL - paper-based - of at least 550 points
- o TOEFL - Internet-based – of at least 79 points
- o IELTS - of at least 6.0 points
- o FCE – B
- o a B2 level certificate in English released by a University Language Centre (or the candidate's self-certification, in case of attestations obtained from Italian State Universities).

The above-mentioned certificates is not requested if you are an English mother-tongue or if you have obtained a BA from an English language university. In these cases, you can upload the relevant statement.

**f) and g) Two letters of introduction** written in English on headed paper and signed in original by academics or, if the applicant belongs to an institution, by the institution's managers.

**h) Copy of a valid ID or passport**, printed on both sides.

**i) Copy of a valid permit of stay**, in case the candidate already has it (for NON-EU citizens).

For assistance with the completion of the on-line application procedure, you can seek help at the contact points indicated on the [Studenti Online](#) service.

Applications that are not accompanied by all the compulsory documents or received after the closing date will not be considered under any circumstances.

#### **1.4 – Assessment results**

The assessment of a suitable personal preparation, on the basis of the documents submitted by the candidates, will be carried out by a joint international Examining Board, appointed by the School of Political Sciences, on the proposal of the partner Universities.

**Admission to MIREES will depend on the positive assessment of the documents sent by all EU and non-EU candidates.**

Candidates who do not fulfil the admission requirements, indicated at paragraph 1.2, will not be admitted to MIREES.

Assessment results will be expressed as a sum of the points obtained. The maximum score is 100 points and the minimum score to be accepted to MIREES is 60 out of 100.

Applications will be evaluated as follows:

- 1) academic curriculum (the marks/grades obtained for the Degree, together with the length of the degree, the number and relevance of obtained degrees, reference letters): up to 60 points;
- 2) relationship of the Degree to MIREES learning objectives and professional profile: up to 20 points;
- 3) the motivation letter included in the application form (quality of its content): up to 20 points.

**In the case of the reserved number of positions for non-EU candidates residing abroad, the Examining Board will draw a final ranking and candidates with positive evaluation will be allowed to enrol, according to the final ranking, within the available positions.**

In the case of candidates with equivalent score, the priority will be given to the candidate who obtained the highest score for the assessment of the academic curriculum. If, after this assessment, candidates will still have an equivalent score, the priority will be given to the youngest.

The President of the Examining Board will supervise and monitor the assessment process and will communicate to the applicants the results of the assessment of their personal preparation by e-mail:

**by, and no later than May, 26<sup>th</sup> 2015, for the first evaluation session,**

**by, and no later than September 25<sup>th</sup> 2015, for the second evaluation session.**

The **assessment results** will be posted, as the only legal representation, on the website [Studenti Online \(www.studenti.unibo.it\)](#) (accessible by using User ID and Password).

If the 45 available places reserved to **non EU candidates residing abroad** are not all covered by the deadline of September 1<sup>st</sup> 2015, there will follow **a clearing procedure** which will end **no later than October 19<sup>th</sup> 2015**. The president of the Examining Board will then proceed to admit the next candidates on the waiting list and inform them by e-mail of the deadlines for paying the first enrolment fee, according to the same procedure mentioned at par. 2.1.

<b>SECOND PART ENROLMENT PROCEDURE</b>
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#### **2.1 - First payment of the annual tuition fee and submission of the enrolment form**

**By September 1<sup>st</sup> 2015, for the first evaluation session,**

**By October 19<sup>th</sup> 2015, for the second evaluation session,**

in order to complete the enrolment process, the admitted candidates shall:



- **Connect** to **Studenti Online** on the website [www.studenti.unibo.it](http://www.studenti.unibo.it), by using the User ID and password received for the on-line application procedure.

- **Fill out on-line, print and sign the enrolment form**, containing personal data, information on the degree obtained or to be obtained and declaration that the applicant is aware of the penalties established by art. 496 of the Italian penal code regarding false declarations and its consequences, consisting in the automatic loss of the right to enrol and of any related benefits, as well as of the right to any reimbursement of the payments made.

For assistance with the on-line procedure, you can seek help at the contact points indicated on the website **Studenti Online** service.

- **Pay the first instalment or the whole amount of the annual tuition fee** (at present, the estimated amount of the annual tuition fee is € 4.368, which can be paid in three instalments, or in one single payment of € 4.281<sup>1</sup>), through the payments methods indicated at [www.studenti.unibo.it](http://www.studenti.unibo.it) (please note that other methods are not accepted).
- **Submit or send (by mail, fax or e-mail) to the Student Registry Office / Segreteria studenti of Forlì Campus - Padiglione Melandri, Piazzale Solieri 1, 47121 Forlì, n. fax +39 0543 374888, e-mail [segforli@unibo.it](mailto:segforli@unibo.it)** (by using in this case the student email account name.surname@studio.unibo.it) **the following documents:**

- paper copy of the completed on-line enrolment form duly signed;

- one passport-format photo; the photocopy (front-back) and exhibition of an identity document or other valid identification document; in alternative, n. 1 passport-format photo authenticated by the relevant Italian Diplomatic Authority upon submission of pre-enrolment application for non-EU candidates residing abroad;

- **if you are non-EU citizens:** the photocopy (front-back) and exhibition of a valid Permit of Stay ('permesso di soggiorno', that is a temporary residence permit) / Residence Card ('carta di soggiorno') or the receipt issued by the Post Office confirming that a permit of stay has been applied for; the completion of the enrolment procedure is conditional on the submission of the permit of stay;

- **if you have obtained an academic qualification from a non Italian University:** the original degree certificate (or an authenticated copy), specifying all the exams passed and the respective results, issued by the University that awarded the qualification, accompanied by an official translation into Italian, legalization and the statement of validity ('dichiarazione di valore') of the degree, provided by the Italian diplomatic/consulate representative having territorial jurisdiction.

Students who live in Italy can refer to the *Tribunale di zona* (the local court of law) for the official translation of their degree into Italian, or to authorized tribunal translators, or to the diplomatic authority in Italy of the foreign country where the degree was awarded. Translations into Italian made abroad by local translator have to be certified by the Italian representative having jurisdiction.

EU candidates can self-certify the possession of the degree certificate, but they cannot self-certify the validity of degrees obtained abroad, which must be certified by the Italian diplomatic authorities of the country where the degree was issued. That document ('dichiarazione di valore') must be enclosed when applying for enrolment.

Instead of the above mentioned official translation, legalization and statement of validity of foreign degrees and the full transcript of all exams passed, candidates can submit to the Student Registry Office the original Diploma Supplement issued by the University where the degree was obtained.

**Enrolment documents can also be sent by fax (n. +39 0543 374888)** or by email from the student email account [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it) to the Student Registry Office / *Segreteria Studenti* of Forlì Campus, except for passport-format photo and the statement of validity or the Diploma Supplement, if due, that must be submitted in original.

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<sup>1</sup> The sums indicated are mere estimates and the e-mail confirming students' admission and the website [www.unibo.it](http://www.unibo.it) will indicate the final amounts.

Only for the first evaluation session, after the deadline of **September 1<sup>st</sup> 2015** and by, and **no later than October 19<sup>th</sup> 2015**, admitted candidates can still enrol with the payment of an extra charge (except for non EU candidates residing abroad, in case the clearing procedure is necessary: if the number of non EU students residing abroad is higher than the number of places available, the admitted candidates can only enrol by September 1<sup>st</sup> 2015).

#### GENERAL PRECAUTIONS

- Admitted candidates, if Erasmus Mundus Action 2 or Collegio Superiore or Mae scholars beneficiaries, have to contact directly the Student Registry Office of Forlì Campus, in order to complete the enrolment process, as they have to pay a reduced tuition fee or no fee at all.
- Admitted candidates who do not pay the first instalment or the whole amount of the annual tuition fee by their deadline for the payment, **waive their right to enrolment, regardless of the circumstances that caused the delay.**
- Amounts and due dates for the second and third instalments of the annual tuition fee (unless the candidate chooses to pay through one instalment) together with the payments methods will be published on the website of the University of Bologna at: [www.unibo.it](http://www.unibo.it)
- Admitted candidates who are enrolled in another *Laurea* or *Laurea Magistrale* at another Italian University or enrolled in another *Laurea* or *Laurea magistrale* in the University of Bologna may find general instructions about transfer procedure at the following links:  
<http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/transferring-to-the-university-of-bologna>  
<http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/changing-study-programme-within-the-university-of-bologna>

For further information and in case of problems, please contact the Student Registry Office / *Segreteria Studenti* of Forlì Campus.

#### 2.2 - Permit of stay

As already specified in paragraph 1.2, non-EU admitted candidates residing abroad, within the deadlines established every year, have to apply to the Italian diplomatic representative in their country for a **pre-enrolment request** and to obtain the entry visa to study in Italy and to enrol in MIREES programme.

Within 8 days from their arrival in Italy, those students have to request the permit of stay for study reasons at the Questura (Police Headquarters) of the town where they decide to live. The application for requesting a permit of stay has to be submitted at the Post Office, by using the relevant forms.

For assistance in preparing the application for residence permit, candidates may contact **Centro Servizi per l'integrazione nel Comprensorio Forlivese**, Piazzetta San Crispino 1, Forlì; tel. 0543.712818; fax 0543.712817; e-mail [centrostranieri.fo@comune.forli.fc.it](mailto:centrostranieri.fo@comune.forli.fc.it)

Students are requested to submit a copy of the receipt of this application and later, once the document has been obtained, a copy of the permit itself to the Student Registry Office / *Segreteria Studenti* of Forlì Campus during all the registration period to MIREES. In fact, if the student career database system is not continuously updated with the record of a valid permit of stay (until its expiry date) or receipt of the renewal application (covering the enrolment for 5 months), it is not possible for students to complete enrolment to the first and second year of course, to print study certificates and to register examinations.

#### 2.3 – Scholarships; Collegio Superiore

Available scholarship might be offered by University of Bologna for study grant, full exemption from fees or fee reduction, considering academic merit and personal income; for annual terms and conditions for grant applications students may link to the ER-GO website: [www.er-go.it](http://www.er-go.it) (with available information also in English).

Information on available scholarships, loans and other forms of financial aid for students can be consulted at:



<http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/international-students-admissions-and-study-grants>  
<http://www.unibo.it/en/services-and-opportunities>  
<http://www.unibo.it/en/international>

The University of Bologna offers study grants for deserving international students enrolling to a master programme (**UNIBO Action 2**) according to the score of the GRE test (application deadline: **by 31<sup>st</sup> March 2015**):

<http://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/grants-for-international-students-unibo-action2>

The Collegio Superiore of the University of Bologna (website: <http://www.collegio.unibo.it/en>) will publish in the next months a call, with an on-line admission test, reserved to students admitted to international Degree courses of the University of Bologna, such as the MIREES programme.

## **2.4 - Entry Test**

All admitted applicants are required to sit the scheduled entry test at the beginning of October 2015, in a place yet to be decided. The entry test is aimed at evaluating the students' knowledge in the single disciplines. The students will be informed of the precise date, place, and other details by the MIREES Secretariat by e-mail.

### **Note**

According to the Italian Law D. Lgs. N. 196/2003 (Personal data protection code), applicants are informed that the Data controller is Alma Mater Studiorum – Università di Bologna, Via Zamboni 33, 40126, Bologna.

The personal data produced by the applicants will only be processed for the institutional purposes of the University of Bologna, in compliance with the relevant legislation and regulations.

In relation to the aforementioned data processing, applicants may exercise the rights stipulated in article 7 of the Italian Law D. Lgs. N. 196/2003.

Administrator of the enrolment procedure on behalf of the Registrar of Forlì Campus is the Person in Charge of the Student Registry Office, dott.ssa Patrizia Ussani, tel. +39 0543 374815.

Forlì, February 11<sup>th</sup> 2015

This call for applications, issued by the Managerial Decree n. 530/12447 of February 11<sup>th</sup>, 2015 is conditional on the positive conclusion of the accreditation process at the Italian Ministry of Education, University and Research for the academic year 2015/2016 (Italian Law D.M. n. 47/2013).

## **THE MANAGING DIRECTOR OF CESENA AND FORLÌ CAMPUSES**

**Dott.ssa Elisabetta De Toma**

**School of Political Sciences – Forlì Campus and Mirees Secretariat (Segreteria didattica MIREES):** Via G. Della Torre 1, 47121 Forlì – tel. +39 0543 374149 (dott.ssa Elisa Landi) – fax +39 0543 374119 - e-mail [elisa.landi3@unibo.it](mailto:elisa.landi3@unibo.it) ; MIREES website [www.mirees.unibo.it](http://www.mirees.unibo.it) ;

**Mirees Secretariat Opening Hours:** Tue Thu Fri 9.00-12.00; Mon Wed 9.00-12.00 and 14.00-16.00

**International relations office (URI - Ufficio Relazioni Internazionali):** Forlì Campus – Padiglione Melandri, Piazzale Solieri 1, 47121 Forlì; tel. +39 0543 374847; fax +39 0543 374801; e-mail [campusforli.uri@unibo.it](mailto:campusforli.uri@unibo.it); website <http://www.unibo.it/it/campus-forli/servizi-di-campus/ufficio-relazioni-internazionali-uri>

**Opening Hours:** Mon Fri 9.00-11.15; Tue 9.00-11.15 and 14.30-15.30; Wed 9.00-12.00; Thu 14.30-15.30

**Student Registry Office (Segreteria studenti):** Forlì Campus – Padiglione Melandri, Piazzale Solieri 1, 47121 Forlì; tel. +39 0543 374809; fax +39 0543 374888; e-mail [segforli@unibo.it](mailto:segforli@unibo.it) ;  
website <http://www.unibo.it/it/campus-forli/servizi-di-campus/segreteria-studenti>  
**Opening Hours:** Mon Fri 9.00-11.15; Tue 9.00-11.15 and 14.30-15.30; Wed 9.00-12.00; Thu 14.30-15.30

**Public Relations Office (URP - Ufficio relazioni con il pubblico):** Forlì Campus – Padiglione Melandri, Piazzale Solieri 1, 47121 Forlì; tel. +39 0543 374800; fax +39 0543 374801; e-mail [urp.forli@unibo.it](mailto:urp.forli@unibo.it) ;  
website <http://www.unibo.it/it/campus-forli/servizi-di-campus/ufficio-relazioni-con-il-pubblico-urp>  
**Opening Hours:** Mon Wed Fri 9.00-12.00; Tue 9.00-12.00 and 14.30-17.00; Thu 14.30-17.00

**CLA - Language Centre of the University of Bologna, Forlì Campus (Centro Linguistico di Ateneo, Sede di Forlì):** Viale Marconi 7, 47122 Forlì; tel. +39 0543 374350; fax +39 051 2086213; e-mail [cla.fo-segreteria@unibo.it](mailto:cla.fo-segreteria@unibo.it); website [www.cliro.unibo.it](http://www.cliro.unibo.it)  
**Opening Hours:** Mon Wed Fri 9.00-13.00; Tue Thu 9.00-13.00 and 14.00-15.00 (**CLA organises Italian language courses for international students enrolled at the University of Bologna; they can usually attend one free course in the first semester of their first year**)