

## ADMISSION TO THE MASTER'S DEGREE IN ARTIFICIAL INTELLIGENCE FOR SCIENCE AND TECHNOLOGY – F9102Q 2022-2023 A.Y.

*The Master's Degree in Artificial Intelligence for Science and Technology (LM-91) is jointly organised by the University of Milano-Bicocca, the University of Milano (UNIMI), and the University of Pavia. The administrative headquarters is the University of Milano-Bicocca. The campuses and logistical structures to support teaching activities are made available by the University of Milano-Bicocca, the University of Milano (UNIMI) and the University of Pavia.*

The Master's Degree in Artificial Intelligence for Science and Technology (LM-91) is open access. The access to the Master's Degrees requires passing an admission interview aimed at verifying specific curricular requirements and the adequacy of personal preparation.

As stated in articles 5 and 6 of its Academic Regulations, students must have achieved during their career at least 30 total CFUs in the following scientific areas:

- INF/01;
- ING-INF/05;
- ING-INF/03
- From SECS-S/01 to SECS-S/06;
- From MAT/01 to MAT/09;
- From FIS/01 to FIS/08.

A level of knowledge of the English language equal to or higher than level B2 is required for admission.

Candidates meeting these requirements will be selected on the basis of an interview.

Candidates are exempt from the interview if they have obtained a Bachelor's Degree with a mark equal to or higher than 100/110 or who have obtained a Master's Degree in one of the following classes: LM-17, LM-18, LM-21, LM-25, LM-27, LM-32, LM-35, LM-40, LM-44, LM-66, LM-82, LM-91.

The interviews will take place by teleconference. The link to the teleconference will be published on the same webpage as this notice in concomitance with the publication of the list of candidates admitted to the interview.

### 1. Deadlines and interview dates

The selection is planned only for students who have already graduated or will graduate by December 23<sup>rd</sup> 2022.

Application deadlines	Interview dates
From June 16 <sup>th</sup> to June 30 <sup>th</sup> , 2022	July 6 <sup>th</sup> , 2022 - 9:30 a.m.
From July 1 <sup>th</sup> to September 9 <sup>th</sup> , 2022	September 19 <sup>th</sup> , 2022 - 9:30 a.m.

## 2. How to apply

The applications must be presented online at the University of Milano-Bicocca website:  
[https://s3w.si.unimib.it/Home.do?sessionId=37226A3BEE95999EBEA995E481FC1AF9.esse3-unimib-prod-03?cod\\_lingua=eng](https://s3w.si.unimib.it/Home.do?sessionId=37226A3BEE95999EBEA995E481FC1AF9.esse3-unimib-prod-03?cod_lingua=eng)

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

Please follow the instructions at this link <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 candidates without a tax code can register and must select “Foreign student without tax code”.

Once registration is completed, the user name assigned by the system and the chosen personal password will enable the candidate to login (to recover lost passwords go to: <https://self.unimib.it/landing/#/reset/request> )

**Please note:** after authentication candidates 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 “Artificial Intelligence for Science and Technology” from the list, and complete the application with the required data and documents.

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 candidates 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 about English certifications).

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 applicants earned an Italian Degree (from other Universities):**

- Mandatory self-certification of their academic qualification, including a transcript of records with marks and credits. If the self-certification from their university is not available the following form must be filled out (**Please note: the documentation must be signed**):  
[https://www.unimib.it/sites/default/files/6\\_Substitutive\\_declaration\\_of\\_certification\\_Enrolment\\_Graduation\\_Exams\\_Edit.pdf](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 about English certifications).

**c) if candidates are earning an Italian Degree from other Universities:**

- Mandatory self-certification of their transcript of records with marks and credits. If the self-certification from their university is not available the following form must be filled out (**Please note: the documentation must be signed**):  
[https://www.unimib.it/sites/default/files/6\\_Substitutive\\_declaration\\_of\\_certification\\_Enrolment\\_Graduation\\_Exams\\_Edit.pdf](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 about English certifications).

**d) if candidates obtained a foreign Degree:**

1. First level degree certification (Bachelor's Degree - only for students who completed graduation);
2. Transcript of records with marks and credits;
3. Translation of documents listed at the previous points 1 and 2 into Italian or into English if issued in a different language from Italian, English, Spanish or French;
4. Any document held by candidates deemed useful to assess the qualification eligibility for the selected Master's Degree course (e.g. programs of the exams, i. e. Syllabus);
5. Statement of Comparability issued by CIMEA: within the framework of the agreement which is stipulated with the University of Milano-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.
6. B2 level English certification (see the section below about English language certifications).

Documents at points 1-2-3-4-6 MUST be uploaded in the Online Registry during the application process; the document at point 5 must be sent to the Welcome Desk ([welcome.desk@unimib.it](mailto: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 5 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 points 1 and 2.

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.

### Visa application - [www.universitaly.it](http://www.universitaly.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.universitaly.it](http://www.universitaly.it)) under the heading "*International students*". Registration on the University portal must take place at the same time as the online application for the selection 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 of 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 September 30<sup>th</sup> 2023.

### 2.4 English certifications

B2 level knowledge of the English language is required for admission to the Master's Degree.

All candidates must upload on the "*Management of qualifications and documents for evaluation*" page one of the following alternatives:

- a certificate issued by a certifying Body recognised by our University ([https://www.unimib.it/sites/default/files/TABELLA\\_SENATO\\_9\\_novembre\\_2020.pdf](https://www.unimib.it/sites/default/files/TABELLA_SENATO_9_novembre_2020.pdf)), equivalent to level B2;
- the Open Badge Bbetween English B2 of the University of Milano-Bicocca, the Placement Test in English B2 at the University of Milano (UNIMI), or an English B2 certificate from the Language Centre of the University of Pavia;
- a declaration of the University of origin, certifying that the achieved degree program is entirely or almost entirely taught in the English language.

Students from other universities or graduate students from the University of Milano-Bicocca not holding the B2 level English language certificate may request to take the University test ( [ISTRUZIONI OPERATIVE PROVA DI IDONEITA' DI LINGUA - ESOL](#)) by sending an email to [sagr.studenti.scienze@unimib.it](mailto:sagr.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 (WITHOUT THE REQUESTED DOCUMENTATION AND SIGNATURES) WILL NOT BE ACCEPTED. ATTACHING THE REQUIRED DOCUMENTS WILL NO LONGER BE POSSIBLE ONCE THE APPLICATION IS CONFIRMED.**

## 2.5 Questionnaire

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

The questionnaire must be confirmed once completed.

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

## 3. 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 14<sup>th</sup> 2022.

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

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

**Graduand students will only be able to enrol on the condition they graduate by December 23<sup>rd</sup> 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 "Personal Sworn Declaration of University enrolment, qualifications, exams" to [segr.studenti.scienze@unimib.it](mailto: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](https://www.unimib.it/sites/default/files/6_Substitutive_declaration_of_certification_Enrolment_Graduation_Exams_Edit.pdf) (it is mandatory to fill in only the part regarding qualification).
- **Graduand students from foreign universities must enrol no later than October 28<sup>th</sup> 2022.** *After graduation*, they will have to send to [segr.studenti.scienze@unimib.it](mailto: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 28<sup>th</sup> 2022**, their Master's Degree career will be automatically activated at the end of their three-year

degree program.

## 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 28<sup>th</sup> 2023**.

Application deadlines	Interview date
From January 10 <sup>th</sup> to January 27 <sup>th</sup> 2023	February 8 <sup>th</sup> 2023 - 9:30 a.m.

### 2. How to apply

The applications 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](https://s3w.si.unimib.it/Home.do;jsessionid=37226A3BEE95999EBEA995E481FC1AF9.esse3-unimib-prod-03?cod_lingua=eng)

Please see the previous part of this document to register and submit the application.

Please note: If candidates enrol during the period January-March 2023 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 webpage as this notice.

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

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

**Students must enrol by March 7<sup>th</sup> 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 "Personal Sworn Declaration of University enrolment, qualifications, exams" to [segr.studenti.scienze@unimib.it](mailto: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](https://www.unimib.it/sites/default/files/6_Substitutive_declaration_of_certification_Enrolment_Graduation_Exams_Edit.pdf)
- If coming from foreign Universities they will have to send a copy of their Bachelor's Degree to [segr.studenti.scienze@unimib.it](mailto:segr.studenti.scienze@unimib.it) with a scanned identity document.

**Graduand Students from the University of Milano-Bicocca must in any case enrol by March 7<sup>th</sup> 2023**, their Master's Degree career will be automatically activated at the end of their three-year degree programme.

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

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**Students from the University of Milano-Bicocca or other Universities who will graduate by March 31<sup>st</sup> 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 28<sup>th</sup> 2023.**

**The final deadline for passing the single course exams is September 30<sup>th</sup> 2023.**

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**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>.

**Contacts**

- **Careers Office**

The Careers Office provides administrative services to students, relevant to admission and enrolment procedures, graduation, certificates issue and transfer credits from other universities (foreign ones included).

Email: [segr.studenti.scienze@unimib.it](mailto:segr.studenti.scienze@unimib.it)

- **Teaching Office**

The Teaching office provides didactic support and information for students (class schedules, professors' office hours, exam schedules, study plan, internship).

Email: [ai4st@unimib.it](mailto:ai4st@unimib.it)