COMPUTER SCIENCES - Master's Degree

INSTRUCTION FOR ENROLMENT

In order to enrol candidates must complete the following steps:
- Log in to Segreterie OnLine website (https://s3w.si.unimib.it/Root.do).
- If you graduated or will graduate from the University of Milano-Bicocca, click "*Home*", then "*Enrollment*", "*Enrollment to Free Access Courses*", "*Post Italian university reform - 2-year Master Degree*" and lastly "COMPUTER SCIENCES".
- If you graduated or will graduate from other universities click "*Registrar's Office*" instead of "*Home*", then follow the same procedure described above.

At the end of the process the candidate must pay the first instalment of the tuition fee, it is possible to pay:
- Printing the payment slip and paying it to any payment service provider of the PagoPA circuit (banks, tobacco shops, etc. Please note: ***it is not possible to pay at post offices***).
- By Online Student Services, students can access the online payment function. This payment method is possible for maximum amounts of 1500,00 Euro.
- By Personal home banking (***recommended method***), using the PagoPA or CBILL option. For banks based on the CBILL system, the interbank code or SIA code is: 1G192.

Payment must be completed by the enrolment deadline (**7th March 2023**).

The new academic career for graduand students will be activated after graduation, only if their academic titles are obtained by **28th February 2023**:

- if coming from other Italian Universities, students 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, 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 students will have to send a copy of their Bachelor's Degree to segr.studenti.scienze@unimib.it with a scanned identity document.

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

STUDENTS ENROLLED IN OTHER MASTER'S DEGREE PROGRAMMES

Students currently enrolled in Master's Degree programmes from the University of Milano-Bicocca or other universities, interested in trasferring to this Master's Degree programme must contact segr.studenti.scienze@unimib.it by the enrolment deadline (**7th March 2023**) as soon as possible.

LOSS OF STUDENT STATUS

Students who lost their student status must enrol choosing the "*Rinuncia or Decadenza*" option and paying the PagoPA payment slip.

Students who want to request credits transfer for exams passed in previous academic careers must contact segr.studenti.scienze@unimib.it after enrolment. In order to process the request, students from other Universities must attach to the email the content of passed exams (*Syllabus*), a self-certification attesting the academic year of enrolment and a complete transcript of records (including dates, marks, CFUs and scientific disciplinary sectors of passed exams).

Students with academic qualifications not obtained in the EU may only submit certificates or diplomas, they may not use self-certifications.

After evaluation by the competent didactic structures, the decision to validate the exams will be notified by email.

GRADUATE STUDENTS

Students who already have a Master's Degree must choose the "*Abbreviazione di carriera*" option for enrolment, then pay the PagoPa payment slip.

Students who want to request credits transfer for exams passed in previous academic careers must contact segr.studenti.scienze@unimib.it after enrolment. In order to process the request, students from other Italian universities must attach to their email the content of passed exams (*Syllabus*), a self-certification attesting the obtained degree (including graduation date and mark), academic year of enrolment and a complete transcript of records (including dates, marks, CFUs and scientific disciplinary sectors of passed exams).

Students with academic qualifications not obtained in the EU may only submit certificates or diplomas, they may not use self-certifications.