



**UNIMORE**

UNIVERSITÀ DEGLI STUDI DI  
MODENA E REGGIO EMILIA

## **TECHNOLOGY AREA**

### **Department of Sciences and Methods for Engineering**

Call for Applications for the Master's Degree Programme  
with no limited access, in

## **DIGITAL AUTOMATION ENGINEERING**

(Class LM-25)

REGGIO EMILIA Campus  
**Academic Year 2023-2024**

Reserved to Italian, EU and non-EU applicants who are  
regularly staying in Italy

**The programme is taught entirely in English**

### **DEADLINES**

Online application for evaluation of the background knowledge	by 14 December 2023
Transfers and students coming from other programmes	by 20 December 2023
Enrolment	12/07/2023 to 20/12/2023

**IMPORTANT:** Any amendment to the deadlines or procedures concerning this Call for applications will be published exclusively on the webpage <http://www.unimore.it/bandi/stulau.html>.  
No personal communication will be provided.

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## 1. Purpose

Applicants may now submit their application for evaluation for the admission to the Master’s Degree Programme in Digital Automation Engineering (Class LM-25) for the academic year 2023/2024.

**All applicants (even if they have not graduated yet, who plan to obtain the qualification by the deadline of 14 December 2023) must submit an online application for evaluation by 14 December 2023** in accordance with the procedures set out in this call for applications and have their academic background assessed.

Enrolment must be completed no later than 20 December 2023.

Eligible applicants for the enrolment in the above-mentioned Master’s Degree Programme in Digital Automation Engineering (Class LM-25):

1. have obtained a three-year (Bachelor’s) University Degree or Diploma, Specialist Degree or Master’s Degree, pursuant to MD 509/1999 or MD 270/2004, five-year Degree (previous to MD 509/1999) or other foreign qualification deemed suitable;

Applicants obtaining the qualification by 14 December 2023 may also submit the application for the evaluation of their academic background. Being awarded the qualification is a compulsory requirement for the enrolment.

2. meet the curricular requirements as per section 2 in this Call for applications;
3. have an adequate academic background assessed based on the documental evidence provided under the procedures mentioned in section 3 of this call for applications.

## 2. Qualifications and knowledge required

### 2.1 Students with an Italian study qualification

Applicants shall meet the following curricular requirements to access the Master’s Degree Programme in Digital Automation Engineering (Class LM-25):

1. They must have obtained the following **minimum ECTS credits (CFUs)** in the previous cycle of studies, in any university programme, with a grade not lower than 80/110:

<b>University Training Credits</b>	<b>Scientific Disciplinary Sectors (SDS)</b>
33	MAT/02, MAT/03, MAT/05, MAT/06, MAT/07, MAT/08, MAT/09, FIS/01, FIS/02, FIS/03, FIS/04, FIS/05, FIS/06, FIS/07, FIS/08, FIS/09, CHIM/07
6	INF/01, ING-INF/05
12	ING-INF/04 (at least 6 ECTS credits), ING-IND/31, ING-IND/32, ING-IND/13

The Board reserves the right to assess the equivalence of SSDs with similarities in teaching and scientific content.

- For applicants holding a Bachelor's Degree or higher obtained with a minimum grade of 80/110 (or equivalent in the case of a maximum score other than 110) but NOT accompanied by the knowledge referred to in the previous section, based on specific procedures provided in the Educational Regulation of the Master's Degree Programme in Digital Automation Engineering, if the study programme is not perfectly consistent with the requirements, a special Board will evaluate the need to integrate the curriculum with an extra programme borne by the student to be successfully completed by 14 December 2023.

If the degree obtained is less than 80/110, there will be an interview for the assessment of the engineering academic background. The applicant will be able to enrol subject to a positive assessment. The dates of the interview will be posted on the Department website ([www.dismi.unimore.it](http://www.dismi.unimore.it)) or notified directly to the applicants.

- Being the degree programme entirely taught in English, an **adequate knowledge of the English language** not lower than the B2 level of the Common European Framework of Reference, required to use texts of the sector and follow lessons in this language. Knowledge of English must be documented as follows:
  - Language certification of at least level B2 of the Common European Framework of Reference. The main international certifications recognised by UNIMORE are listed at the following link: <http://www.clamore.unimore.it/it/certifications/info>  
Alternatively:
  - university exams of English with a content equivalent to the B2 level with a declaration issued by the University of origin as documentary evidence;
  - Bachelor's degree in English;
  - English mother-tongue countries of origin (foreign or Italian citizens who are fluent in their language of origin as a consequence of their family or language experience shall be considered of foreign mother tongue);

## 2.2 Students with a foreign study qualification

Applicants are required to possess:

- Bachelor's degree** deemed suitable and obtained or to be awarded by 14 December 2023) with a score higher than 2/3 of the maximum score in the system of the University of origin or placed within the best 30% of the reference group. Applicants shall be responsible for certifying the obtainment of the minimum scores indicated. The academic background will be checked by a special Board which will evaluate the knowledge acquired in the fields of mathematical analysis, geometry and algebra,

rational mechanics, physics, chemistry, automatic controls, computer science, machine mechanics, electrical engineering, electrical machines and drives.

2. For those holding a Bachelor's Degree or higher obtained with a score higher than 2/3 of the maximum score in the system of the University of origin or placed within the best 30% of the reference group, but NOT accompanied by the academic background referred to in the previous section, based on specific procedures described in the Teaching Regulations of the Master's Degree Programme in Digital Automation Engineering, a special Board will evaluate the need for possible curricular integrations, providing, in the case of study programmes not perfectly consistent with the requirements, a supplementary programme at the student's expenses, which must be successfully completed by December 14, 2023;

If the degree obtained is less than 2/3 of the maximum score available in the system of the University of origin or not placed within the best 30% of the reference group, there will be an interview for the assessment of the engineering academic background. The applicant will be able to enrol subject to a positive assessment. The dates of the interview will be posted on the Department website ([www.dismi.unimore.it](http://www.dismi.unimore.it)) or notified directly to the applicants.

3. an **adequate knowledge of the English language** not lower than the B2 level of the Common European Framework of Reference, required to use texts of the sector and follow lessons in this language. Knowledge of English must be documented as follows:
  - Language certification of at least level B2 of the Common European Framework of Reference. The main international certifications recognised by UNIMORE are listed at the following link: <http://www.clamore.unimore.it/it/certifications/info>Alternatively:
  - university exams of English with a content equivalent to the B2 level with a declaration issued by the University of origin as documentary evidence (written in English on official University letterhead);
  - Bachelor's degree in English;
  - English mother-tongue countries of origin (foreign or Italian citizens who are fluent in their language of origin as a consequence of their family or language experience shall be considered of foreign mother tongue);

### 3. Assessment of the academic background

Regardless of the curriculum requirements, the academic background of ALL students shall be assessed.

#### 3.1 Students with an Italian study qualification

The assessment of the academic background takes into account the university curriculum, with specific reference to the university training credits obtained in the scientific and disciplinary sectors. The applicant's academic background will be ascertained by examining the qualifications attached to the application for evaluation.

In addition to the basic subjects (Mathematics, Physics, and Chemistry) that are typical of Engineering, students are required to possess knowledge of the subjects that are distinctive of Automation Engineering. The academic background is deemed appropriate if the student has obtained a suitable qualification among those required by this call for applications in engineering or technical field obtained with a minimum score of 80/110. If the latter condition is not met, the appropriateness of the academic engineering background shall be verified through an interview to be carried out by the deadline for enrolment in the programme. The dates

of such interviews will be posted on the Department website Department of Sciences and Methods for Engineering or notified directly to the applicants.

### 3.2 EU or non-EU students with a foreign study qualification and legally residing in Italy

The applicant's academic background will be ascertained by taking into account the university curriculum and examining the qualifications attached to the application for evaluation.

The academic background will be checked by a special Board which will evaluate the minimum requirements based on the knowledge acquired in the fields of mathematical analysis, geometry and algebra, rational mechanics, physics, chemistry, automatic controls, computer science, machine mechanics, electrical engineering, electrical machines and drives. Such knowledge will be verified by assessing the university career; an interview may also be necessary.

The academic background is deemed suitable if the student holds a qualification among those required by this call for applications obtained in engineering or technical field, with a score higher than 2/3 of the maximum score in the system of the University of origin or placed within the best 30% of the reference group. If the latter condition is not met, the appropriateness of the academic background shall be verified through an interview to be carried out by the deadline for enrolment in the programme. The dates of such interviews will be posted on the Department website Department of Sciences and Methods for Engineering or notified directly to the applicants.

## 4. Submitting an online application for evaluation

### INFORMATION USEFUL FOR ALL APPLICANTS:

**All applicants (even if they have not graduated yet and are going to get the degree by 14 December 2023) must fill in and submit the application for evaluation by 14/12/2022** on the website [www.esse3.unimore.it](http://www.esse3.unimore.it). It is advisable to complete the application as soon as possible so that the Board can carry out the assessment and assign any credit obligations to be met in time for enrolment

To submit their application, students must:

- **Go to [www.esse3.unimore.it](http://www.esse3.unimore.it)** and select "Registrazione" (Registration) (upper right). Fill in all fields required. If the registration is done correctly, a username and password (personal credentials of UNIMORE) will be displayed on the screen. The credentials obtained following registration must be kept to access other Unimore services (e.g. to use Unimore WiFi or App). If you already have Unimore credentials you can login to the website.

**PLEASE NOTE** If you are an Italian citizen over 18 years of age or have a valid Italian document, you only need to register with **SPID**. For further information on how to get a SPID, please visit the website <https://www.spid.gov.it/cittadini/> and see the FAQ available on <https://www.spid.gov.it/domande-frequenti/>.

After logging into the restricted area, select "Student area - Application for evaluation" and fill in the application attaching all documents required.

On <https://www.unimore.it/servizistudenti/guideEsse3.html> the guide to request the “Initial assessment for second-level master’s degree programmes with unlimited access” is available for download.

The documents that need to be attached differ according to the study qualification of the applicant.

## 4.1 Students with an Italian study qualification

**Those students who have obtained their qualification at UNIMORE** are not required to attach the documents of their degree, still they may integrate the information provided with any documents that may be useful for admission purposes (e.g. internships or other study qualifications such as university master programmes, further education, etc.). **In any case, applicants must attach the language certification of level B2 or other document useful for the verification of language skills as required and indicated in point 2 of this call.**

**Those students who have obtained their qualification at a different University**, for evaluation purposes shall attach:

1. Self-certification of the qualification obtained and the degree grade with the list of the exams taken, exam marks, credits and the relevant scientific disciplinary sectors or the study programme for graduating students.
2. Language certification of level B2 or other document useful for the verification of language skills as required and indicated in point 2 of this call.
3. Self-certification relating to any other qualifications that applicants want to be considered for admission purposes (e.g. internships, university master programmes, further education, curriculum vitae, etc.).

The previous university career may be self-certificated as follows:

- attach the forms filled in and customised, and signed by the applicant, that many universities make available online to their students, containing all the information about the teachings and the exams;  
or, alternatively,
- attach a duplicate of the application for evaluation form “Evaluation for the admission to master’s degree programmes”, which can be downloaded on [www.unimore.it/ServiziStudenti/modulistica.html](http://www.unimore.it/ServiziStudenti/modulistica.html) after filling it in online.

Any certificate issued by the public administration shall not be valid, as pursuant to Art. 15 of law 183/2011 they cannot be submitted to public administrations.

**IMPORTANT:** the application shall be considered effectively submitted only after saving the data and answering YES in the specific field “**Do you want to submit your application now?**”. The application may now be printed and kept as a personal reminder (there is no need to submit it to any office).

## 4.2 Students with a foreign study qualification

In order to be assessed, applicants shall attach:

1. **Certificate of the study qualification obtained and the degree mark.** Students who have not yet obtained the qualification must state the expected awarding date;
2. **List of the examinations passed** reporting the date, the score obtained and the duration of the teaching programme;
3. **List of any exams still to be taken;**

4. **Certificate reporting the maximum degree score assigned by the foreign University awarding the qualification;**
5. **Detailed programme of the exams:** for each teaching, indicate the topics studied and further examined;
6. Language certification of level B2 or other document useful for the verification of language skills as required and indicated in point 2 of this call;
7. **Other skills acquired and useful for the assessment** (e.g. IT skills, work experience, etc.).

In this evaluation phase, students can self-certify the required data. The original documentation is essential, however, to complete the registration (see next point 8.2).

**IMPORTANT:** the application shall be considered effectively submitted only after saving the data and answering YES in the specific field “**Do you want to submit your application now?**”.

The application may now be printed and kept as a personal reminder (there is no need to submit it to any office).

## 5. Amending or reopening an online application for evaluation

Before the evaluation results:

Should the applicant need to reopen the application and correct the data or add extra documents before the deadline of 14 December 2023, an e-mail may be sent to [segrstud.scienzemetodi.ingegneria@unimore.it](mailto:segrstud.scienzemetodi.ingegneria@unimore.it).

## 6. Assessment Results

The Examination Board, appointed by the Board of the Department of Sciences and Methods for Engineering evaluates the qualifications and the documental evidence provided.

Applications will be evaluated based on the order of submission. The Board normally meets every 3 weeks. The results of the assessment will be made available to students at <http://www.unimore.it/bandi/StuLau-esiti.html> and also sent via e-mail to the address indicated during registration.

The above-mentioned page will show one of the following results:

- **PASS:** the student’s background knowledge is deemed suitable and the curricular requirements are met; as a consequence, if the study qualification has been awarded, the applicant may complete the final enrolment in the programme by following the instructions outlined in 8 below.
- **ADDITIONAL REQUIREMENTS:** after considering the admission requirements and the suitable initial preparation, the Board will indicate any weaknesses (so called educational debt) and the means to comply with them. Any educational debt shall be complied with before the enrolment and in any case by 14 December 2023 to ensure that the applicant has enough time to enrol by 20 December 2023. Students will have to follow the instructions provided in the communication and will be able to fulfil the credit obligations assigned by attending the teachings already implemented in the training offer of the Department of Sciences and Methods for Engineering and/or studying them independently using recommended teaching material. The acquisition of the relevant knowledge will be verified by passing the final examination of said teachings.
- **FAIL:** in this case the examination board will state the reasons for evaluating the student’s academic

background as not suitable, or the curricular requirements have not been met. In this case, applicant will not be allowed to enrol.

- INCOMPLETE APPLICATION: if the Board decides that no assessment can be made as the required documentation is incomplete, the application will be labelled as “incomplete documentation” and it will be automatically reopened with status “not final application”. The applicant shall attach the missing documents and finally close the application for a new assessment.

The following may also appear:

- NOT FINAL APPLICATION: if the student has not explicitly confirmed the application by answering YES in the specific field “Do you want to submit your application now?”, hence the application cannot be assessed.
- FOR ASSESSMENT: the application has been submitted by the applicant, but the examination Board has not yet assessed the application

The Board’s contact person is prof. Manuel Iori ([manuel.iori@unimore.it](mailto:manuel.iori@unimore.it) , [didattica.dismi@unimore.it](mailto:didattica.dismi@unimore.it) ).

## 7. Public administration employees – “PA 110 e lode” programme

In implementation of the "PA 110 e lode" initiative, which is the result of a memorandum of understanding signed on 7 October 2021 between the Ministry of Public Administration and the Ministry of Universities, the University of Modena and Reggio Emilia has also joined the programme in question <https://www.funzionepubblica.gov.it/formazione/pa-110-e-lode>. **All public employees interested in enrolling in the Master's degree programme in Digital automation engineering must follow the procedures set out in this call for applications.** In the enrolment phase, in the 'Additional Declarations' section, they must indicate the information of the public administration to which they belong. They will also have to choose the category of 'PA employee'.

Further information on the “PA 110 e lode” programme is available at the following Unimore web page <https://www.unimore.it/ammissione/pa110elode.html>

## 8. Enrolment procedure (degree programme)

The enrolment procedure depends on the study qualification of the applicant.

### 8.1 Students with an Italian study qualification

After obtaining a positive evaluation, **starting from 12 July 2023 and until 20 December 2023**, applicants will be able to enrol via an online procedure.



All students with an Italian study qualification will be able to enrol by going to [www.esse3.unimore.it](http://www.esse3.unimore.it), clicking on "Student Area - Enrolments", and following the instructions provided in the "Online enrolment" guide available on <https://www.unimore.it/servizistudenti/guideEsse3.html>

The enrolment procedure is made of two steps:

- a) Filling in the online enrolment: applicants shall access the Reserved Area of the website to confirm the data entered at the time of submitting the application for evaluation ([www.esse3.unimore.it](http://www.esse3.unimore.it), select "Enrolment" after logging in). They can access by using their SPID (digital id) or entering the username and password received when registering.
- b) Payment of the first instalment of tuition fees. After filling out the enrolment application, login to [www.esse3.unimore.it](http://www.esse3.unimore.it) and go to "Tax" to view the amounts due, which shall be paid only through the pagoPA system. Under penalty of exclusion, payment must be made **by 20 December 2023**. Payment methods are indicated on <https://www.unimore.it/ammissione/pagamenti.html>.

**IMPORTANT:** Please note that the PAYMENT date indicated on the electronic payment receipt applies. **Regardless of the justifications provided, payments reporting a date later than 20 December 2023 on the receipt will not be deemed valid for enrolment purposes.**

Please note According to AgID (Agency for Digital Italy) instructions, the payment could be made by the payment service provider on the day following the payer's request, thus precluding the enrolment.

Filling in the enrolment application and paying the first fee instalment only lead to a conditional enrolment that will become final only after the checks by the offices in charge have been carried out successfully. For any outstanding elements to be verified in relation to the application submitted, students will be invited by email (sent to their personal address) to regularise their position. The enrolment is final 15 days following the payment date if no email is received.

## 8.2 Students with a foreign study qualification

**From 12 July and until 20 December 2023**, applicants who have obtained a positive assessment will be able to enrol.

**Applicants holding a foreign qualification** must send the required documentation indicated below to the Registrar's Office for Sciences and Methods of Engineering in Viale Allegri 15 in Reggio Emilia. They can go personally to the Registrar's Office, or send an email to [segrstud.scienzemetodi.ingegneria@unimore.it](mailto:segrstud.scienzemetodi.ingegneria@unimore.it). Opening times are available at the link <http://www.unimore.it/servizistudenti/segreteriestudenti.html>

Subject to amendments to the ministerial circular on the rules for access to university programmes for students **with a foreign qualification**, for enrolment purposes applicants must send the following documents to the Registrar's Office:

- Bachelor degree diploma, translated and legalised by the Italian Embassy/Consulate of the awarding country;
- declaration of value of the university degree, issued by the Italian Embassy/Consulate or, alternatively, statement issued by official foreign institutions or ENIC NARIC centres;
- Degree certificate, issued by the University where the Degree was obtained, translated and legalised (it is also accepted in English) or, alternatively, the "Diploma supplement" drawn up according to the model of the European Commission for academic qualifications awarded by Institutes of Countries belonging to the European Higher Education Area;
- copy of the residence permit or alternatively a copy of the post office receipt, certifying the filing of the residence permit request.
- Valid ID;

- Passport photo.

In order to ensure that the study documentation is complete and sufficient for the future enrolment, students are invited to ask the Registrar's Office to **EXAMINE IT IN ADVANCE**. Finally, those who have not been able to have the Italian Representation (or the Consulate) of the country in which they obtained the qualification, issue the documentation necessary for enrolment can obtain the COMPARABILITY CERTIFICATE from the Information Centre on Mobility and Academic Equivalences (CIMEA) related to the ENIC-NARIC networks - website [www.cimea.it/it/index.aspx](http://www.cimea.it/it/index.aspx) or use the *Diplome* service.

For further information, please visit the website [www.cimea.it/it/servizi/attestati-di-comparabilita-e-certificazione-dei-titoli/attestati-di-comparabilita-e-di-verifica-dei-titoli-diplome.aspx](http://www.cimea.it/it/servizi/attestati-di-comparabilita-e-certificazione-dei-titoli/attestati-di-comparabilita-e-di-verifica-dei-titoli-diplome.aspx)

After verifying the correctness and completeness of the documents submitted by the student, the Registrar's Office automatically posts the enrolment fees in the Reserved Area of Esse3 under the Tax section. **The fees shall be paid through the Pago PA system** by 20 December 2023, under penalty of exclusion. Payment methods are indicated on <https://www.unimore.it/ammissione/pagamenti.html>.

**IMPORTANT:** Please note that the PAYMENT date indicated on the electronic payment receipt applies. **Regardless of the justifications provided, payments reporting a date later than 20 December 2023 on the receipt will not be deemed valid for enrolment purposes.**

Please note According to AgID (Agency for Digital Italy) instructions, the payment could be made by the payment service provider on the day following the payer's request, thus precluding the enrolment.

## 9. Means of payment

As indicated on the information notice published on [www.unimore.it/ammissione/pagamenti.html](http://www.unimore.it/ammissione/pagamenti.html), login to [www.esse3.unimore.it](http://www.esse3.unimore.it) and go to the *Tax* section to view the amounts due and access the pagoPA system for payment. The amounts due shall be paid only through the PagoPA system, which allows for:

A) **online payments** (choosing your Payment Service Provider - **PSP**). A payment confirmation email will be sent to the address provided by the applicant upon registration to the website, or to the relevant University email address, if any. Applicants will be able to print the payment receipt from their reserved area in Esse3 under the Tax section.

or, alternatively

B) **printing the payment notice** and paying the amount through Banks, ATM counters, or SISAL, Lottomatica and ITB sales points, namely payment service providers for the PagoPA system that will issue a receipt of the payment request.

Please note that charges due may vary based on the chosen PSP.

## 10. Transfers from other universities and students from other UNI programmes

Students enrolled in other Italian Universities or attending other specialisation or master's degree programmes at UNIMORE and who intend to move to the master's degree programme in Digital Automation Engineering are subject to the evaluation procedure as per what provided for in this call for applications.

Students obtaining a positive evaluation shall submit the transfer or study programme change request to the Registrar's Office of the home University by 20 December 2023.

Students enrolled in other universities will then have to fill in the registration application online. After inserting a passport-size photo, a document of identity and having declared the study qualification obtained, they must select the type “Enrolment for transfer from another University”. After filling out the enrolment application, go to “Tax” to view the amounts due, which shall be paid only through the pagoPA system. Under penalty of exclusion, payment must be made by Wednesday 20 December 2023. When filling out the enrolment application in Esse3, students will have to attach the “Enrolment for transfer from another University” form, available at the link <http://www.unimore.it/servizistudenti/modulistica.html>

A fee shall be paid when applying for the validation of previous teaching activities .

## 11. Costs and allowances

The amount of tuition fees is based on the ISEE 2023 (Indicator of the Equivalent Financial Situation) certifying the financial situation of the applicant’s family. Up to the ISEE threshold of €24,500.00, a NO TAX AREA exemption applies. Above that threshold, tuition fees are calculated on a progressive basis. For the calculation of the tuition fees based on the student’s financial situation, an online application shall be submitted by the deadlines set in the relevant Call for Applications <https://www.er-go.it/index.php?id=7262>. Applicants failing to submit the online application by the set deadlines or whose ISEE statement is higher than the threshold indicated in the call for applications will not benefit from a reduction of tuition fees. Tuition fees are paid in instalments, the due dates of which are reported at the following link: <https://www.unimore.it/ammissione/tasse.html>.

The information provided above is up-to-date as of today’s date; it may be subject to update/change/integration based on the Decisions of the University bodies made after this call is published. Any update/change/integration will be published and disclosed on the website [www.unimore.it](http://www.unimore.it).

**The application for determining the tuition fees**, as well as the application for the scholarship, accommodation in university residences, hospitality services and other allowances, shall be submitted **online from the website [www.er-go.it](http://www.er-go.it)** strictly by the deadlines set in the **Call for Benefit Applications**, even before the enrolment in the study programme. The Call will be published around the beginning of July 2023. Applicants are invited to check the various deadlines.

For further information and to check any update on the academic year 2023/24, please visit the website <https://www.unimore.it/ammissione/tasse.html>.

**Public Administration employees** are required to pay the following fixed items amounting to € 159.67, consisting of: regional tax € 140.00, stamp duty € 16.00, accident and civil liability insurance € 3.67, plus an all-inclusive annual contribution of € 500.00. Students may also apply for a scholarship or a reduction in university fees in accordance with the terms of the call for university study grants.

## 12. Person in charge of the procedure

Pursuant to Law no. 241/1990, the person in charge of the procedure is Ms. Marialetizia Burani, in charge of the Registrar's Office. The office in charge is the Registrar's Office of the Master's Degree Programme in Department of Physical, Computer and Mathematical Sciences, Master's Degree Programme in Digital Automation Engineering (tel. 0522/522204; e-mail: [segrstud.scienzemetodi.ingegneria@unimore.it](mailto:segrstud.scienzemetodi.ingegneria@unimore.it))

## 13. Offices and reference links

**For information on the call for applications** contact the Registrar's Office for the Department of Sciences and Methods for Engineering, Viale Allegrì 15 – 42121 Reggio Emilia  
e-mail: [segrstud.scienzemetodi.ingegneria@unimore.it](mailto:segrstud.scienzemetodi.ingegneria@unimore.it)  
Opening hours are available on <http://www.unimore.it/servizistudenti/segreteriastudenti.html>

**For IT issues** on the application, the online enrolment procedure or to retrieve the Esse3 log on credentials, please send an e-mail to [webhelp@unimore.it](mailto:webhelp@unimore.it)  
Assistance service opening hours: Monday to Thursday from 9:00am to 5:00pm and on Fridays from 9:00am to 2:00pm

**For information on teaching activities (such as study programme, teachings, class timetables, reference professors)** please contact the Teaching Office for the Department of Sciences and methods for engineering, Via Amendola, 2 – Reggio Emilia  
Contacts: <https://www.dismi.unimore.it/site/home/dipartimento/contatti.html>  
Department website: [www.dismi.unimore.it](http://www.dismi.unimore.it)

**Welcome Office for Disabled and SLD Students**

tel. 059 2058311 – 0522 523506 – e-mail [disabilita@unimore.it](mailto:disabilita@unimore.it) - [servizioaccoglienza.re@unimore.it](mailto:servizioaccoglienza.re@unimore.it) – [dsa@unimore.it](mailto:dsa@unimore.it) - [www.asd.unimore.it](http://www.asd.unimore.it)

**For issues relating to the online application for benefits**, send an e-mail to Er-go <https://www.er-go.it/index.php?id=11>

Website for submitting the application for benefits [www.er-go.it](http://www.er-go.it)

**For information on the study programmes and educational offer, please contact Informastudenti**

email: [informastudenti@unimore.it](mailto:informastudenti@unimore.it)

tel. 059 205 8255 and 0522 52 3555

The opening hours and locations are available at the link:

<http://www.orientamento.unimore.it/site/home/orientamento-allo-studio-e-tutorato/informastudenti.html>

<b>The Registrar's Office and Informastudenti will be closed from 14 to 18 August 2023</b>
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Reggio Emilia, 31 March 2023

THE RECTOR

Prof. Carlo Adolfo Porro