Study Manifesto

MASTER IN INDUSTRIAL MECHANICAL ENGINEERING

2017/2018 academic year

Course outline

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Science and Technology (Free University of Bozen-Bolzano, Italy), Otto-von-Guericke-Universität Magdeburg (OvGU)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree class</td>
<td>LM-33 (Ministerial Decree n. 270/2004)</td>
</tr>
<tr>
<td>Length</td>
<td>2 years</td>
</tr>
<tr>
<td>Credit points</td>
<td>120 (based on the European Credit Transfer System)</td>
</tr>
<tr>
<td>Languages used in teaching</td>
<td>English (main language), German, Italian</td>
</tr>
<tr>
<td>Admission title</td>
<td>See &quot;Admission requirements“ (page 3)</td>
</tr>
<tr>
<td>Language requirements</td>
<td>B2 in English</td>
</tr>
<tr>
<td>Study places</td>
<td>50 EU + 5 Non EU</td>
</tr>
<tr>
<td>Admission procedure</td>
<td>Academic qualification and eventual interview:  1st session: between 2 and 8 May 2017  2nd session: between 24 and 28 July 2017</td>
</tr>
<tr>
<td>Deadline for application</td>
<td>1st session: 28 April 2017  2nd session: 20 July 2017</td>
</tr>
<tr>
<td>Deadline for enrolment</td>
<td>13 October 2017</td>
</tr>
<tr>
<td>Tuition fees</td>
<td>1343.50 Euro per year</td>
</tr>
<tr>
<td>Classes start</td>
<td>2 October 2017</td>
</tr>
</tbody>
</table>

subject to change
THE MASTER PROGRAMME

Master in Industrial and Mechanical Engineering
Master class: LM-33

The aim of this two-year programme is to provide students with solid knowledge about mechanical engineering (mechanical design, production and plant maintenance, logistics and production planning, etc.) and its related fields. To this end, the course aims to form a modern mechanical engineer, able to integrate traditionally separated specialized fields, such as the mechanical design, mechatronics, automation, management and logistics ones. The degree course splits into two different branches in which students can specialize: "Mechanics and Automation" and "Logistics and Production".

Short description of the international Study Programme
The Master has been established at the Faculty of Science and Technology of the Free University of Bolzano (unibz). The Master is offered singularly from the unibz and has an international character. The path "Logistics and Production" is offered in collaboration with the Otto-von Guericke University of Magdeburg (OvGU) and allows obtaining a "double degree".

Careers opportunities
Graduates can expect to work in the industrial sectors in the following company’s functions: research and development, design, procurement, production, operational management, internal and external logistics and quality assurance.
As well as for pursuing freelance careers as consultants, the course provides the students with the tools for working for companies in the manufacturing, mechanical and mechatronic, energy production and conversion, automation and robotic industries or in the public administration. The graduates’ activities will be directed toward designing and producing instruments, engines, machines and other mechanical equipment and/or managing materials procurement, operations management and logistics.

Subject taught
For Logistic and Production: Management Control and Business Planning, Purchasing and Supply Management, Logistic strategies and methods, Supply Chain Practice / ERP, Business Decision Making, one choice course to select from catalogue Logistics & Operations "Faculty of Economics" at OvGU (Supply Chain Coordination, Inventory Management, Scheduling, Service Logistics).

Languages used in Teaching
The official teaching language is English. Optional courses will be offered in Italian and German.

Fixed intake
The total available study places for the 2017/2018 academic year are:

<table>
<thead>
<tr>
<th></th>
<th>EU citizens (and citizens given parity of treatment)</th>
<th>non-EU citizens (resident abroad)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st session</td>
<td>30</td>
<td>5</td>
</tr>
<tr>
<td>2nd session</td>
<td>20</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>50</td>
<td>5</td>
</tr>
</tbody>
</table>

The table above includes the available study places for the double degree programme with the Otto-von-Guericke-Universität Magdeburg (OvGU) which are 24 reserved for EU-citizens and 4 for Non-EU citizens, equally distributed in between unibz and OvGU.

The available study places for the double degree programme with the Otto-von-Guericke-Universität Magdeburg (OvGU) at the unibz are:
EU citizens (and citizens given parity of treatment) | non-EU citizens (resident abroad) |
---|---
1st session | 8 | 2 |
2nd session | 4 | 0 |
Total | 12 * | 2 *

*Not used study places by the respective University can be assigned to the other partner University.

**GENERAL ADMISSION REQUIREMENTS**

You are eligible to enrol for the Master if you possess one of the following qualifications:

a) L-9 (Industrial Engineering), ex D.M. 270/04

b) class 10 (Industrial Engineering), ex D.M. 509/1999 or an equivalent qualification obtained abroad.

c) Applicants with other Italian or foreign qualification are eligible to enrol for the Master if they certify the following credit points (ECTS):

For letter a) and b) you have to acquire the following curricular requirements:

- Min. 36 credit points in the scientific-disciplinary areas of basic subjects (at least from two scientific disciplinary areas), in accordance with ministerial decree on the Bachelor classes (Class 10 - DM 509/99 and class L-9 - DM 270/04).

- Min. 45 credit points from the scientific-disciplinary areas in the characterizing industrial mechanical engineering subjects, in accordance with ministerial decree on the Bachelor classes (Class 10 - DM 509/99 and class L-9 - DM 270/04).

For letter c) the evaluation of the curricular requirements is made by the admission commission considering appropriate equivalence between the content and the courses attended in previous careers and those corresponding to the subject areas listed above.

For applicants with a foreign qualification the attribution of the ECTS to the scientific sectors is based on the contents of the courses (passed exams) of the study curriculum.

For letter d) Min. average of exams in the bachelor program (not including the final exam) of 22/30 (Italian system) or 3,0 (German system).

If you are going to achieve academic qualification, you can apply if you have at least 150 credit points (ECTS).

If you do not have the required academic qualification, you will be given a conditional offer of a place. In that case, you must have achieved your degree by the enrolment deadline for the academic year in question, otherwise you will be excluded from the admission procedure.

**REQUIREMENTS FOR THE DOUBLE DEGREE PROGRAM**

In order to be suitable for the Double Degree Program, in addition to the "General admission requirements" you have to certify the following requirements:

a) 25 credit points within the competence of Science and Computer science (including at least 15 credit points in Mathematics / Statistics and 5 credit points in Computer science)

b) at least 20 credit points in the Engineering competence (at least 10 credit points in Mechanics and 5 in Construction)

c) at least 10 credit points in Economics

d) at least 25 credit points in Logistics

At the end of the 3rd semester you must have passed the exams of the 1st semester and document at least 10 weeks of internship in industry.
If you don't fulfil the requirements in time, you will not be able to achieve the Double-Degree Title.

**LANGUAGE REQUIREMENTS FOR ADMISSION**

In order to be admitted to the programme, you must possess proven language skills at the B2 level (Common European Framework of Reference) of the English language.

If you are not able to certify the above indicated entry level, you cannot be admitted.

The six levels of the Common European Framework of Reference are:
- A1-A2: Basic Users
- B1-B2: Independent Users
- C1-C2: Proficient Users.

**HOW TO DEMONSTRATE LANGUAGE PROFICIENCY**

You must first log in to the portal available at [https://aws.unibz.it/exup/en](https://aws.unibz.it/exup/en)

Once registered, you can:
- upload your language certificates
- enrol to do the language exams offered by the Language Centre
- fill in the application form
- update your personal data.

**PROFICIENCY REQUIRED FOR ADMISSION (FIRST AND SECOND LANGUAGE)**

You can demonstrate language proficiency in the following ways:

a) you declare, in the Application Portal, that Italian, German or English was the main teaching language in your final highschool year (corresponds to level C1). If your highschool was one of the trilingual secondary schools in the Ladin valleys of South Tyrol, this will be accepted as demonstrating proficiency in both German and Italian (corresponds to level B2 for both languages);

b) you declare, in the Application Portal, to be awarded an undergraduate or postgraduate degree in Italian, German or English. Graduates of unibz, enrolled before 2011, who have not certified their language proficiency in the three languages, must sit a mandatory language placement test;

c) you upload, in the Application Portal, a recognized certificate (see [https://www.unibz.it/en/services/language-centre/study-in-three-languages/](https://www.unibz.it/en/services/language-centre/study-in-three-languages/)) If you can't upload the certificates, you can send them by e-mail as PDF files or deliver them in person to the Language Centre. The certificates can be uploaded or forwarded during the following periods:

   - **March and April** 2017, 12.00 midday (for applicants of the 1st and 2nd session)
   - **August and September** 2017, 12.00 midday (for applicants of the 2nd session)

   If necessary, the exam sessions in April, June and July will be extended by one day and then possibly take place on 21 April, 7 June and 11 July 2017.

   Results will be available immediately after the tests.
   Please note: There are no language tests after the deadline for application.

Please note: in case your final title has been awarded by an Italian public establishment, certificates and diplomas must be substituted by self-declarations.

**ONLINE APPLICATION**

Your application is submitted online through the application portal available at [https://aws.unibz.it/exup/en](https://aws.unibz.it/exup/en)
You need to create an account, fill in the form online and upload the documents required as an electronic file. Through the application portal you can also upload your language certificates or register for the language exams.

Application for several courses is allowed. Applicants excluded in the first session can apply again in the second.

<table>
<thead>
<tr>
<th>Deadlines</th>
<th>Begin</th>
<th>End (term of exclusion)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st session</td>
<td>13 March 2017</td>
<td>28 April 2017, 12:00 midday</td>
</tr>
<tr>
<td>2nd session</td>
<td>18 May 2017</td>
<td>20 July 2017, 12:00 midday</td>
</tr>
</tbody>
</table>

**ATTACHMENTS**
You should upload the required attachments for every selected degree course in the portal. In the portal, you can visualize the status of your application and your attachments with the help of colours (e.g. missing documents will be highlighted in red). Evaluation can then only take place on the basis of the documentation you have uploaded in the portal by the deadline. If your application is incomplete, you will be excluded from the admission procedure.

You have to upload:
- a passport-size colour photo;
- a photocopy of a valid identity card or passport (front/back); attention: if your document is invalid, incomplete or unreadable, you will be excluded from the admission procedure.
- the attachments listed in the section entitled "Selection procedure".

Applicants with a qualification gained abroad must also upload:
- the diploma of their qualification: those not yet in possession of the diploma can upload it upon enrolment at the very latest;
- an official translation of the qualification into Italian (not necessary for qualifications in German or English);
- the Diploma supplement, in the case they have achieved their university title in a Member State of the European Union (or in Switzerland, Liechtenstein, Norway or Iceland). In the Diploma supplement it must be indicated:
  - that the student has achieved at least 180 credit points (ECTS) and
  - that the study title gives access to a Master course.
  In case of doubt, unibz reserves the right to request further documents (e.g. declaration of equivalent value);
- the declaration of equivalent value of the applicants qualification, in the case they have achieved their university title in a State who is not part of the European Union, or when the Diploma supplement is missing. Those not yet in possession of the declaration can upload it upon enrolment at the very latest;
- the valid permit to stay for Italy (only for non EU-citizens legally resident in Italy) – see below.

**The declaration of equivalent value (or diploma supplement for titles achieved in the EU or in the European Economic Area)**
If you have a qualification from abroad you must certify that your qualification would grant you entry to a similar university course in the country where you achieved this qualification.
For that reason you must:
- apply for the “dichiarazione di valore” (declaration of equivalent value) at the Italian consulate or embassy abroad (the declaration must be applied for as soon as possible since it can often require long processing times);
- upload the declaration upon enrolment at the very latest, together with the other relevant documents.

**Application by non-EU citizens**
- **If you have a valid permit to stay in Italy** (see article 39, paragraph 5 of decree no. 286 of 25.07.1998: “permesso di soggiorno” for work, family reasons, political or humanitarian asylum, religious reasons), you apply directly to the University, as described above and must submit a copy of your valid permit to stay. A permit of stay for study reasons, or a visa for tourism, is not sufficient. If the permit deadline has expired, a renewal request must also be attached. **NB:** if you do not provide the permit for one reason or another, you will be automatically considered a non-EU citizen living abroad and therefore subject to the admission procedure through the Italian authorities acting in your country of origin.
- **If you are resident abroad**, you must carry out the enrolment procedures both through the Italian authorities (consulate or embassy) in your country and directly with the University. The deadlines imposed by the Italian Ministry of Education, Universities and Research
must be respected. Should you not follow this procedure with your local Italian consulate, the application that you delivered direct to the University will be declared null and void. Please note that non EU-citizens resident abroad can apply for one course only!

**SELECTION PROCEDURE**

Applicants are ranked by their grade point average score of the passed exams of the first degree (excluded of the final mark of the degree). A test/colloquium, which takes place between 2 and 8 May 2017 (for applicants of the 1st session) and between 24 and 28 July 2017 (for applicants of the 2nd session), is required only in case it does not lead to a final ranking list.

The commission’s decision should be based on the competences and soft skills. The faculty secretariat informs the applicants in case of colloquium.

In the application portal, you shall upload:

- the previous degree:
  - prospective students who already obtained the required degree must upload in the application portal:
    - if graduated in Italy: diploma supplement or substitute-declaration (following the Italian D.P.R. no. 445/2000) of the degree awarded, final mark, exams passed as well as the marks, the date in which the exams were passed and the credit points as well as the subject areas and the hours of teaching;
    - if graduated abroad: diploma supplement or final degree certificate issued by the foreign university (to be translated into English if it is written in a language which is not Italian, German or English) detailing the final mark, exams passed as well as the marks, the date in which the exams were passed and the credit points as well as the hours of teaching. A description of the contents of the single courses must also be attached; it is advisable to attach the declaration of value or a document written by the university itself with the indication of the lowest mark needed in order to achieve the degree as well as the highest mark obtainable;
  - prospective students who have not yet obtained the required degree must attest that they have acquired at least 150 credit points (ECTS), as established in the didactic regulation of their course of origin, by uploading in the application portal:
    - for Italian universities: substitute-declaration (following the Italian D.P.R. nr. 445/2000) of the exams passed as well as the marks, the date in which the exams were passed and the credit points as well as the subject areas and the hours of teaching;
    - for foreign universities: a certificate (to be translated into English if it is written in a language which is not Italian, German or English) issued by the foreign university containing the list of exams sat as well as the marks, the date in which the exams were passed and the credit points as well as the hours of teaching. A document issued by the university containing the scale of the marks used as well as the contents of the single courses has to be presented as well.

- Curriculum Vitae (English),
- Excel-file to be downloaded from the following link: https://www.unibz.it/assets/Documents/Applicants/unibz-scitech-tab-exams-master.xls (the file must be uploaded as an Excel-file)

**Further documents required only for applicants interested in participating in the double degree programme with the Otto-von-Guericke-Universität Magdeburg (OvGU)**

- Form “LETTER OF INTENT” to be downloaded from the following link: https://www.unibz.it/assets/Documents/Applicants/unibz-scitech-LM33-letter-of-intent.pdf
- Motivation Letter (English),
- Documentation about the internship in industry.

The missing upload of the form leads to the exclusion from the ranking list for the DD-Programm.
ADMISSION RANKING LISTS

The Selection Committee will only evaluate the documentation presented by the application deadline and will be drawn up two admission ranking lists:

- The general ranking list includes all students who submitted the application for the master.
- The second ranking list includes only the students who express their interest in attending the Double Degree Program with the Otto-von-Guericke-Universität Magdeburg (OVGU) through the “LETTER OF INTENT”.

The ranking lists are also divided by EU citizens (and citizens of other countries who enjoy parity of treatment) and by non-EU citizens resident abroad.

Students in the waiting list of the ranking for the double degree programme with the Otto-von-Guericke-Universität Magdeburg (OVGU) of the 1st enrolment session will be inserted in the ranking list for the double degree programme of the 2nd enrolment session (only for those who confirmed the study place; see chapter below), if there are still free study places.

The ranking lists will be published on the website https://www.unibz.it/en/applicants/ranking-lists/ and are only valid for the academic year for which they have been drawn up. Publication:
For the first application session, likely by 16 May 2017.
For the second application session, likely by 4 August 2017.

If you are high up enough on the ranking list to be admitted for one degree course, but you are not any more interested in, you are required to compile the form for the renunciation and to submit it by e-mail to the Student Secretariat (studsec@unibz.it). This declaration of renunciation cannot be recalled and enables the Student Secretariat to contact the applicants who are next in the ranking list.

The link to the renunciation form is available here: https://www.unibz.it/assets/Documents/Applicants/unibz-renunciation-of-study-place-en.pdf

CONFIRMATION OF STUDY PLACE AND ENROLMENT

If you have been admitted to more than one degree courses, you can only confirm a study place in one of them. With this confirmation you refrain from the admission to the other degree courses and lose the right to move up in the other ranking lists.

For enrolment you need to:

1. **pay the first instalment of university fees** (743,50 €)

2. **in the application portal**, choose the course and upload the payment receipt (to confirm your study place). Please note that payment will only be accepted once the receipt has been uploaded in the portal - it is not enough just to make the payment, otherwise you will lose your study place!

| Deadline for applicants of the 1st session | 25 May 2017, 12:00 midday |
| Deadline for applicants of the 2nd session | 24 August 2017 |

If you do not respect this deadline, you will automatically lose your place which will be offered to the subsequent applicant in the ranking list.

If not all study places of the first session are occupied, any free places will be assigned in the 2nd session.

Please note that payment does not allow you to receive student status, which will be acquired upon enrolment. If you have a confirmed study place, there will be no refund of the university fees unless, in the event of non-EU applicants resident abroad, you do not receive the necessary documents from the Italian authorities in your country.

3. **in the application portal**, enrol online.

<table>
<thead>
<tr>
<th>Deadlines</th>
<th>Begin</th>
<th>End</th>
</tr>
</thead>
<tbody>
<tr>
<td>for applicants of the 1st session</td>
<td>24 July</td>
<td>13 October 2017, 12:00 midday</td>
</tr>
<tr>
<td>for applicants of the 2nd session</td>
<td>4 August</td>
<td>13 October 2017, 12:00 midday</td>
</tr>
</tbody>
</table>
Enrolment is recommended as early as possible, so you have the possibility to upload incomplete documents before the end of the deadline.

If you don't respect the deadline for enrolment, you will lose your study place, which will be offered to the subsequent applicant in the ranking list.

If you have gained your qualification abroad you must upload (if not uploaded upon application):

- diploma of your qualification
- official translation of your diploma into Italian (translation is not necessary if the certificates have been issued in German or English)
- the Diploma supplement, in the case they have achieved their university title in a Member State of the European Union (or in Switzerland, Liechtenstein, Norway or Iceland). In the Diploma supplement it must be indicated:
  - that the student has achieved at least 180 credit points (ECTS) and
  - that the study title gives access to a Master course.
  In case of doubt, unibz reserves the right to request further documents (e.g. declaration of equivalent value).
- the declaration of equivalent value of the applicants qualification, in the case they have achieved their university title in a State who is not part of the European Union, or when the Diploma supplement is missing. Those not yet in possession of the declaration can upload it upon enrolment at the very latest

At the beginning of the academic year you have to submit the originals of the above mentioned documents to the Student Secretariat.

If you are a non-EU citizen resident abroad:

If you are able to be admitted to the admission procedure of the course you applied for (check the admission ranklists), the Italian Authorities in your own country will issue you with the entry visa for studies/university: this will allow you to arrive in Italy to sit any entrance tests you have to take, and to enrol for the course that you have pre-enrolled for, after passing the selection procedure.

According to Italian law, within 8 working days of your arrival in Italy, you must have applied for the permit to stay: as soon as you arrive you should go to the Advisory Service and you will be given all the information so that you can start this procedure.

Once you will obtain your permit of stay for Italy (permesso di soggiorno), you have to deliver it to the Student Secretariat personally or via e-mail.

The enrolment is also necessary at the Otto-von Guericke University of Magdeburg (OVGU), which can be performed shortly before the beginning of the lectures in Magdeburg.

Students of the Double Degree Program with OVGU have to pay a fee of € 94,50 ("semester fees") only for the semesters at OVGU.

During the semesters in Magdeburg, students still need to pay the enrolment taxes and fees of the Free University of Bozen-Bolzano as indicated in the chapter “Tuition fees”.

Students intending to transfer from another Italian University to unibz have to submit to the Student Secretariat - at the beginning of the academic year - a copy of the transfer application presented at your university of origin.

**Tuition fees**

Enrolment taxes and fees for the 2017/2018 academic year amount to **1,343,50 €**.

<table>
<thead>
<tr>
<th>Deadlines for payment</th>
<th>1st instalment (743,50€)*</th>
<th>2nd instalment (600 €)</th>
</tr>
</thead>
<tbody>
<tr>
<td>for applicants of the 1st session</td>
<td>by 25 May 2017</td>
<td>by 31 March 2018</td>
</tr>
<tr>
<td>for applicants of the 2nd session</td>
<td>by 24 August 2017</td>
<td>by 31 March 2018</td>
</tr>
</tbody>
</table>

* The first instalment includes the provincial tax for the right to study of 143,50 € and a revenue stamp of 16 €.
The first instalment must be paid in order to enrol. Delayed payment of the second instalment will result in a fine being levied. If you have not paid your taxes or other fees, you will be unable to take exams and will not be able to transfer to other universities or other degree courses.

If you drop out of a course, interrupt your studies or are excluded from studies, you are not entitled to reimbursement of fees.

Exemption from the University fees (and the provincial tax) is granted to:

- Disabled students with a disability up to or exceeding 66%: the disability certificate, issued by the health authorities, must be presented at the beginning of the academic year.
- Foreign students who have been granted a scholarship from the Italian government.

Entitled to receive a refund of the tuition fees are those students who benefit from a scholarship granted by the Autonomous Province of Bozen - Bolzano (see below).

The payment of the "semester fees" at OvGU amount to € 94,50 and must be paid in addition by the students attending the DD-Program (only during the semesters in Magdeburg).

**RECOGNITION OF CREDIT POINTS**

After enrolment, you can apply for recognition of the credit points gained at the end of your previous university studies, if they are compatible with the subjects offered. You can fill out the online application using Cockpit (Intranet for students, access will be possible only after enrolment). The Degree Council will evaluate the application and the credit points - if recognised - will be inserted in your student's career. Further information are available in the Faculty Secretariat.

**ADVISORY SERVICE**

The Advisory Service informs you about the faculties and the degree courses on offer and provides support regarding your choice of study. At the InfoPoints in Bozen-Bolzano and Brixen-Bressanone you can view information material and receive information about the courses. There is also an individual consultation service available. Addresses and telephone numbers can be found on the last page of this Manifesto.

**STUDENTS WITH DISABILITIES OR LEARNING DISORDERS**

Students with disabilities:

- Support during the admission procedure: you need to contact the Advisory Service to submit evidence of your disability at least one month before any admission exams. The Advisory Service will arrange the support according to your needs so that you can sit the admission exams without difficulty. You must therefore submit a certificate of disability to the Advisory Service, Piazza Università 1 – Bozen-Bolzano, either in person by appointment, or via fax (+39 0471 012109), by the application deadline.
- Support while you study: please contact the Advisory Service to discuss any further support you may need throughout your time at the University.
- Exemption from tuition fees: please read the paragraph entitled "Tuition Fees".

Students with learning disabilities (law n.170/2010):

- Support during the admission procedure: you are entitled to receive 30% extra time for written entrance examinations. You need to submit an evaluation that documents your learning disorder (diagnosis) to the Advisory Service, Piazza Università 1 – Bozen-Bolzano, either in person by appointment, or via fax (+39 0471 012109), by the application deadline. The certification provided must have been issued by an institution recognised by your national health service and the diagnosis submitted cannot be accepted if it is more than 3 years old.
- Support while you study: please contact the Advisory Service to discuss any further support you may need throughout your time at the University.
Other forms of support are offered by the School and University Welfare Office of the Autonomous Province of Bozen-Bolzano (address and other details can be found on the last page).

**STUDY GRANTS AND STUDENT ACCOMMODATION**

The School and University Welfare Office of the Autonomous Province of Bozen-Bolzano (Amt für Hochschulförderung - Ufficio per il Diritto allo Studio universitario) must be contacted for:

- **Accommodation**: you can apply from Tuesday, **11 April 2017**. We advise you to complete the application for accommodation as soon as possible, already upon application at the University or before knowing the admission procedure results: the assignment of accommodation in student hostels follows a first-come, first-served policy. You can find further information regarding registration procedure on the services portal of the Autonomous Province of Bozen-Bolzano from mid-March: [www.provincia.bz.it/diritto allo studio > Assistenza universitaria > Alloggi in Alto Adige](http://www.provincia.bz.it/diritto allo studio > Assistenza universitaria > Alloggi in Alto Adige);

- **Study grants**: For information, you can contact the above-mentioned office or the "Südtiroler HochschülerInnenschaft" (sh.asus), which can give information and help with online applications. Students from non-EU countries will be eligible for these study grants only after one year of regular residence in South Tyrol;

- **Refund of the provincial tax**.

Addresses and telephone contacts are indicated on the last page of this Manifesto.
**STUDY PLAN - “MECHANICS AND AUTOMATION”**

Students must obtain in total 120 credit points (CP). In addition to the required courses, there will be a wide range of courses, through elective courses that allow the student to specialize in particular areas.

### 1st year

<table>
<thead>
<tr>
<th>Course</th>
<th>Module</th>
<th>CP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Economics and Management</td>
<td>Module I</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Module II</td>
<td>5</td>
</tr>
<tr>
<td>Quality Management</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Reverse Engineering and Rapid Prototyping</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Automatic Control</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Industrial Automation and Mechatronics</td>
<td>Module I</td>
<td>5</td>
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<tr>
<td></td>
<td>Module II</td>
<td>5</td>
</tr>
<tr>
<td>Planning and Simulation of Production and Logistics Systems</td>
<td>Module I: Planning of Logistics Systems</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Module II: Simulation in Production and Logistics</td>
<td>5</td>
</tr>
<tr>
<td>Advanced topics on machine design I (materials behaviour/machine elements)</td>
<td>Module I</td>
<td>5</td>
</tr>
</tbody>
</table>

### 2nd year

<table>
<thead>
<tr>
<th>Course</th>
<th>Module</th>
<th>CP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced topics on machine design II (Finite Element Method FEM)</td>
<td>Module II</td>
<td>5</td>
</tr>
<tr>
<td>Mechanical Vibrations</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>1 course to select from list of characterizing sectors *</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Study project (Individual or team) - Laboratory in Mechanics/Automation</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Industrial Accounting</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>MSc degree thesis</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>

*Courses of the characterizing sector:*
Students have to choose 1 of the following subjects for 5 CPs:

<table>
<thead>
<tr>
<th>Courses of the characterizing sector</th>
<th>CP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hydraulic and Pneumatic Automation Technologies</td>
<td>5</td>
</tr>
<tr>
<td>Fundamentals of thermo-fluid-dynamics</td>
<td>5</td>
</tr>
<tr>
<td>Functional Mechanical Design for Energy Efficiency</td>
<td>5</td>
</tr>
</tbody>
</table>

There are further 15 credit points for the Optional Courses. The Optional Courses will be offered starting from the 2nd semester.

There is no compulsory attendance, but attendance of lessons, exercise classes and lab work is strongly recommended. The course concludes with the writing and discussion of a thesis. The Faculty will provide a separate set of regulations for this.

Lectures and seminars will take place at the Free University of Bozen – Bolzano. The calendar detailing lecture halls and lecture times can be found on the website [https://www.unibz.it/en/timetable/](https://www.unibz.it/en/timetable/).
STUDY PLAN - “LOGISTICS AND PRODUCTION”
(DOUBLE DEGREE PROGRAM WITH THE OTTO-vON-GUERICKE-Universität MAGDEBURG)

Students must obtain in total 120 credit points (CP).
In addition to the required courses, there will be a wide range of courses, through elective courses that allow the student to specialize in particular areas.

<table>
<thead>
<tr>
<th>1st year</th>
<th>Project Economics and Management</th>
<th>Module I</th>
<th>5</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Module II</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quality Management</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reverse Engineering and Rapid Prototyping</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Industrial Accounting and Management</td>
<td>10</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planning and Simulation of Production and Logistics Systems</td>
<td>Module I: Planning of Logistics Systems</td>
<td>5</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Module II: Simulation in Production and Logistics</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Industrial Automation and Mechatronics</td>
<td>Module I</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Module II</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchasing and Supply Management</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| 2nd year | Logistic strategies and methods | 5 |
| Supply Chain Practice / ERP | 5 |
| Business Decision Making | 5 |
| Course to select from catalogue Logistics & Operations "Faculty of Economics" at OvGU* | 5 |
| Study project (Individual or team) - Laboratory in Mechanics/Automation | 5 |
| MSc degree thesis | 30 |

*The catalogue will be yearly updated and is visible at the Faculties website of OvGU

There are further 10 credit points for the Optional Courses. The Optional Courses will be offered starting from the 2nd semester.

There is no compulsory attendance, but attendance of lessons, exercise classes and lab work is strongly recommended. The course concludes with the writing and discussion of a thesis. The Faculty will provide a separate set of regulations for this.

Lectures and seminars will take place at the Free University of Bozen - Bolzano and at the Otto-von-Guericke-Universität Magdeburg:
- 1st year (1st and 2nd semester): at the Faculty of Science and Technology in Bozen - Bolzano
- 2nd year (3rd semester): at the Otto-von-Guericke-Universität Magdeburg
- 2nd year (4th semester): at the Faculty of Science and Technology in Bozen – Bolzano or at the Otto-von-Guericke-Universität Magdeburg depending on the optional courses and the preparation of the Master Thesis.

The calendar detailing lecture halls and lecture times can be found on on the website https://www.unibz.it/en/timetable/
# 2017/18 Academic Calendar*

## 1st session

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application</td>
<td>13.03. - 28.04.2017</td>
</tr>
<tr>
<td>Selection procedure</td>
<td>Interviews from 02.05.2017 until 08.05.2017</td>
</tr>
<tr>
<td>Rank lists published</td>
<td></td>
</tr>
<tr>
<td>Payment of the 1st instalment of the fees</td>
<td></td>
</tr>
</tbody>
</table>

## 2nd session

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application</td>
<td>18.05. - 20.07.2017</td>
</tr>
<tr>
<td>Language tests</td>
<td>06.06.2017 (enrolment by: 25.05.2017)</td>
</tr>
<tr>
<td>Selection procedure</td>
<td>Interviews from 24.07.2017 until 28.07.2017</td>
</tr>
<tr>
<td>Publication of ranking lists</td>
<td></td>
</tr>
<tr>
<td>Payment of the 1st instalment of the fees</td>
<td></td>
</tr>
<tr>
<td>Enrolment</td>
<td></td>
</tr>
<tr>
<td>Lessons begin</td>
<td></td>
</tr>
</tbody>
</table>

* The academic calendar follows the requirements of each partner University

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infodays for Freshers</td>
<td>02.10. - 03.10.2017</td>
</tr>
</tbody>
</table>
### FOR FURTHER INFORMATION:

<table>
<thead>
<tr>
<th><strong>WHO?</strong></th>
<th><strong>WHAT?</strong></th>
<th><strong>WHERE?</strong></th>
<th><strong>WHEN?</strong></th>
</tr>
</thead>
</table>
| **Advisory Service**  
Tel. +39 0471 012 100  
study@unibz.it | General information and course guidance, foreign students and students with disability or learning difficulties, accommodation | At Bozen-Bolzano: Universitätsplatz/Piazza Università 1  
Building A – 1st floor  
Office A1.01 Infopoint  
At Brixen-Bressanone:  
Regensburger Allee/Viale Ratisbona, 16  
2nd floor  
Office 2.12 | Tue + Thu  
14:00 - 16:00  
Wed + Fri  
10:00 - 12:30  |
| **Student Secretariat**  
Tel. +39 0471 012 200  
studsec@unibz.it | Online application, enrolment, tuition fees | Bozen-Bolzano  
Universitätsplatz/Piazza Università 5  
Building B – 1st floor  
Office B1.10  
by appointment | Mon + Wed + Fri  
10:00 - 12:00  
Tue + Thu  
14:00 - 16:00  |
| **Faculty of Science & Technology**  
Tel. +39 0471 017 000  
science.technology@unibz.it | Admission procedure, ranking lists, didactics | Bozen-Bolzano  
Universitätsplatz/Piazza Università 5  
Building K – 3rd floor | Mon + Tue  
10:00 - 12:00  
Thu + Fri  
14:30 - 16:30  |
| **Language Centre**  
Tel. +39 0471 012 400  
language.centre@unibz.it | Online upload of language certificates, enrolment to language assessment tests, language courses | At Bozen-Bolzano: Universitätsplatz/Piazza Università 1  
Building E – 1st floor  
Office E1.23 Infopoint  
At Brixen-Bressanone:  
Regensburger Allee/Viale Ratisbona, 16  
2nd floor  
Office 2.12 | Tue + Thu  
14:00 - 16:00  
Wed + Fri  
10:00 - 12:30  |
| **Amt für Hochschulförderung / Ufficio per il Diritto allo Studio universitario**  
Office for School and University Assistance  
Tel. +39 0471 412 941/ 412 927  
hochschulfoerderung@provinz.bz.it | Grants, accommodation in student halls | Bozen-Bolzano  
Andreas-Hofer-Straße/Via Andreas Hofer, 18  
2nd floor  
Office 213, 216 (Grants)  
Office 214 (Student halls)  
by appointment | Mon + Tue + Wed + Fri  
09:00 - 12:00  
Thu  
08:30 - 13:00 / 14:00 - 17:30  |
| **South Tyrolean student association (sh.asus)**  
Tel. +39 0471 974 614  
bz@asus.sh | General information, support in filling out the application forms for grants | Bozen-Bolzano  
Kapuzinergrasse/Via dei Cappuccini 2  
Ground floor | Mon - Thu  
09:00 - 12:30 / 14:00 - 17:00  
Fri  
09:00 - 12:30  |
| **Otto-von-Guericke-Universität Magdeburg (OvGU)**  
Faculty of Mechanical Engineering  
Institute of Logistics and Material Handling Systems  
Tel. +49 391 67-52628  
e-mail: hartwig.haase@ovgu.de | Academic Advisor | D-39106 Magdeburg  
Universitätsplatz 2  
Building 10 – Room 201 | Mon  
10:00 - 11:00  |