# How to apply for the Text Sciences and Culture Enhancement in the Digital Age Master’s degree

## 1. Max number of admitted students
For the academic year 2023–2024, the Master’s degree Course in Text Sciences and Culture Enhancement in the Digital Age, class LM-43, admits a total of 60 students (54 EU students and 6 extra-EU students).

## 2. Admission requirements
To be admitted to the Master’s degree, students with the necessary curricular qualifications (see below) will have interview with the course’s examining board, whose purpose is to verify the suitability of their personal preparation. Such verification is mandatory; it is subsequent to (and never a substitute for) the verification of curricular requirements.

Failure to meet the admission requirements will result in exclusion from the selection procedure (and prevents from registration).

<table>
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<th>Step</th>
<th>Instructions</th>
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<td><strong>1.</strong></td>
<td>Read the call for applications. If you have any doubts, contact the relevant offices (Student Affairs and Orientation Office) Help Desk Studenti</td>
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</table>
| **2.** | Register for the selection (= pre-registration) via the Internet Desk by the following dates: 
- 31/05/2023 (I selection) 
- 23/08/2023 (II selection) |
| **3.** | If admitted, accept the position and complete the registration (online application) and pay the fee of € 156 by: 
- 6/07/2023 (I selection) 
- 20/09/2023 (II selection) |

**SHOULD YOU NOT BE ADMITTED, CHECK IF THE RANK LIST IS BEING UPDATED FOR REPECHAGE**
Students must hold a Bachelor’s degree in the areas of the humanities and/or technical-scientific disciplines, in Italy or abroad, and to be in possession of a total of 48 CFU/ECTS (i.e. curricular qualifications) in the following disciplinary fields:

INF/01 INFORMATICS
ING-INF/05 INFORMATION PROCESSING SYSTEMS
MAT/01 MATHEMATICAL LOGIC
IUS/04 BUSINESS LAW
IUS/10 ADMINISTRATIVE LAW
L-ANT/02 GREEK HISTORY
L-ANT/03 ROMAN HISTORY
L-ANT/05 PAPIROLOGY
L-ANT/09 ANCIENT TOPOGRAPHY
L-ANT/10 METHODS OF ARCHAEOLOGICAL RESEARCH
L-ART/01 HISTORY OF MEDIEVAL ART
L-ART/02 HISTORY OF MODERN ART
L-ART/03 HISTORY OF CONTEMPORARY ART
L-ART/06 CINEMA, PHOTOGRAPHY AND TELEVISION
L-FIL-LET/02 GREEK LANGUAGE AND LITERATURE
L-FIL-LET/04 LATIN LANGUAGE AND LITERATURE
L-FIL-LET/05 CLASSICAL PHILOLOGY
L-FIL-LET/08 MEDIEVAL AND HUMANISTIC LATIN LITERATURE
L-FIL-LET/09 ROMANCE PHILOLOGY AND LINGUISTICS
L-FIL-LET/10 ITALIAN LITERATURE
L-FIL-LET/11 CONTEMPORARY ITALIAN LITERATURE
L-FIL-LET/12 ITALIAN LINGUISTICS
L-FIL-LET/13 PHILOLOGY OF ITALIAN LITERATURE
L-FIL-LET/14 LITERARY CRITICISM AND COMPARATIVE LITERATURE
L-FIL-LET/15 GERMANIC PHILOLOGY
L-LIN/01 HISTORICAL AND GENERAL LINGUISTICS
L-LIN/10 ENGLISH LITERATURE
L-LIN/12 LANGUAGE AND TRANSLATION - ENGLISH
M-FIL/02 LOGIC AND PHILOSOPHY OF SCIENCE
M-FIL/05 PHILOSOPHY AND THEORY OF LANGUAGE
M-GGR/01 GEOGRAPHY
M-GGR/02 ECONOMIC AND POLITICAL GEOGRAPHY
M-STO/01 MEDIEVAL HISTORY
M-STO/02 MODERN HISTORY
M-STO/04 CONTEMPORARY HISTORY
M-STO/08 ARCHIVAL SCIENCE, BIBLIOGRAPHY AND LIBRARIANSHIP
M-STO/09 PALEOGRAPHY
SEC-S/01 STATISTICS
SECS-S/05 SOCIAL STATISTICS
SPS/07 GENERAL SOCIOLOGY

In particular, students must have earned:

- at least 6 CFU/ECTS in one or more of the following sectors: INF/01, INF-INF/05, MAT/01, SECS-S/01, SECS-S/05, SPS/07
- at least 24 CFU/ECTS in one or more of the following sectors: L-LIN/01 (Historical and general linguistics); L-LIN/12, M-FIL/02; M-FIL/05; L-FIL-LET/10, M-GGR/01; M-GGR/02

Alternatively, students must hold another qualification obtained abroad, recognised as meeting the above requirements.

Students must also have a B2 English language certification recognised by the University (please check here for a list of language certificates: https://ccl.unibg.it/it/apprendimento-lingue/servizi-studenti/ricongoscimento-certificazioni-linguistiche)

Should you not have any English language certificates, your language competence will be verified at the oral interview.
In case of failure to meet the curricular requirements, the student is not admitted to the phase of verification of personal preparation (i.e. interview with the course’s examining board) and must enroll in individual courses in order to supplement the missing requirements for enrolment in the following academic year.

3. Selection

Admission to the Master’s degree course is subject to an evaluation of your former academic career and an oral assessment (i.e. interview with the course’s examining board):

- Evaluation of former academic career (average of the subject marks & final degree): up to 70 points;
  - Evaluation will be computed by making the proportion (in seventieths) of the average mark
- Oral assessment: up to 30 points.
  - Evaluation will be based on an interview in English about:
    - basic knowledge of Excel and Word
    - skills:
      - writing a Word text;
      - using an Excel spreadsheet (formulas, functions, charts)
    - ability to communicate in English and Italian, also about non-preferred content.

The minimum score required to be admitted is 72/100.

Interview dates:
- 20 June 2023 (9.00 am) at Sala Riunioni (Piazza Rosate, 2 - Bergamo (first round)
- 5 September 2023 (9.00 am) at Sala Riunioni (Piazza Rosate, 2 - Bergamo (second round)

Students with disabilities and impairment
Please, contact servizi.disabili@unibg.it or servizi.dsa@unibg.it

4. Foreign students

Extra-EU citizens: please, check all Foreign Ministry information for studying in Italy at the link: www.studiare-in-italia.it/studentistranieri

Evaluation will be assessed as follows:

- knowledge of English (up to 4 points);
- BA relevance to the Master’s degree programme
  - BA internship (up to 3 points);
  - BA subjects (up to 2 points)
- Graduation grade (up to 4 points);
- General knowledge and skills (up to 3 points).

ALL candidates with a non-Italian BA must include in their application (see below, Par. 5):

- academic title, legalised and translated into Italian;
- Declaration of value (Dichiarazione di valore) issued by the Italian Embassy or Consulate in the country in which the qualification degree was obtained. The Dichiarazione di valore may be replaced by a certificate issued by foreign official bodies or by a certificate issued by Italian ENIC-NARIC centres (CIMEA);
- certificate issued by the university of origin, stating the examinations passed and relative grading scale evaluation scale (Transcript of records) or Diploma Supplement

The enclosed documentation must also show the final mark and the assessment system to which it refers.

5. Step-by-step registration for selection

Registration for the selection must be made, by 23:59 on the last day for pre-registration for each session (deadline calendar indicated below) in the following ways:

1. connect to the Internet Desk via the website www.unibg.it, register by going to the "REGISTER" section, completing the mandatory fields or access directly by entering credentials already in
your possession. You can consult the special Guide to pre-enrolment in Master's degree courses available at the link: https://www.unibg.it/studia-noi/ti-aiutiamo/contatta-segreteria
Institutional credentials are valid for the entire duration of your university career and are required each time you access your personal profile in Sportello Internet (https://sportello.unibg.it/Home.do).

2. select ‘Segreteria’ from the menu at the top right and then ‘Pre-iscrizione/Corsi accesso programmati/Laurea Magistrale/Dottorati/Master/Supporto’;
3. select “Iscrizione concorsi” and place the tick on “LAUREA MAGISTRALE”;
4. choose the Master’s degree course with programmed access in “TEXT SCIENCES AND CULTURE ENHANCEMENT IN THE DIGITAL AGE”;
5. attach a front/back copy of a valid identity document (identity card, driving licence, passport) and for foreign students a copy of their residence permit, if held;
6. attach any disability/DSA declarations;
7. insert the required qualifications
8. On the “Gestione titoli e documenti per la valutazione” mask, upload the following documents:
   a. if a student graduating from another university: self-certification of enrolment with indication of the name of the university, the degree course, the exams passed with the specification of date grade, cfu and scientific-disciplinary sectors and of any exams still to be passed with indication of cfu, scientific-disciplinary sector and expected date of the exam call;
   b. if a student graduated from another university: self-certification of degree with indication of the name of the university, the degree course, the date on which the degree was awarded and the relative final mark, the list of examinations final mark, the list of exams passed with indication of date, mark, cfu and scientific-disciplinary sectors scientific-disciplinary fields;
   c. certificates or self-certifications of further qualifications in addition to the degree required for admission (to be attached if necessary to demonstrate possession of the curricular requirements; they will not be included the weighted average of the examinations);
   d. a certificate of knowledge of the English language, if any, at least level B2, to demonstrate fulfilment of the language requirement for admission (section 2 of the call for applications).

Graduates/undergraduates of the University of Bergamo are not required to enclose the self-certifications under points a) and b); they must instead fill in the questionnaire under point 9. Candidates with foreign academic qualifications must attach the documentation indicated in section 4.

9. Fill in the questionnaire “Autocertificazione media ponderata dei voti degli esami superati (riferiti alla carriera utilizzata per l’accesso alla Laurea magistrale)” by entering the weighted average of marks of examinations passed, up to the date of completion of this pre-enrolment application, rounded to the second decimal place.
10. pay the registration fee for the selection (€ 52.00) through the PagoPA system, as indicated on the following link: https://www.unibg.it/servizi/segreteria/tasse-e-agevolazioni/modalita-pagamento

6. RANKINGS
Rankings will be published here: https://www.unibg.it/studia-noi/iscriversi/passati-iscrizioni/pre-iscrizioni-magistrali

7. MATRICULATION
1. Deadlines: please see the table below
2. Step-by step matriculation procedure:
   a. Log in to the Internet Desk webpage with your username and password (i.e. those assigned at the end of the registration procedure) and select “IMMATRICOLAZIONE”. Follow the instructions.
b. Pay the regional fee: log in to the Internet Desk webpage with your username and password (i.e. those assigned at the end of the registration procedure) and select “SEGRETERIA>PAGAMENTI”. Pay €156 via PagoPA

8. DEADLINES

First round:
- a. Pre-registration for the admission: 19/04/2023 - 31/05/2023
- b. Oral interview: 20/06/2023
- c. Ranking: by 30/06/2023
- d. Immatriculation deadline: 6/07/2023
- e. First repechage: by 13/07/2023
- f. Repechage application (interest expression): 14/07/2023 - 19/07/2023
- g. Matriculation deadline for candidates admitted with the first repechage: 19/07/2023
- h. Updated ranking for the second repechage: by 25/07/2023
- i. Matriculation deadline for candidates admitted with the first repechage: 31/07/2023

Second round:
- a. Pre-registration for admission: 3/07/2023 - 23/08/2023
- b. Oral interview: 5/09/2023
- c. Ranking: by 15/09/2023
- d. Matriculation deadline: 20/09/2023
- e. First repechage: by 26/09/2023
- f. Repechage application (interest expression): 27/09/2023 - 29/09/2023
- g. Matriculation deadline for candidates admitted with the first repechage: 29/09/2023
- h. Updated ranking for the second repechage: by 5/10/2023
- i. Matriculation deadline for candidates admitted with the first repechage: 10/10/2023