



FREIE UNIVERSITÄT BOZEN  
 LIBERA UNIVERSITÀ DI BOLZANO  
 FREE UNIVERSITY OF BOZEN · BOLZANO

<b>For Student secretariat use only</b>	<i>Duty stamp not needed (Authorised by Tax Office – Local Head office Bozen/Bolzano No. 2005/1449 of 04.05.2005)</i>
<b>Student number</b>	

## Enrolment on SINGLE SUBJECT COURSES

**Academic Year** \_\_\_\_\_ / \_\_\_\_\_

I (name)	_____	(surname)	_____	M <input type="checkbox"/>	F <input type="checkbox"/>
born on	_____	in	_____	province	_____
resident in	_____	street / nr.	_____		_____
ZIP code	_____	province	_____		_____
telephone nr.	_____	mobile phone nr.	_____		_____
e-mail address	_____	Italian tax code (if applicable)	_____		_____
citizenship	_____				

### APPLY

for enrolment in the following subject courses and for sitting the corresponding exams:

*Please indicate the exact name of the subject!*

Faculty	Bachelor/Master course	Subject course name	Exam code

**Admission requirements:**

The following applicants can enroll on single subject courses and sit the corresponding exams:

- a) graduates
- b) people with a secondary school leaving title suitable for university admission\*
- c) students enrolled at universities other than the Free University of Bozen/Bolzano, even abroad
- d) people without a title suitable for university admission, but able to demonstrate knowledge of the subject\*.

\* In this case, the enrolment is possible for courses activated according to Ministerial Decree 270/2004 only.

**I DECLARE, USING SELF-CERTIFICATION:**

in compliance with the President of the Republic's Decree of 28 December 2000, no. 445, that I understand that in the event of false or incomplete declarations, I could be subject to legal action stipulated in article 76 of the mentioned Decree:

 **that I have been awarded the following secondary school leaving title:**

type of establishment \_\_\_\_\_  
name of the establishment \_\_\_\_\_  
complete address \_\_\_\_\_  
title awarded in the year \_\_\_\_\_

 **that I have NO secondary school leaving title** **that I have been awarded a university degree title** **that I am currently enrolled in another university****I furthermore DECLARE that**

- I am aware that admission to lessons is subordinated to place availability and that places will be assigned following the chronological order of the submitted applications; in case a place will not be available, the fee paid will be refunded on the following bank account:  
account holder \_\_\_\_\_  
bank \_\_\_\_\_  
IBAN code \_\_\_\_\_  
BIC/SWIFT code \_\_\_\_\_
- I am aware that certifications will be issued for the passing of exams only;
- I am aware that the official language of the subjects and the subjects catalogue are available on the webpage of the faculties;
- I am aware that students enrolled on single subject courses must comply to the regulations of the course which offers the chosen subject (for subjects with compulsory attendance, an enrolment before the lessons start is an essential requirement in order to sit the corresponding exam).

## ATTACHMENTS:

- passport size colour photograph
- copy of a valid ID document
- payment receipt of **Euro 150,00 (duty stamp included) for each single subject course** made available to the Free University of Bozen-Bolzano on the following bank account:  
IBAN IT67 P060 4511 6190 0000 0009 000  
BIC (SWIFT) CRBZIT2B107  
payment reason: enrolment on single subject courses
- **for applicants with NO secondary school leaving certificate:** „Nulla osta“ (Go-ahead) of the Faculty, attesting the applicant's knowledge necessary for accessing the subject's lessons.
- **Educators of Brixen-Bressanone's kindergartens** must attach a self-certification attesting their position as educators in Brixen-Bressanone's kindergartens.

## Applicants with a university degree must also attach:

### for titles awarded in Italy:

- degree certificate (bachelor or master title) issued by the university or recognition decree.

### for titles awarded abroad:

- declaration of equivalent value attesting the university title awarded.
- copy of the original academic certificate with its Italian translation (a translation is not necessary in case the title was awarded in a German-speaking country).

## Students currently enrolled in a university located in a country other than Italy must attach:

- enrolment certificate with its translation (a translation is not necessary in case the university belongs to a German-speaking or English-speaking country).

Disabled students with a disability up to or exceeding 66% are eligible for total exemption from fees: The disability certificate, issued by the health authorities, should be presented upon enrolment together with a current value duty stamp.

Date \_\_\_\_\_

Signature \_\_\_\_\_

This application form should be delivered to:

### **for courses held in Bozen-Bolzano:**

Student secretariat in Bozen-Bolzano, piazza Università-Universitätsplatz 1  
(Tel. 0039-0471-012200).

### **for courses held in Brixen-Bressanone:**

Student secretariat in Brixen-Bressanone, viale Ratisbona 16-Regensburger Allee 16  
(Tel. 0039-0472-012200).

### **Opening hours**

Monday, Wednesday, Friday	09:00 – 12:00
Tuesday, Thursday	14:00 – 16:00

## **Information regarding the Data Protection Act (Art. 13 Law no. 196/2003)**

The information collected by the Free University of Bozen/Bolzano is necessary for matters concerning teaching, administration of the student's career, issuing of certificates, administration of digital access and maintenance of data on the Scientific Network, the use of other services (such as payment using a student card), access rights. All the information and data will be dealt with, on paper or in electronic form, following law no. 196/2003 by the employees of the Free University of Bozen/Bolzano under the responsibility of the General Director.

The student can exercise his/her rights as stated in article 7 and successive of law no. 196/2003 concerning access, information, updating and any cancellation by making a formal application to the General Direction of the Free University of Bozen/Bolzano.