



**UNIVERSITÀ
DI SIENA
1240**

Department of Information Engineering and Mathematics

ACADEMIC YEAR 2025/2026

CALL FOR APPLICATIONS FOR ADMISSION TO THE FOUNDATION COURSE IN

Engineering and Science

Art. 1 – Scope of Application

1. This call for applications governs admission to the *Foundation Course in Engineering and Science* for the 2025/2026 academic year and is published on the University's Official Notice Board (<http://albo.unisi.it>).
2. The course has a limited number of available places. Admission is subject to the selection procedures outlined in Article 5 of this call and is granted in accordance with the ranking order, within the limits of the available places.
3. For technical, scientific, and organizational support related to the selection procedures, the University avails itself of the services provided by the Interuniversity Consortium for Integrated Access Systems (CISIA), of which several Italian universities are members. The updated list of participating universities is available on the consortium's official website (<http://www.cisiaonline.it>).

Art. 2 – Admission Requirements

1. The following candidates are eligible for admission to the Foundation Course:
 - Students holding a secondary school diploma (or an equivalent qualification pursuant to current regulations) obtained abroad after a minimum of 11 years of total schooling, which grants access to higher education in the educational system of the country where the qualification was awarded.

- Students holding a U.S. High School Diploma (HSD) who have not completed the three Advanced Placement (AP) examinations required for admission to Italian universities.
- Students holding a General Certificate of Education (GCE) or an International General Certificate of Education (IGCE) from the United Kingdom who do not meet the requirement of three A-levels for admission to Italian universities.

2. In addition, applicants must demonstrate English language proficiency at a minimum level of B1 (or higher), in accordance with the Common European Framework of Reference for Languages (CEFR). The procedures for verifying language proficiency are detailed at admission.unisi.it/?p=1944.

3. To be eligible for enrollment in the Foundation Course, applicants must be at least 17 years of age, or must turn 17 no later than December 31, 2025.

Art. 3 - English Language Proficiency

1. Applicants may demonstrate adequate proficiency in the English language exclusively through one of the following methods:

- Submission of a recognized language certification, as specified at <https://admission.unisi.it/?p=1944>;
- Evaluation through the oral interview described in Articles 8 and 9 of this call for applications.

2. Citizens of countries where English is the primary language of communication, as specified at <https://admission.unisi.it/?p=1944>, are exempt from submitting a language certification.

Art. 4 – Available Places and Selection Procedure

1. For the 2025/2026 academic year, 50 places are available for admission.

2. Admission to the programme is subject to a competitive selection process. Applications must be submitted by **6 May 2025**.

3. Applications for the selection process must be submitted via the online portal <https://apply.unisi.it/courses/course/144-puc-foundation-course-engineering-and-science> by completing the application form referred to in Article 6 of this call for applications.

Art. 5 – Application for Admission

1. Applications must be submitted via the portal <https://apply.unisi.it/courses/course/144-puc-foundation-course-engineering-and-science>, accompanied by the following documentation:

- **Valid identification document:** Candidates must upload a scanned copy of a valid European ID card or passport. Non-EU candidates already residing in Italy must submit both their passport and a valid Italian residence permit.
- **Curriculum Vitae (CV):** A CV outlining the applicant's educational background, skills, any relevant work experience, and qualifications. Any format is accepted, although the Europass CV format is recommended.
- **High school diploma (or provisional certificate):** An official transcript or diploma from secondary school (or provisional certification if studies are ongoing). Diplomas and transcripts issued abroad must be official, bearing the stamp of the institution and the signature of the issuing authority. Documents must be in either Italian or English. If issued in a different language, a certified translation must be provided.
- **Recognised English language certification,** if available, at level B1 or higher according to the Common European Framework of Reference for Languages (CEFR). A list of recognised certifications and exemption cases is available at <https://admission.unisi.it/?p=1944>.
- **Proof of completion of the English TOLC-I test,** administered by the CISIA consortium, either in-person or in the TOLC@CASA format, taken no earlier than 1 January 2024. Applicants who do not provide such documentation will be given the opportunity to take the test in one of the reserved sessions organized by the University of Siena, as described in Article 7.

2. A non-refundable application fee of €49.90 is required and must be paid exclusively through the portal apply.unisi.it, following the instructions provided therein.

3. The information and documentation submitted through the apply.unisi.it portal may be edited or supplemented by accessing the platform until the application deadline specified in Article 5 of this call.

Art. 4 - English TOLC-I

1. The selection process described in Article 5 takes into account the score obtained by candidates in the English TOLC-I test. No other types of tests will be accepted. Detailed information on the test structure, content, time allocation, and assessment methods is available on the CISIA portal: <https://www.cisiaonline.it>.
2. The English TOLC-I test may be taken at any test center affiliated with the CISIA consortium, either in the TOLC@CASA (remote) or in-person format. Test dates are published on the CISIA portal: <https://www.cisiaonline.it>.
3. Applicants who have not yet taken the English TOLC-I test will have the opportunity to register for reserved sessions organized by the University of Siena during the application process via the apply.unisi.it portal, according to the schedule outlined below.

Reserved English TOLC-I Sessions (online tests)	Deadline for Test Registration
Wednesday, 16 April 2025	Thursday, 8 April 2025
Wednesday, 7 May 2025	Tuesday, 29 April 2025
Wednesday, 14 May 2025	Tuesday, 6 May 2025

4. Registration for the reserved sessions mentioned in the preceding paragraph must be completed exclusively via the apply.unisi.it portal during the application submission process. These reserved sessions are not listed on the CISIA portal.
5. Repeating the test is not permitted. In the event of absence or an impediment that prevents a candidate from completing the test, the reservation will be moved to the next available date, if any.
6. Candidates who do not obtain a valid English TOLC-I score will be excluded from the ranking lists.

Art. 5 - Candidate Evaluation

1. A provisional ranking list is compiled based on a total score, arranged in descending order. The total score is the sum of two components:
 - The score obtained in the English TOLC-I test (ranging from -12.5 to 50 points);
 - The score obtained in the oral interview (ranging from 0 to 10 points).
2. Candidates who fail to submit proof of completion of the English TOLC-I test and who do not attend the final available test session will be excluded from the ranking.

3. The oral interview is assigned a score between 0 and 10 points. The interview evaluates the candidate's motivation, English language proficiency, and general knowledge of STEM subjects.

4. The oral interview also serves to assess adequate English language proficiency, where required under Article 3 of this call for applications. Candidates whose English proficiency is deemed insufficient will be excluded from the ranking list.

5. In the event of a tie in the total score, priority will be given to the younger candidate. If the tie persists, priority will be determined based on the highest partial scores in the English TOLC-I test sections, in the following order: Mathematics, Logic, Sciences, Reading Comprehension.

6. The final rankings, approved by Rectoral Decree, will be published at www.unisi.it in the *Albo online* section and on the following fc-engineering-science.unisi.it.

Art. 6 – Procedures and Organization of the Oral Interview

1. The oral interviews will be conducted online via Google Meet, starting from 12 May 2025. The interview date will be communicated to candidates at least three days in advance, using the email address provided during the application process. Failure to attend the interview will result in exclusion from the ranking list.

2. If the number of applicants is less than or equal to the number of available places, the oral interview will not be conducted, except for candidates who require language proficiency verification pursuant to paragraph 4 of Article 5 of this call. In such cases, all candidates will be assigned a score of zero for the oral interview.

3. If the number of applicants exceeds the number of available places, the oral interviews will be organized in stages, based on the descending order of English TOLC-I scores, as detailed below:

First Stage

Candidates whose English TOLC-I score is equal to or higher than the 50th-highest score minus 10 points will be invited to the oral interview. At the conclusion of the interviews in this stage, a ranking list will be drawn up for the participating candidates and published on the website fc-engineering-science.unisi.it. The acceptance, confirmation and assignment of available places will follow the procedures outlined in Article 7 of this call. If any places remain unfilled at the end of this stage, additional candidates will be invited to the oral interview in subsequent stages.

Second and Subsequent Stages

If the number of remaining candidates is less than or equal to the number of available places, the oral interview will not be conducted, except for candidates who require language proficiency verification pursuant to paragraph 4 of Article 5 of this call. In this case, all candidates will be assigned a score of zero for the oral interview. If the number of remaining candidates exceeds the number of available places, an oral interview will be held for a number of candidates equal to the number of remaining places plus five, or fewer depending on candidate availability, based on descending English TOLC-I scores. At the conclusion of the interviews in this stage, a new ranking list will be compiled and published on the website fc-engineering-science.unisi.it, and the acceptance, confirmation and assignment of places will proceed in accordance with Article 7.

4. If places are still available at the end of the second stage, further groups of candidates will be invited to the oral interview in additional stages, until all places are filled or no more eligible candidates remain. In any case, the process will end no later than 24 July 2025, even if places remain unfilled and candidates are still awaiting evaluation.

5. For the second and subsequent stages, the final ranking list must be published on the website fc-engineering-science.unisi.it within 15 working days from the publication of the ranking list of the preceding stage.

Art. 7 – Acceptance, Confirmation, and Assignment of Places

1. Based on the ranking list resulting from each stage as described in Article 6, eligible candidates will be offered the opportunity to accept and confirm their assigned place. The offer will be communicated via the email address provided during the application process.

2. From the date the offer is sent, candidates have five days to accept and confirm the place. Acceptance must be completed through the apply.unisi.it platform. Confirmation is finalized by paying a fee of €500, also via the apply.unisi.it platform.

3. Failure to accept and confirm the offer within the specified timeframe will result in the place being made available to candidates in the next stage, as described in Article 6 of this call. The candidate who does not accept and confirm the offer will be considered as having declined the offer.

4. Candidates who have declined the offer may request to be reconsidered for admission in a later stage by contacting the Admission Office (admissionoffice@unisi.it). Re-entry will be possible only from at least one stage after the original offer and only if places are still available. Requests will be processed at the beginning of the first available stage, provided they are received at least two working days in advance.

5. Acceptance and confirmation of the assigned place imply full acceptance of the course regulations, available on the website fc-engineering-science.unisi.it.

Art. 8 – Enrolment

1. Candidates who have confirmed a place are supposed to complete their enrolment before the beginning of the teaching activities and no later than Friday, November 28, 2025, by following these steps in the specified order:

- A. Obtain clearance to enroll (nulla osta) from the Admission Office. The documents required to obtain clearance for enrolment are listed on the following page: <https://admission.unisi.it/?p=1982>.
- B. Complete the online enrolment procedure via segreteriaonline.unisi.it. The instructions to applicants will be provided by the Admission Office.
- C. Pay the enrolment fee of €3,500 in a single instalment.

2. Candidates are encouraged to contact the Admission Office (admissionoffice@unisi.it) as soon as the required documents and their visa (if applicable) are available. The entire process may be completed from abroad to ensure that the issuance of a residence permit upon arrival in Italy proceeds smoothly and without delay.

3. If, due to force majeure (for example, a delay in obtaining a visa), enrollment is completed after Friday, 28 November 2025, an additional fee of €100.00 per week will be charged to cover catch-up classes and personalized tutoring. This additional fee will be applied at the end of each Friday.

4. The final deadline to enroll in the Foundation Course in Engineering and Science is January 12, 2026. After this date, enrolment will no longer be possible, and any rights acquired through payment of the confirmation fee will be forfeited.

Art. 9 – Responsible Officer for the Procedure

1. Pursuant to Law No. 241 of 7 August 1990, as amended and supplemented, the officer responsible for the procedure referred to in this notice is the acting Head of the Student and Teaching Office of the Department of Information Engineering and Mathematics (email: didattica.diism@unisi.it).

Art. 10 – Access to Documents

1. The provisions of this notice are intended to ensure full transparency throughout all phases of the procedure, including the criteria and processes for the appointment of evaluation committees, in accordance with Law No. 241 of 7 August 1990.
2. Candidates have the right to access the documents relating to the selection procedure, in accordance with current legislation and the procedures established by the University Regulations.

Art. 11 – Personal Data Protection

1. The personal data of candidates will be processed by the University of Siena exclusively for institutional purposes and for the management of the present selection process.
2. The privacy notice regarding the processing of student data is available in the "Privacy" section of the University's website: [Privacy and Cookie Policy | University of Siena](#).
3. The University undertakes to maintain the confidentiality of the data and information provided by the candidates, which will be processed in accordance with EU Regulation 2016/679 on the protection of personal data and Italian Legislative Decree No. 196/2003, as amended by Italian Legislative Decree No. 101 of 10 August 2018.
4. The Data Controller is the University of Siena, represented by the Rector, Prof. Roberto Di Pietra. Candidates may exercise their rights by contacting the Data Controller at the certified email address: rettore@pec.unisipec.it or via email: segreteria.rettore@unisi.it.
5. The provision of personal data is mandatory for managing the relationship between the student and the University (e.g., selection, admission, enrolment, academic records management, etc.).
6. Failure to provide consent for data processing will result in exclusion from this selection process.

Art. 12 – Final Provisions

1. For all matters not expressly covered in this selection notice, reference shall be made to the relevant laws and regulations in force.
2. This notice constitutes the binding legal framework for the selection procedure. Participation implies full and unconditional acceptance of all provisions contained herein.

3. All candidates are provisionally admitted to the selection procedure. The University Administration may, at any time and by means of a justified decision, exclude candidates who fail to meet the required eligibility criteria. Such a decision will be communicated to the candidate via e-mail.

4. Should any information provided in the submitted documentation be found to be false, or should any fraudulent documents be used, the candidate will be automatically excluded and will forfeit any benefits obtained, without prejudice to the criminal sanctions provided by the Italian laws and applicable special laws (Articles 75 and 76 of Presidential Decree No. 445/2000). Any false declaration may also give rise to claims for damages by third parties.

5. The admission fee, as stated in Article 5, is non-refundable under any circumstances. The confirmation and enrollment fees, as outlined in Articles 7 and 8, respectively, are also non-refundable, except in the event that the University of Siena is unable to activate the course due to financial unsustainability or circumstances of force majeure. Refunds, if applicable, will be subject to a deduction for processing and administrative costs.

6. Corrections of material errors or errata related to this decree will be published on the University of Siena's dedicated web page for the Foundation Course in Engineering and Science. Such publication shall serve as official notification to all concerned parties, for all legal purposes and effects.