Study Manifesto

MASTER IN COMPUTER SCIENCE

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2014/2015 academic year

Course outline

Faculty	Computer Science (site Bozen- Bolzano)
Degree class	LM-18 (Ministerial Decree n. 270/2004)
Length	2 years
Credit points	120 (based on the European Credit Transfer System)
Languages used in teaching	English
Admission title	Three-year undergraduate degree (bachelor) or university diploma of the previous Italian higher education system or any equivalent foreign qualification
Language requirements	Knowledge of English
Study places	45 EU + 35 Non EU
Admission procedure	Previous studies evaluation and motivation letter
Deadline for application	1st Session: 30th April 2014 2nd Session: 19th August 2014
Deadline for enrolment	15th October 2014
Tuition fees	1343 Euro per year
Classes start	29th September 2014

subject to change

THE MASTER PROGRAMME

Master in Computer Science
Master class: LM-18

Our two-year Master's programme produces graduates who have a thorough knowledge of the fundamental fields of computer science, of the structures and the use of computer systems, and of the scientific research methods. Graduates understand and use the tools of discrete and continuous mathematics and of applied mathematics and physics, and have an in-depth knowledge of the foundations, techniques and methods for the design and development of information systems. Students may participate in an European Master's programme to achieve a joint degree with one of our European partner universities.

Subjects taught
- Curriculum in Data and Knowledge Engineering: Advanced Database Management Technologies, Data and Process Modeling, Data Mining, Information Search and Retrieval, Semantic Technologies, Data and Knowledge Engineering, Theory of Computing.
- Curriculum in Software Engineering and IT Management: IT and Service Management, Requirements and Design of Software Systems, Software Process Management, Software and IT Engineering, Software Reliability and Testing, Systems Engineering.
- Common lectures: Advanced Internet Technologies, Human Machine Interaction, Research Methods, Statistics, Technical and Scientific Communication. Also offered are several optional Courses.

Career opportunities
Graduates' skills and knowledge enable them to work in areas that require competence in:
- the analysis, formalization and design of software systems for the solution of complex problems in various application areas, such as industry, services, environment, health, heritage and public administration;
- the development and maintenance of high quality information systems and computer networks, also in critical areas;
- research and innovation in industrial, public and academic laboratories.

Languages used in teaching
The language in all the lectures in the Master in Computer Science is English.

Fixed intake
The available study places for the academic year 2014/2015 are:

	EU citizens (& citizens with parity of treatment)	non-EU citizens (resident abroad)
1st session	40	30
2nd session	5 (+ places not assigned in the 1st session)	5 (+ places not assigned in the 1st session)
Total	**45**	**35**

ADMISSION REQUIREMENTS

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

- an Italian bachelor degree ("diploma di laurea") in Computer Science (Scienze e tecnologie informatiche, classe L-31), Information Engineering (Ingegneria dell'informazione, classe L-08), Physics (Scienze e tecnologie fisiche, classe L-30) or Mathematics (Scienze matematiche, classe L-36)
- an equivalent Italian degree obtained according to the regulations previously in force
- other degrees in the field of Computer Science awarded in Italy or abroad and recognized as suitable
- other degrees in the field of Physics or Mathematics awarded abroad and recognized as suitable.

If you do not possess the required degree at the moment of application, you can apply if you have earned **at least 130 credit points (ECTS)**.

You must also have adequate knowledge of English and adequate general and specific competence. These requirements must be uploaded in the application portal.

Concurrent enrolment at several universities or in several courses at the same university is not allowed. Concurrent enrolment at universities and at higher education institutions for music and dance (e.g., music academy) is on the contrary allowed under specific conditions (Ministerial Decree 28.09.2011; further information is available from the Student secretariat).

LANGUAGE PROFICIENCY

You must have adequate knowledge of **English**: proof of it must be uploaded in the application portal.

ONLINE APPLICATION

Your application is submitted online through the application portal available at www.unibz.it. 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. Prospective students excluded in the first session can apply again in the second.

Deadlines	Begin	End
1st Session	10 March 2014	30 April 2014, 12:00 midday
2nd Session	5 May 2014	19 August 2014, 12:00 midday

ATTACHMENTS
You should upload the required attachments 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 presented 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);
- the attachments listed in the section entitled "Selection procedure";
- the declaration of equivalent value of the applicant's qualification(s) (only for applicants with a qualifications gained abroad; those not yet in possession of the declaration can submit 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 (for applicants with qualifications from abroad only)
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)
- deliver 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 (www.study-in-italy.it) 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

You must go through a selection procedure in order to access the course.

The criteria for the evaluation are:
- max 10 points can be attributed to the study curriculum evaluation, considering the mark average gained by the applicant upon application
- the English knowledge certification does not add further points, but is required for the student's admission
- the personal statement does not add further points, but is relevant in case of ex-aequo.

In the application portal, you shall upload:

1. *Study Curriculum*
The following data must be included, subject to the exclusion from the admission ranking list:
- Name of the completed bachelor degree programme;
- University awarding the qualification;
- Enrolment date;
- Legal duration of the degree programme;
- Indication of the grade scale or scales (maximum, minimum, minimum pass grade);
- Average grade obtained;
- Indication of the value of one credit point in hours, or its equivalence to ECTS credit points;
- Details of the degree programme, with an indication of:
  - name of each course in the original language and English translation;
  - credit points of each course;
  - grade obtained at the exam.

NB: The lack of adequate information on the amount of credit points of a course will result in the Selection Committee not considering in any way the course in the evaluation of the applicant and in the computation of the points assigned to the applicant.

If the study curriculum refers to a title gained in a country other than Italy, it has to be certified by an academic transcript of exams from the University awarding the qualification. Applicants with titles gained in Italy must on the contrary self-declare the exams passed.

NB: The data must be entered in the excel sheet "Study Curriculum table" (downloadable from www.unibz.it/en/inf/progs/mcs/admission/Pre_Enrolement_Master.html) and the file has to be uploaded through the application portal.

2. *Evidence of knowledge of English*
If you attended a university degree programme in English, you do not have to submit additional documentation. Conversely, you must enclose one of the following documents:
- an international language certificate that appears on the list of the Language Centre of the Free University of Bozen - Bolzano (the validity of the certificate is assessed by the Language Centre);
- proof of attendance of a university degree programme with at least 30% of lectures held in English;
- proof of attendance of a high school in English, or of a high school having English amongst its subjects;
- any other documentation certifying the applicant's language knowledge. Validity will be assessed case by case by the Selection Committee.

It is under your responsibility to provide appropriate certification for the knowledge of English. The commission reserves the right to verify your knowledge of English by a language test before the publication of the admission ranking list.

3. *Personal statement letter*
A letter in format DIN A-4 of no more than 3000 characters with spaces, written in English, in which you explain why you would like to enrol on this degree programme

ADMISSION RANKING LISTS
The Selection Committee will only evaluate the documentation presented by the application deadline and will draw up two admission ranking lists: one for EU citizens (and citizens of other countries who enjoy parity of treatment) and one for non-EU citizens resident abroad.
The ranking lists will be published on the website www.unibz.it and are only valid for the academic year for which they have been drawn up. Publication:
For the first application session, likely by 20 May 2014.
For the second application session, likely by 3 September 2014.

HOW APPLICANTS OF THE FIRST SESSION ARE GUARANTEED A PLACE ON THE COURSE

If you have been admitted in the first session and want to be guaranteed a place on the course, you must proceed as follows:

by 6th June 2014	pay the first instalment of University fees (€ 743) and **deliver the receipt to the Student Secretariat**. <u>Please note that payment will only be accepted once the receipt has been presented personally or via e-mail - it is not enough just to make the payment</u>).

If you do not respect this deadline, you will automatically lose your place and there will be a period where applicants for the 1st session on the waiting list will be able to enrol. If not all study places of the first session are occupied, any free places will be assigned in the 2nd session.

<u>Please note</u> that payment does not allow you to receive student status, which will be acquired upon enrolment in August/September. If you have a guaranteed study place but you do not enrol, there will be no refund of the University fees unless you do not pass your secondary school final exam or, in the event of non-EU applicants resident abroad, you do not receive the necessary documents from the Italian authorities in your country.

ENROLMENT

If you are high up enough on the ranking lists to be admitted for more than one degree course, you can only enrol for one of those courses. Once you have enrolled for this course, you lose the right to enrol for another course or to move up in the ranking lists of other courses.

Deadlines	Begin	End
for applicants of the 1st session	1 August	15 October 2014, 12:00 midday
for applicants of the 2nd session	3 September	15 October 2014, 12:00 midday

You need to submit your application <u>in person</u> at the Student Secretariat in Bozen – Bolzano.

Please enclose with the application:	Who needs it:
• payment receipt for the first instalment of University fees (if this was not delivered in May)	everybody
• the original of the declaration of equivalent value of your university degree, issued by the Italian consulate or embassy abroad	applicants with university degrees from abroad
• the original or an authenticated copy of the university degree	applicants with university degrees from abroad
• the original of the official translation of the qualification into Italian (translation is not necessary if the certificates have been issued in the German-speaking area)	applicants with university degrees from abroad
• a valid permit to stay in Italy	non-EU citizens
• a copy of the transfer application presented at your university of origin	students intending to transfer from another Italian university to the Free University of Bozen - Bolzano

Enrolment is recommended as soon as possible and not upon 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. These names will be published on www.unibz.it.

TUITION FEES

Enrolment taxes and fees for the 2014/2015 academic year amount to **€ 1,343** and are to be paid by bank transfer.

Deadlines for payment	1st instalment (743 €)*	2nd instalment (600 €)
for applicants of the 1st session	by 6 June 2014	by 31 March 2015
for applicants of the 2nd session	by enrolment	by 31 March 2015

* The first instalment includes the provincial tax for the right to study of € 143.00 and a revenue stamp of € 16.00.

The first instalment must be paid in order to enrol.
Delayed payment of the second instalment will result in a fine being levied. Students who have not paid their taxes or other fees will be unable to take exams and will not be able to transfer to other universities or other degree courses.
Students who drop out of a course, interrupt their studies or are excluded from studies, 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).

RECOGNITION OF CREDIT POINTS

After enrolment, credit points gained at the end of previous university studies can be accredited if they are compatible with the subjects offered. On the request of the student those credit points will be evaluated by the relevant Degree Council and then, if recognised, inserted in the student's career.
Recognition applications must be submitted by the deadline, if available, established by the Faculty.

ADVISORY SERVICE

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

STUDENTS WITH DISABILITIES OR LEARNING DISORDERS

If you have a disability or a learning disorder, the Advisory Service will provide support throughout your time with us at the University.
If you need advice or information about access to and movement around the premises, or about the benefits and opportunities available to students with disabilities, please contact the Advisory Service when you submit your application and in any case at least one month before any admission exams that you have to do. Only in this way can we guarantee any necessary assistance so that you can sit the admission exams without difficulty.
Information concerning exemptions from paying university fees can be found in the paragraph entitled "Tuition Fees".
Other forms of support are offered by the School and University Welfare Office of the Autonomous Province of South Tyrol (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 South Tyrol (Amt für Hochschulförderung, Universität und Forschung - Ufficio per il Diritto allo Studio universitario, l'Università e la Ricerca scientifica) must be contacted for:

- **Accommodation:** application is possible from Wednesday, 9 April 2014. It is advisable 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. Further information regarding registration procedure will be available from 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;
- **Study grants:** For information, students 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.

CURRICULA

Students specialise by choosing one curriculum within one month after the enrolment. After that date, students can change the curriculum only with the approval of the Degree Programme Committee.

Each student may submit a well-motivated individual study plan; students participating in programmes involving multiple universities (such as the European Master programmes) must always submit an individual study plan. Individual study plans are subject to the scrutiny and approval of the Degree Programme Committee.

Curriculum "Data and Knowledge Engineering"

This curriculum prepares researchers, developers and new entrepreneurs who will be able to use computers for developing new and effective solutions to a range of computation problems. Students will learn to understand, design and develop web-based, mobile, distributed and cooperative information systems leveraging large data and knowledge repositories.

1st year		
Courses	**Exam**	**Credit Points**
1st Semester		
Advanced Database Management Technologies	yes	8
Data Mining	yes	8
Theory of Computing	yes	8
Statistical Methods	pass/fail	4
Seminars in Human Machine Interaction	pass/fail	4
2nd Semester		
Advanced Internet Technologies	yes	8
Data and Process Modeling	yes	8
Information Search and Retrieval	yes	8
Technical and Scientific Communication	pass/fail	4
2nd year		
Courses	**Exam**	**Credit Points**
3rd Semester		
Semantic Technologies	yes	8
Seminars in Data and Knowledge Engineering	yes	4
Research Methods	pass/fail	2
Compulsory Optional Course	yes	8
Free Choice*	**	8
4th Semester		
Thesis	Degree	30

*   students can advance or postpone Free Choice credit points freely
**   students can choose courses with a final exam or courses with a pass/fail test

Curriculum "Software Engineering and IT Management"

This curriculum prepares professionals and researchers who will be able to develop, plan and manage complex and distributed software systems, services, and technological infrastructures of various complexity, quality and cost in real application contexts.

1st year		
Courses	**Exam**	**Credit Points**
1st Semester		
IT and Service Management	yes	8
Requirements and Design of Software Systems	yes	8
Software Process Management	yes	8
Seminars in Human Machine Interaction	pass/fail	4
Statistical Methods	pass/fail	4
2nd Semester		
Advanced Internet Technologies	yes	8
Software Reliability and Testing	yes	8
Technical and Scientific Communication	pass/fail	4
Compulsory Optional Course	yes	8

2nd year		
Courses	**Exam**	**Credit Points**
3rd Semester		
Mobile Systems Engineering	yes	8
Seminars in Software and IT Engineering	yes	4
Research Methods	pass/fail	2
Compulsory Optional Course	yes	8
Free Choice*	**	8
4th Semester		
Thesis	Degree	30

*   students can advance or postpone Free Choice credit points freely
**   students can choose both courses with a final exam or courses with a pass/fail test

Compulsory Optional Courses
Compulsory optional courses offer students the opportunity to further develop their knowledge in a specific area. Students must chose them from the catalogue decided yearly by the Faculty.
The courses offered in the academic year 2014/2015 are:

Compulsory Optional Courses		
Courses	**Exam**	**Credit Points**
1st Semester		
Advanced Database Management Technologies	yes	8
Data Mining	yes	8
IT and Service Management	yes	8
Lean Start Up	yes	8
Requirements and Design of Software Systems	yes	8
Semantic Technologies	yes	8
Software Process Management	yes	8
2nd Semester		
Advanced Logic	yes	8
Applications of Logic	yes	8
Data and Process Modeling	yes	8
Empirical Software Measurements	yes	8
Information Search and Retrieval	yes	8
Integrated Logic Systems	yes	8
Seminars in Knowledge Representation	yes	8
Software Factory	yes	8
Software Reliability and Testing	yes	8

EUROPEAN MASTER PROGRAMMES

With the European Master Programmes the European Union has taken on the challenges created by globalization, encouraging the creation and promotion of European integrated study programmes whose aims are to:
- promote quality in the higher education sector in Europe increasing its appeal within and beyond the EU borders;
- encourage outstanding graduates and scholars from all over the world to acquire qualifications and experience in the EU;
- develop a structured co-operation network between the EU and third-country institutions, increasing mobility from the EU to other countries;
- improve accessibility to and provide greater visibility for Europe's higher-education institutions.

The European Masters Programmes are different to normal Master courses in three ways:
- they are offered by European universities internationally recognized as state-of-the-art research centres in the sector of the Master's specialization;
- students enrol, study and graduate in at least two European universities;
- students receive either a double or joint degree from two or more European universities.

The Faculty of Computer Science is amongst the research centres recognized by the European Union as a leader in these programmes from its start. Our programmes have been granted by the European Commission with the Erasmus Mundus Brand Name (EMBN), attesting their level of excellence in Europe.

These programmes offer scholarships for European and third-country students.

European Master in Computational Logic

Starting from this academic year the European Master in Computational Logic is offered as an independent study course.
The Partner Universities awarding a joint degree together with the Free University of Bozen - Bolzano within this programme are:
- Technische Universität Wien, Austria
- Technische Universität Dresden, Germany
- Universidade Nova de Lisboa, Portugal

For further information see www.unibz.it/en/inf/progs/emcl.html or contact the Faculty Administration.

European Master in Software Engineering

The European Masters Programme in Software Engineering is offered within the regular Master in Computer Science.
The Partner Universities awarding a double degree together with the Free University of Bozen - Bolzano within this programme are:
- Technische Universität Kaiserslautern, Germany
- Blekinge Tekniska Högskola, Sweden

For further information see www.unibz.it/en/inf/progs/mcs/europeanmaster/emse or contact the Faculty Administration.

TEACHING AND LEARNING ACTIVITIES

Various kinds of teaching and learning activities will, in different ways, confer practical and theoretical knowledge:
- **Lecture**: regular meeting with the students where the lecturer explains the theoretical part of the course syllabus.
- **Exercise**: regular meeting with the students that complements the lecture; during exercises the course syllabus is reworked and/or the student independently applies the theoretical knowledge under the supervision of the lecturer.
- **Lab**: regular meeting with the students that complements the lecture; during labs the student independently develops a software product by immediately applying the theoretical knowledge under the supervision of the lecturer.
- **Seminar**: presentation in the form of a seminar where advanced topics are discussed and comprehension, communication and team work skills are developed; the presentation is given by the lecturer, or experts of the area or by the participating students, who deepen a specific topic proposed by the lecturer.
- **Projects**: activity where the students independently develop a scientific research and development activity under supervision of a lecturer and within the research activities carried out in the Faculty; the focus is set in particular on planning, communication and teamwork skills.

Dissertation and graduation examination
The graduation examination for attaining the Master in Computer Science consists in the public discussion of an original dissertation (= thesis) written by the student under the guidance of a supervisor. This dissertation is either produced at the conclusion of a period of research or regards the planning of a project or a case analysis, and must show original thinking, mastery of the subjects under discussion, the capacity for independent work, and good communicative skills.
For further information, please refer to the Study Regulations of the Faculty.

2014/15 ACADEMIC CALENDAR

1st session

Application	10.03. - 30.04.2014
Selection procedure and publication of ranking lists	06.05. - 20.05.2014
Payment of the 1st instalment of the fees	by 06.06.2014
Enrolment	01.08. - 15.10.2014

2nd session

Application	05.05. - 19.08.2014
Selection procedure and publication of ranking lists	21.08. - 03.09.2014
Enrolment	01.08. - 15.10.2014

1st semester	
Classes	29.09. - 23.12.14
Winter break	24.12.14 - 06.01.15
Classes	07.01. - 24.01.15
Exams	26.01. - 24.02.15

2nd semester	
Classes	23.02. - 02.04.15
Spring break	03.04. - 06.04.15
Classes	07.04. - 13.06.15
Exams	15.06. - 18.07.15

Autumn Session	
Exams	31.08. - 29.09.15

FOR FURTHER INFORMATION:

WHO?	WHAT?	WHERE?	WHEN?
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	Tue + Thu 14:00 - 16:00 Wed + Fri 10:00 - 12:30
		At Brixen/Bressanone: Regensburger Allee/Viale Ratisbona, 16 2nd floor Office 2.12	Thu 14:00 - 16:00 and by appointment
Student Secretariat Tel. +39 0471 012 200 student.secretariat@unibz.it	Online application, enrolment, tuition fees	Bozen/Bolzano Universitätsplatz/Piazza Università 1 Building B – 1st floor Office B1.10	Mon + Wed + Fri 09:00 - 12:00 Tue + Thu 14:00 - 16:00
Faculty of Computer Science Tel. +39 0471 016 004 /016 005 / 016 010 cs-teaching-organisation@unibz.it	Admission procedure, ranking lists, didactics	Bozen/Bolzano Dominikanerplatz/Piazza Domenicani 3 1st floor Office 1.03 Left wing	Mon + Wed 10:00 - 12:00 Tue + Thu 14:00 - 16:00
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 A – 1st floor Office A1.01 Infopoint	Tue + Thu 14:00 - 16:00 Wed + Fri 10:00 - 12:30
		At Brixen/Bressanone: Regensburger Allee/ Viale Ratisbona, 16 2nd floor Office 2.12	Thu 10:00 - 12:00 (from October to April)
Amt für Hochschulförderung, Universität und Forschung / Ufficio per il Diritto allo Studio universitario, l'Università e la Ricerca scientifica 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 209, 213, 216 (Grants) Office 214 (Student halls)	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 Kapuzinergasse/Via dei Cappuccini 2 Ground floor	Mon - Thu 09:00 - 12:30 / 14:00 - 17:00 Fri 09:00 - 12:30