

CALL FOR APPLICANTS FOR THE FIRST YEAR OF THE LAUREA MAGISTRALIS IN

INTERNATIONAL BUSINESS AND ENTREPRENEURSHIP (class LM-77)

ACADEMIC YEAR 2020-2021

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	ENROLLMENT TABLE Ett and non Ett students legally residing in Italy				
	EU and non-EU students legally residing in Italy				
	Application period				
		From 9:00 a.m. of 15 Apr	111		
	To 12:00 of 30 June				
	[register at this link: https://studentionline.unipv.it/esse3/Home.do and with the given credentials login – select "Segreteria" – Test di ammissione				
			ENROLLMENT PERIOD		
		LIST OF DIRECT	PHASE I		
	SEATS AVAILABLE PHASE I https://web.ur	ADMISSIONS PHASE I	FROM 16 TO 22 JUNE 2020		
		At the following link: https://web.unipv.it/formazione/iscriversi-a-	At the following link:		
	55	una-laurea-magistrale-o-ad-una-laurea-	https://studentionline.unipv.it/esse3/Home.do e selezionare SEGRETERIA>		
		magistrale-plus/con-esaurimento-posti-o- con-numeri-chiusi-plus/concorso-area-	IMMATRICOLAZIONE AI CORSI AD		
		business/	ACCESSO PROGRAMMATO e scegliere il		
			corso di studi, al termine della preimmatricolazione pagare la prima rata		
NUMBER		PUBLICATION OF RANKING			
OF SEATS		PHASE II	ENROLLMENT PERIOD		
AVAILABL E 65		FIIASE II	FASE II		
E 65	SEATS AVAILABLE PHASE II	on 1°July 2020	From 1° to 7 July 2020		
	10 + seats which may	At the following link	At the following link		
	still be left available	https://web.unipv.it/formazione/iscriversi-a-	https://studentionline.unipv.it/esse3/Home.do and select SEGRETERIA> IMMATRICOLAZIONE		
	following phase I	una-laurea-magistrale-o-ad-una-laurea-	AI CORSI AD ACCESSO PROGRAMMATO,		
		magistrale-plus/con-esaurimento-posti-o- con-numeri-chiusi-plus/concorso-area- business/	then select the desidered course of studies, follow online enrollment procedure and at the end pay the first installment tuition feel		

1 EDUCATIONAL OFFER

For the academic year 2020-2021 the University of Pavia is offering the second-cycle degree course in INTERNATIONAL BUSINESS AND ENTREPRENEURSHIP, classe LM-77, taught in English.

This degree course is locally programmed. The table below shows the number of places available:

Name of degree course	Places for EU and extra-EU	Places for non-EU students	Reserved places for
	students legally residing in	residing abroad – as set by	Chinese applicants in
	Italy- as set by Law	DPR n. 394/1999 and	the frame of the
	189/2002, art.26 *	successive amendments	"Marco Polo"project
International Business and Entrepreneurship, classe LM-77	65	25	-

^{*} Citizens of Norway, Iceland, Liecthenstein, Switzerland and the Republic of San Marino are treated as Community citizens (EU).

2. ENTRY REQUIREMENTS

In order to be admitted to MIBE a series of entry requirements need to be satisfied (reported in the section below), as well as having to undergo a selection process.

In this sections we are going to report the minimal entry requirements necessary to apply and access the selection process, whilst section 3 is going to report the criteria and details related to the selection process.

The minimal entry requirements which need to be satisfied in order to apply are:

a) A Bachelor degree (in compliance with the educational system set out in Ministerial Decree 509/99 or prior, or Ministerial Decree 270/04) or other degree title obtained abroad and deemed suitable, or a university diploma (duration: 3 years).

PLEASE NOTE: access to the laurea magistralis is allowed to candidates about to graduate as long as:

- 1. They graduate by October 31, 2020
- 2. At the time of application they have at least 120 Credits registered in their university career, including the credits satisfying the minimal entry requirements
- b) The minimum curricular requirements necessary to apply are also the following:
 - 1. At least 24 CFUs in one or more scientific sectors SSD in business: SECS-P/07; SECS-P/08; SECS-P/09; SECS-P/10; SECS-P/11; SECS-P/13;
 - 2. At least 12 CFUs in one or more scientific sectors SSD in economics: SECS-P/01; SECS-P/02; SECS-P/03; SECS-P/04; SECS-P/06; SECS-P/12;
 - 3. At least 12 CFUs in one or more scientific sectors SSD in statistics-mathematics-econometrics: SECS-P/05; SECSS/01; SECS-S/02; SECS-S/03; SECS-S/06; MAT/01; MAT/02; MAT/03; MAT/04; MAT/05; MAT/06; MAT/07; MAT/08; MAT/09;
 - 4. At least 5 CFUs related to English language classes. This requirements can also by satisfied by having one the following:
 - a. An international certification still valid attesting English language proficency of at least B2 level in the Common European Framework (First Certificate in English), or for comprehension, expression and reading skills (BEC Vantage; FCE; IELTS 5.5-6.5; TrackTest English Test B2; ILEC Pass; TOEFL iBT 72-94; Trinity College ISE II, GESE 7, GESE 8, GESE 9; Pearson JETSET Level 5; LCCI EfB Level 3; AIM AWARDS-ANGLIA Advanced)
 - b. Certificates of English proficiency released by Universities' Linguistic Centres, attesting a knowledge of English of at least B2 level
 - c. A bachelor degree diploma entirely taught in English

With respect to the minimal curricular requirements, a flexibility margin of maximum 10% of the required credits, i.e. 6 CFUs, is accepted. This margin can apply indifferently to one of the SSD groups mentioned above, or to more groups, except for the English language requirement: this condition must always be respected.

. <u>3. SELECTION PROCESS FOR EU STUDENTS AND NON-EU STUDENTS LEGALLY RESIDING IN ITALY</u> 3.1. Application

EU and non-EU applicants legally residing in Italy will have to submit their application online from **15 April to 30 June 2020 by 12:00.**

Application procedure is reported below:

- Unless you already have credentials, register at the following link: https://studentionline.unipv.it/AddressBook/ABStartProcessoRegAction.do;
- 2. with the obtained username and password access the Reserved Area and click on SEGRETERIA and select TEST DI AMMISSIONE.;
- 3. The application procedure will ask for:
- Personal details;
- "Student's curriculum" completed and SIGNED' (see attachment A at the end of this document);
- curriculum vitae;

- if available, a certification of English language (see above the list of certification accepted) stating a B2 level of English;
- if available, a GMAT o GRE certification with related score;
- if available, documents proving experiences abroad and/or in prestigious universities (according to the most recent report of Financial Times / Times Higher Education University Ranking 2019 / QS University Ranking) which have lasted at least 6 months;
- if available, documents proving relevant work experience (including internship), in relation to age and in line with MIBE curricula, lasting at least 3 months (or time-equivalent), within international firms/companies or innovative/digital (in this case at least two letters of reference must be provided which prove the internship, its duration and job description);
- if available. documents proving prizes related to university carreer or to work experience (i.e., degree prizes, talent programs, etc.).
- 4. For candidates enrolled/graduated in Italian Universities: self-certificate (autocertificazione) reporting the year of enrolment in year 1 of the bachelor degree, list of exams taken with their related scientific sectors SSD, number of CFUs and grades. The degree mark is not decisive to obtain eligibility to enrol; the weighted average of grades will be taken into account (more details in section 4). It is recommended to use the self-certificate form available in the student's reserved area in the university online system;
- 5. For candidates enrolled/graduated in foreign Universities: certificate issued by the home university stating enrolment and name of the degree, exam lists, credits and related grades.

Documentation must be uploaded in .pdf format (in case of multiple page documents, the pages must be all saved in one file). Please also make sure documents are all easy to read.

PLEASE NOTE: The Commission will NOT consider documents submitted later than the set deadline (for example, exams taken or registered in the academic career after the deadline or linguistic certificates obtained meanwhile...) The situation considered to calculate the score is going to be the one attested by the documents attached in the evaluation request.

At the end of the online procedure, it will be possible to print:

- The application submission receipt;
- the document to pay the "Reimbursement fee for expenses concerning the participation in the selection process via titles evaluation— Laurea Magistralis in International Business and Entrepreneurship" the amount to pay is € 35,00.

3.2. Phase I: Evaluation, direct admission and first round of enrollment

During the I evaluation phase—from 15 April to 15 June 2020 –55 candidates will receive direct admission (no further evaluation), which means that 55 seats will be reserved for them until enrollment time (from 16 to 22 June). The candidates who get direct admission (and occupy one of the 55 seats) but are not going to enroll between 16 to 22 June will lose the seat and won't be included in the ranking for repechage . (see 3.3).

Candidates will receive direct admission in two ways:

- a) by providing a **GMAT certification with a score equal or superior to 550 points**; a GRE certification, with score converted in GMAT, is also accepted;
- b) otherwise, **by getting at least 32 points in the titles/curriculum evaluation,** following criteria listed below.

Please note: In some cases, the evaluation may require further elements, which imply an online interview with the candidate (further details on this are provided in this section)

Titles/Curriculum evaluation mentioned above on point "b" is equal to the sum of the scores obtained via the following criteria:

- Grade average: up to 30 points;
- Number of Credits (CFUs) in career: up to 4 points;
- Further bonuses: up to 10 points (as well as 0.25 points for each "laudem" in the exams)

Detailed criteria for score calculation are described at this link: https://web.unipv.it/formazione/iscriversi-a-una-laurea-magistrale-plus/con-esaurimento-posti-o-con-numeri-chiusi-plus/concorso-area-business/

3.2.1. Interviews

Throughout the first phase, in order to assign direct admission, the Admission Committe may decide to organize up to 12 online interviews with candidates who – although not satisfying the requirements described above (see "a" and "b" in section 3.2) - hold one or more of the following elements:

- documents proving experiences abroad and/or in prestigious universities (according to the most recent report of Financial Times / Times Higher Education University Ranking 2019 / QS University Ranking) which have lasted at least 6 months;
- documents proving relevant work experience (including internship), in relation to age and in line with MIBE curricula, lasting at least 3 months (or time-equivalent), within international firms/companies or innovative/digital (in this case at least two letters of reference must be provided which prove the internship, its duration and job description);
- documents proving prizes related to university career or to work experience (i.e., degree prizes, talent programs, etc.).

Further details will be provided via email to the candidates selected for the interview.

Candidates who will not be successful in the interview will still be included in the ranking of Phase II (see 3.3) using the score obtained as per criteria described on page 4 (no further bonus is going to be given following the interview)

3.2.2. Evaluation results

Evaluation results are going to be published within 15 days from application submission at this link: https://web.unipv.it/formazione/iscriversi-a-una-laurea-magistrale-o-ad-una-laurea-magistrale-plus/con-esaurimento-posti-o-con-numeri-chiusi-plus/concorso-area-business/

For candidates selected for the interview, results are going to be published within 30 days (instead of 15).

It is applicants' responsibility to check the results.

Applicants who do not get admission in this phase will still be inserted in the ranking for repechage (see Phase II, section 3.3).

3.3. Phase II: Ranking, repechage and second round of enrollment

On 1 July 2020 the ranking listing the candidates who have applied in the first phase is going to be set up.

PLEASE NOTE: The following students will not be included in the ranking:

- a. students who received direct admission in the first phase and who enrolled between 16 to 22 June;
- b. students who received direct admission but did not enroll between 16 to 22 June.

The ranking will follow the score obtained after the curriculum evaluation, based on the criteria mentioned in section 3.2 (grade avarage, number of credits and other bonuses and it going to be published at the following link:

https://web.unipv.it/formazione/iscriversi-a-una-laurea-magistrale-o-ad-una-laurea-magistrale-plus/con-esaurimento-posti-o-con-numeri-chiusi-plus/concorso-area-business/

Please note: Direct admission applies only to the first 55 students who have a GMAT score equal of superior to 550 points during phase I, as explained in section 3.2. However, a GMAT certification with a score equal of superior to 550 is still valuable in this phase, since it adds bonus points (see detailed criteria for score calculation at this link: https://web.unipv.it/ formazione/iscriversi-a-una-laurea-magistrale-o-ad-una-laurea-magistrale-plus/con-esaurimento-posti-o-con-numeri-chiusi-plus/concorso-area-business/

Admission will be given to candidates following the ranking, top-down, until all 65 places available are occupied..

In case of equal score, priority is given to the candidate who has submitted the application first.

Candidates who have the right to enroll in this second phase will be published at this link:

 $\underline{https://web.unipv.it/formazione/iscriversi-a-una-laurea-magistrale-o-ad-una-laurea-magistrale-plus/con-esaurimento-posti-o-con-numeri-chiusi-plus/concorso-area-business/$

They will also be notified via e-mail (using the email address provided by them in the application)

4. CRITERIA AND TERMS FOR THE ADMISSION OF NON-EU STUDENTS RESIDING ABROAD

Non-Eu students residing abroad who hold the minimal entry requirements to apply can access the Master Degree in International Business and Entrepreneurship (MIBE) until all places available for them are occupied (see page 1)

Info on how to submit the application are reported at this link: https://mibe.unipv.it/how-to-apply/application/#tab-id-2

Admission is subject to successfully passing an online interview which will test:

- a) candidate's motivation for joining MIBE;
- b) candidate's knowledge in the area of Business/Management, especially: business plan; business strategy, marketing, accounting and finance;
- c) candidate's knowledge in Mathematics and/or Statistics, general knowledge of current world economic/political scenario
- d) knowledge of the English language.

5. ENROLLMENT PROCEDURE

Eu students and non-Eu students regularly residing in Italy

The students who get direct admission during phase 1 strictly need to enroll between **16 and 22 June.**The students who are admitted and do not enroll by 22 June will lose the reservation of the seat and will not be inserted in the ranking for the repechage phase.

The students who get admission in the second phase (ranking) can enroll from 1st July 2020.

Enrollment will have to be completed online, following the dates reported in the first page of this document and following instructions reported at this link https://web.unipv.it/formazione/iscriversi-a-una-laurea-magistrale-o-ad-una-laurea-magistrale-plus/cosa-serve-per-procedere-plus/

It is a crime to provide false declarations or fake documents. This behaviour implies penal sanctions as set by articles 482, 489, 495, 496 c.p. The submission of false data no longer corresponding to the truth means in fact using fake data. Positions acquired by the use of false acts or declarations will be void with rectroactive efficacy from the registration date and the paid tution fees will not be reimbursed.

The Students' Administration offices will enrol candidates once they receive the payment of the first tuition fee within the set deadline and following the correct online procedure and, in case of students who graduated abroad, after receiving the necessary <u>documentation</u>.

To check the Enrollment Office opening times, please see this link https://web.unipv.it/contatti/

In case it is not possible to submit the original documents in person to the Enrollment Office counters, another form of documents submission can be agreed by emailing matricole.ecosociogiuridiche@unipv.it within the deadline set to enrol.

The list of enrolled students will be published daily at this link https://web.unipv.it/formazione/iscriversi-a-una-laurea-magistrale-o-ad-una-laurea-magistrale-plus/con-esaurimento-posti-o-con-numeri-chiusi-plus/concorso-area-business/.

Each candidate should check that his/her name appears in the list of enrolled students published on the above page, 24 hours from completing the enrollment. Should the name be missing, the student must immediately notify the Enrollment Office by writing to: matricole.ecosociogiuridiche@unipv.it

International students not regularly residing in Italy

After receiving eligibility to enrol and completing the requested pre-enrolment by contacting the Italian Diplomatic Representations in their home countries (please refer to deadlines set by the Italian Ministry of Education, Universities and Research MIUR), the international applicants can enroll online starting **from 9:00 a.m. of 1 July 2020 until 12.00 of 31 October 2020,** In order to enroll, the international student will have to follow instructions reported at the following link: https://web.unipv.it/formazione/iscriversi-a-una-laurea-magistrale-o-ad-una-laurea-magistrale-plus/cosa-serve-per-procedere-plus/.

For further info on enrollment or to ask for assistance, it is possible to contact the Students' Info Point (https://a1700.gastonecrm.it/frontend/index.php?F=Itbb1t3)

After receiving the payment of the I installment fee, and - in case of students holding a foreign Bachelor degree – after receiving the necessary documents, the Enrollment office will proceed with the enrollment of all the admitted students,

Check the Enrollment office opening hours at this link https://web.unipv.it/contatti/

In case of difficulties in going to the Enrollment office to hand out the original copy of the documents it is possible to agree for other ways to provide the documentation by writing to matricole.ecosociogiuridiche@unipv.it within the enrollment deadline.

6. ENROLLMENT UNDER CONDITION FOR NOT GRADUATED CANDIDATES

Students deemed eligible to enrol but who have not yet graduated at the moment of enrolment are admitted under condition. Their enrolment will be valid if BY October 31 2020 they graduate. Otherwise, their enrolment will be automatically cancelled, and the first tuition fee will be reimbursed (net of revenue stamp).

7.REQUIREMENTS AND CRITERIA TO BE ADMITTED BY PASSAGE FROM ANOTHER DEGREE COURSE, TRANSFER, SECOND DEGREE AND REVALUATION OF PREVIOUS ACADEMIC CAREER (this option is possible only for degree courses of the same level)

Students asking for transfer from other universities, wishing to enrol to second degree or asking for passage from other laurea magistralis degree courses must in any case submit an evaluation request and pass the selection process as set by rules in section 3. Attention: to calculate the score (see commas 3.2), the student's curriculum regarding their bachelor degree will be considered, like other candidates. In case of uncertain admission for post-first year transfers, it is recommended to follow the procedure for taking up a place for entering their first year. Following a pre-evaluation, in case the necessary CFUs are sufficient and the candidate is admitted to subsequent years by occupying a place, then the applicant can ask to be enrolled in the correct year, according to the admission criteria reported in the dedicated webpage.

REGULATORY REFERENCES

- Ministerial Decree n.270/2004 (Regulation in terms of universitys' teaching autonomy) and related applications decrees;
- Ministerial Decree March 16, 2007 (organisation of Laurea Magistralis' classes);
- Law August 2, 1999 n. 264 (Rules concerning university admission) art. 2 comma 1, letter a)
- Resolution of the Academic Senate of February 17, 2020 and the Administration Council of February 26, 2020 (locally programmed access to degree courses for the academic year 2019/2020 as set by art. 2, comma 1, letters a) and b) law August 2,1999 n. 264)
- Procedures for entry, stay and enrolment of foreign/international students to university degree courses in Italy

FINAL NOTES

The information provided by candidates will be processed by the University of Pavia in the interest of the institutional purposes of the University, for the provision of specific services requested by users, as well as for the fulfillment of the requirements of the law. Processing is normally performed by means of IT and informatic tools with the aim of storing and managing the data; in some phases this can be done on paper and, in any case, in such a way as to guarantee security and protect the confidentiality of the parties concerned. The provision of personal details is therefore mandatory; the penalty for not providing them is exclusion from selection on the basis of qualifications. In compliance with current legislation, the personal details of users may become known to, and processed by personnel who are specifically in charge of processing. Candidates enjoy the rights provided for by art. 15-16 of the aforementioned Code, which include access to their personal details, and the rectification, updating, integration and cancellation, etc of them, as well the opposing of the use of data other than the aforementioned institutional data. These rights may be claimed against the Rector of the University of Pavia, the person responsible for the treatment of personal data. The person responsible for the administrative procedures, pursuant to art. 4 of Law n. 241, 7 August 1990, as amended by Law 15/2005, is Dr. Matteo Bonabello .

Pavia, 11/04/2020

THE RECTOR

Francesco Svelto

UNIVERSITÀ DEGLI STUDI DI PAVIA



ATTACHMENT "A" - STUDENT'S CV

THE UNDERSIGNED	
BORN IN/	PROVINCEON
RESIDENT IN	
COUNTRY TEL	CELL
E-MAIL	
TAX CODE:	
DECLARES	
UNDER HIS-HER RESPONSIBILITY AND ACCORDING DECEMBER 2000 (REFERENCE TEXT CONCERNING I TREATMENT OF ADMINISTRAT	LAW PROVISIONS AND RULES FOR THE
to be ENROLLED GRADUATED	
Name of Bachelor Degree	
Name of Laurea Magistralis / Specialisation title	
To be enrolled in the first year of a bachelor degree course	in the academic year

to have all curricular requirements to be admitted in the laurea magistralis in International Business and Entrepreurship, which are:

- at least 24 CFUs in one or more scientific sectors SSD in business: SECS-P/07; SECS-P/08; SECS-P/09; SECS-P/11; SECS-P/13
- at least 12 CFUs in one or more scientific sectors SSD in economics: SECS-P/01; SECS-P/02; SECS-P/03; SECS-P/04; SECS-P/06; SECS-P/12
- at least 12 CFUs in one or more scientific sectors SSD in statistics-matehematics- econometrics: SECS-P/05; SECS-S/01; SECS-S/02; SECS-S/03; SECS-S/06; MAT/01; MAT/02; MAT/03; MAT/04; MAT/05; MAT/06; MAT/07; MAT/08; MAT/09
- at least 5 CFUs in English language proficiency to have, at the moment of the evaluation request, the following number of CFUs:

to be graduated/ about to graduate as a regular student, , or to have completed all exams for the third year of the bachelor degree course named :

More specifically, to have passed the following exams already registered in the academic record:

Area		Minimum n.of CFU
Business field	SECS-P/07; SECS-P/08; SECS-P/09; SECS-P/10; SECS-P/11; SECS-P/13	24
	EXAM NAME AND MARK	
Exams taken in the Business		
area		TOTAL CFU
		•••••
Economics area	SECS-P/01; SECS-P/02; SECS-P/03; SECS-P/04; SECS-P/06; SECS-P/12	12
Exams taken	EXAM NAME AND MARK	
in the Economics		TOTAL CFU
area		•••••
Mathematics area	SECS-P/05; SECS-S/01; SECS-S/02; SECS-S/03; SECS-S/06; MAT/01; MAT/02; MAT/03; MAT/04; MAT/05; MAT/06; MAT/07; MAT/08; MAT/09	12
	EXAM NAME AND MARK	

Exams taken		
in the Mathematics		TOTAL CFU
Statistics		•••••
Area		
University exams of	EXAM NAME AND MARK	TOTAL CFU
English Language		
Weighted average in the		
exams taken and registered		
in the academic		
record		
Number of		
"Cum Laudem" grades		
graucs		
4. l	and at least 24 CEU of course ordinals tallous in English language (English language	

to have registered at least 24 CFUs of exams entirely taken in English language (English language exams excluded), such as the following:

Exam name	SSD	Date	Mar k	CFU	Name of the university where exams were taken

to have obtained /to be about to obtain a bachelor degree in English

to have an English language proficiency certificate internationally recognised (see page 2 of the call for valid certificates) attesting at least a B2 leve
\square to hold a GMAT certification with the following score
□ to hold a GRE certification with the following score corresponding to a GMAT score or
\Box to have experiences abroad and/or in prestigious universities (according to the most recent report of Financia Times / Times Higher Education University Ranking 2019 / QS University Ranking) which have lasted at least 6 months;
\Box to have relevant work experience (including internship), in relation to age and in line with MIBE curricula lasting at least 3 months (or time-equivalent), within international firms/companies or innovative/digital (in this case at least two letters of reference must be provided which prove the internship, its duration and job description)
\Box to have won prizes related to university career or to work experience (i.e., degree prizes, talent programs, etc.).
The undersigned states to be aware of legal responsibilities and administrative sanctions concerning this declaration. Particularly, the undersigned is aware that providing fake statements, or using false documents or related fake acts is a crime.
- to be aware that submitting false data is equal in any case to using false data;
-to be aware that the position acquired by submitting false data or statements will be void with rectroactive reinforcement from the documents' submission date, and the paid tuition fee will not be reimbursed
Date Signature