



DirSegrStud/VC/AF

**CALL FOR APPLICATIONS TO THE FIRST CYCLE DEGREE PROGRAMME IN:
INTERNATIONAL POLITICS, LAW AND ECONOMICS (CLASS L-36)
ACADEMIC YEAR 2022/2023
SPRING SESSION AND SEPTEMBER SESSION**

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A call for applications to the Bachelor's degree programme in International politics, law and economics (Class L-36) for the 2022/2023 academic year is issued. The selection takes place in two sessions that will be held in Spring and in September 2022. Each selection contributes to the coverage of a quota of the total available places and has its own deadlines and requirements. For each of the two sessions, candidates must comply with all the procedures and deadlines set out below.

Art. 1 - Deadlines summary

Spring session

Registering on UNIMI website	From 15 March to 26 May 2022, 2:00 pm (GMT +2)
Sitting the test	Within 25 May 2022
Ranking list publication on Unimi website	6 June 2022 after 2:00 pm (GMT +2)
Enrolment reservation	From 6 June to 16 June 2022, 2:00 pm (GMT +2)
Update: ranking list publication	17 June 2022 after 2:00 pm (GMT +2)
Update: enrolment reservation	From 17 June to 23 June 2022, 2:00 pm (GMT +2)
Confirmation of enrolment	From 15 July to 28 July 2022, 2:00 pm (GMT +2) see art.6.2
Delivery of international qualifications	28 November 2022

September session

Registering on Unimi website	from 4 July to 5 September 2022, 2:00 pm (GMT +2)
Sitting the test	Within 2 September 2022
Ranking list publication on Unimi website	12 September 2022 after 2:00 pm (GMT +2)



Enrolment	From 12 to 19 September 2022, 2:00 pm (GMT +2)
First update: ranking list publication	20 September 2022 after 2:00 pm (GMT +2)
First update: enrolment	From 20 to 27 September 2022, 2:00 pm (GMT +2)
Second update: ranking list publication	28 September 2022 after 2:00 pm (GMT +2)
Second update: enrolment	From 28 September to 3 October 2022, 2:00 pm (GMT +2)
Delivery of international documents	28 November 2022

Art. 2 - Admission requirements

Candidates are admitted to the selection if they have sat the [English TOLC-E test provided by CISIA](#) - Consorzio Interuniversitario Sistemi Integrati per l'Accesso, within the deadlines set out in Art. 1.

The following requirements apply to **EU candidates**:

- **Spring session:** applicants must be enrolled in the final year of a secondary school, obtaining their qualification in Italy or abroad in the 2021/2022 school year;
- **September session:** applicants must hold an Italian secondary school qualification or equivalent qualification obtained abroad.

Non-EU candidates applying for a student visa must participate in the Spring session even if already holding a secondary school qualification.

Art. 3 - Number of places available

The number of places available is determined as follows:

Spring session: 60 places. In addition, **25** places are reserved to non-EU students residing abroad (VISA applicants)

September session: 65 places

Total places: 125 places plus 25 places for non-EU students.



Art. 4 - Test dates and registration procedure

The English TOLC-E test can be taken on the dates posted to the Cisia website (www.cisiaonline.it), including test sessions held by any other authorized Universities.

The test can be taken more than once, but no more than once a month. It is valid if carried out remotely (TOLC@CASA) or in person from 1st January 2021 to the deadline set for each session.

In any case the best English TOLC- E test outcome will be considered valid for the purposes of the selection.

To take part in the selections, candidates must register online:

- a) on the CISIA website to book the test;
- b) on the UNIMI website to be included in the ranking list.

a) CISIA registration and testing

Registration for the English TOLC-E test must be done on the CISIA website - www.cisiaonline.it - by the deadlines set for every test date and available in the section "DATE".

Using the CISIA credentials received after registration, candidates must login to their personal area and fill in the online form with the required data.

The test date is shown on the receipt issued after completing the application.

To register for the test, it is necessary to pay to CISIA an admission fee of 30.00 euros.

b) Application on the University website

To enter the ranking list, all candidates must apply on our University website www.unimi.it, within the deadline established for each session, following the procedure below:

1. Register on the University website through the page <https://www.unimi.it/registrazione/ENG/registra.keb> (not required of those already registered on the website or with university login credentials);
2. Access the online admission service using their UNIMI credentials: <https://studente.unimi.it/ammissioni/a/primoLivello/checkLogin.asp>;
3. Select one of the following programmes and fill the online application with the requested data:



- International politics, law and economics;
- International politics, law and economics (for visa applicants).

4. Upload the English language proficiency certificate, if any.

At the end of the procedure, a receipt is issued as proof of the admission application.

The online admission form cannot be amended, nor can it be completed with additional documents once it has been submitted.

Any applicant who provides false details or lacks any requirements will be excluded from the final ranking list.

Art. 5 - Admission exam and ranking criteria

The English TOLC-E test is aimed at assessing the educational background required for access to Bachelor's programmes. It encompasses 36 multiple-choice questions divided into the following sections:

- Logic - 13 questions in 30 minutes;
- Reading Comprehension - 10 questions in 30 minutes;
- Mathematics - 13 questions in 30 minutes.

The admission exam answers are scored as follows:

- 1 point for each correct answer;
- -0.25 points for each wrong answer;
- 0 points for not given answers.

The ranking list will be formulated on the basis of the test score.

In the event of equal point scores, priority is given to the candidate with better scores in the *Logic* test section and, subsequently, in *Mathematics*. In the event of a further equal point scores, priority is given to the younger candidate.

Candidates who are not admitted in the Spring selection can apply for the September selection, submitting a new admission form through the admission online Service, within the deadlines set for the September session. This option is not available to non-EU candidates residing abroad (visa applicants).



Art. 6 - Ranking list publication, enrolment and updating

6.1 Ranking list publication

The ranking list will be published on the University website at: *Admission Ranking Lists*:

<http://studente.unimi.it/ammissioni/g/graduatoriaprogrammati/checkLogin.asp> on the days set for each session (art. 1), after 2.00 p.m.

Publication of the ranking lists is official notice to those concerned. Candidates will not receive any communication. They must personally check enrolment deadlines, ranking lists, any additional learning requirements ("OFA" - see art. 8) or other information posted to the webpage of the degree programme.

Admission to the degree programme is in any case subject to obtaining an Upper secondary school diploma or equivalent international qualification, within enrolment deadlines.

Non-EU candidates applying for a Visa will be placed in a separate ranking list, to cover the places set aside as per Art. 3. These candidates can enrol only if included in the quota of reserved places.

6.2 Enrolment and updating

Based on the number of places available, place winners of the competitions must enrol through the online *Enrolment service* at:

<http://studente.unimi.it/immatricolazioni/primoLivello/>, within the deadline set out in Art. 1.

For the **Spring session** the **enrolment takes place in two steps**: reservation of the enrolment immediately after the publication of the ranking list and confirmation once obtained their secondary school qualification. Confirmation of enrolment must be made from 15 July to 28 July 2022, 2:00 pm (GMT +2) by accessing the appropriate online service at the page: <https://studente.unimi.it/confermalm> .

During the enrolment reservation, place winners will have to pay **156 Euros** as the first instalment of tuition fees. This fee must be paid within the pre-enrolment deadline and is non-refundable.

For spring session, winners who do not reserve and confirm their enrolment by the date and time specified in art.1 tacitly waive their place.

For September session admitted students can directly enrol to the programme; also in this case, winners who do not enrol by the date and time specified in art.1 (i.e. before the updates of the ranking list) tacitly waive their place.



For each session, in the event of places left vacant after the enrolment deadline, the ranking list will be updated; in September session the updating will continue until allocation of all places.

Admitted applicants must enrol within the deadlines set out in Art. 1.

Detailed information concerning the enrolment procedure is available on the University website at: <https://www.unimi.it/en/study/bachelor-and-master-study/degree-programme-enrolment> .

Art. 7 - Students from other programmes or universities, and graduates

Students aiming to transfer to IPLE from other University programmes, in Italy or abroad, as well as graduates, are required to sit the admission test and follow the standard procedure.

Art. 8 - Remedial course (“OFA”)

Candidates who are admitted into the programme despite having scored to less than 13 points (overall) in the *Logic* and *Mathematics* sections (jointly considered) will be assigned additional learning requirements (“Obblighi Formativi Aggiuntivi - OFA”).

This means that they will have to attend courses/workshops or read supplementary materials and pass another test within their first year in the programme. If they fail to do so, they will not be allowed to take any second- and/or third-year exams.

Further information on OFA is available online on the website, [in the “Study” section](#) of the Faculty of Political, Economic and Social Sciences.

Art. 9 - Disabled candidates

Candidates with disabilities, who require additional time and/or specific aids for the test, must submit their certificates **when registering for the TOLC test on the CISIA portal**.

The documents to be submitted through the CISIA portal must certify disability (“invalidità civile”) and/or handicap pursuant to Law 104/1992.

For information, contact Disability services: ausili.ammissioni@unimi.it.

Art. 10 - Candidates with SLD

Candidates with specific learning disabilities (SLD), who require accommodations for the test, must submit their certificates **when registering for the TOLC test on the CISIA portal**.

SLD certificates, to be submitted through the CISIA portal, must be issued by the National Health Service, by an authorized private medical team or by a private



specialist pursuant to Law 170/2010, and must be accompanied by a document of compliance issued by the competent health authority.

If the applicant was a minor when the certificate was issued, documents older than three years will not be accepted.

For information, contact SLD services: ausili.ammissioni@unimi.it.

Art. 11 - Applicants with qualifications gained abroad

Foreign qualifications are valid if obtained after 12 years of schooling and if they allow for admission to the University in the country where they were obtained.

Further information about foreign qualifications and admission of foreign students is posted to the Ministry website (<http://www.studiare-in-italia.it/studentistranieri/>) and the University website in the [international students](#) sections.

The eligibility of foreign qualifications is in any case assessed by the University, in accordance with applicable ministerial guidelines and bilateral agreements.

Candidates holding foreign qualifications are required to upload the following documents when completing the online enrolment process:

- ID;
- Italian tax ID code;
- High-school diploma legalized by the authorities of the issuing country, with an official Italian translation;
- Statement of validity (*dichiarazione di valore in loco*) issued by the Italian Embassy in the country where the diploma was obtained or [CIMEA certificate of comparability](#) or statement of validity issued by ENIC-NARIC centres;
- University enrolment certificate with transcript of records or post-secondary qualification obtained from a higher-education institute other than a university, or foundation course certificate if the local system provides for less than 12 years of schooling;
- Academic qualification certificate, if provided for in the country of origin;
- Any other documents certifying specific qualification requirements (e.g. APs for US qualifications, A-level for UK qualifications);
- Valid residence permit (only for non-EU citizens);
- Italian language certificates, if any.

Upper secondary school diplomas, post-secondary and university certificates are accepted in Italian as well as in French, English, German or Spanish.

In addition to these documents, **non-EU students applying for a visa** are required to submit the following:

- University pre-enrolment application receipt;
- Student visa.



Candidates who do not have the required documentation when enrolling may submit it by **28 November 2022** through the dedicated online service available on the [International enrolment in degree programmes](#) page.

The validity of international qualifications is verified upon submission of the official documents. Until then, candidates are admitted to the programme conditionally, and may be rejected if they are found not to meet the requirements.

11.1 Non-EU Candidates Applying for a Visa

All students falling under this category are required to submit an application for pre-enrolment through [University](#).

These candidates can enrol only if included in the quota of reserved places.

Art. 12 - Examining board

The examining board is appointed by the appropriate academic bodies.

During the exam the board will be assisted by administrative staff, who will be responsible for supervising and identifying candidates.

Art. 13 - Procedure Manager and contacts

Pursuant to Law no. 241 of 7 August 1990 the manager of the procedure related to this announcement is Mr. Valerio Cartocci (Head of Student Relations Office).

For any further information regarding the content of the call please use the [InformaStudenti service](#) by selecting the heading: “Iscrizioni/Enrolment”.