# UNIVERSITÀ DEGLI STUDI DI MILANO

DirSegrStud/DE/FB

## CALL FOR APPLICATIONS TO THE FIRST CYCLE DEGREE PROGRAMME IN:
## ANCIENT CIVILIZATIONS FOR CONTEMPORARY WORLD (CLASS L-1)
## ACADEMIC YEAR 2023/2024
## SPRING SESSION AND SEPTEMBER SESSION
### Issued with executive provision no. 0014074/23 of 11/04/2023

Summary

A call for applications to the Bachelor's degree programme in Ancient civilizations for the Contemporary World (Class L-1) for the 2023/2024 academic year is issued.

The programme is a joint-programme: it has been developed and is activated jointly at the Università degli Studi of Milan and at the Università Ca' Foscari Venice. Classes will be held live at both locations. The students assigned to each of the two Universities will be no less than 40 % of the total number of enrolled students of the course.

For the students who will enroll in the academic year 2023/2024, the admistrative headquarters will be the Università degli Studi of Milan: the administrative offices of Milan's University will be responsible for overseeing enrollment and career procedures.

The selection takes place in two sessions that will be held in Spring and in September 2023. 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 11 April 2:00 pm to 22 May 2023, 2:00 pm (GMT +2) |
| Sending credentials and instructions to access the test remotely | within 26 May 2023 |
| Sitting the test – remotely online | 30 May 2023 |
| Ranking list publication on Unimi website | 8 June 2023 after 2:00 pm (GMT +2) |
| Enrolment reservation | from 8 June to 22 June 2023, 2:00 pm (GMT +2) |
| Update: ranking list publication | 23 June 2023 after 2:00 pm (GMT +2) |
| Update: enrolment reservation | from 23 June to 13 July 2023, 2:00 pm (GMT +2) |
| Confirmation of enrolment | from 14 July to 3 August 2023, 2:00 pm (GMT +2) see art.6.2 |

| Delivery of documents for international students | 28 November 2023 |
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**September session**

| Registering on Unimi website | from 17 July 2:00 pm to 30 August 2023, 2:00 pm (GMT +2) |
|---|---|
| Sending credentials and instructions to access the test remotely | 5 September 2023 |
| Sitting the test – remotely online | 7 September 2023 |
| Ranking list publication on Unimi website | 13 September 2023 after 2:00 pm (GMT +2) |
| Enrolment | from 13 to 18 September 2023, 2:00 pm (GMT +2) |
| First update: ranking list publication | 19 September 2023 after 2:00 pm (GMT +2) |
| First update: enrolment | from 19 to 25 September 2023, 2:00 pm (GMT +2) |
| Second update: ranking list publication | 26 September 2023 after 2:00 pm (GMT +2) |
| Second update: enrolment | from 26 September to 28 September 2022, 2:00 pm (GMT +2) |
| Further updates: ranking list publication | 29 September 2023 |
| Delivery of documents for international students | 28 November 2023 |

## Art. 2 - Admission requirements

Candidates are admitted to the selection if they have sat the admission exam (remotely online), in the dates 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, and obtain their qualification in Italy or abroad within the 2022/2023 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: 50 plus 10 for non-EU students places**

**September session**: **40 places.**

**Total places**: **90 places** plus **10 places** for non-EU students.

Should any spots remain vacant after the Spring session, they will be allocated in the September session until the number of available spots is reached.

## Art. 4 – Test dates and registration procedure

To take part in the selections, candidates must register online within the deadline set out in Art. 1 and sit the test within the deadlines (art. 1)**.**

### a) Application on the University website

To enter the ranking list, all candidates must apply on our University website [www.unimi.it](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](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](https://studente.unimi.it/ammissioni/a/primoLivello/checkLogin.asp);

3. select the programme:

"Ancient Civilizations for the Contemporary World"

*or*

"Ancient Civilizations for the Contemporary World – FOR VISA APPLICANTS" and fill the online application with the requested data:

4. select the preferred institution where to attend the in-presence classes (Milan or Venice);

5. upload an eligible English language proficiency certificate, if any.

Pay the fee of euro 30 by the deadline for admission at the very latest, on pain of exclusion.

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 information or lacks any requirement will be excluded from the final ranking list.

**b) Sit the test**
The test will be held remotely; candidates will receive personal credentials to access the test as indicated at art. 1.

For the exam preparation, a specific Syllabus must be consulted: this syllabus clearly indicates a few bibliographical items that provide all relevant information and knowledge to pass the admission test.
**The Syllabus will be available at the website of the Bachelor's degree programme ACCWF https://ancient-civilization.cdl.unimi.it/en/enrolment.**

### Art. 5 - Admission exam and ranking criteria

The admission exam aims at assessing the educational background required to access the Bachelor's programmes. It includes 60 questions divided into the following sections:

- reading comprehension of a literary text (in English) – 25 questions in 50 minutes;
- general knowledge of historical, cultural and methodological elements in the field of Ancient Civilizations – 35 questions in 70 minutes.

The admission exam answers are scored as follows:

- 1 point for each correct answer;
- 0 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 on an equal score by two or more candidates, priority is given to those who have obtained a higher score in the general knowledge section.

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 (art. 4), within the deadlines set for the September session.

## Art. 6 – Ranking list publication, enrolment and updating

### 6.1 Ranking list publication

The ranking list will be published on the University website at:
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 (remedial course "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.

To the applicants who rank in a position which enables enrolling within the number of available places, the home-institution where to attend the live classes (either University of Milan or University of Venice) will be assigned based on the placement obtained in the ranking-list and on to the preference expressed when submitting the application, provided that the students assigned to each of the two Universities will be no less than 40 % of the total number of enrolled students of the course

### 6.2 Enrolment and updating

Based on the number of places available, successful applicants 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 14 July to 3 August 2023, 2:00 pm (GMT +2) by accessing the appropriate online service at the page: https://studente.unimi.it/confermaImm .

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

For spring session, successful applicants 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 Ancient Civilization for the Contemporary World (ACCW) 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")

The admission test assesses the basic knowledge and skills required to enrol in the programme, namely a general knowledge of historical, cultural and methodological elements as well as an adequate capacity to read and understand a literary text (in English).

Candidates should correctly answer at least 50% of the questions in each of the two areas (namely, general knowledge and reading comprehension). Students may be admitted with a lower percentage of questions in either or even in both areas if their position in the ranking list allows for it, but will then have to address their shortcomings through specific training (s.c. OFA = Obblighi Formativi Aggiuntivi). This means they will have to either attend courses/workshops or prepare and pass another test within the first year of enrolment. If they fail to do so, they will not be allowed to take second-year exams. Further information on the OFA are available online at https://ancient-civilization.cdl.unimi.it/en/courses/additional-learning-requirements-ofas.

**8.1 English OFA**

To successfully participate in the Bachelor's programme, students must be proficient in English at a B2 level as per the Common European Framework of Reference for Languages (CEFR). This proficiency level may be certified as follows:

- through a language certificate, earned within three years prior to the date of submission, at a B2 level or higher. The list of language certificates recognized by the University is available at the following page: https://www.unimi.it/en/node/297/ . The certificate can be uploaded while completing the enrolment procedure or at a later time through the portal http://studente.unimi.it/uploadCertificazioniLingue ;

- through a secondary school diploma with English as teaching language. The diploma must be uploaded while completing the enrolment procedure;

- through a Placement Test that must be passed by the end of October 2023. The test is delivered online by the Language Centre of the University of Milan (SLAM). Students who fail the test will be required to take a SLAM course. The Placement Test is mandatory for all students who do not hold a valid certificate or a secondary school diploma with English as teaching language. Students who do not pass the Placement Test by October 2023 and students who, after a maximum six attempts, fail to pass the SLAM end-of-course test must obtain a recognized certificate in order to register and be allowed to sit any exam included in the programme.

Fulfilment of the English OFA is a mandatory condition to sit any exam of the programme.

**Art. 9 – Request for additional time and/or specific aids or compensatory tools for candidates with invalidity, disability or diagnosed with SLD**

Candidates with invalidity, disability or specific learning disabilities (SLD) can request an admission test with additional time and/or personalized supports by submitting **when registering for the admission exam**:

> • certification of civil invalidity and/or recognition of the state of handicap pursuant to law 104/1992 for candidates with disabilities;

> • for candidates with specific learning disabilities (SLD), SLD certificates 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).

Candidates can be admitted to the test with the medical certification they possess, even if not updated due to the limitation for the Covid-19 emergency; an integration of the documentation expected will be requested.

Applicants from EU countries and non-EU countries residing abroad with invalidity, disability or with SLD who intend to take advantage of personalized supports, must submit certification (legalized, where required by current international standards) attesting the status of invalidity, disability or DSA issued in the country of residence, accompanied by a translation, sworn or certified by the Italian diplomatic missions, conforming to the original text, in Italian or in English.

For information, contact the Office for students with disabilities / with SLD at the e-mail address: ausili.ammissioni@unimi.it.

## Art. 10 - 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:

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

Candidates who do not possess the required documentation by the time of enrolment may submit it at a later stage, **but in any case by 28 November 2023,** 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.

### 10.1 Non-EU candidates applying for a Visa

For this programme there is a reserved quota of **10 places** for non-EU candidates applying for visa.

All students falling into this category are required to submit an application for pre-enrolment through [Universitaly](#) within **31 July 2023**.

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

### Art. 11 - Examining board

The examining board is appointed by the appropriate academic council.

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

### Art. 12 – University fees and right to University education

All information on university tuition fees and the right to University education (scholarships, canteens, accommodations) is available on the pages:

https://www.unimi.it/en/study/bachelor-and-master-study/fees-and-how-pay-them

and https://www.unimi.it/en/study/financial-support.

### 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 Mrs. Emanuela Dellavalle (Managing Director of the Student Registrar and Education Incentive Programmes Division).

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