



Div. III-13/ED/MD

**CALL FOR ADMISSION TO THE FIRST CYCLE DEGREE PROGRAMME IN
INTERNATIONAL POLITICS, LAW AND ECONOMICS
ACADEMIC YEAR 2019/2020**

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THE HEAD OF STUDENTS OFFICE

HAVING REGARD TO

Law no. 264 of 02 August 1999 regulating access to university programmes;

HAVING REGARD TO

Ministerial Decree no. 270 of 22 October 2004, “Amendments to the regulations on the educational autonomy of universities (*Modifiche al regolamento recante norme concernenti l'autonomia didattica degli atenei*) approved with Decree of the Minister for Universities and Scientific and Technological Research no. 509 of 3 November 1999”;

HAVING REGARD TO

The decisions of the responsible academic boards concerning access to university programmes;

SETS

A call for admission to the first cycle degree programme in International politics, law and economics (Class L-36) for the 2019/2020 academic year.

The selection for Italian, EU or equivalent candidates will be based on a competitive written entrance exam, whereas for non-EU students resident abroad (student VISA applicants) it will be based on the assessment of their personal and scholastic curriculum, and motivation.

Art. 1 - Admission requirements

Foreign qualifications are valid if obtained after at least 12 years of schooling and if they allow the admission to University in the country where they have been obtained.

Further information about the foreign qualifications and about the access of foreign students to Italian Universities is contained in the relevant Ministerial provisions for the academic year 2019/20, published on the Ministry website <http://www.studiare-in-italia.it/studentistranieri/> and reported on the University website in the sections dedicated to international students.

The eligibility of the foreign qualifications is in any case assessed by the University, having regard to the ministerial instructions on the subject and in implementation of applicable bilateral agreements.

Art. 2 - Number of places available

The number of places available for enrolment on the first year is 125.

In addition, 25 places are reserved to non-EU students resident abroad (student VISA



applicants).

Art. 3 - Admission procedure and deadlines

Admission procedure will begin on **15 July 2019**, and terminate at **2 p.m. (GMT +2) on 26 August 2019**.

In order to register, applicants must apply online according to the procedure below:

1. Register on the University portal www.unimi.it (not required of those already registered on the portal or in possession of University login credentials)
2. Access the online application services using their credentials:
<http://studenti.divisi.unimi.it/ammissioni/a/primoLivello/checkLogin.asp>;
3. Choose the programme by selecting the correct description:
 - INTERNATIONAL POLITICS, LAW AND ECONOMICS, for Italian, EU or equivalent candidates.
 - INTERNATIONAL POLITICS, LAW AND ECONOMICS (FOR VISA APPLICANTS), for non-EU applicants exempted from the exam.
4. Choose the location where the test will take place (it will be possible to indicate up to a maximum of two preferences in order of priority).
5. Pay the € 30.00 fee by the registration deadline without exception and under penalty of exclusion.

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

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

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

Art. 4 - Non-EU students applying for VISA

Non-EU applicants residing abroad, applying for a study visa, **are exempted from the exam**.

Selection will be based on the assessment of the personal and scholastic curriculum, and motivation.

In order to apply, candidates must register on the University portal and access the online application service, as indicated in Art. 3. They must choose the degree programmes with the description "FOR VISA APPLICANTS" and fill the online form with their personal data.

During the online application they will be required to upload the following documents:

- curriculum vitae
- secondary school diploma (if already obtained), together with a certificate stating the final marks obtained in the last year of secondary school
- certificate of English skills, if possessed



- letter of motivation

Beside online application, non-UE candidates residing abroad **must also submit a pre-application to the Italian diplomatic office in their country of origin**, in accordance with the methods and deadlines set out in the current provisions regarding the enrolment of foreign students in the university programmes published in the Ministry of Education, Universities and Research webpage <http://www.studiare-initalia.it/studentistranieri>.

Art. 5. - Disabled candidates

Applicants with disabilities who want to require extra time and/or specific aids during the exam must fill in the [Online application for aids during admission tests](#), available on the portal www.unimi.it in the section [General Forms](#).

The application must be submitted within the deadline for admission, uploading a certificate of legal disability and/or acknowledgement of status of handicap under law 104/92 or of civil invalidity.

For further information, please contact the Servizio Disabili e DSA of the University of Milan at the e-mail address: ausili.ammissioni@unimi.it.

Art. 6 - Candidates with SLD

Applicants with specific learning disabilities (SLD) who want to require extra time and/or specific aids during the exam must fill in the [Online application for aids during admission tests](#), available on the portal www.unimi.it in the section [General Forms](#).

The application must be submitted within the deadline for admission, uploading a certificate of specific learning disabilities (SLD) under law no. 170/2010.

The certification must be issued by the National Health Service, accredited private facilities or specialists, together with an ASST (Azienda Socio Sanitaria Territoriale) conformity document and must be issued no more than three years earlier if the applicant was underage at the time of the issuance of the certification.

For further information, please contact the Servizio Disabili e DSA of the University of Milan at the e-mail address: ausili.ammissioni@unimi.it.

The documentation must be issued no more than three years earlier if the applicant was underage at the time of the issuance of the certification.

Art. 7 - Students coming 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, do have to sit the admission test and follow the standard procedure.



Art. 8 - Admission exam schedule and procedure

The admission exam will take place on **5 September 2019** at the Faculty of Political, Economic and Social Sciences, Via Conservatorio 7, Milan and at test centers in Bari, Padova, and Roma.

The test centres will be assigned according to the preferences expressed during the online application.

The test centres in Bari, Padova and Roma have limited seats, therefore preferences will be considered with regards to the order of application. The confirmation of the assigned venue will be sent by e-mail, after 30 August 2019.

The test will be paper-based at the Milan venue and computer-based at other venues.

Candidates must arrive at **9:00 a.m.** bearing the valid identity document indicated during exam registration. The exam will begin once candidate identification procedures are completed.

During the exam candidates cannot leave the room, use handwritten notes, texts of any kind, calculators, other electronic devices or anything else that has been specified before the start of the exam.

Art. 9 - Examining committee

The examining committee is appointed by the appropriate academic bodies.

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

Art. 10 - Examination programme and assessment criteria

The exam consists in a test aimed to assess the basic preparation related to three areas: reading comprehension, general culture and knowledge of current affairs, and logical-mathematical skills.

The test consists of 60 questions, 20 for each area. The total time available is 75 minutes.

Points are assigned as follows:

- Correct answer: 1 point
- No answer, wrong, deleted or illegible: 0 points

In the event of equal point scores, priority is given to the candidate with better results in their worst performing area. In the case of further equal performance, priority is given to the younger candidate.

Students who have shown specific gaps in the area of logical-mathematical skills will have to follow the remedial course (OFA) which will be organized in the first part of the academic year.



Art. 11 - Ranking list publication, enrolment and updating

11.1 - Ranking list publication

The ranking list will be published on the University website on **10 September 2019, after 2 p.m.** at the page: *Admission Ranking Lists*

<http://studente.unimi.it/ammissioni/g/graduatoriaprogrammati/checkLogin.asp>

Non-EU candidates applying for Visa will be placed in separate ranking lists, to cover the reserved places indicated at art. 2.

Publication of the ranking lists constitutes official notification to those concerned. Candidates will not receive any communication. They must personally consult the enrolment deadlines, scroll the ranking lists, check if they are admitted with OFA (see art. 10) and every other information published on the webpage of the degree course.

11.2 - Enrolment and updating

Based on the number of places available, place winners of the competitions must enrol online through the online Enrolment service at the page:
<http://studente.unimi.it/immatricolazioni/primoLivello/>, within the deadline indicated at art. 12.

In the event of places left vacant after the enrolment deadline, will be made further updatings of the ranking list: applicants admitted must enrol within the deadlines indicated at the same art. 12.

Winners who do not enrol by the above date and time, tacitly withdraw from the place.

Detailed information concerning the enrolment procedure are available on the University website.

11.3 - Applicants with qualifications gained abroad

Applicants with qualifications gained abroad must complete the online enrolment delivering the following documentation (showing originals and delivering photocopies) to the International Students Office (ufficio Studenti Internazionali) - Via Santa Sofia 9/1, Milan - **by 31 October 2019:**

- Upper secondary school diploma, translated into Italian, legalized by the authorities in the country where the qualification was issued and carrying a Dichiarazione di valore or statement of validity issued by ENIC_NARIC centres ;
- If the local education system provides less than 12 years of schooling, certificate of enrolment at university with a list of the exams taken, or certificate of post-secondary education obtained in a non-university higher education;
- Certificate of academic eligibility if provided for in the country of origin;
- Any other document stating specific requirements of validity of the title (e.g. Aps for the United States titles, A-level for British titles);
- Valid residence permit (only for non-EU citizens)



- Italian Fiscal Code

Verification of the validity of qualifications gained abroad is conducted on presentation of the official documents. Until then, applicants are admitted to the programme conditionally and may be excluded from the ranking list if they prove not to have the necessary qualifications.

The International Students Office is available by appointment. For the reservation please refer to the Infostudenti Service at the page www.unimi.infostudente.it.

Art. 12 - Deadlines summary

Registering on UNIMI portal	from 15 July to 26 August 2019, 2:00 pm (GMT +2)
Sitting the test (Italian, EU and equivalent candidates)	5 September 2019
Ranking lists publication on Unimi website	10 September 2019
Winners Enrolment	from 10 September to 17 September 2:00 pm (GMT +2)
First updating of the ranking list: places notification	18 September 2019
First updating of the ranking list: enrolment	from 18 September to 30 September 2019
Second updating of the ranking list: places notification	1 October 2019
Second updating of the ranking list: enrolment	from 1 October to 15 October 2019, 2:00 pm (GMT +2)

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 Ms. Monica Delù (Head of the Students Welcoming Service).

For any further information regarding the content of the call please use the Infostudenti service www.unimi.infostudente.it by selecting the category: “Iscrizioni, test e graduatorie”.

Milan, 14 June 2019

Rep. Reg 10375/2019
on 18/06/2019

THE HEAD OF THE STUDENTS OFFICE

Emanuela Dellavalle*

*Digitally signed according to the Digital Administration Code, (*Codice amministrazione digitale*) Lgs. Decree. n. 82/2005 and its amendments and integrations.