UNIVERSITA' DEGLI STUDI DI MILANO
PROGRAMME DESCRIPTION - ACADEMIC YEAR 2022/23
BACHELOR
MANAGEMENT OF ORGANIZATION AND LABOUR (MOL) Classe l-16
Enrolled from academic year 2020/21

HEADING

Degree classification - Denomination and code:	L-16 Management Science
Degree title:	Dottore
Curricula currently available:	HUMAN RESOURCES MANAGEMENT / LABOUR CONSULTING
Length of course:	3 years
Total number of credits required to complete programme:	180
Years of course currently available:	1st , 2nd , 3rd
Access procedures:	Cap on student, student selection based on entrance test
Course code:	B27

PERSONS/ROLES

Head of Study Programme
Prof.ssa Alessandra Lazazzara

Tutors - Faculty
VICE PRESIDENTE
Prof.ssa Alessandra Sartori
RESPONSABILE QUALITA'
Prof.ssa Beatrice Magni
STAGE E ATTIVITA' ALTERNATIVE (inclusi seminari)
Prof.ssa Franca Maino
RESPONSABILE ERASMUS
Dott. Nicola Maggini
REFERENTE CURRICULUM CONSULENTI DEL LAVORO
Prof. Massimo Pallini
REFERENTE PRATICHE STUDENTI
Prof.ssa Beatrice Magni

Degree Course website
https://mol.cdl.unimi.it

CHARACTERISTICS OF DEGREE PROGRAMME

General and specific learning objectives
The degree in Labour and Management aims at providing the student with the basic knowledge and necessary skills to work expertly and confidently in all the fields related to labour: human resources management in the private and public sectors, the planning and implementing of labour market services and policies, the representation of the interests of industrial relations actors, and the counselling of employers on the employment relationship, social security law, and industrial relations.

Expected learning outcomes
Skill and Knowledge
The degree course provides the basic tools for a solid knowledge of the main theoretical and methodological contributions on the themes of work and organization in companies, developed in the economic, psychologic, legal, political, sociological-organizational fields. Qualifying objectives are therefore the knowledge of the processes and rules of operation of complex organisations and, in particular, the operating systems related to the behaviours of the people within them; business and organisation management techniques; management and enhancement techniques of human resources and how complex organisations contribute to the economic and social development of the country. These objectives are part of a learning path for digital technologies to support organisations within the Labour studies strand, the course aims at a complete knowledge and understanding of how labour markets work; recruitment techniques of labour regulation policies and public and social policies, from an organizational, psychological-motivational, administrative, regulatory-contractual, trade union perspective. Ability to apply knowledge and understanding

The ability to apply knowledge and understanding is achieved through a multidisciplinary approach that leads to the acquisition of application skills related to the development and implementation of appropriate intervention hypotheses in the field of design and management of labour, employment and organisation policies. In particular, in the field of work studies, the ability to apply knowledge and understanding is achieved in the field of the selection, management and administration of human resources in production organisations, also linked to companies foreign countries or those located abroad, and also in a free-professional and consultancy-cutting scheme; management of trade union relations; of data and information processing in the field of the labour market and human resource management in productive organizations, using elements of computer science and statistics.

These results are ensured through the massive provision of training activities that carry out multidisciplinary approaches, characterized by the presence of teachings, which can be traced back to the political-social, socio-political, socio-psychological, legal, economic-corporate and statistical-economic, specifically focused on the issues of organization administration and work.

Law strand Knowledge and understanding

Knowledge and understanding of legal matters includes the acquisition of the fundamentals of the legal system, with particular reference to its fundamental principles, the hierarchy of sources and the allocation of powers. Between the State, Regions and the European Union, as well as the criteria for interpreting the law; The role played by the middle bodies and in particular by the trade unions in the production of the law and the understanding of the relationship and the links between the legal system and the trade union system, the phenomenon of social consultation and various forms of referral and integration between legal and contractual labour regulation; the correct identification of the principles and rules governing private autonomy, with particular regard to the validity requirements of the employment contract, the different types of contract in which work activity is deducted and legal discipline related reports; relations between public administrations dedicated to social and labour policies and private individuals.

Professional profile and employment opportunities

Graduates in Labour and Management can find professional outcomes in the following fields of work:

-Personnel and human resources area within private and public production organisations (selection, management, organization and development, human resources administration; Trade union relations, offices for disciplinary proceedings in Public administrations) or in the free-lance and consulting sector (Labour consultants; socio-organizational consultancy in the field of human resources);

-Public and private institutions operating in the labour market, with the function of programming, planning, management and monitoring of work policy interventions; Inspection and supervision at work; Orientation and start working, matching demand-offer, administration,intermediation, research and selection of personnel, outplacement; Training. Fo example, the following types of organisations and institutions are indicated: directions for work policies of regions and provinces, employment centres, employment agencies, territorial departments of work, including inspection services)

-Organisations representing economic interests (trade unions for workers and entrepreneurs, chambers of commerce).

Initial knowledge required

Admission to the degree programme requires applicants to have a high school diploma or an equivalent suitable qualification from abroad.

To be admitted to the course students must sit an examination to check their linguistic-communication capabilities, in addition to taking an online test (TOLC-E) organised by the Consortium of Interuniversity Integrated Access Systems (CISIA). Subject knowledge for admission will be deemed acceptable if the scores in the selection band have been achieved. Students whose score is lower than the value stated in the selection band, limited to the area of verbal comprehension, will be assigned an additional learning obligation (OFA), which must be met and approved within the first year of the course.

The University organises specific tutoring support for the successful completion of the OFA. Additional information is available on the University study portal of the Faculty of Political, Economic & Social Sciences.

If students fail to satisfy the OFA within the required timescale, the following year they will be unable to sit the examinations for the years subsequent to the first year.

English OFA

To be able to sit the English examination stipulated in the curriculum, students must have level B1 English as defined by the Common European Framework of Reference for Languages (QCER). This level can be confirmed as follows:

- by sending a level B1 or higher language qualification certificate gained no more than 3 years prior to the date it is submitted (for a list of language qualifications accepted by the University, visit the University portal at https://www.unimi.it/it/studiare/competenze-linguistiche/placement-test-test-di-ingresso-e-corsi-di-inglese). Certificates must be uploaded at the time of enrolment, or at a later date on the portal at http://studente.unimi.it/uploadCertificazioniLingue;

- by sitting a placement test set exclusively by SLAM during the 1st year, between October and December. Students who fail the placement test must follow the courses delivered by SLAM.

The placement test is compulsory for all students who do not have a valid qualification.

Students who do not sit the placement test by December, or do not pass the final test after 6 attempts, must obtain the qualification at their own expense, during the year in which the language examination is scheduled.

Compulsory attendance

Course attendance is highly recommended.

Notes

1) The choice of alternative courses will be limited to those actually taught.

2) The normal duration of the degree programme in Management of organization and labour is three years. Student workers, or those who, due to other obligations, are unable to regularly attend the full-time programme, are entitled to part-time enrolment. For information on part-time enrolment, visit the website: https://www.unimi.it/it/studiare/frequentare-un-corso-di-laurea/come-e-quanto-pagare/iscrizioni-tempo-parziale

OFA

In order to sit the English-language exam required by the study plan, students must be proficient in English at a B1 or B2 level under the Common European Framework of Reference for Languages (CEFR). This proficiency level may be certified as follows:

- By a language certification, earned within three years prior to the date of submission, at a B1 or B2 level or higher. For the list of language certifications recognised by the University, please review: https://www.unimi.it/it/studiare/competenze-linguistiche/placement-test-test-di-ingresso-e-corsi-di-inglese. The certification must be uploaded during the enrolment procedure, or subsequently to the portal http://studente.unimi.it/uploadCertificazioniLingue;

- By a Placement Test, which is delivered by the University Language Centre (SLAM) during year I only, from October to December. 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 certification.

Those who do not sit the Placement Test by December, or who fail to pass the end-of-course test within six attempts, must obtain an outside paid certification by the programme year contemplated for their exam in English.

Computer skills

Students who are supposed to earn 3 credits (CFU) for basic computer skills, as provided by their degree programme, have to attend the ?Computer Science Course 3CFU?.

It is a blended course with a compulsory final exam.

The first round is scheduled for January, and more will follow according to a calendar to be made available on the course delivery platform.

Students who have already fulfilled an ICT Assessment during their previous studies should submit the related certification to their degree Secretariat, seeking its acknowledgement: it will be evaluated and they will receive a positive or negative feedback.

The ?Computer Science Course 3CFU? course is managed by the CTU - Teaching and Learning Innovation and Multimedia Technology Centre.

EXPERIENCE OF STUDY ABROAD AS PART OF THE TRAINING PROGRAM

The University of Milan supports international mobility by providing its students with the opportunity to spend study and internship periods abroad. It is a unique chance to enrich your educational path in a new exciting environment.

The agreements entered into by the University with over 300 universities from the 27 EU member countries under the European Erasmus+ programme allow regularly enrolled students to carry out part of their studies at one of the partner universities or to undertake internships at companies, training and research centres and other organizations.

Similar international mobility opportunities are provided outside Europe, through agreements with a number of prestigious institutions.

How to participate in Erasmus mobility programs

The students of the University of Milan can participate in mobility programmes, through a public selection procedure.

Ad hoc commissions will evaluate:

- Academic career
- the candidate's proposed study programme abroad
- his/her foreign language proficiency
- the reasons behind his/her application

Call for applications and informative meetings

The public selection for Erasmus+ mobility for study generally begins around February each year with the publication of a call for applications specifying destinations and requirements. Regarding the Erasmus+ Mobility for Traineeship, the University of Milan usually publishes two calls a year enabling students to choose a destination defined by an inter-institutional agreement or to find a traineeship position on their own.

The University organizes informative meetings to illustrate mobility opportunities and rules for participation.

Erasmus+ scholarship

The European Union grants the winners of the Erasmus+ programme selection a scholarship to contribute to their mobility costs, which may be supplemented by the University funding for disadvantaged students.

Language courses
Students who pass the selections for mobility programmes can benefit from intensive foreign language courses offered each year by SLAM - University of Milan Language Centre.

Learn more at https://www.unimi.it/en/node/8/

For assistance, please contact:
International Mobility Office
Via Santa Sofia 9 (second floor)
Tel. 02 503 13501-12589-13495-13502
Contacts: InformaStudenti; mobility.out@unimi.it
Student Desk booking through InformaStudenti https://www.unimi.it/en/study/student-services/welcome-desk-informastudenti

1st COURSE YEAR Core/compulsory courses/activities common to all curricula

Learning activity		Ects	Sector
Computer Science Course		3	INF/01
Digital tecnologie for organisations		6	INF/01
Political and Administrative Systems		6	SPS/04
Public and EU law		12	(3) IUS/09, (3) IUS/14, (6) IUS/01
Social Research Methodology		9	SPS/07
Techniques for data analysis		9	(6) SECS-S/01, (3) SECS-S/06
	Total compulsory credits	45	

2nd COURSE YEAR Core/compulsory courses/activities common to all curricula

Learning activity		Ects	Sector
Business Economics		9	SECS-P/07
Economic Sociology and Sociology of Organisations		9	SPS/09
Fundamentals of Labour Law		9	IUS/07
Industrial Relations		6	SPS/09
Microeconomics and Macroeconomics		12	(6) SECS-P/02, (6) SECS-P/01
Organisations and digital societies		6	INF/01
Social and Labour Market Policies		9	SPS/04
Trade Union Law		6	IUS/07
	Total compulsory credits	66	

3rd COURSE YEAR Core/compulsory courses/activities common to all curricula

Learning activity		Ects	Sector
English for Communication in Management		9	L-LIN/12
Labour Economics		9	SECS-P/01
Work Psychology		6	M-PSI/06
	Total compulsory credits	24	

Further elective courses common to all curricula

End of course requirements common to all curricula

Final Exam		6	NA
	Total compulsory credits	6	

ACTIVE CURRICULA LIST

HUMAN RESOURCES MANAGEMENT Course years currently available: 1°, 2°, 3°
LABOUR CONSULTING Course years currently available: 1°, 2°, 3°

CURRICULUM: [B27-A] HUMAN RESOURCES MANAGEMENT

3rd COURSE YEAR Core/compulsory courses/activities Curriculum-specific features HUMAN RESOURCES MANAGEMENT

Learning activity		Ects	Sector
Organisational Theory and Management		9	SECS-P/10
Sociology of Labour		6	SPS/09
	Total compulsory credits	15	

Elective courses Curriculum-specific elective courses for HUMAN RESOURCES MANAGEMENT		
Human Resources Management	6	SECS-P/10
Marketing and Business Strategies	6	SECS-P/08

CURRICULUM: [B27-B] LABOUR CONSULTING

3rd COURSE YEAR Core/compulsory courses/activities Curriculum-specific features LABOUR CONSULTING		
Learning activity	**Ects**	**Sector**
Italian and European Tax Law	9	IUS/12
Labour Market Law	6	IUS/07
Social Security Law	6	IUS/07
Total compulsory credits	21	

COURSE PROGRESSION REQUIREMENTS

The following prerequisites are common to all curricula: the fulfilment of additional learning requirements (OFA) is preparatory to all second- and third-year exams. Private law, Public law and European Union law exams are preparatory to Trade union law, Labour law, Italian and European tax law, Social security law, Labour market law exams. The Mathematics and data analysis exam is preparatory to Microeconomics and macroeconomics, and Labour economics exams. The Microeconomics and macroeconomics exam is preparatory to the Labour economics exam. The Social research methodology exam is preparatory to the Economic Sociology and Sociology of Organisations exam.

A certificate of English proficiency at B1 level is a prerequisite for the English for communication in management exam.