



**UNIVERSITA' DEGLI STUDI DI MILANO**  
**PROGRAMME DESCRIPTION - ACADEMIC YEAR 2025/26**  
**BACHELOR**  
**MANAGEMENT AND POLICIES OF PUBLIC ADMINISTRATION**  
**(Classe L-16)**  
**Enrolled from academic year 2023/24 until 2024/2025**

### HEADING

<b>Degree classification - Denomination and code:</b>	L-16 Administration
<b>Degree title:</b>	Dottore
<b>Length of course:</b>	3 years
<b>Total number of credits required to complete programme:</b>	180
<b>Years of course currently available:</b>	2nd , 3rd
<b>Access procedures:</b>	Cap on student, student selection based on entrance test
<b>Course code:</b>	B28

### PERSONS/ROLES

#### Head of Study Programme

Prof. Gabriele Bottino (gabriele.bottino@unimi.it)

#### Tutors - Faculty

Vice-Presidente del Collegio Didattico e Coordinatrice della "Didattica Mista"  
Prof.ssa Franca Maino (franca.maino@unimi.it)

Pratiche Studenti:

Prof. Alessandro Pellegata (alessandro.pellegata@unimi.it)

Erasmus:

Prof. Marco Biasi (marco.biasi@unimi.it)

Piani di Studio:

Prof.ssa Allegra Canepa (allegra.canepa@unimi.it)

Stage e Laboratori:

Prof.ssa Maria Laura Picunio (maria.picunio@unimi.it)

Responsabili Tutor e Comunicazione

Prof. Giovanni Barbato (giovanni.barbato@unimi.it)

Prof.ssa Valentina Porretta (valentina.porretta@unimi.it)

#### Tutors - Students

Dott.ssa Giorgia Rovera

#### Degree Course website

<https://mgmpa-dm.cdl.unimi.it/it>

Email: [mappe@unimi.it](mailto:mappe@unimi.it)

Email: [tutor.mappe@unimi.it](mailto:tutor.mappe@unimi.it)

#### Information on services for students with disabilities can be found here:

<https://www.unimi.it/it/studiare/servizi-gli-studenti/servizi-studenti-con-disabilita>

#### Information on services for students with SLD can be found here:

<https://www.unimi.it/it/studiare/servizi-gli-studenti/servizi-studenti-con-dsa>

#### Student registrar

Via S. Sofia 9/1 - 20122 Milano (MI) - Italia <https://www.unimi.it/it/studiare/servizi-gli-studenti/segreterie-informastudenti>

## **CHARACTERISTICS OF DEGREE PROGRAMME**

### **General and specific learning objectives**

The degree course in "Management and Public Administration Policies" teaches:

- integrate multiple and different managerial skills (economic, legal, political, sociological, statistical) by acquiring a preparation and a markedly interdisciplinary approach to the issues of public administrations: among them, in particular, the improvement of performance, digital governance, and administrative transparency;
- know and learn the processes and operating rules of public administrations, and of private subjects in charge of performing public utility functions and services, also in their interaction with the political institutions belonging to the various territorial levels of government (Municipalities, Provinces and Metropolitan Cities, Regions and Central State Administrations);
- analyze and understand the concrete needs of businesses and citizens, also putting the evidence produced by the behavioral sciences (psychology of organizations and decisions) at the service of this objective;
- learning and reasoning for projects and objectives, in order to evaluate the products, results and impact of public policies and actions;
- recognize and resolve the malfunctioning mechanisms of bureaucratic organizations, using both traditional and more recent scientific contributions dedicated to the dynamics of functioning of public administrations;
- learn the use and implementation of the tools that technological innovation makes available for organizational change and communication with users.

### **Expected learning outcomes**

At the end of the degree course in "Management and Policies of Public Administrations", the student will have acquired knowledge and skills related to:

- the fundamentals of management according to different perspectives: economic, juridical, political, sociological, statistical and corporate;
- the processes and operating rules of Italian and European public administrations, also in their interaction with political institutions: by "public administrations" we mean both traditional ones (territorial and non-territorial public bodies, non-economic and economic public bodies), both private subjects (for example publicly held companies) in charge of managing activities and services of general interest;
- understanding the concrete needs of companies and citizens;
- reasoning for projects and for objectives.

### **Professional profile and employment opportunities**

When working in public administrations, graduates in "Management and Policies of Public Administrations" can work at central, regional or local level, with medium-level responsibilities.

When working in private organizations responsible for managing activities and services of general interest, graduates in "Management and Public Administration Policies" can operate:

- in companies with public participation;
- in companies, for the management of projects in which company objectives and public policies are intertwined;
- in consultancy firms, to provide research and services based on the relationship with public administrations;
- in trade organizations, to monitor sector policies;
- in the media, to improve information concerning citizens;
- in public relations companies, so that relations between companies and institutions are based on high technical and ethical standards;
- in non-profit organizations, because even good must be done well.

### **Initial knowledge required**

To be admitted to the Degree Course in "Management and Policies of Public Administrations", one must have a high school diploma, or another suitable qualification, obtained abroad. It is also necessary to have an adequate initial preparation: in order to profitably attend the Degree Course it is necessary to have acquired expressive knowledge, and knowledge relating to both the historical and social area, and logical and analytical skills.

The Degree Course in "Management and Public Administration Policies" has limited access, with a number of students equal to 100, to which must be added the quota reserved for non-EU students residing abroad: the Degree Course issues, for each academic year, a specific call for admission.

The selection of students, who intend to enroll in the Degree Course, is carried out on the basis of a specific online test (TOLC-E), which must be taken according to the procedures for carrying it out, and within the deadlines, identified in the call for admission.

The merit ranking, valid for admission, is calculated on the basis of the result obtained in the TOLC-E test, and on the basis of the academic performance measured: a) on the basis of the average grade in Italian, mathematics, history and English, obtained at the end of the penultimate year of high school (for students who have not yet graduated); b) on the basis of the final grade.

The outcome of the TOLC-E test, and the academic achievement, contribute to the final result in the following proportions:

- TOLC-E test result: 75%
- School profit: 25%

Admission to the Degree Course in "Management and Policies of Public Administrations", as indicated in the call for admission, takes place in two distinct moments:

- the first (in the spring, in the time period set by the call for admission) for 40 places, of which 20 reserved for working students with a high school diploma
  - the second (in the summer, in the time period set by the call for admission) for the remaining 60 places (and for any remaining places not covered in the spring selection), of which 30 reserved for working students with a high school diploma.
- Knowledge check

For students admitted to the Degree Course in "Management and Policies of Public Administrations", who in the TOLC-E test have obtained - in the "expressive-verbal understanding" area and/or in the "logical-analytical capacity" area - results lower than the minimum score indicated in the call for admission, additional educational obligations (OFA) are assigned, to be filled within the first year of the course, according to the procedures specified in the same call for admission.

If, within the aforementioned deadline, the student does not fulfill these additional educational obligations (OFA), he will not be able to sit - in the following academic year of enrollment in the Degree Course - the exams scheduled for the II and III year of the course.

#### OFA English language

In order to fulfill the English OFA and take the English language exam required by the study plan, knowledge of the English language at level B1 of the Common European Framework of Reference for Languages (CEFR) is required. This level can be attested in the following ways:

- by sending a linguistic certification obtained no later than 3 years prior to the date of presentation of the same, level B1 or higher (for the list of linguistic certifications recognized by the University, see the website: <https://www.unimi.it/en/node/297/>). The certification must be uploaded at the time of enrolment, or subsequently on the portal <http://studente.unimi.it/uploadCertificazioniLingue>;
- through Placement Test, provided by the SLAM University Language Center exclusively during the first year, from October to December. If the test is not passed, it will be necessary to follow the courses provided by the SLAM Centre. The Placement Test is mandatory for all those who do not have a valid certification.

Those who do not take the Placement Test by December or fail to pass the final test of the course within 6 attempts will have to obtain a certification privately in order to be able to complete the OFA and take the English language exam.

#### Compulsory attendance

The degree course in "Management and Public Administration Policies" is a course of study with compulsory attendance: only students who have attended at least 60% of the lessons are allowed to take the exam at the end of each course in presence, and at least 60% of the lessons remotely.

#### Degree programme final exams

The degree in "Management and Policies of Public Administrations" is achieved by passing a final test which consists in the drafting, also in English, of a written paper concerning the research and in-depth analysis of a theme, within of the scientific-disciplinary areas of the Degree Course. The final test is evaluated by a special commission which judges its completeness, clarity and originality, attributing the relative numerical score to this work.

The subject of the test must be agreed with the professor of a course of the Degree Course, course of which the final exam has been taken.

#### Criteria for admission to the final exam

To be admitted to the final exam, the student must have earned 174 credits

#### Notes

Students can identify, as elective courses, those activated by the Degree Course in each academic year.

#### Part-time enrollment:

The Degree Course in "Management and Policies of Public Administrations" allows enrollment in the 'part-time' mode. For all information on this, consult the following link:

<https://www.unimi.it/it/studiare/frequentare-un-corso-di-laurea/come-e-quanto-pagare/iscrizioni-tempo-parziale>.

### **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.

## Study and internships abroad

The degree course in "Management and Public Administration Policies" offers the opportunity to carry out periods of study at numerous European universities, where students will be able to follow cycles of lessons and obtain training credits valid for obtaining the degree.

As part of the Erasmus programme, exchange agreements are in place with academic institutions present, among the other member states of the European Union: in Spain (University of Oviedo, University of Salamanca, Jaume I de Castellón University, Valencia, University of La Coruña) , France (Université Catholique, Lille), Portugal (University of Coimbra), Poland (University of Katowice, University of Gdansk, University of Lodz).

The courses offered by the aforementioned Universities cover all the central themes and disciplines of management and public administration policies.

The choice by the student of the exams to be taken abroad is made, before departure, together with the Erasmus+ coordinator of the Degree Course: the credits earned abroad are formally recognised, within the "study plan ", at the end of the period of stay abroad.

## 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 the University Language Centre (SLAM).

<https://www.unimi.it/en/node/8/>

Learn more at <https://www.unimi.it/en/node/274/>

For assistance, please contact:

International Mobility Office

Via Santa Sofia 9 (second floor)

Tel. 02 503 13501-12589-13495-13502

Contacts: InformaStudenti > Category: INTER Erasmus Studio

Student Desk booking through InformaStudenti

<b>1st COURSE YEAR (disactivated from academic year 2025/26) Core/compulsory courses/activities common</b>		
<b>Learning activity</b>	<b>Ects</b>	<b>Sector</b>
Business and Accounting	9	SECS-P/07
Political and administrative science	9	SPS/04
Political philosophy and public ethics	6	SPS/01
Public Law	9	IUS/09
Quantitative Methods and Statistics for the Social Sciences	9	SECS-S/01
Social psychology	6	M-PSI/05
Total compulsory credits		48
<b>2nd COURSE YEAR Core/compulsory courses/activities common</b>		
<b>Learning activity</b>	<b>Ects</b>	<b>Sector</b>
Economics	12	(6) SECS-P/02, (6)

		SECS-P/01
English	6	L-LIN/12
European Union Law	6	IUS/14
Public Management	9	SECS-P/07
Public Policy	9	SPS/04
Sociology of organisations and professions	12	SPS/09
Total compulsory credits		54
<b>3rd COURSE YEAR Core/compulsory courses/activities common</b>		
<b>Learning activity</b>	<b>Ects</b>	<b>Sector</b>
Administrative Law	9	IUS/10
Finance Science and Public Policy of the European Union	9	SECS-P/03
Private and economic law	12	(6) IUS/01, (6) IUS/05
Welfare policies	6	SPS/04
Total compulsory credits		36
<b>Elective courses</b>		
<b>Students must choose 1 of the 3 courses listed below</b>		
European and cohesion policies	6	SPS/04
Qualitative methods for public administrations	6	SPS/07
State, Society and Economic Regulation	6	SPS/07
<b>Students must choose 1 of the 5 courses listed below</b>		
Cost-Benefit Analysis	6	SECS-P/03
Health Care Management	6	SECS-P/07
Health Economics	6	SECS-P/03
Management of Public services	6	SECS-P/07
Public Organization Theory	6	SECS-P/10
<b>Students must choose 1 of the 2 courses listed below</b>		
Administrative Law - Advanced	6	IUS/10
Labour Law in Public Administration	6	IUS/07
<b>Further elective courses</b>		
<b>Students must choose 12 ECTS credits selecting courses</b>		
<b>For this purpose they may take:</b>		
- courses given in other Degree Courses, or in other Faculties, of the University, subject to approval of the Teaching Board.		
- courses of the III year, among those they have not already chosen (see above)		
<b>Students must obtain 6 ECTS credits for other educational activities through:</b>		
- Advanced computer skills (CTU)		
- Advanced language skills of English (SLAM)		
- internship (certifier: prof. Gabriele Bottino, gabriele.bottino@unimi.it)		
- attendance of (also external) courses and seminars subject to the approval of prof. Gabriele Bottino, gabriele.bottino@unimi.it		
Advanced Language Skills: English (3 ECTS)	3	ND
<b>End of course requirements</b>		
Final Exam	6	NA
Total compulsory credits		6

## COURSE PROGRESSION REQUIREMENTS

- 1) "Public law" is preparatory to:  
"European Union Law", "Administrative Law", "Private and Economic Law", "Administrative Law-Advanced Course", "Labour Law in Public Administrations"
- 2) "Political Science and Administrations" is preparatory to "Public Policies"
- 3) "Quantitative Methods and Statistics for the Social Sciences" is preparatory to "Political Economy"
- 4) "Economics" is preparatory to "Finance Science and Public Policy of the European Union"