



## **ALMA MATER STUDIORUM - UNIVERSITÀ DI BOLOGNA – A.Y. 19/20 SEMESTERS @ BUENOS AIRES**

**Bando per la frequenza di Semestri presso il Campus dell'Università di Bologna a Buenos Aires  
(19 August - 20 December 2019; 03 February - 03 July 2020)**

*This is an adapted translation in English of the original Call for Applications (“Bando di Ammissione”) in Italian and it is made only for publicity purposes. To enforce the call, resolve any dispute and for all legal purposes only the Italian version of the act is valid, and prevailing with regard to the exact interpretation of the rules contained within, also in case of potential disputes*

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### **1. GENERAL INFORMATION AND PURPOSES**

The SEMESTERS @ BUENOS AIRES project aims to offer students of the Alma Mater Studiorum - University of Bologna the opportunity to attend learning activities of the Degree Course in Business and Economics at the University of Bologna Campus in Buenos Aires, from the University Instituto Tecnológico de Buenos Aires

(ITBA), from the Universidad Catolica Argentina (UCA) and from the Universidad Argentina de la Empresa (UADE). During the period in Argentina students will, therefore, have the opportunity to get in touch with students, companies and institutions of Latin America, through projects, presentations, visits and lectures of experts from various sectors.

The semesters will take place as follows:

**19 August - 20 December 2019** for the I semester (following the academic calendar of the Italian universities) of the a.y. 2019/20;

**03 February - 03 July 2020** for the II semester (following the academic calendar of the Italian universities) of the a.y. 2019/20.

*The learning activities will cover the entire periods of the academic calendar, students, therefore, will have to take this into account when organizing of the academic fulfilments before, during and after the exchange period.*

## 2. EXPECTED CANDIDATES OF THE PROGRAMME

The project is aimed at students of first cycle degree programs of the University of Bologna who have joined the project (see points 3 and 4), as indicated in this call for each semester, who at the time of application are at the second year and who will be in their third year of the Degree Course during the period in Argentina.

Students who have joined the Undergraduate project of the first year of a course in Buenos Aires in the academic year 2017-2018, following then the second year in Bologna of the Degree Course in Business and Economics, are part of the contingents of the Degree Course in Business and Economics and have priority in the admission process to the third year semesters in Buenos Aires project: they will still have to apply through ALMARM, for one or both semesters, indicating that they have participated in the 1st year project in Buenos Aires.

**The possibility of spending both semesters in Buenos Aires is conditional to having passed all the exams of the 2nd year before leaving for Buenos Aires (19 August 2019) All other candidates enrolled in courses participating in the project will be able to apply for just one semester and will have to follow the procedures indicated in this call.**

### TABLE OF DEADLINES for both semesters:

Application opening	29 April 2019
Application deadline	10 June 2019 at 1.00 pm
Application results	18 June 2019
Confirmation of interest and Learning Agreement submission	from 18 June to 24 June 2019 at 1.00 pm
Open positions admission results Learning Agreement submission	from 28 June al 03 July 2019 at 1.00 pm

### 3. I SEMESTER

From 19 August to 20 December 2019 will be held in Buenos Aires following the 1st semester of the academic year 2019/20. The period will be proven by the arrival and departure certificates WITHIN the dates above mentioned and ACCORDING TO THE EXAM SESSIONS WHICH STUDENTS HAVE TO TAKE, under penalty of exclusion from the programme.

#### 3.1 WHO CAN APPLY TO THE FIRST SEMESTER

The first semester project is for is for **35 students** enrolled, at the moment of selection, to the II year of

- Corso di Laurea in Business and Economics (CLABE) of the School of Economics and Management (code 8965)
- Corso di Laurea in Ingegneria Gestionale of the Engineering School (code 0925).

**18 out of 35 places available are reserved for students of the Corso di Laurea in Business and Economics; while 17 places are reserved to students of the Corso di Laurea in Ingegneria Gestionale.** If the places available for one of the degree programmes are not covered, they will be assigned to the other degree programme group.

#### 3.2 FIRST SEMESTER: LEARNING ACTIVITIES

The program gives the possibility to attend the planned learning activity classes at the Buenos Aires Campus and at the partner Universities' campuses

in the study plan of the Degree Course in Business and Economics – added either as compulsory exams (Corporate Finance) or as optional exams or free choice (Laboratory of Management and Management of innovation projects - in agreement with ITBA) (Ingegneria Gestionale LA Example);

in the study plan of the Management Engineering Degree Course - added either as compulsory exams (Manufacturing Studies and Innovation Project Management - in agreement with ITBA), or as "other learning activities" to be chosen in a group of options (Laboratory of Management), or as "free choice student activity" (Corporate Finance);

taking the exam (it will be possible to take 1 or 2 exams for each learning activity). One of the courses will be taught in English (Corporate Finance), the others will be taught in Spanish.

#### 3.3 ATTENDANCE AND EXAMS OF THE FIRST SEMESTER

For the teaching activities listed above and carried out in Buenos Aires the **attendance will be mandatory for at least 70% of the class** in order to take the exam. Students not complying with this rule will be unable to take the exam during the exchange period and will have to attend the courses again after coming back to Italy at the end of the period in Buenos Aires. During the period of stay in Buenos Aires the student will have the possibility to take one or two exams for each learning activity.

Students of the Degree in Engineering will be able to take the remaining exam during the available sessions in Bologna according to the calendar of the School of Economics and Management (for Corporate Finance) and of the School of Engineering (for other courses). The contents will be those of the courses held in Bologna,

equivalent to those carried out in Buenos Aires, even if the exact correspondance of the texts used and of the exam will not be guaranteed. The alignment with the tools used is the responsibility of the student

Students of the Degree Business and Economics will be able to take the Corporate Finance exam during the available sessions in Bologna according to the calendar of the School of Economics and Management. The contents will be those of the courses held in Bologna, equivalent to those carried out in Buenos Aires, even if the exact correspondance of the texts used and of the exam will not be guaranteed. The alignment with the tools used is the responsibility of the student. They won't be able to take the exams of Laboratory of Management and Gestion de Proyectos (Project Management).

It is not possible to carry out exams in Bologna site during the stay in Buenos Aires the total number of exam possibilities available to the student refers any case to the didactic rules of the single courses.

The coordinator of the course will be in charge of the conversion of the grades, according to the table available in Grade Correspondance Table attachment.

### **3.4 ADMISSION CRITERIA FOR THE FIRST SEMESTER**

With reference to the 35 places intended for students enrolled in the 2nd year at the time of selection, it is necessary:

- be regularly enrolled in the academic year 2018/19, being it the second year of the course of one of the 2 indicated degree courses;
- have achieved at least 45 CFU on the date specified in the call as the deadline for applications submission to participate in the selection.
- for students not enrolled in an international course in English: have passed the English language test or relative English language exam required in their study plan or having a certification among those listed below:
  - CEFR – from level B2
  - FCE - First Certificate in English;
  - BEC - Business English Certificate Vantage;
  - BEC - Business English Certificate Higher;
  - IELTS (Academic) minimum 5,5/9;
  - TOEFL valid, minimum 86/120 (if internet based);
  - CAE - Certificate in Advanced English;
  - CPE - Certificate of Proficiency in English;
  - Diploma IB (International Baccalaureate), High School degree or GCE (General Certificate of Education) in English (at least the 50% of the courses must have been conducted in English);
  - English mother-tongue

### **4. II SEMESTER**

03 February – 03 July 2020. The semester will be held in Buenos Aires following the 1st semester of the academic year 2019/20. The period will be proven by the arrival and departure certificates WITHIN the dates

above mentioned and ACCORDING TO THE EXAM SESSIONS WHICH STUDENTS HAVE TO TAKE, under penalty of exclusion from the programme.

#### 4.1 WHO CAN APPLY TO THE SECOND SEMESTER

The first semester project is for **50 students** enrolled, at the moment of selection, to the II year of

- Business and Economics (CLABE) - 8965
- Economia Aziendale - (CLEA) 8871
- Economia Mercati e Istituzioni (EMI) - 8038
- Economia e Finanza (CLEF) - 8835
- Management e Marketing (CLAMM) - 8406
- Economia e Commercio – Management (CLEC-M) - 9202
- Sviluppo e cooperazione internazionale (SVIC) - 8890

**20 places are for Corso di Laurea in Business and Economics (CLABE).**

**20 places are for students of the Courses of the School of economics and Management (CLEA, EMI, CLEF, CLAMM, CLEC-M)**

**10 places are for Corso di Laurea in Sviluppo e Cooperazione (SVIC).** If there are remaining positions, they will be in first instance in favor of the eligible students of the Degree Course in Business and Economics and in the second instance divided between the other two courses (in case of odd number, the odd place is assigned to the group of students of the School of Economics and Management).

#### 4.2 SECOND SEMESTER: LEARNING ACTIVITIES

The programme gives the possibility to attend classes at the University of Bologna Buenos Aires Campus of two learning activities of the Degree Course in Business and Economics – added either as compulsory exams or as optional exams or student’s free choice in the study plan also of students enrolled to other Degree Courses - taking the related exam (the exams will be available based on the local calendar). The courses (International Economics B.A. and International Marketing B.A) will be taught in Spanish. A third learning activity (Business Strategy), also in Spanish, will be carried out at the UCA or UADE University and will assigne 12 credits. In relation to this last subject, the exam calendar is managed according to the rules of international exchange programmes and, therefore, by the host university.

For the teaching activities listed above and carried out in Buenos Aires the **attendance will be mandatory for at least 70% of the class** in order to take the exam. The activities and exams taken at the partner Universities, instead, will follow their rules. Students not complying with the rule of mandatory attendance will be unable to take the exam during the exchange period and will have to attend the courses again after coming back to Italy at the end of the period in Buenos Aires. During the period of stay in Buenos Aires the student will have the possibility to take one or two exams for each learning activity.

During the period of stay in Buenos Aires the student will have the possibility to take one or two exams for each learning activity, by **July 3, 2020**. The third possibility to take the exam, will be given in Bologna in **September 2020** following the CLABE academic calendar.

If the student doesn’t pass the exam in September (third and last possibility) he/she will be able to add ita gain in the institutional study plana s a former learning activity.

The possible learning activities for each course are listed in the table of correspondance (Learning agreement examples) They are mandatory and cannot be changed.

#### 4.3 ADMISSION CRITERIA FOR THE SECOND SEMESTER

With reference to the 50 places intended for students enrolled in the 2nd year at the time of selection, it is necessary:

- - be regularly enrolled in the academic year 2018/19, being it the second year of the course of one of the 2 indicated degree courses;
- - have achieved at least 45 CFU on the date specified in the call as the deadline for applications submission to participate in the selection.
- - for students not enrolled in an international course in English: have passed the English language test or relative English language exam required in their study plan or having a certification among those listed below:
  - CEFR – from level B2
  - FCE - First Certificate in English;
  - BEC - Business English Certificate Vantage;
  - BEC - Business English Certificate Higher;
  - IELTS (Academic) minimum 5,5/9;
  - TOEFL valid, minimum 86/120 (if internet based);
  - CAE - Certificate in Advanced English;
  - CPE - Certificate of Proficiency in English;
  - Diploma IB (International Baccalaureate), High School degree or GCE (General Certificate of Education) in English (at least the 50% of the courses must have been conducted in English);
  - English mother-tongue

It is also necessary to have gained by the beginning of the programme (February 3 febbraio 2020), a Spanish language certificate, either at the University (idoneità or accertamento) or one of the following:

- SIELE LIVELLO B1
- DELE LIVELLO B1
- CEFR LIVELLO B1
- CELU LIVELLO B1

**Or any other Spanish certificate, verifying a B1 level.**

#### 5. HOW TO APPLY (BOTH SEMESTERS)

- Go to AlmaRM – <https://outgoing.unibo.it>
- Select the semester and follow the instructions on-line

All candidates must upload the motivation letter written in English or Spanish. It must include the motivations of the candidate to participate in the project and the consistency with the training project. Candidates not enrolled in an international course, who have not yet passed the English language “idoneità” or related English

language exam required in their study plan, must attach an English language certification as indicated in points 3.3 and 4.2 or a self-certification of the language level and / or English language exam obtained in Italian universities;

**Candidates who have taken part in the “Undergraduate@Buenos Aires Campus” first year will have to indicate it in the application.**

## **6. SELECTION CRITERIA**

**FOR THE FIRST SEMESTER**, the ranking will be formed using the following criteria:

- weighted average (and normalized to the school average to which the Degree course completed belongs) of the marks obtained in the exams (75% of the weight in the evaluation). For the purpose of the calculation all the votes useful for the attainment of the qualification resulting from the Almaesami information system on the expiry date will be considered to present the application for this project;
- motivational letter in English or Spanish (20% of the weight in the evaluation);
- Spanish language certification of knowledge or self-certification among those listed below (5%):
  - CEFR – all levels
  - DELE – all levels
  - SIELE – all levels
  - CELU – all levels
  - Spanish mother-tongue
  - Idoneità of Spanish language taken at Unibo or at any other University (certification or self-certification)
  - Spanish language exam taken at Unibo or at any other University (certification or self-certification)

**For the SECOND SEMESTER**, la graduatoria di selezione sarà formata considerando i seguenti parametri:

- - weighted average (and normalized to the school average to which the Degree course completed belongs) of the marks obtained in the exams (75% of the weight in the evaluation). For the purpose of the calculation all the votes useful for the attainment of the qualification resulting from the Almaesami information system on the expiry date will be considered to present the application for this project;
- motivational letter in English or Spanish (25% of the weight in the evaluation);

**For both semesters**, 100 additional points will be given to candidates who attended the “Undergraduate@Buenos Aires”.

**For both semesters**, with the same merit, priority will be given to the youngest candidate.

In the event of false declarations or use of false documents, the penal sanctions referred to in the art. 76 of the D.P.R. 28.12.2000 n. 445.

## **7. WHEN AND HOW TO ACCEPT TO TAKE PART IN THE PROJECT (BOTH SEMESTERS)**

The ranking will be published on AlmaRM - <https://outgoing.unibo.it>. This publication will represent the only means of legal publicity on the outcome of the selection. Written communications will not be sent to candidates.

**From 18 to 24 June 2019 ALL WINNERS must:**

- accept the place on AlmaRM
- upload a copy of the passport on AlmaRM
- fill in the Learning agreement form according to the conversion tables available in the attachment to this announcement following the instructions available on almaRM. The same procedure applies **from June 28 to July 3, 2019** for any further candidates.

The winners who do not accept the project by the deadline will be automatically removed from the ranking without further notice.

The Commission reserves the right to re-open the deadlines for submitting applications if posts remain uncovered.

## **8. ADMINISTRATIVE PROCEDURES (BOTH SEMESTERS)**

### **8.1 BEFORE LEAVING**

- Obtain approval of the Learning Agreement from the Degree Course coordinator;
- Renew the enrolment at the University of Bologna for the academic year 2019/2020;
- Request the documents necessary to start the residence permit procedures
- Check your academic situation with the calendar of your course of study (in order to plan the graduation applications, etc.)

### **8.2 WHILE IN BUENOS AIRES**

- Upload the signed and stamped Certificate of Stay from the Buenos Aires office on Alma RM;
- Request the end-of-period certificate signed and stamped by the Buenos Aires office;
- Request the "Transcript of Records" (or certification relating to the activities performed) for the activities carried out in the agreement
- Start the procedures for regularizing the migratory position, according to the indications provided by the Buenos Aires office - otherwise the career will be blocked;

### **8.3 AFTER COMING BACK**

- Hand in the recognition request of exams and / or other activities carried out abroad.

## **9. PRIVACY**

<https://www.unibo.it/it/ateneo/privacy-e-note-legali/privacy/informativa-per-i-partecipanti-a-concorsi-e-selezioni-banditi-ateneo>

## **10. CONTACTS**

For all information related to the programme: [ems.bo.tutorba@unibo.it](mailto:ems.bo.tutorba@unibo.it)

Other contacts:

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