



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

**DIDACTIC REGULATION OF THE
BACHELOR'S DEGREE PROGRAMME IN
MANAGEMENT AND ECONOMICS (L-18)**

Forlì Campus

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Note: The Italian language version of the document takes priority with regard to the exact interpretation of the rules contained within, also in the case of potential disputes.

Bachelor's degree programme in Management and Economics

Art. 1 Admission requirements

- **Knowledge required for the admission**

In order to be admitted to the Bachelor's degree programme in Management and Economics it is required a five-year upper secondary school diploma or a qualification obtained abroad, deemed valid.

Moreover, the following skills are required:

- a good knowledge and ability to use the main basic mathematical tools
- English language of at least Level B2 of the Common European Framework of Reference for Languages

The procedures to verify the skills required to be admitted are indicated in the point related to the admission procedures.

If you do not meet the requirements, specific additional learning activities are assigned.

The fulfilment of the additional learning activities will be specifically verified.

The assessment procedure for the additional learning activities is set out at the point admission procedures.

Students who do not fulfil the additional learning activities by the date set by the competent bodies and in any case by the end of the first year of the degree programme, will not be able to sit any exams of the following years.

- **Admission procedures**

Limited number of positions

The degree programme has a limited number of available positions **locally decided** (ex art. 2 L. 264/99) according to the available resources

The number of students who can enrol and the selection procedures will be published each year in the call for applications.

Procedures to verify the knowledge and skills required for the admission

The knowledge and skills required for the admission are fulfilled if the minimum score in the admission test is reached. The test is aimed at verifying the knowledge required for the admission.

Students gaining score a lower than the minimum one, are admitted to the degree programme but an additional learning activity is assigned.

Additional Learning activities (OFA)

The additional learning activity (OFA) consists in participating in the supporting activities for the Mathematics exam. The OFA is fulfilled passing the Mathematics exam. if the OFA is not fulfilled by the date decided by the Academic Bodies and published on the degree programme website the student will have to enrol again in the first year as repeating student.

Students who do not fulfil their OFA in the first year will not be able to sit any exams of following years.

Language knowledge and skills assessment

In order to be admitted in the degree programme the knowledge of the English language at level B2 of the Common European Framework of Reference for Languages is required.

Moreover, admission to the degree programme also requires adequate knowledge of the Italian language. Foreign students who do not meet the requirement have to include a learning activity aimed at achieving the required skills in their study plan.

Art. 2 Individual study plans

The student can choose the elective activities indicated in the study plan according to the procedures indicated in the plan itself and within the deadlines published on the University portal.

It is possible to submit an individual study plan within the deadlines published on the University Portal. The Degree Programme Board evaluates the individual study plans submitted by students on the basis of their consistency with the degree programme regulations and:

- consistency with the degree programmes learning outcomes
- verifies that the number of exams, courses and related ECTS credits is not less than the corresponding number set out in the official Study Plan.

Art. 3 Implementation of learning activities and types of teaching activities

The attached study plan indicates all the learning activities and the corresponding hours of teaching in class, practical exercises or internship, as well as the type of teaching methods.

Any further information will be published annually on the University portal.

Art. 4 Attendance and preparatory activities

Compulsory attendance to the teaching activities is indicated in the attached study plan, together with any preparatory activities involved in the learning activities.

Information about and methods to verify it are laid down annually by the degree programme and are notified on the University portal before the beginning of the lessons.

Attendance is not compulsory and there are no compulsory preparatory activities.

Art. 5 Flexible track

Students may choose the flexible track which allows to complete the degree in a longer or shorter period than the normal one (3 years for Bachelor's Degree and 2 years for a Master's Degree) with the methods defined by the University regulations.

In case a teaching activity included in the programme is no more active, it can be substituted in order to guarantee the quality and sustainability of the educational offer.

Art. 6 Learning activities assesment

The attached study plan indicates which learning activities are evaluated through an exam marked with a score out of 30 and which one end with a "pass/fail" exam.

The evaluation methods (oral, written or practical exam or any combination thereof; individual or group exams) are laid down annually by the Degree Programme during the presentation of the teaching activities and notified to the students on the University portal prior to start of the programme.

Art. 7 Elective learning activities

Students may autonomously select one or more learning activities among those identified by the Degree Programme Board and listed in the University portal.

If the student would like to choose an exam that is not listed among the ones identified by the Degree programme Board he/she must submit a request to the Degree Programme Board within the deadlines set annually and published on the University Portal.

Art. 8 Criteria for the recognition of credits obtained in degree programmes of the same class

The ECTS credits are recognized for at least for half of the credits and up to the maximum number of credits of the same subject area according to the degree programme teaching regulations.

In case of residual credits, in addition to the recognition of the credits according to the above-mentioned regulation, the Degree Programme Board may resolve to recognize additional credits according to the coherence of the teaching activities and cultural affinities.

In any case, for the degree programmes that are not held in Italian, the recognition is possible only for teaching activities held in English.

Art. 9 Criteria for the recognition of credits acquired within degree programmes in different classes, at online universities or Universities abroad

The credits are recognized by the Degree Programme Board according to the following criteria:

- analysis of the course contents
- assessment of the coherence of the scientific-disciplinary fields and the contents of the learning activities in which the student has acquired the credits with the specific learning outcomes of the study programme and the individual learning activities to be recognized. The aim should be to promote student mobility.

The credits are recognised up to the maximum number of university credits established by the enclosed degree programme teaching regulations.

In case of residual credits, in addition to the recognition of the credits according to the above-mentioned regulations, the Degree Programme Board may resolve to recognize additional credits according to the coherence of the teaching activities and cultural affinities.

In any case, for the degree programmes that are not held in Italian, the recognition is possible only for teaching activities held in English.

Art. 10 Criteria for the recognition of extra-university competencies and skills

Competencies acquired outside of the university may be recognized in the following cases:

- professional knowledge and skills certified under the terms of the applicable laws;
- competences and skills acquired in post-graduate learning activities run or planned by the University.

The request for recognition shall be assessed by the Degree Programme Board considering the indications of the academic bodies and the maximum number of recognizable credits laid down in the Degree Programme Teaching Regulations.

The activity may be recognized if it is coherent with the specific learning outcomes of the degree programme and the learning activities to be recognized, considering the contents and length in hours of the activity.

Art. 11 Internships for the preparation of the final examination or connected with a learning project

According to the procedures laid down in the University Regulations concerning internships and international mobility programmes, and in compliance with EU laws, the Degree Programme upon student's, can approve an internship to prepare the final thesis or anyway consistent with a project aimed at developing students' learning and academic skills.

These learning experiences shall not exceed 12 months, and shall be completed by the date of graduation; credits may be awarded:

- for elective activities which can take the form of an internship;
- for extra credits if the credits required to obtain the final qualification have been completed.

Art. 12 Higher education apprenticeship

The Degree programme may approve the possibility for students to carry out an apprenticeship to integrate the University learning activities with practical training in a company in order to obtain the final qualification. Students aged between 18 and 29 are eligible.

Formal learning activities carried out in the company on the basis of the training project attached to the apprenticeship contract may be recognized from a minimum of 12 CFU to a maximum of 36 CFU.

The duration of the contract varies from 12 to 36 months and it is compulsory to have 240 hours formal learning activities per year, of which 150 hours in the company and 90 hours paid by the company itself for the academic activities carried out by the student.

Art. 13 Final examination

- **Final examination features**

The final degree examination involves the preparation of a written paper on a topic consistent with the degree programme outcomes.

The student must demonstrate the ability to apply and communicate the knowledge acquired in the degree programme.

- **Final examination procedures**

The final examination includes the drafting of a short written report of technical nature on a subject decided by the candidate with the supervisor, under its guidance.

The final examination may be linked to a project or an internship activity.

Art. 14 Correspondence between the credits assigned to each learning activity and the planned learning outcomes

On 21/November/2022 the Joint Teacher-Student Committee expressed its favourable opinion under the terms of article 12 para. 3 of Ministerial Decree no. 270/04.



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