2018/2019 Admission Procedure
Master in Economics (LMEC)

Admission Requirements

To attend profitably the Master in Economics (LMEC) it is necessary to have adequate knowledge of economic theory and quantitative analysis.

1. To be admitted to LMEC it is necessary to hold an Italian undergraduate degree in one of the following classes:
   - ex D.M. 270/04:
     - L-33 Scienze economiche
     - L-18 Scienze dell’economia e della gestione aziendale
     - L-36 Scienze politiche e delle relazioni internazionali
     - L-41 Statistica
     - L-9 Ingegneria industriale
     - L-30 Scienze e tecnologia fisiche
     - L-31 Scienze e tecnologia informatiche
     - L-35 Scienze matematiche.
   - ex D.M.509/99:
     - classe 28 (Scienze economiche)
     - classe 17 (Scienze dell’economia e della gestione aziendale)
     - classe 15 (Scienze politiche e delle relazioni internazionali)
     - classe 37 (Scienze statistiche)
     - classe 10 (Ingegneria industriale)
     - classe 25 (Scienze e tecnologie fisiche)
     - classe 26 (Scienze e tecnologie informatiche)
     - classe 32 (Scienze matematiche)
   - Previous four- year University system:
     - Laurea in economia e commercio
     - Laurea in economia politica
     - Laurea in Economia aziendale

And equivalent degrees.
2. For applicants failing to fulfil the requirements as in art. 1 an Admission Board will verify whether the student holds the skills and competencies needed on the basis of the curriculum vitae. If the Admission Board recognizes such skills and competencies to be sufficient, it may allow the student to proceed for evaluation as in art. 3.

3. In any case, the admission to the Master in Economics is conditional on the assessment of the qualification by an Admission Board. The assessment is made on the basis of the curriculum vitae and the criteria specified below.

4. For applicants holding a foreign degree, the Admission Board will ascertain equivalence between the foreign and the Italian degree.

**Ranking of applicants and admission**

Admission to the Master in Economics is conditional on the assessment of the personal qualification by the Admission Board. The assessment is made on the basis of the curriculum vitae and the following criteria:

1. Academic merit (it refers to the marks obtained in individual courses, quality of degree course attended as well as to the final graduation score obtained): max 70 points;

2. Presentation letters (quality of presentation letter): max 10 points;

3. Coherence between the academic curriculum and the learning objectives of the Master in Economics: max 20 points.

Only students who reach **a minimum of 60 points will be allowed to enrol**.

**Application procedure**

Applications will be evaluated by LMEC Admission Board according to the application schedule (see below).
At the end of each intake, a final ranking of applicants is provided and students will be able to check their admission on the StudentiOnLine website.
**LMEC APPLICATION SCHEDULE 2018/2019**

<table>
<thead>
<tr>
<th>Intake</th>
<th>Opening</th>
<th>Closing</th>
<th>Results</th>
<th>Open to NON - EU</th>
<th>Open to EU and EU assimilated</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>February 1st, 2018</td>
<td>March 5th, 2018</td>
<td>March 22nd, 2018</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Second</td>
<td>March 23rd, 2018</td>
<td>April 23rd, 2018</td>
<td>May 10th, 2018</td>
<td>Only in case of available positions</td>
<td>YES</td>
</tr>
<tr>
<td>Third</td>
<td>May 11th, 2018</td>
<td>July 9th, 2018</td>
<td>July 26th, 2018</td>
<td>NO</td>
<td>YES</td>
</tr>
</tbody>
</table>

**EU students and students with an equivalent status (EU assimilated)**

- EU-students are citizens holding any of the nationalities of the Member States.

- Students with an equivalent status to the EU students (EU assimilated) are:
  - citizens from Norway, Iceland, Liechtenstein, Switzerland and the Republic of San Marino;
  - Foreign citizens who hold an EU Long Term Residence Permit (ex Carta di Soggiorno), residence permit issued for employed or independent work, for family reasons, for humanitarian asylum, for religious reasons;
- Foreign citizens who have been legally residing for at least one year in Italy and hold an academic qualification awarded in Italy;
- Foreign citizens, wherever they are resident, holding the following academic qualifications: final diplomas issued by Italian schools abroad or by foreign or international schools in Italy or abroad, that are subject to bilateral agreements or special norms for the recognition of academic qualifications and satisfy general entrance conditions;
- Staff of foreign diplomatic offices (Embassies/Consulates) as well as International Organizations based in Italy -accredited either at the Italian Government or at the Holy See- along with their family members (husband / wife and children);
- Candidates holding a valid residence permit for study purpose, already enrolled in a degree course at this or another university, provided they have been legally residing in Italy for at least one year, who want to apply for transfer.

EU students and students with an equivalent status may apply at every intake, according to the scheduled deadlines (see the schedule above).

**Non-EU students**

For the A.Y. 2018/2019 there are 40 available positions for Non-European students.

Non-EU students are foreign citizens from states not belonging to the European Union who are resident abroad at the time of applying for university admission and who are not legally classified as equivalent to Italian/European citizens.

Non-EU students may apply at the first or second intake on the basis of the scheduled deadlines (see the schedule above). Should the available positions be not fully covered after the first two intakes, the third intake will be opened to Non-EU students too.

Non-EU students have to comply with the provisions of the Italian Minister of Foreign Affairs (http://www.studiare-in-italia.it/studentistranieri/index.html) bearing in mind that the deadlines for the COMPULSORY pre-enrolment procedure at the Embassy may expire before the publication of the third intake’s results.
The same application **will be evaluated only once** and it will not be taken into consideration again in case of submission in one of the following intakes, even if it contains additional elements compared to the previous one.

Only incomplete applications (due to the lack of compulsory attachments), and therefore not evaluated by the Commission, can be submitted once again within another intake.

**How to submit the application**

**First Step (necessary only if you do not have a UNIBO account):**

1. Connect to [StudentiOnLine](#) to create your personal User ID and Password by clicking on “Se non sei ancora registrato, Registrati”. It is now possible to switch to English language, if necessary;
2. Register by filling out the required fields. In case you are a foreign student and you do not have an Italian Tax ID (Codice Fiscale), you can click on “International students registration” and fill out the form to obtain your User ID and Password;
3. After your first access you will be asked to change your password. Please remember your ID and Password as they will be always required to access your profile.

**Second Step (User ID and Password required)**

1. Connect to [StudentiOnLine](#) by using the username and password (see “first step”); and Switch to the English Version, if necessary.
2. Click on “Entrance Exams”;
3. Select “Second cycle degree programme” and click next;
4. Select “Economics” (LMEC) and click next;
5. Attach the required documents in .pdf format.

**NOTES:**

1. There is no need to send the documents to the Offices by mail or other means;
2. No admission fees are required for the selection procedure;
3. The "Entrance exam" consists in the evaluation of the submitted documents.

**Required documents**

The application must include in pdf format the following documents:

1. Photocopy of a valid Passport or Identity Card;
2. Curriculum Vitae in English;
3. Statement of Purpose in English;
4. One or two reference letters from academics and scholars - see NOTE a);
5. Transcripts: list of exams and grades achieved - IMPORTANT - see NOTE b);
6. A transcript of English proficiency tests - see NOTE c);
7. For NON-EU citizens: a copy of your valid permit of stay, in case you already have it.

**NOTES:**

a) The student must indicate the email address of the teachers in the specific section. They will receive an email with the link to the on-line system in order to upload the reference letter in pdf format. The link is personal and cannot be used by more than one teacher.

b) Non-EU students have to provide a certificate with exams and grades obtained (transcript). Candidates holding a degree obtained in Italy, EU and students with an equivalent status have to provide a declaration of graduation with exams and grades obtained. Candidates graduated at the University of Bologna have to fill out the Form F.

c) The minimum level of English proficiency to be considered for admission is B2.

International certificates such as TOEFL, TOEIC, IELTS, CAMBRIDGE SUITE are accepted. The B2 level is equivalent to:

- IELTS 5.5;
- TOEFL PBT 550;
- TOEFL CBT 213;
- TOEFL IBT 80;
- Trinity College of London ISE II
Other certificates might be accepted by the Admission Board.

Please acknowledge that English native speakers, students who hold/are attending a degree completely taught in English or candidates who passed an English test “Idoneità linguistica” -min. B2 level in an Italian or European University have to fill out and attach the Form G.

**Other (-not compulsory) documents:**

1. Copy of the University degree provided by the Institution/University;
2. Translation into Italian or English of the degree obtained for students with a foreign degree;
3. Declaration of Value for students with a non-Italian degree (issued by the competent Italian Representation abroad);
4. Any other document not included in the other topics and that could be relevant for evaluation purposes.

**EU and NON- EU students with a foreign degree**

Once admitted, EU and Non-EU students with a foreign degree shall contact the Italian Embassy or the Consulate offices in the country where the diploma was awarded for:

1. the pre-enrolment procedure;
2. get hold of the Declaration of Value of their degree (and of the other required documents);
3. get hold of a valid visa.

Deadlines for pre-enrolment are established by each Embassy/Consulate, therefore it is better to contact them as soon as possible.

Further information on:  
VERY IMPORTANT: Students are admitted to enrolment conditionally on the legal validity of their first degree, which is officially declared by the Italian Authorities in the country where it was awarded, and on the possession of a visa for study reasons. Therefore, enrolment is subject to the full compliance of the above procedure.

For all admitted students

Information about the opening dates and deadlines for enrolment will be provided once available. Usually the registration period (immatricolazione) opens at the end of July. Courses will begin on early September.

Contacts:

For further information on the admission procedure:

marialuigia.loiudice@unibo.it
dipdse.lmec@unibo.it
ems.bo.tutorlmec@unibo.it

For further information on the immigration rules in Italy:
internationaldesk@unibo.it

For technical problems regarding the on-line procedure (StudentiOnline):
help.studentionline@unibo.it