Second Level Degree Program /2-year INTERNATIONAL MASTER IN
Tourism economics and management (TEaM)

TEaM Call for applications 2019/2020
And
PRIZES FOR NEWLY ENROLLED STUDENTS
OFFERED BY THE
DEPARTMENT OF ECONOMICS
The international master/second cycle degree programme (Laurea Magistrale) in **Tourism Economics and Management** (from here on referred as TEaM) is a two-year postgraduate degree, equivalent to an M.Sc. Its aim is to prepare managers and professionals able to tackle the global challenges of contemporary tourism: being, at the same time, engine of economic growth, key-player of sustainable development, and promoter of the cultural heritage.

Accepted students, coming to acquire this degree from all over the world, will live in **Rimini**, one of the most exciting tourism destinations in Europe, hosting about 15 million overnight stays every year. It is home to the School of Economics, Management and Statistics, **University of Bologna (Rimini Campus)**, a leading institution in tourism studies, known for the high quality of its teaching programmes (certified by the UN World Tourism Organization) and research publications. It is the place where the excellence of the most ancient university of the Western world meets the ability of local entrepreneurs and the public administration in developing a flourishing tourism destination. Indeed, the perfect place to study tourism economics and management.

Detailed information is available online: [www.team.unibo.it](http://www.team.unibo.it) or by contacting cdlm.team@unibo.it
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1. ADMISSION REQUIREMENTS

Admission to the 2nd cycle degree programme in Tourism Economics and Management is open to EU and NON-EU citizens.

1.1 Entry requirements

All candidates shall meet the following general requirements:

- **First cycle degree** or equivalent **bachelor** level achieved in any subject, awarded by an Italian or an accredited foreign university or university-level institution. This qualification shall grant access to 2nd cycle courses/post graduate level. Final admission will be confirmed by the appointed office, upon receipt of evidence of the legal value of the qualification.

1.2 Course requirements

Additionally, all candidates shall meet specific conditions for TEaM programme as follows:

- Knowledge of fundamental elements in the area of business, economics, law and mathematical-statistical disciplines;
- English language requirement, at least B2 level (List of accepted certificates see table 1 - art. 3.2).

Annual quota for Non-EU Citizens resident abroad: maximum 50 Non-EU students to be accepted.

2. ELIGIBLE CANDIDATES

2.1 EU Citizens and non-EU Citizens with equivalent status (also known as **equiparati**).

- **EU citizens** from: Austria, Belgium, Bulgaria, Croatia, Denmark, Finland, France, Germany, UK, Greece, Ireland, Italy, Luxembourg, the Netherlands, Portugal, Spain, Sweden, Cyprus, Estonia, Latvia, Lithuania, Malta, Poland, Czech Republic, Romania, Slovenia, Slovakia, Hungary.

- **NON-EU citizens with equivalent status are:**
  - Candidates from the following countries: Norway, Iceland, Lichtenstein, Switzerland and RSM;
  - Candidates holding one of the following: EU long-term residence permit, (former EC long-term residence permit or residence card), residence permit for the purpose of employment or self-employment, for family reasons, political or humanitarian asylum, or on religious grounds;
o Candidates that have been a resident in Italy for at least one year, holding a qualification obtained in Italy;
o Candidates with the following diplomas: final diploma of an Italian school abroad or foreign or international schools operating in Italy or abroad, subject to bilateral agreements or special regulations for the recognition of qualifications and which satisfy the general conditions required for entry for study purposes (see art. 26 of Italian Law no. 189 of 30 July 2002);
o Candidates whose parents are in service at a foreign Diplomatic Representation or international organization working in Italy (accredited with the Italian government or the Holy See).

2.2 NON EUROPEAN Citizens resident abroad
These are citizens of a country that is not a member of the EU and do not possess the requirements to be treated as equivalent to EU citizens.

Admission of non-EU citizens resident abroad is regulated by the Ministry of Education, University and Research (MIUR – Ministero dell’Istruzione Università e Ricerca), with the Circular letter M.I.U.R. available on the official website www.miur.it. Deadlines for the pre-enrollment procedure will be stated within the same M.I.U.R. Circular letter, to be released.


IMPORTANT!
Non EU- students resident abroad, shall start administrative procedures at the Italian Embassy as soon as possible, for dealing with the papers requires long time, sometimes months. The Embassy administrative procedures include the request of the following documents:

a) **Pre-enrolment** (Form A) must be signed and stamped by the Italian Embassy and can be downloaded here: http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/pre-enrolment-in-the-italian-diplomatic-representations-abroad
Applicants must specify 2nd cycle degree course in Tourism Economics and Management, academic year 2019/2020,

b) **Declaration of Value/ Dichiarazione di valore.** The DOV is a Statement issued by the foreign Italian diplomatic authorities (Embassy, Consulate) of territorial reference. The DOV is an official document which provides a short description of a foreign study
qualification, awarded to a specific person by an institution belonging to an educational system other than the Italian one. Check with the Embassy the list of papers you will need to provide before submitting your request.

Read all details about DOV here: http://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/declaration-of-value

c) **Visa for Study** reasons ("Immatricolazione Università").

### 3. HOW TO APPLY FOR THE MASTER PROGRAMME

In order to guarantee the quality of the educational environment, admission to the TEaM Program is regulated by a selection process evaluating the applicants' motivation, academic preparation and language ability. Before you start your application, make sure you have all your supporting documents scanned and ready to upload.

#### 3.1 Application procedure in 2 steps:

**STEP 1 – FIRST LOG IN** (only if you do not have a "unibo" account). You will need to set up an IT account so that you can then log in to track your application and to finalize enrolment with Unibo, if you are successful:

a) Connect to [www.studenti.unibo.it](http://www.studenti.unibo.it) to create your personal User ID and Password;

b) Click on “Se non sei ancora registrato, vai qui” (if you are not registered yet), and you will be able to switch to English language, if necessary.

c) Register by providing the required details (foreign student without the Italian Tax Code/Codice Fiscale can click on “International students registration”) and fill in the form to create your User ID and Password.

d) After your first access, you will be notified to change your password. Keep a note of your user ID and IT account details as you will need these throughout the process.

**STEP 2 – APPLICATION (User ID and Password required)**

a) Connect to [www.studenti.unibo.it](http://www.studenti.unibo.it) with your **username** and **password** (STEP 1 above).

b) Click on the “Entrance Exams – AlmaWelcome!” button.

c) Select “Second cycle degree programme”, then next.

d) Select "TEaM – Tourism Economics and Management", then next

e) Upload the required documents in .pdf format.
3.2 Required documents
All supporting documents have to be provided in English:

a) **Evidence of qualifications** (degree certificates and transcript of records) to show that you meet or expect to meet the entry requirements. According to D.P.R. 445/2000, Italian citizens can provide a self-certification of the academic qualification achieved in Italy and of the transcript of records.

b) **CV** (Curriculum Vitae) duly signed*. The file must be named: “Cv Full Name”

c) **Letter of motivation** (maximum length 1500 words): A personal statement detailing why you wish to study the course, your experiences, what you can bring to the course and any other information that you see as relevant to your application. Duly signed*

d) Copy of a **valid identity document** (ID card, or passport).

e) Copy of your **residence permit** (if possessed).

f) **Any relevant document** for the evaluation process, such as letter of reference written by a University Professor or employer on headed paper, certificates attesting experiences of study / work, optional (in Italian or in English), completed training activities or skills acquired by the candidate (eg GRE, GMAT, certificates of attendance of specialization courses, summer schools, internships, etc.)

g) **Evidence of English language proficiency** *(optional during the application process)* equivalent to the B2 level of the Council of Europe. The assessment of English language ability can be certified by: internationally recognised language certification tests (such as TOEFL, IELTS as in the table below), internationally recognised English schools.

The following cases are exempted from this assessment and need to fill in and attach the **FORM G** on studenti online:

- Graduates in a degree program delivered entirely in English
- English native speakers. Mother tongue status, that is to say being an Italian citizen or a foreigner who, by family derivation or language experience, has the ability to express himself naturally in English.
- Graduates in English language and literature or equivalent

Students with a minimum of **30 cfu** in transcript of records, for teaching activities taught in English taken during the course of the university career, must upload the transcript indicating the exam level and grade obtained (corresponding to a B2 level). In the absence of the grade, also attach a letter of the teacher (attesting that the minimum level reached by passing the exam is B2).

h) **Form A** *(for the pre-enrollment)*. Only for candidates applying in the third intake
Internationally recognised language certificates:

<table>
<thead>
<tr>
<th>CERTIFICATE</th>
<th>A2</th>
<th>B1</th>
<th>B2</th>
<th>C1</th>
<th>C2</th>
</tr>
</thead>
<tbody>
<tr>
<td>British Council;</td>
<td>IELTS 3.5 – 4.0</td>
<td>IELTS 4.5 – 5.0</td>
<td>IELTS 5.5 – 6.0 – 6.5</td>
<td>IELTS 7.0 – 7.5</td>
<td>IELTS 8.0 – 8.5 – 9.0</td>
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<tr>
<td>IDP: IELTS Australia;</td>
<td></td>
<td></td>
<td>TOEFL iBT 80 – 99</td>
<td>TOEFL iBT 100 – 108</td>
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</tr>
<tr>
<td>University of Cambridge ESOL Examinations</td>
<td></td>
<td></td>
<td>TOEIC 600-900</td>
<td>TOEIC 900-990</td>
<td></td>
</tr>
<tr>
<td>Educational Testing Service (ETS)</td>
<td></td>
<td>TOEIC 343-599</td>
<td></td>
<td></td>
<td>TOEFL iBT 109 – 120</td>
</tr>
<tr>
<td>Trinity College London ISE 0</td>
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<td>Trinity College London ISE I</td>
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<td>University of Cambridge ESOL Examinations Key (KET)</td>
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<tr>
<td>IMPORTANT: Last-year students of a first cycle degree/ bachelor programme can apply even before completing their first cycle degree/ bachelor programme, and have their dossier revised, but they must graduate by November 15, 2019 or they will not be able to finalize the enrolment and the application will be void. The documents submitted are subject to the Italian Presidential Decree 445/2000. The candidates must be aware as well of the penalties laid down by the article 496 of the Italian Penal Code in case of false statements and false certifications.</td>
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</tbody>
</table>

3.3 Results
The ranking list will be available on unibo personal profile after each intake (see art. 5.1 Table 2). Accepted candidates can proceed with the final enrolment, according to terms and conditions as stated by the University of Bologna in due time. Deadlines will be available on Unibo official webpage.

3.4 Pre-acceptance letter
Pre-accepted NON-EU applicants will receive a pre-acceptance letter via e-mail, which has to be delivered at the Italian representative abroad, in order to start visa procedure through the Italian Embassy-Consulate in the country of residence. It is the applicants' responsibility to check carefully any deadline for visa and pre-enrollment procedure at any Italian Embassy/Consulate.
Important! The pre-acceptance letter is referred to the successful result of the evaluation by Degree Programme Board: it does not imply the confirmation of the legal value of the qualification, for the enrolment at the University in Italy.

Unconditional admission, however, is carried out by the appointed Student Administration Office upon delivery of original documents. The verification includes: degree title, nature, duration and level, deputy institution of release, previous education, academic rights and effective achievement.

### 4. EVALUATION CRITERIA

Admission to the 2nd Cycle Degree Programme TEaM is conditional on the assessment of the personal qualification by the Degree Programme Board through the evaluation of the submitted documents, according to the following criteria:

- **Academic merit**, it refers to the quality of the bachelor degree (first cycle) attended as well as to the final grade attained: max 55 points;
- **Motivation**, it refers to the quality of the motivation letter and presentation letter: max 25 points;
- **Coherence between the academic curriculum and the learning objectives of TEaM**: max 10 points.
- **Work experience in/ knowledge of the tourism sector** (assessed by the CV and other optional documents): max 10 points.

Minimum points to be accepted: 65/100. In case of equal points the youngest will precede.

### 5. WHEN TO APPLY

#### 5.1 Deadlines

Applicants will be evaluated in 3 different intakes, on a first-come first-serve basis, so candidates are invited to apply as early as possible, starting from February 2019. Intakes A and B are particularly important for non-EU students, since they have to deal with administrative procedure through the Italian Embassy/Consulate in their home country; and for candidates applying for scholarships offered by University of Bologna (UNIBO Action 2). For individual advisory on the application and personal requests, applicants can get in contact with our staff. Always quote user ID and intake code.

Although there is no official limit in the number of places available on the programme, the efficient size for the TEaM class is around 45-50 students. The appointed Admission Board will
examine the applications in several intakes, according to the rules outlined in art. 4, within the following **deadline** schedule:

<table>
<thead>
<tr>
<th>Intake</th>
<th>Opening intake</th>
<th>Deadline intake</th>
<th>Results publication</th>
<th>Non-EU applicants</th>
<th>EU applicants</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>12/02/2019</td>
<td>03/04/2019</td>
<td>18/04/2019</td>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>2</td>
<td>24/04/2019</td>
<td>01/07/2019</td>
<td>18/07/2019</td>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>3</td>
<td>23/07/2019</td>
<td>26/08/2019</td>
<td>06/09/2019</td>
<td>Yes*</td>
<td>yes</td>
</tr>
</tbody>
</table>

** Non-EU applicants can apply under condition they already submitted pre-enrolment (form A) to the Italian Embassy within due date (deadlines to be checked at Italian Embassy at home country). The form duly stamped by the Embassy must be uploaded with all other supporting documents.

### 5.2 How to enrol at the University of Bologna

If the master’s application is successful, the accepted candidate **will receive a formal notification**, with all details about enrolment procedures. Starting from the end of July through the end of November 2019 pre-accepted applicants will have to complete the enrolment procedures at the University of Bologna through the website: [www.studenti.unibo.it](http://www.studenti.unibo.it) using the unibo account.

### 6. GRANTS FOR NEWLY ENROLLED STUDENTS: AY. 2019/2020

In order to encourage the enrolment of international students, the Department of Economics will award 4 prizes of 3.000€ each, distributed as follows:

- 1 grant for EU and NON EU students admitted in the first intake,
- 2 grants for EU and NON EU students admitted in the second intake,
- 1 grant for EU and NON EU students admitted in the third intake

Each grant amounts to € 2.765 gross of taxes. The grant is granted for one academic year. Grants that are not assigned in one intake will be assigned in the following intakes. Grants not assigned after all intakes have taken place will be assigned in the following academic year.
Eligibility
The Grants are reserved to EU and NON EU students who have graduated in a non-Italian University, willing to enrol in the Laurea Magistrale in Tourism Economics and Management – TEaM in academic year 2019/20 and that have been admitted with a minimum score of 85 points.

Selection
The grants will be granted by the Admissions Board, based on the admission ranking. Only students who meet the eligibility requirements will be considered (see section “Eligibility”). Grants will be assigned based on the admission ranking, starting with the first eligible student and going down to the second, third ... and so on, considering all the students who have obtained at least 85 points out of 100 in the admission procedure. If one of the students fails to accept the grant and/or declines the grant, the grant is granted to the student who comes next in the ranking. Students who get less than 90 point in the admission procedure cannot be considered for the grant.

In case of a tie (same admission points), the youngest applicant will get priority.

The ranking for the assignment of the grants is approved by a decree of the Director of the Department of Economics.

Acceptance
Students who are selected for the grant will be informed via e-mail at the address that they provide when they apply for TEaM selection in the platform “studenti online”. Within 10 days from the reception of the news about the assignment of the grant, the winner should write to this email address cdl.team@unibo.it and state that he/she accepts the grant at the terms stated in this procedure, without further conditions. Failure to accept the grant is tantamount to decline it.

Payment
The payment of the grant will take place only if these conditions apply:

- The student effectively enrols in the study programme Laurea Magistrale in Tourism Economics and Management – TEaM (the student should pay the first instalment of the tuition fees, bring his/her documents and have them approved, and finally collect the student’s badge)
The student has filled in the relevant forms for the payment.

The payment will take place by means by one of the following methods

- Bank wire transfer to an account in the name of the beneficiary with IBAN in the SEPA area;
- Bank wire transfer to a rechargeable card in the name of the beneficiary with IBAN code;
- Bank wire transfer to an account in the name of the beneficiary outside the SEPA area, with commissions fully borne by the beneficiary.
Incompatibility with other prizes
The grant is compatible with other financial grants that may be/have been obtained by the beneficiary, unless incompatibility is stated for the other financial grants that the student may have been awarded. It is down to the beneficiary to check whether other grants/grants are not compatible with the grant awarded by the Department of Economics. In such a case, they should choose for one type of grant or the other.

Declining the prize or losing of the prize
Students who intend to decline the grant should send an e-mail to cdl.team@unibo.it
If a student declines the grant, it will be assigned to the following student in the selection ranking, who is admitted with a score of minimum 85 points.

7. UNIBO ACTION 1 AND 2

The University of Bologna offers to deserving international students who wish to register for First Cycle, Second Cycle Programmes at the University of Bologna for A.Y. 2019/20:

- study grants of €11,000 gross (Unibo Action 2);
- tuition fee waivers (Unibo Action 1).

The study grants and the tuition fee waivers are assigned on the basis of SAT and GRE, for one academic year.

Information is available on the Unibo Page, Unibo Action 1 and 2.

8. CONTACTS

➢ Further information on the academic content of the degree programme:

<table>
<thead>
<tr>
<th>T EaM Programme Director</th>
<th><a href="mailto:manuela.presutti@unibo.it">manuela.presutti@unibo.it</a></th>
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<tr>
<th>T EaM Programme Coordinator, Valeria Macchini</th>
<th><a href="mailto:cdl.team@unibo.it">cdl.team@unibo.it</a></th>
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<tr>
<th>T EaM Programme Tutor, Chiara Venza</th>
<th><a href="mailto:ems.rn.tutor@unibo.it">ems.rn.tutor@unibo.it</a></th>
</tr>
</thead>
</table>

➢ International Students and candidates with a foreign qualification need to visit the official web page of the University of Bologna and get in contact with:

<table>
<thead>
<tr>
<th>International Desk - Rimini Campus</th>
<th><a href="mailto:campusrimini.internationaldesk@unibo.it">campusrimini.internationaldesk@unibo.it</a></th>
</tr>
</thead>
</table>