



## Admission Procedures Graduate Programme

Università della Svizzera Italiana (Lugano)

Interfaculty of Banking, Finance and Insurance Sciences – Linguistic Sciences and Foreign Literatures

Graduate Degree Programme in **European Studies in Investor Relations and Financial Communication** (class LM-90)

*Joint degree with Università della Svizzera Italiana (Lugano)*

Academic year 2024/2025 – Milan campus

Programme in ENGLISH

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## 1. ADMISSION REQUIREMENTS

To be admitted to the Graduate Programme in European Studies in Investor Relations and Financial Communication, it is necessary to meet the admission requirements set out in the following paragraphs.

### 1.1. Curricular requirements

To access the Graduate Programme in European Studies in Investor Relations and Financial Communication, it is necessary to meet the following **curricular requirements**:

- I. An **undergraduate degree** (ex-Ministerial Decree 270/04 or ex M.D. 509/99) obtained or to be obtained by **31 December 2024** in one of the following degree classes:
  - L-18 Economics and business management sciences (ex M.D. 270/04 or class 17 ex M.D. 509/99);
  - L-12 Language mediation (ex M.D. 270/04 or class 3 ex M.D. 509/99);
  - L-20 Communication sciences (ex M.D. 270/04 or class 14 ex M.D. 509/99);
  - L-36 Political science and international relations (ex M.D. 270/04 or class 15 ex M.D. 509/99);
  - L-14 Legal services sciences (ex M.D. 270/04 or class 2 ex M.D. 509/99).
- II. A certain number of **ECTS** in the syllabus of the undergraduate degree programme or of the first level university master's degree, or as individual courses passed, in the following **scientific-disciplinary sectors**:
  - **8 ECTS** in Economics and Statistics: SECS-P/01, SECS-P/01, SECS-P/02, SECS-P/03, SECS-P/06, SECS-P/07, SECS-P/09, SECS-P/11, SECS-S/01;
  - **6 ECTS** in the legal sector: IUS/01, IUS/02, IUS/04, IUS/05, IUS/08, IUS/09, IUS/13, IUS/14, IUS/19, IUS/21.

#### **Up to 6 ECTS can be missing from those required in the legal sector.**

The programme coordinator reserves the right to assess whether the required teaching content has been included in the undergraduate programme syllabus and, if necessary, to draw up an *ad hoc* degree curriculum. Candidates will receive appropriate communication.

The syllabus of candidates with an old university degree, an undergraduate university diploma or a diploma from a school for special purposes in accordance with the pre-Ministerial Decree 509/99 or integrated/graduate degree from post-Ministerial Decree regulations 509/99- M.D. 270/04 is assessed by a special Commission appointed by the Faculty.

### 1.2. English language knowledge

In addition to the ADMISSION REQUIREMENTS above, it is mandatory to have an adequate knowledge of English, corresponding to at least a B2 level. Knowledge of the English language must be demonstrated through one of the following **certifications obtained as of 1 January 2022**:

- TOEFL/IBT (score of at least 84);
- Academic IELTS (score of at least 6.0);
- Cambridge English: First - FCE (score of at least 173);
- Cambridge English: Advanced – CAE;
- Cambridge English: Proficiency – CPE;
- Cambridge English: Business English Certificate (BEC Vantage and BEC Higher);
- Trinity College London: ISE II (B2);
- Trinity College London: ISE III (C1);
- Trinity College London: ISE IV (C2);
- Pearson: PTE with score from 46.

#### **or one of the following requirements:**

- an undergraduate degree or equivalent obtained in English;



- a double undergraduate degree taught in English, awarded or to be awarded;
- the candidate comes from one of the profiles/programmes taught in English at Università Cattolica del Sacro Cuore;
- the candidate comes from the undergraduate degree programmes in Linguistic Sciences and Linguistic Sciences for International Relations at Università Cattolica del Sacro Cuore with English as part of the syllabus.

In case the indicated certifications or requirements are missing, it is necessary to take an *English Test*, (at least level B2) within the deadline for submitting the application form (see section 3 ADMISSION PROCEDURES AND DEADLINES), organised by Se.L.D'A, the Language Service of Università Cattolica del Sacro Cuore. The enrolment procedures are indicated in the appropriate [section](#).

### 1.3. Italian language knowledge

Knowledge of the Italian language must be demonstrated through one of the following **certifications obtained as of 1 January 2022**:

- CELI 3 - B2;
- CILS 2 - B2;
- PLIDA - B2;
- cert.it - B2;

**or one of the following requirements:**

- an undergraduate degree or equivalent obtained in Italian;
- a double undergraduate degree taught in Italian, awarded or to be awarded;
- possession of Italian citizenship.

In case the indicated certifications or requirements are missing, it is necessary to take an *English Test*, (at least level B2) within the deadline for submitting the application form (see section 3 ADMISSION PROCEDURES AND DEADLINES), organised by Se.L.D'A, the Language Service of Università Cattolica del Sacro Cuore. For more information, please contact the SELDA Language Service.

In the event of failure to pass the Italian language test, candidates admitted to the Graduate programme in European Studies in Investor and Financial Communication must sit the **Italian for foreigners** test.

### 1.4. Adequacy of personal preparation

Candidates with a weighted average of the examinations taken **greater than or equal to 23/30** and possessing all the CURRICULAR REQUIREMENTS are directly recognised as having an adequate personal preparation as specified in Article 6.2 of Italian Ministerial Decree 270/2004.

For the other candidates, the adequacy of their personal preparation is not directly recognised, and an interview is scheduled according to the procedures indicated in section 5 INTERVIEW TO VERIFY THE ADEQUACY OF PERSONAL PREPARATION.

## 2. NUMBER OF PLACES AVAILABLE

There are **60 places** available for the Graduate Programme in European Studies in Investor Relations and Financial Communication, of which

- 12 reserved for candidates from universities in Switzerland;
- 5 reserved for non-EU candidates with an international qualification;
- 5 reserved for EU candidates with a graduate degree taught in a language other than Italian.



### 3. ADMISSION PROCEDURES AND DEADLINES

Places on the European Studies in Investor Relations and Financial Communication Graduate Programme are allocated according to 3 admission phases.

PHASE	ADMISSION PROCEDURE	APPLICATION SUBMISSION
<b>EARLY PHASE</b>	<b>MERIT RANKING</b> Ranking for candidates on the following programmes only: Economics of Markets and Financial Intermediaries, Linguistic Sciences and Linguistic Sciences for International Relations at Università Cattolica del Sacro Cuore with a weighted average of $\geq 23/30$ and with at least 110 ECTS acquired.	From 09 January 2024 to 05 February 2024
<b>ORDINARY PHASE</b>	<b>MERIT RANKING</b> Ranking for all candidates with a weighted average $\geq 23/30$ and at least 110 ECTS acquired	From 19 February 2024 to 18 March 2024
<b>RESIDUAL PHASE*</b>	<b>MERIT RANKING</b> Ranking for all candidates with at least 110 ECTS acquired	From 06 May 2024 To 24 June 2024

\*The residual phase only takes place if there are still places available

Candidates with an Italian qualification must use the [Enrolment Portal](#); for information on the procedure to follow, please consult the [Enrolment Portal User Guide](#).

Candidates with a foreign qualification or with an ecclesiastical title must comply with the provisions issued by the Ministry of University and Research, which have been published in a specific note. For information on admission to the Graduate Programme, please contact the International Admissions Office and read the admission procedures at [link](https://international.unicatt.it/ucscinternational-undergraduate-programmes) (<https://international.unicatt.it/ucscinternational-undergraduate-programmes>).

#### 3.1. Early phase - Merit ranking

*For candidates of Economics of Financial Markets and Intermediaries, Linguistic Sciences and Linguistic Sciences for International Relations at Università Cattolica del Sacro Cuore with a weighted average  $\geq 23/30$  and with at least 110 ECTS acquired*

APPLICATION SUBMISSION: from 09 January 2024 to 05 February 2024- 25 places

Candidates coming from the degree programmes in Economics of Markets and Financial Intermediaries, Linguistic Sciences and Linguistic Sciences for International Relations at Università Cattolica del Sacro Cuore with a **weighted average higher than or equal to 23/30 with at least 110 ECTS acquired** and in possession of all the ADMISSION REQUIREMENTS, are directly recognised as having an adequate personal preparation and **may apply for admission to the ranking**.

Applications must be submitted via the [Enrolment Portal](#) from **10:00 on 09 January 2024 until 23:59 on 05 February 2024**.

Candidates coming from the degree programmes in Economics of Markets and Financial Intermediaries, Linguistic Sciences and Linguistic Sciences for International Relations of Università Cattolica del Sacro Cuore, **with a weighted average higher than or equal to 23/30, with at least 110 ECTS acquired** in possession of the ADMISSION REQUIREMENTS *but lacking the credits in the legal field*, within the above-mentioned limits, must open an **application for the evaluation of the syllabus through the**



[Enrolment Portal](#) starting from **10:00 on 09 January 2024** and by **23:59 on 05 February 2024** (see section 6 EVALUATION OF THE SYLLABUS).

Candidates receive the outcome of the evaluation by e-mail: if the outcome is positive, **they can participate in the ranking**, if the outcome is negative, **they cannot participate in the ranking** and may request an interview with the programme coordinator in order to discuss the reasons for their exclusion.

By **09 February 2024**, the **ranking** of admitted candidates will be published on the basis of the weighted average of the marks obtained in the examinations taken (see section 4 RANKING).

Admitted candidates, **by 23:59 on 14 February 2024**, must **reserve their place** by paying the first instalment of university tuition fees through the [Enrolment Portal](#).

To find out how to reserve a place, please consult the [Enrolment Portal User Guide](#).

Candidates who do not reserve their place by the dates indicated, if interested in participating in the next phase, must submit a new application, requesting the cancellation of the one previously opened. This request must be made at least two working days before the deadline of the phase of interest via the following link: <https://www.unicatt.it/richiesta-informazioni-lauree-magistrali>.

### 3.2. Ordinary phase – Merit ranking

*Chronological order for candidates with a weighted average of  $\geq 23/30$  and at least 110 ECTS acquired*

APPLICATION SUBMISSION: from 19 February 2024 to 18 March 2024 – For places remaining from the previous phase

A notice stating the number of places that may be available for the Ordinary phase will be available on the website on 16 February 2024.

Candidates with a weighted average of examinations taken **greater than or equal to 23/30** and with at least **110 ECTS** acquired, possessing **all** the CURRICULAR REQUIREMENTS:

- coming from degree programmes in Economics of Financial Markets and Intermediaries, Linguistic Sciences and Linguistic Sciences for International Relations at Università Cattolica del Sacro Cuore;
- coming from other undergraduate programmes at Università Cattolica del Sacro Cuore;
- coming from undergraduate programmes at other universities

must submit an **application for admission to the ranking** for places available at the end of the Early Phase. Applications must be submitted through [Enrolment Portal](#) starting at **10:00 on 19 February 2024** and by **23:59 on 18 March 2024**.

Candidates with a weighted average of examinations taken **higher than or equal to 23/30**, with at least **110 ECTS acquired** and possessing the CURRICULAR REQUIREMENTS *but lacking the credits in the legal field*, within the above-mentioned limits, must open an **application for the evaluation of the syllabus through the [Enrolment Portal](#)** starting from **10:00 on 19 February 2024** and by **23:59 on 18 March 2024** (see section 6 EVALUATION OF THE SYLLABUS).

Candidates receive the outcome of the evaluation by e-mail: if the outcome is positive, **they can participate in the ranking**, if the outcome is negative, **they cannot participate in the ranking** and may request an interview with the programme coordinator in order to discuss the reasons for their exclusion.

By **25 March 2024**, the **ranking** of admitted candidates will be published on the basis of the weighted average of the marks obtained in the examinations taken (see section 4 RANKING).

Admitted candidates, **by 23:59 on 02 April 2024**, must **reserve their place** by paying the first instalment of university tuition fees through the [Enrolment Portal](#).





To find out how to reserve a place, please consult the [Enrolment Portal User Guide](#).

Candidates who do not reserve their place by the dates indicated, if interested in participating in any eventual next phase, must submit a new application, requesting the cancellation of the one previously opened. This request must be made at least two working days before the deadline of the phase of interest via the following link: <https://www.unicatt.it/richiesta-informazioni-lauree-magistrali>.

### 3.3. Residual phase - Merit ranking

*For all candidates with at least 110 ECTS acquired*

APPLICATION SUBMISSION: from 06 May 2024 to 24 June 2024 - For places remaining from the previous phase

A notice stating the number of places that may be available for the Residual phase will be available on the website on 29 April 2024.

Candidates with a weighted average of examinations taken **greater than or equal to 23/30** and with at least **110 ECTS** acquired, possessing all the CURRICULAR REQUIREMENTS:

- coming from degree programmes in Economics of Financial Markets and Intermediaries, Linguistic Sciences and Linguistic Sciences for International Relations at Università Cattolica del Sacro Cuore;
- coming from other undergraduate programmes at Università Cattolica del Sacro Cuore;
- coming from other universities

must submit an **application for admission to the ranking** for places available at the end of the Ordinary Phase. Applications must be submitted through [Enrolment Portal](#) starting at **10:00 on 06 May 2024 and by 23:59 on 24 June 2024**.

Candidates possessing the CURRICULAR REQUIREMENTS *but lacking the credits in the legal field*, within the above-mentioned limits, with a weighted average of examination taken **greater than or equal to 23/30** and with **at least 110 ECTS acquired**, must open an **application for the evaluation of the syllabus through the [Enrolment Portal](#)** starting **from 10:00 on 06 May 2024 and by 23:59 on 24 June 2024** (see section 6 EVALUATION OF THE SYLLABUS).

Candidates receive the outcome of the evaluation by e-mail: if the outcome is positive, **they can participate in the ranking**, if the outcome is negative, **they cannot participate in the ranking** and may request an interview with the programme coordinator in order to discuss the reasons for their exclusion

Candidates with a weighted average of the examinations taken of **less than 23/30** and with at least 110 ECTS acquired, possessing all the CURRICULAR REQUIREMENTS or *lacking the credits in the legal field*, within the above-mentioned limits, must book an **interview** to verify the adequacy of their personal preparation through the [Enrolment Portal](#) starting **from 10:00 on 06 May 2024 and by 23:59 on 24 June 2024** (see section 5 INTERVIEW TO VERIFY THE ADEQUACY OF PERSONAL PREPARATION).

Interviews are planned on **27 June 2024 from 09:00**.

Candidates receive the outcome of the evaluation by e-mail: if the outcome is positive, **they can participate in the ranking**, if the outcome is negative, **they cannot participate in the ranking**. In case of a negative outcome, or of absence of the candidate, the interview cannot be repeated or rescheduled.

By **01 July 2024**, the **ranking** of admitted candidates will be published on the basis of the weighted average of the marks obtained in the examinations taken (see section 4 RANKING).

Admitted candidates, **by 23:59 on 04 July 2024**, must **reserve their place** by paying the first instalment of university tuition fees through the [Enrolment Portal](#).



Candidates who have been unsuccessful may request an interview with the programme coordinator in order to discuss the reasons for their exclusion.

To find out how to reserve a place, please consult the [Enrolment Portal User Guide](#).

If there are still vacant places at the end of the ranking process, a further admission phase will be organised.

#### 4. RANKING

Applicants participate in a merit list by submitting their application via the Enrolment Portal. The ranking is drawn up on the basis of the weighted average of the marks obtained in the examinations taken during the undergraduate degree programme when the requirements are checked. In the event of a tie, priority is given to the youngest candidate.

To find out about the procedure for applying for admission to the ranking, please consult the [Enrolment Portal User Guide](#).

From the dates indicated in the section 3 ADMISSION PROCEDURES AND DEADLINES, candidates can find on the website [www.unicatt.it](http://www.unicatt.it) under "Rankings and waiting lists" on the page for the degree programme in [European Studies in Investor Relations and Financial Communication](#) the ranking of admitted candidates and any waiting lists.

To reserve a place, please consult the [Enrolment Portal User Guide](#).

The publication of the rankings is an official communication to the candidates concerned. Admitted candidates who do not respect the deadlines indicated are considered to have withdrawn in favour of candidates on the waiting list.

#### 5. INTERVIEW TO VERIFY THE ADEQUACY OF PERSONAL PREPARATION

The candidates whose personal preparation is not recognised as adequate will participate in an **interview** conducted by the coordinating professor of the Graduate Programme.

The **interview** is conducted in the Residual Phase only and is aimed at ascertaining possession of essential knowledge and skills, with particular reference to the basic subject areas of economics and business sciences. The candidate is considered suitable if he/she demonstrates that he/she has at least a basic knowledge of the required topics, is able to make connections between them, demonstrates that he/she has acquired sufficient autonomy of judgement and is able to communicate the topics of the interview in an appropriate language.

The interview is conducted online via the Microsoft TEAMS platform. No later than the day before the date of the interview, candidates receive an invitation by e-mail from the coordinating professor. During the interview, candidates must show a valid identity document and any documentation deemed useful for the purpose of verifying their syllabus (e.g. programmes of courses taken during their undergraduate degree programme).

Candidates who have been assessed positively but show gaps in the areas indicated in section 1.1. CURRICULAR REQUIREMENTS may be assigned curricular integrations (see section 7 ENROLMENT AND PRE-ENROLMENT).

#### 6. EVALUATION OF THE SYLLABUS

The evaluation of the syllabus is carried out remotely and is aimed at verifying that the undergraduate programme syllabus contains the required teaching content. Following this assessment, candidates are notified by e-mail of the outcome.

Candidates who are assessed positively but show gaps in the areas indicated in section 1.1. CURRICULAR REQUIREMENTS may be assigned curricular integrations (see section 7 ENROLMENT AND PRE-ENROLMENT).



## 7. ENROLMENT AND PRE-ENROLMENT

**Graduate candidates** must reserve their place, paying the first instalment of university fees and contributions, by the deadlines indicated in Section 3 ADMISSION PROCEDURES AND DEADLINES and proceed to **enrolment** through the [Enrolment Portal](#).

For those who have reserved their place by **12 August 2024**, the deadline for registration is **12 September 2024**. If a place is reserved **after 12 August 2024**, the deadline for registration is **30 days from the date the place is reserved and no later than 31 December 2024**.

Candidates should consult the [Enrolment Portal User Guide](#) to find out about the enrolment procedure.

**Candidates about to graduate** must reserve their place, paying the first instalment of fees and university contributions through the [Enrolment Portal](#), by the deadlines indicated in paragraph 3 ADMISSION PROCEDURES AND DEADLINES and immediately proceed with pre-enrolment through the [Enrolment Portal](#).

Pre-enrolment for the Graduate Programme is accepted with reservation and is subject to obtaining the qualification within the deadlines laid down in the admission procedures.

Pre-enrolled candidates reserve their place with the right to attend the Graduate Programme from the start. They are required to complete their enrolment immediately after obtaining their degree and in any case no later than 31 December 2024.

To find out about the pre-enrolment and enrolment procedure, candidates should consult the [Enrolment Portal User Guide](#).

**Curricular integration:** Candidates who have received curricular integrations, once pre-enrolled, are required to complete them from the September/October 2024 exam session. Failure to fill in the integrations will prevent enrolment in the Graduate degree Programme. Students may attend lectures on the subjects included in the degree curriculum, but may not sit the relevant exams until the integrations have been registered and the enrolment completed.

## 8. CANDIDATES WITH DISABILITIES OR WITH SPECIFIC LEARNING DISORDERS (SLD)

Candidates with disabilities or Specific Learning Disorders (SLD) are required to upload their disability report or certificate of SLD in the appropriate section of their profile in the Enrolment Portal. For further information please contact the secretariat of the [Services for Inclusion](#).

Students admitted to the course with a **certified disability equal to or greater than 66% and/or students with a recognised disability pursuant to art. 3, paragraph 1 or paragraph 3, of Law 104/1992, are entitled to total exemption from tuition fees and university contributions** and are required to pay €100 when reserving a place on the course. To obtain the exemption, the disability report must be uploaded in the "Profile" section of the [Enrolment Portal](#).

## 9. TRANSFER FROM ANOTHER UNIVERSITY, SECOND DEGREE AND RESUMPTION OF CAREER

Candidates wishing to transfer from another university, enrol in a second degree or resume their university career must meet the admission requirements and comply with the deadlines and procedures set out in section 3 ADMISSION PROCEDURES AND DEADLINES.

Depending on the admission phase to which they belong, candidates must submit their application for admission to the Graduate degree Programme in **European Studies in Investor Relation and Financial Communication** through the [Enrolment Portal](#). Following admission, it is necessary to reserve the place, pay the first instalment and the secretarial fees, and submit the application through the [Enrolment Portal](#) within the deadlines indicated in section 3 ADMISSION PROCEDURES AND DEADLINES.

Candidates who transfer from another university, after having reserved their place, may sit other examinations, at their university of origin, until they submit their **Transfer Application**, which must normally be submitted no later than **31 October 2024**. The place is reserved when the documentation submitted is validated by the Student Services Centre.





The competent teaching structure will only assess examinations taken and recorded up to the submission of the Transfer Application.

Candidates enrolling for a second degree, after reserving their place by paying the first instalment and the secretarial fees, must submit an **Application for a Second Degree**, which must normally be submitted no later than **31 December 2024**. The degree from the home programme must necessarily be obtained by 31 December 2024. The place is reserved when the submitted documentation is validated by the Student Services Centre.

Candidates resuming their career, after having paid the first instalment and the secretarial fees, must submit an **Application for Resumption of Career**, which must normally be submitted no later than **31 October 2024**. The place is reserved when the documentation submitted is validated by the Student Services Centre.

Candidates are required to forward a copy of the course programmes and examinations passed at their home university, in PDF format, to the following e-mail address [domanda.istruttoria-mi@unicatt.it](mailto:domanda.istruttoria-mi@unicatt.it). The syllabus must contain information regarding the details of the topics, bibliography and reference professors/lecturers.

Admission to years subsequent to the first is not permitted for the European Studies in Investor Relations and Financial Communication Graduate Programme.

## 10. PROGRAMME CHANGE WITHIN UNIVERSITÀ CATTOLICA

Candidates wishing to transfer to a programme/profile within Università Cattolica must meet the ADMISSION REQUIREMENTS and comply with the deadlines and procedures indicated in section 3 ADMISSION PROCEDURES AND DEADLINES.

Depending on the admission phase to which they belong, candidates must submit their application for admission to the Graduate degree Programme in **European Studies in Investor Relation and Financial Communication** through the [Enrolment Portal](#). Following admission, it is necessary to reserve the place, pay the first instalment and secretarial fees, and submit the application through the [Enrolment Portal](#) within the deadlines indicated in section 3 ADMISSION PROCEDURES AND DEADLINES.

After reserving a place, it is possible to take other examinations of the programme/profile of origin until the start of the Change procedure, which is done by clicking the "**Proceed with Change**" function in the Enrolment Portal, normally no later than **31 October 2024**.

The competent teaching structure will only assess the examinations taken and recorded until the start of the Change procedure.

Admission to years subsequent to the first is not permitted for the European Studies in Investor Relations and Financial Communication Graduate Programme.

## 11. CONTACTS

For further information and clarifications, please use the "[Request for information on graduate programmes](#)" or consult the [FAQ](#).

For support in using the Enrolment portal, use the "Assistance" button within the Portal itself.

Candidates with a foreign qualification can click on the following link: <https://unicattolica.tfaforms.net/217939>

## 12. FINAL NOTES AND PERSON IN CHARGE OF THE PROCEDURE

The "General regulations for determining university tuition fees for the a.y. 2024/2025" apply to enrolled students.



Students are required to read any additions, changes, updates to these procedures published on the website of Università Cattolica.

Candidates must ensure that they have correctly completed the necessary steps for admission to the course.

In accordance with law no. 241/1990, the person responsible for this admission procedure is Gabriele Montoli (Student Career Services Director).

*Milan, 17 April 2024*