



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 2023/2024 – Milan campus

Programme in ENGLISH

Contents

1. ADMISSION REQUIREMENTS	2
1.1. Curricular requirements.....	2
1.2. English language knowledge	2
1.3. Italian language knowledge.....	3
1.4. Adequacy of personal preparation	3
2. NUMBER OF PLACES AVAILABLE.....	3
3. ADMISSION PROCEDURES AND DEADLINES.....	3
3.1. Early phase - Merit ranking	4
3.2. Ordinary phase - Merit ranking.....	5
3.3. Residual phase - Merit ranking	6
4. RANKING	7
5. INTERVIEW TO VERIFY THE ADEQUACY OF PERSONAL PREPARATION	7
6. EVALUATION OF THE SYLLABUS	8
7. ENROLMENT AND PRE-ENROLMENT.....	8
8. CANDIDATES WITH DISABILITIES OR WITH SPECIFIC LEARNING DISORDERS (SLD)	8
9. TRANSFER FROM ANOTHER UNIVERSITY, SECOND DEGREE AND RESUMPTION OF CAREER	8
10. PROGRAMME CHANGE WITHIN UNIVERSITÀ CATTOLICA	9
11. CONTACTS	9
12. FINAL NOTES AND PERSON IN CHARGE OF THE PROCEDURE.....	9



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 2023** 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 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 2021**:

- 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;



- 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 *Evaluation Test of English Language Proficiency*, within the deadline for submitting the application form (see section 3 ADMISSION PROCEDURES AND DEADLINES), organised by SELDA, the Language Service of Università Cattolica del Sacro Cuore. The dates and registration procedure are indicated in the [notice](#).

1.3. Italian language knowledge

Knowledge of the Italian language must be demonstrated through one of the following **certifications obtained as of 1 January 2021**:

- 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;
- possession of Italian citizenship.

In case the indicated certifications or requirements are missing, it is necessary to take a *Language Test*, within the deadline for submitting the application form (see section 3 ADMISSION PROCEDURES AND DEADLINES), organised by SELDA, 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
EARLY PHASE	MERIT RANKING 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 10 January 2023 to 06 February 2023
ORDINARY PHASE	MERIT RANKING Ranking for all candidates with a weighted average $\geq 23/30$ and at least 110 ECTS acquired	From 20 February 2023 to 13 March 2023
RESIDUAL PHASE*	MERIT RANKING Ranking for all candidates with at least 110 ECTS acquired	From 29 May 2023 To 26 June 2023

*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 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 10 January 2023 to 06 February 2023- 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 10/01/2023 until 23:59 on 06/02/2023**.

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, **will not be directly recognised for the adequacy of their personal preparation**.

Candidates **may apply for submission to the ranking** through the [Enrolment Portal](#) from **10:00 on 10/01/2023 until 23:59 on 06/02/2023**. Acceptance of the application is subject to the degree programme coordinator's assessment of the knowledge and skills required through a careful analysis of the syllabus or even through an interview with the candidates. In this case, an e-mail will be sent to the candidates with the result of the evaluation. If the result is negative, candidates **cannot participate in the ranking**.



By **10/02/2023**, the **ranking** of admitted candidates will be published on the basis of the weighted average of the marks obtained in the examinations taken.

Admitted candidates, **by 23:59 on 14/02/2023**, 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](#).

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 20 February 2023 to 13 March 2023 – 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 17/02/2023.

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 20/02/2023** and **by 23:59 on 13/03/2023**.

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 20/02/2023** and **by 23:59 on 13/03/2023** (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 **20/03/2023**, the **ranking** of admitted candidates will be published on the basis of the weighted average of the marks obtained in the examinations taken.

Admitted candidates, **by 23:59 on 23/03/2023**, 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](#).



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

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 29 May 2023 to 26 June 2023 - 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 26/05/2023.

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 29/05/2023 and by 23:59 on 26/06/2023**.

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 29/05/2023 and by 23:59 on 26/06/2023** (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 29/05/2023 and by 23:59 on 26/06/2023** (see section 5 INTERVIEW TO VERIFY THE ADEQUACY OF PERSONAL PREPARATION).

Interviews are planned on **21/06/2023 at 09:00** and on **28/06/2023 at 14:30**.

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 **04/07/2023**, the **ranking** of admitted candidates will be published on the basis of the weighted average of the marks obtained in the examinations taken.



Admitted candidates, by **23:59 on 10/07/2023**, 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 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 with no curricular integrations, after reserving their place through the payment of the first instalment, must proceed to enrolment via the [Enrolment Portal](#). To reserve a place, please consult the [Enrolment Portal User Guide](#).

Graduate candidates with curricular integrations and graduating students, after reserving their place by paying the first instalment, must proceed to pre-enrolment. For information on the pre-enrolment procedure please consult the [Enrolment Portal User Guide](#).

Pre-enrolment for the Graduate degree Programme is **conditionally accepted and subject to:**

- the fulfilment of the assigned curricular integrations, within the timeframe set out below;
- obtaining the qualification within the time limits laid down in the admission procedures.

Pre-enrolled candidates reserve a place with the right to attend the Graduate Programme courses from their start. They are required to complete enrolment immediately after obtaining their degree and/or completing their curricular integrations.

Curricular integration: Candidates who have received curricular integrations, once pre-enrolled, are required to complete them from the September/October 2023 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 the Integration of Students with Disabilities and with SLD](#).

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 2023**. 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 2023**. The degree from the home programme must necessarily be obtained by 31 December 2023. 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 2023**. 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. 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 2023**.

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.

Please note: It is not possible to change programme from an integrated degree to a graduate degree 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 in the Portal itself.

12. FINAL NOTES AND PERSON IN CHARGE OF THE PROCEDURE

The "General regulations for determining university tuition fees for the a.y. 2023-24" apply to enrolled students.

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

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



UNIVERSITÀ
CATTOLICA
del Sacro Cuore

**Admission Procedures Graduate
Programme**

**PROCEDURES, MODALITIES
AND OPERATING
INSTRUCTIONS**

Milan, 13 April 2023