Admission Procedures Graduate Programme

Faculty of Linguistic Sciences and Foreign Literatures

Graduate Degree Programme in Linguistic Computing (Class LM-39)

Academic year 2024/2025 – Milan campus

Programme in ENGLISH

Contents

1. ADMISSION REQUIREMENTS

To be admitted to the Graduate Programme in Linguistic Computing, it is necessary to meet the admission requirements set out in the following paragraphs.

1.1. Curricular requirements

To access the Graduate Programme in Linguistic Computing, **it is necessary to meet either the requirements under A or the requirements under B:**

A. An **undergraduate degree** obtained or to be obtained b**y 28 February 2025** in one of the following degree classes:
  - L-11 Modern Languages and Cultures (ex-Ministerial Decree 270/04 or class 11 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 Science (ex M.D. 270/04 or class 14 ex M.D. 509/99).

B. An **undergraduate degree** (ex M.D. 270/04 or ex M.D. 509/99) obtained or to by **28 February 2025** and at least **44 ECTS** in the syllabus of the undergraduate degree or of the first level university master's degree, or as single courses passed, in the following scientific-disciplinary sectors:

  ➢ at least **24 ECTS** in the scientific-disciplinary sectors:
    - L-FIL-LET/02 - Greek literature;
    - L-FIL-LET/04 - Latin literature;
    - L-FIL-LET/10 - Italian literature;
    - L-FIL-LET/11 - Contemporary Italian literature;
    - L-FIL-LET/12 - Italian linguistics;
    - L-LIN/03 French literature;
    - L-LIN/04 Language and translation– French language;
    - L-LIN/05 Spanish literature;
    - L-LIN/06 - Spanish-American language and literature;
    - L-LIN/07 Language and translation– Spanigh Language;
    - L-LIN/10 English literature;
    - L-LIN/11 - Anglo-American languages and literatures;
    - L-LIN/12 Language and translation– English language;
    - L-LIN/13 German literature;
    - L-LIN/14 Language and translation– German language;
    - L-LIN/21– Slavistics;
    - L-OR/01 - History of the Ancient Near East;
    - L-OR/12 - Arabic language and literature;
    - L-OR/21 - Languages and literatures of China and South-East Asia;

  ➢ at least **20 ECTS** in the following scientific-disciplinary sectors:
    - L-LIN/01 - Glottology and linguistics;
    - L-LIN/02 - Didactics of modern languages;
    - L-FIL-LET/05 - Classical philology;
    - L-FIL-LET/09 - Romance philology and linguistics;
    - L-FIL-LET/13 - Italian literature philology;
    - M-FIL/05 - Philosophy and theory of languages;
    - INF/01– Computer science;
    - ING-INF/05 - Information elaboration systems;
    - M-DEA/01- Demo-ethno-anthropological disciplines;
    - M- FIL/01 - Theoretical philosophy;

- M-FIL/02 - Logic and philosophy of science;
- M-STO/08 - Archivistics, bibliography and librarianship;
- MAT/01 - Mathematical logic;
- SECS-S/01– Statistics;

If up to 16 ECTS of the 44 required are missing, a special committee, appointed by the Faculty, will assess whether the required didactic content has been included in the course programmes of the undergraduate degree programme and, if necessary, will define an *ad hoc* degree curriculum, assigning curricular integrations if necessary. Candidates will be informed accordingly.

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 programme 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 above-mentioned ADMISSION REQUIREMENTS, it is mandatory to have an adequate knowledge of English, corresponding to at least a B2 level. It is therefore necessary to have **one of the following English language certifications obtained as of 1 January 2022**:
- TOEFL/IBT (score of at least 84);
- Academic IELTS (score of at least 6);
- 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:
- undergraduate degree or equivalent obtained in English;
- a double undergraduate degree taught in English, awarded or to be awarded;
- the candidates comes from one of the programmes offered by the Faculty of Linguistic Sciences and Foreign Literature at Università Cattolica del Sacro Cuore with English as the language of choice.

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 The enrolment procedures are indicated in the appropriate section.

2. NUMBER OF PLACES AVAILABLE

For the Graduate degree Programme in Linguistic Computing, places are **open access**, subject to availability.

3. ADMISSION PROCEDURES AND DEADLINES

Places on the Graduate Programme in Linguistic Computing are allocated **in chronological order with an interview to verify the adequacy of personal preparation.**

Candidates with an Italian qualification must use the Enrolment Portal; for information on the procedure to follow, 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).

3.1. Chronological order with an interview to verify the adequacy of personal preparation.

APPLICATION SUBMISSION: from 08 April 2024 to 16 December 2024

Candidates who meet the ADMISSION REQUIREMENTS at point A coming from Università Cattolica del Sacro Cuore **with a weighted average higher than or equal to 25/30** will be directly recognised the adequacy of their personal preparation. They can **reserve their place directly in chronological order** as long as places are available, by paying the first instalment of university tuition fees through the Enrolment Portal **from 10:00 on 08 April 2024 until 24:00 on 16 December 2024.**

For candidates who meet the ADMISSION REQUIREMENTS at point A and come from Università Cattolica del Sacro Cuore **with a weighted average of less than 25/30** are not automatically recognised as having satisfactory personal preparation.
Candidates may **submit for assessment their syllabus** through the Enrolment Portal **from 10:00 on 08 April 2024 until 23:59 on 09 December 2024.** 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 curriculum or even through an interview with the candidates. In this case, an e-mail will be to the candidates with the result of the evaluation.

Successful applicants can reserve their place in chronological order through the Enrolment Portal **by 23:59 on 16 December 2024.**

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

To the candidates:
- who meet the ADMISSION REQUIREMENTS at point A and come from other universities;
- who meet all the ADMISSION REQUIREMENTS set out in section B;

the adequacy of personal preparation is not automatically recognised.
Candidates must book an interview to verify the adequacy of their personal preparation through the Enrolment Portal **from 10:00 on 08 April 2024 until 23:59 on 09 December 2024** bearing in mind that each date has a limited number of places available.

Candidates who have been successful following the interview can reserve their place i**n chronological order** by paying the first instalment of university tuition fees through Enrolment Portal as long as places are available, and no later than **23:59 on 16 December 2024.**

To book an interview and reserve a place, please consult the Enrolment Portal User Guide.

4. 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 a Commission appointed by the Faculty.

The **interview** is aimed at ascertaining possession of essential knowledge and skills, with particular reference to the degree classes L-11 Modern Languages and Cultures
(ex M.D. 270/04 or class 11 ex M.D. 509/99) or L-12 Language Mediation (ex M.D. 270/04 or class 3 ex M.D. 509/99) or L-20 Communication Sciences (ex M.D. 270/04 or class 14 ex M.D. 509/99) with particular reference to the subject areas that characterise the Graduate degree Programme.
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 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). The outcome of the interview is communicated at the end of the interview.

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 6 ENROLMENT AND PRE-ENROLMENT.

5. 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.

6. 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**.

To find out about the enrolment procedure, candidates should consult the Enrolment Portal User Guide.

Graduate candidates who have been assigned curricular integrations and candidates about to graduate, must reserve their place by paying the first instalment of fees and university contributions through the Enrolment Portal, within the deadlines indicated in paragraph 3 ADMISSION PROCEDURES AND DEADLINES and **proceed immediately to pre-enrolment** through the Enrolment Portal.

Pre-registration to the Graduate degree Programme, which must in any case take place no later than **31 December 2024**, is accepted subject to and is conditional upon
- the fulfilment of the curricular integrations assigned, by the deadlines set out below;
- the attainment of the qualification within the deadlines envisaged by 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/or after having fulfilled the curricular integrations assigned.

To find out about the pre-enrolment and enrolment procedure, candidates should consult the Enrolment Portal User Guide.

Curricular integration: Candidates who have been assigned curricular integrations, once pre-enrolled, are required to complete them from the September/October 2024 exam session and by the January/February 2025 exam session. Failure to pass these examinations 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 examinations until the integrations have been registered and the enrolment completed.

7. 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 Programme 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 Programme. To obtain the exemption, the disability report must be uploaded in the "Profile" section of the Enrolment Portal.

8. 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.

Candidates must submit their application for admission to the Graduate degree Programme in **Linguistic Computing** 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 **16 December 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 **18 December 2024**. The place is reserved when the documentation submitted is validated by the Student Services Centre.

The year of admission will be assessed by the Faculty Council or a delegated commission, which will take into consideration the candidate's entire academic career.

9. 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.

Candidates must submit their application for admission to the Graduate degree Programme in **Linguistic Computing** 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 **16 December 2024.**

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

The year of admission will be assessed by the Faculty Council or a delegated commission, which will take into consideration the candidate's entire academic career.

10. 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.

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

11. 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 Programme.

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