



**UNIVERSITÀ
DI TORINO**

Dipartimento di
Management
"Valter Cantino"

Master's degree program in

BUSINESS ADMINISTRATION

(Class: LM-77)

ACADEMIC REGULATIONS

Academic year 2023-2024

This document highlights the main elements of "Academic Regulations of Master's Degree Program in Business Administration" of University of Torino. Please note that the official document is written in Italian and is published on the website www.business-administration.unito.it. To the extent any translated part or element of this document conflicts with the Italian version, the Italian version controls and will prevail in case of legal controversies.



Master's degree program in

BUSINESS ADMINISTRATION

(Class: LM-77)

ACADEMIC REGULATIONS

Academic year 2023-2024

ARTICLE 1 - Functions and structure of the degree course.

1. A master's degree course (CdLM) in Business Administration, within the LM 77 class (class of master's degrees in economic and business sciences), takes place at the University of Turin. The postgraduate degree program in Business Administration is organized according to the provisions set forth in the class of master's degrees in economic and business sciences (class LM 77) referred to in the Ministerial Decree of March 16, 2007 (*Official Journal No. 155, 6-7-2007 Ordinary Supplementary Dossier No. 153/*
1. *O.J. No. 157, 9-7-2007 Ordinary Suppl. Doss. No. 155*).
2. The Master's Degree in Business Administration has the "Valter Cantino" Department of Management as its Department of Reference and belongs to the School of Management and Economics.
3. The relevant teaching system is the Council of the Master's Degree in Business Administration, hereinafter referred to as CCLM.
4. These Regulations (drawn up in compliance with the outline approved by the Academic Senate), in accordance with the University Teaching Regulations (RDA), the Department Teaching Regulations and the University Regulations on the Relations among Schools, Departments and Degree Courses, govern the teaching organization of the Master's Degree Course insofar as not defined by the aforementioned regulations. The didactic organization of the Master's Degree Course, with its specific educational objectives and the general framework of educational activities drawn up according to the model of the ministerial Database, is set out in Annex 1, which constitutes an integral part of these Regulations. The Council of the Department of Management "Valter Cantino" reserves the right to regulate specific aspects of the teaching organization through *ad hoc* Regulations.
5. These regulations are adjusted every year to the public Education Offer and they are accordingly linked to the group of students enrolling for the first time in the academic year of their enactment.
6. The main campus and logistical support facilities for teaching and laboratory activities are normally those of the Department of Management "Valter Cantino", of the School of Management and Economics and of SAA S.c.ar.l., a limited-liability consortium company subject to the direction and coordination of the University of Turin (formerly, the School of Business Administration), without prejudice to the possibility that some teaching may be borrowed from (or take place at) other degree courses or other locations of the University of Turin. Teaching and internship activities may be carried out at other teaching and scientific facilities of the University of Turin, as well as at external public or private entities under specific agreements and conventions.



Website: www.business-administration.unito.it

ARTICLE 2 - Specific educational objectives, occupational and professional outlets.

1. The educational objectives and the occupational and professional outlets are included in the RDA given in Annex 1, which may be amended according to the procedures provided for amendments to RDAs.

ARTICLE 3 - Admission requirements and testing methods.

Students who intend to enroll in the Master's Degree Program in Business Administration shall hold a Bachelor's Degree or a three-year University diploma or another equivalent degree obtained abroad, recognized as eligible under current regulations.

The master's degree program in Business Administration has a limited number, so an admission test shall be taken.

All information regarding admission requirements and testing methods are explained on the Degree Course website in the "Applying" section under "Admission Requirements".

ARTICLE 4 - Duration of the degree course

1. The normal duration of the course is two years. In order to obtain the degree, the student must acquire at least 120 CFUs (learning credits), according to the indications contained in the chart of educational activities and credits related to the two-year curriculum included in the Didactic Regulations of the Course, as regulated in the RDA.
2. The average amount of total learning effort, made in one year by a student engaged full-time in these postgraduate studies, is conventionally set at 60 credits. Part-time enrollment is also possible, according to the rules set by the University.
3. The credits corresponding to each educational activity are acquired by the student with the passing of the exam (in whatever form it is organized), carried out in the manner established in Article 7 of these Regulations, in accordance with the University Teaching Regulations as well as the Regulations of the relevant Departments.
4. Those enrolled in the Master's Degree in Business Administration do not lose their student status: in the event of long interruption (four years) of the learning activities, the latter may be reactivated upon evaluation by the CCLM of persisting knowledge in relation to the educational credits accrued before the interruption; in any case, even in the absence of long interruptions, if the final degree is not obtained within a period of time equal to twice the normal duration of the course, all credits accrued up to that time will be subject to verification of the related persisting knowledge.

ARTICLE 5 - Educational activities, teachings, curricula and faculty.

1. The master's degree program is divided into 2 curricula:
 - Business Management and International Marketing
 - Finance and Accounting
2. The curriculum is described in Annex 2, which is updated every year.



ARTICLE 6 - Types of educational activities

1. The educational activities of the various academic fields are divided into teachings, according to a program divided into three teaching periods, approved by the CCLM and published in the “Manifesto degli Studi” (Student Guide). The articulation of modules and the duration of courses are established according to the guidelines of the relevant department. Educational activities (lectures and exams) take place according to the start date and schedule established annually in accordance with the provisions of Article 7 paragraph 6 below, within the ordinary period of lectures set in accordance with Article 23 paragraph 1 of the University Teaching Regulations.
2. The teaching activities are carried out in the form of classroom lectures and tutorials (also delivered by distance communication tools), seminars, language laboratory, internship activities, tutoring activities and any other forms of educational activities oriented to the achievement of educational goals. They are held in English.
3. The courses are usually 35 hours for 5 credits, 42 hours for 6 credits, 63 hours for 9 credits, 70 hours for 10 credits and 84 hours for 12 credits, with 28 percent of time devoted to lectures, tutorials, seminars or similar activities, and the remaining 72 percent to personal study or to other individual activities.
4. The Master’s Degree, in addition to its educational activities, may organize external workshops and internships in collaboration with Italian or foreign public and private institutions, as the need requires and the concrete availability and the opportunity allow; they must be approved each time by the CCLM and carried out under the teaching responsibility of a faculty member of the Master’s Degree. The teaching credits assigned to such activities will be set by the CCLM from time to time. External activities do not give rise to evaluations with grades, but only to suitability evaluations.
5. In accordance with the RDA, students in the Master’s Degree Program are required to complete an internship, which is consistent with the educational objectives of the course, worth 18 credits (1 credit = 25 hours).
6. Within the framework of increasing integration between Italian and foreign university institutions, the possibility of substituting educational activities carried out in the Master’s Degree Course with other teachings of Italian or foreign universities is envisaged. This will take place within the framework of international agreements and programs, inter-university conventions, or specific agreements proposed by the Master’s Degree Course, approved by the Council of the Department of Management “Valter Cantino” and adopted by the competent academic body, with other university institutions or similar institutions of cultural relevance.
7. The curriculum of the master’s degree program in Business Administration provides for the acquisition of 10 CFU for educational activities independently chosen by the student, as long as they are consistent with the curriculum. It is possible to include some additional free credits up to a maximum of **20 CFU (10+10)**, that will enter into the calculation of the graduation average. It is not possible to include an additional internship among the student’s choice activities. Consistency is implicitly verified for all courses taught in the master’s degree programs of the School of Management and Economics. Consistency verification for all other teachings of the University is subject to the opinion of the Student Practice Committee of the degree course.

ARTICLE 7 - Exams and other tests

1. For each educational activity, there is a concluding assessment at the end of the period in which the activity took place. For educational activities divided into modules, however, the final assessment is unitary and collegial. By passing the exam or assessment, the student achieves the CFUs



- attributed to the educational activity in question.
2. Final assessments may consist of oral examination or written assignment or written or oral report on the activity performed or written test with open-ended or multiple-choice questions or laboratory test or computer exercise. The method of the final assessment, which may include more than one of the ways indicated above, and the possibility of conducting midterm assessments *in itinere* are indicated before the beginning of each academic year by the teacher in charge of the educational activity. The method by which the assessment is carried out must be the same for all students and respect what was decided at the beginning of the academic year.
 3. The exam period is set at the beginning of the academic year.
 4. The exam sessions begin at the end of the teaching activities of each course.
 5. The exam schedule includes **five sessions**, distributed over the academic year as follows:
 - 1 session at the end of the teaching activity of each course;
 - 4 sessions, one for each exam period (winter, spring, summer, fall)
 6. Sessions are five in the two years immediately following the cancellation of a course. From the third year following such cancellation, the sessions are reduced to three (1 in the winter session, 1 in the spring or summer session, 1 in the fall session).
 7. The calendar of educational activities (lectures and exams) is established annually by the Council of the Department of Management “Valter Cantino”, upon the proposal of the Director of the Department, after consultation with the relevant teaching committee.
 8. The schedule of lectures and exams is established by the Director of the Department or his delegates in accordance with the provisions of the Regulations of the Degree Course, after consultation with the relevant *Monitoring and Review Committee* and the professors concerned.
 9. The exam schedule is communicated well in advance. Publicity of class schedules and exam sessions is ensured in the widest possible ways and means. The same applies to all other teaching activities, including the hours of availability of professors and researchers.
 10. If, for a justified reason, an exam session has to be rescheduled or an educational activity cannot be carried out, the lecturer shall give timely notice to the students and the head of the teaching faculty for appropriate action and in accordance with existing regulations.
 11. Exam dates, once published, cannot be moved up under any circumstances; exams are held according to an approximate timing established by the lecturer on the day of the exam.
 12. The time frame between two consecutive exam sessions is at least ten days.
 13. Examination committees for exams are appointed by the Director of the Department or, by his or her delegation, by the Chairperson of the CCLM. They are composed of at least two members and are chaired by the official professor of the course or the professor indicated in the appointment provision. It is possible to operate with subcommittees, when there are sufficient members. All students, upon request, have the right to be examined also by the Chairperson of the examination committee. Members other than the Chairperson may be other professors, researchers, and scholars expert in the subject. Recognition as scholar expert in the subject is decided by the Department Council upon the proposal of the CCLM.
 14. A student may appear for the same exam a maximum of **three times** for each academic year, even consecutively.
 15. The Chair of the Committee informs the student of the outcome of the test and its evaluation before the official declaration of the result; until such declaration, the student may withdraw from the examination without any consequences for his or her personal record and for his/her final degree. His or her presence at the exam session must still be registered.
 16. In determining the order in which students are to be examined, special consideration is given to the



- needs of working students.
17. Examination committees follow an evaluation system with grades ranging – in case of overall positive evaluation – from 18 points up to a maximum of 30 points. Evaluation *cum laude* may be unanimously granted if the final grade is 30. In case of positive grade, the student still has the option of rejecting it within the time frame established by the procedure. Once the grade is registered, it cannot be rejected nor the exam repeated.
 18. The exam of an integrated teaching should be done as follows:
 - The student must pass the exam of both modules within the last available exam session of the relevant academic year, otherwise the grade of any single module already passed will be invalid.
 - The registration of the grade related to both modules will take place within the last available exam session of the relevant academic year, otherwise the grade of any single module already passed will be invalid.
 - The final grade will consist of the weighted average of the grades achieved in the two modules.
 19. The exams are public and the announcement of the final grade is public.
 20. Traineeships and all other activities carried out in facilities outside the University do not result in a grade, but in a judgment of suitability.

ARTICLE 8 - Final examination and foreign language.

1. After having passed all the exams included in the career plan and having acquired at least 120 credits, including those related to the preparation of the final examination, the student, regardless of the number of years of enrollment in the university, is admitted to take the final examination, which consists of the discussion of a written dissertation, created in an original way with a personal contribution of the candidate useful to: understand, deepen or innovate a relevant topic within the chosen academic field; refine methods or carry out empirical research, whose volume - number of folders - is directly related to the subject matter of the dissertation.
2. The written dissertation must be created by the student in a scientific and original way and must be relevant from the point of view of the chosen topic. The work is done under the guidance of a supervisor, on topics related to the subjects covered by the master's degree, and is discussed before a committee. The subject of the thesis must be identified among those in which the student has acquired CFUs during the master's degree. The supervisor may be an official faculty member of the degree course who teaches the subject of the dissertation or a professor or researcher pertaining to the School of Management and Economics and belonging to the scientific field of the subject of the dissertation. If necessary, the supervisor may appoint a co-supervisor identified from among the professors or researchers pertaining to the School or the University (internal co-supervisor), or a person other than those listed above (external co-supervisor).
Since the course is delivered entirely in English, the final dissertation must also be written in English.
3. The dissertation is discussed before a commission.
4. The Commissions for the graduation shall consist of no less than 3 and no more than 7 members, including the Chairperson, and shall be appointed by the Director of the Department of Management "Valter Cantino" or, by his delegation, by the heads of the teaching systems. The Commissions are chaired according to the following order: by the Director of the Department of Management "Valter



Cantino” or the Director of the School, the Deputy Director of the Department with delegation of teaching, the Chair of the Degree Course, the most senior full professor in office, and the most senior associate professor in office. The majority of members must be official professors.

5. Commissions may award a maximum of one hundred and ten points. The average grade may be varied – increased or decreased – by the commission, with regard to the content of the dissertation and the result of the discussion. The maximum grade that can be awarded by the commission to the dissertation is 8/110.
6. There is also a bonus of 3 points for students who are graduating in time, (that is, who have been enrolled in the degree program for no more than two academic years).
7. If the curriculum grade average is at least 102/110, and the final grade is 110/110, degree *cum laude* may be unanimously granted.
8. In addition to the *cum laude*, again by unanimous consent, in case the student’s career and dissertation are worthy, graduation “with distinction” or recommendation for publication may be granted.
9. For the award of an additional grade of more than 6/110, for “with distinction” or recommendation for publication, the evaluation of an internal co-supervisor who is a professor (or researcher) belonging to a different academic field from that of the supervisor is required.
10. In addition, the dissertation may also have a second co-supervisor (*external*, not a university professor), who is allowed to participate in the discussion without the possibility to vote.
11. In cases where there is an internal co-supervisor, a copy of the dissertation must be at the disposal of the commissioners and, therefore, made available by the student at the department to which the supervisor belongs (the copy of the dissertation made available for the commissioners can be the one delivered, even electronically, to the supervisor).

ARTICLE 9 - Enrollment and attendance at courses.

1. Those who meet the requirements to enroll in a degree course, or who already hold a university degree, may enroll in the courses taught at the University. Enrollment procedures are set out in the Student Regulations of the University of Turin.
2. The attendance and/or the passing of exams taken through enrollment in single courses may be recognized and registered, if the student subsequently enrolls in a master’s degree program.

ARTICLE 10 - Mandatory sequence, Attendance Requirements.

1. There are no mandatory sequences of exams.
2. **Attendance** at the various educational activities is **compulsory**, unless optional attendance is indicated.
3. The methods to verify compulsory attendance, where applicable, are established annually by the Degree Course and made known to students by the start date of enrollment through the “Manifesto degli Studi” and the Student Guide.

ARTICLE 11 - Career Plan

1. The CCLM determines annually in these Regulations and in the “Manifesto degli Studi” the recommended educational paths, also specifying the scope of the students’ autonomous choices.
2. The student submits his or her career plan, in accordance with the constraints set forth in the Ministerial Decree relating to the class in question, in the manner provided for by the “Manifesto



degli Studi”.

3. The career plan may be articulated over a longer duration for part-time students, or over a shorter duration in the case of exceptionally high educational performance in terms of the number of credits earned in previous academic years.
4. The career plan that does not adhere to the recommended educational paths but conforms to the educational system is submitted to the CCLM for approval.
5. Resolutions under Subsection 4 shall be made within 40 days after the deadline for submission of career plans.

ARTICLE 12 - Recognition of credits in case of transitions, transfers and second degrees

1. Unless otherwise provided, the Council proposes to the competent Council of the Department the whether or not to recognize academic credits and degrees earned in other universities, also within the framework of exchange programs. For the recognition of exams taken in degree courses other than the Master of Science in Business Administration of the University of Turin, in relation to the transfer of students from another degree course or from another university, the CCLM will validate the exams taken **in English** by expressly indicating the type of educational activity, the subject field, the scientific sector and the number of CFUs covered in its own teaching system, as well as the year of the course in which the student is placed, based on the number of validated exams. In the case of equivalent exams, they must be declared as such through a specific resolution, including, if necessary, the carrying out of interviews to verify the actual knowledge obtained. The non-recognition of credits shall be always justified. Students coming from undergraduate courses of the same class, if delivered in English, are assured the recognition of at least 50 percent of the credits accrued in their home institution, in accordance with the curriculum, the field and the nature of the original teaching.
2. The maximum number of credits that can be recognized is determined by Teaching System of the Master's Degree Course.
3. For exams not included in the scientific fields indicated in the Teaching System of the Master's Degree Course or exceeding the limits set forth in Paragraph 2 above, at the student's request, the Council of the Master's Degree Course may recognize some credits as “Educational Activities chosen by the Student”, if they were delivered in English.
4. It will be possible to recognize credits obtained in “Further Educational Activities” (M.D. 270/04, Art. 10, c. 5, d), up to a maximum of **18** credits, which fall under the activities chosen by the student, if they were delivered in English.
5. Except for the case of people coming from other Degree Courses in Class LM 77, the number of recognized credits may not exceed the maximum limit of 30 percent, unless justified by the CCLM.
6. In the case of a student who already holds a university degree of the same level, the recognition of credits will be reviewed and approved each time by the Student Practices Committee of the Master's Degree Program.

ARTICLE 13 - Teachers

The faculty members of the Master's Degree Course include all the holders of official teachings, included in the curriculum. The list of lecturers is updated annually and indicated on the WEB page of the [Master's Degree Course](#).

For the purpose of verifying the possession of the teaching requirements for initial accreditation,



pursuant to Ministerial Decree No. 47 of January 30, 2013, the teachers are identified as listed in the ministerial database and SUA form.

The list will be updated annually, increasing the number of teachers as defined in the aforementioned decree.

ARTICLE 14 - Orientation, tutoring

1. The School of Management and Economics, also in cooperation with external entities and student representatives, carries out as institutional activities:
 - (a) University orientation;
 - (b) development and dissemination of information on university study paths, on the available services and on student benefits;
 - (c) guidance aimed at job placement at different levels.
2. Tutoring activities are carried out in accordance with the University Regulations, also in collaboration with student representatives and organizations.
3. Study tutoring is carried out by the faculty members of the Degree Course.
4. Tutorial activity in view of writing the dissertation is carried out primarily by the supervising professor.
5. For job placement tutoring, students in the Degree Course make use of the OTP facility activated in the School of Management and Economics.
6. Teachers, to the extent possible, are expected to engage in the initiatives promoted and implemented in relation to orientation and tutoring.
7. Reference lecturers for tutoring: [are indicated on the Course of Study website](#).

ARTICLE 15 - Quality Assurance and Monitoring and Review Commission

1. The President of the Degree Course is the Head of the Quality Assurance and of the monitoring and review processes; he may appoint his Delegate as contact person for the Quality Assurance.
2. A Monitoring and Review Commission is established within the CCLM. It is composed of the President of the Degree Course acting as Coordinator, his or her Quality Assurance Delegate, if any, and students and faculty members, appointed by the Council respectively from among the students enrolled in the Degree Course, upon proposal of the student representatives, and from among the faculty members who make up the Council. The Commission shall be composed of no less than four members. In the composition of the Commission, equality must be favored, ensuring a student participation of at least 25%, and in any case of not less than 2 people. The Commission shall be permanent and serve for three academic years. If a member resigns or is terminated for any cause, the Commission shall be replenished by the Council during the immediately following meeting. The appointment of the successor shall also expire at the end of the three-year term.
3. The main functions of the Commission are as follows:
 - discussion between teachers and students;
 - self-evaluation and drafting of the Annual Monitoring and Cyclical Review of the Degree, including monitoring of the proposed improvement actions;
 - investigation of issues related to the effectiveness and functionality of teaching activities (including the control of teaching forms), curricula, tutoring and services provided to students; investigation on the indicators of the Degree Course and on the opinion of students, whose dissemination is adequately taken care of by the Commission;
 - to support the Course Chair in preparing and updating the SUA-CdS form information;



- connection with other educational services and facilities for problems within the Commission's jurisdiction.
4. The Commission meets at the end of the teaching periods and at the due dates for its various activities (no less than twice a year).
 5. Members of the Monitoring and Review Commission cannot be members of the Joint Teaching Commission (of the Department or of the School) of reference of this Degree Course.

ARTICLE 16 - Self-evaluation procedures

1. Annual Monitoring and Cyclical Review are periodic and planned self-evaluation processes that aim to monitor the educational activities and to verify the adequacy of the learning objectives that the Degree Course has set for itself, the correspondence between the objectives and the results, and the effectiveness of the way the Course is managed. In order to take all appropriate corrective and improvement actions, the Annual Monitoring and the Cyclical Review identify the causes of any critical issues by providing concrete corrective actions along with the time, manner and persons responsible for their implementation.
2. The Course Chair oversees the drafting of the Annual Monitoring and Cyclical Review, which are prepared and discussed collegially.
3. The Course Chair submits the Annual Monitoring and Cyclical Review for approval to the Course Council, which takes responsibility for it.

ARTICLE 17 - Board

As stipulated in the University Statute, the Board of the Master's Degree in **Business Administration** is established. It is entrusted with ordinary management tasks identified by the Council of the Master's Degree.

ARTICLE 18 - Other Commissions.

The CCLM may establish temporary or permanent committees, with investigative and/or advisory duties, or with operational duties delegated by the Council. Permanent committees may be delegated specific deliberative functions (relating, for example, to student careers) according to rules and types set forth in the Regulations of the Degree Course. Against the deliberations of the committees, however, it is possible to appeal to the CCLM.

ARTICLE 19 - Amendments to the Regulations.

1. The teaching regulations of the degree course are approved by the Council of the Department, for each relevant department, upon the proposal of the CCLM. For interdepartmental degree courses, in the event of persistent disagreement between the departments involved, approval is referred to the Academic Senate, which acts upon the favorable opinion of the Board of Directors.
2. The teaching regulations of the degree courses are adjusted every year to the public Education Offer. Accordingly, they are linked to the group of students enrolling for the first time in the Master's Degree in Business Administration in the academic year of their enactment.



ARTICLE 20 - Transitional rules

1. Students who at the time of start of the Master's Degree in Business Administration are already enrolled in a pre-existing course are entitled to opt for enrollment in the new course. The CCLM determines the credits to be assigned to the teachings provided by the former educational courses and, where necessary, evaluates in terms of credits the careers of students already enrolled; it establishes the individual study path to be assigned for the completion of the career plan.
2. In case of health emergency, the indications contained in these Regulations may be subject to temporary changes in the parts related to the methods of teaching, teaching materials, and exams. For the update of the provisions in Art. 6 - Types of educational activities, and Art. 7 - Exams and other tests, please refer to the degree course website, that will be updated periodically as the situation evolves.

Annex No. 1

[RAD](#)

Annex No. 2

[Study Plan](#)

- Curriculum: Business Management and International Marketing
- Curriculum: Finance and Accounting