



**REGULATIONS FOR ADMISSION TO THE MASTER'S DEGREE PROGRAMS IN
AMMINISTRAZIONE E CONTROLLO AZIENDALE, BUSINESS ADMINISTRATION
(English-medium program), DIREZIONE D'IMPRESA, MARKETING E STRATEGIA,
FINANZA AZIENDALE E MERCATI FINANZIARI AND PROFESSIONI CONTABILI.
ADMISSION TEST FOR THE ACADEMIC YEAR 2021/2022**

The Master's Degree programs in *Amministrazione e Controllo Aziendale*, *Business Administration* (English-medium program), *Direzione d'Impresa*, *Marketing e Strategia*, *Finanza Aziendale e Mercati Finanziari* and *Professioni Contabili* in the academic year 2021/22 have a capped number of places.

The maximum number of candidates that can enroll in the first year, per Degree course, is specified in the following table:

	Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy	Non-EU candidates residing abroad	Chinese candidates in the Marco Polo project	Total
Master's Degree in <i>Amministrazione e Controllo Aziendale</i>	137	8	5	150
Master's Degree in <i>Business Administration</i>	75	20	5	100
Master's Degree in <i>Direzione d'Impresa, Marketing e Strategia</i>	237	8	5	250
Master's Degree in <i>Finanza Aziendale e Mercati Finanziari</i>	119	1	5	125
Master's Degree in <i>Professioni Contabili</i>	94	1	5	100

Admission to the Master's Degree programs in *Amministrazione e Controllo Aziendale*, *Business Administration* (English-medium program), *Direzione d'Impresa*, *Marketing e Strategia*, *Finanza Aziendale e Mercati Finanziari* and *Professioni Contabili* therefore requires candidates to sit an admission test. Candidates will be granted a placement on the basis of a ranking list drawn up according to the procedures described in the present Regulations.

The curricular requirements are considered as fulfilled for the who graduated or are about to graduate in one of the following three-year degree courses:

- Ex. DM 270/2004: degree classes from L-01 to L-43, class L/DC (*Scienze della Difesa e della Sicurezza*) and class LMG1 (single cycle Law Degree);
- Ex. DM 509/1999: first level classes from 1 to 42, class DS1 (*Scienze della Difesa e della*



Sicurezza).

The curricular requirements of applicants with a qualification belonging to other Degree classes shall be evaluated by the Admission Requirements Commission of the Department.

The curricular requirements of candidates with an international educational qualification shall be evaluated by the Admission Requirements Commission of the Department.

1. Registering for the admission test

The admission test for “Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy” and “Chinese candidates in the Marco Polo project” is the same for all the Master’s Degree programs included in the present Regulations and will be held in Italian, with the exception of the admission test for the Degree program in Business Administration, which will be entirely in English but identical in content. **For “non-EU candidates residing abroad”, see section 6.1.**

For “Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy” and “Chinese candidates in the Marco Polo program”, two independent sessions of the admission test will be held and each of them will result in two separate rankings. Both sessions will be held online to ensure uniformity between them. The candidate can register to both sessions, in the event that he/she has failed to enrol in the first one.

Absence of the applicant on the day, at the place and at the time established for the chosen test will be considered as a renunciation of the test, whatever the reason or impediment that might have caused said absence.

The places allotted to “Non-EU candidates residing abroad” but still vacant upon completion of the test session will be reallocated to “Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy” within the ranking resulting from the second session of the admission test.

First session of the admission test

The first session of the admission test will be held on **20th April 2021 at 14:00 (CET)**. The application to sit the first session of the admission test must be submitted from **1st March 2021 to 29th March 2021** (see the time schedule indicated in the call) on the UNITO portal. Upon submission of the application to sit the first session of the admission test, the applicant must select **only one Degree program**. It is not possible to select multiple options and **the option selected in the application shall not be modified in any way**. Applicants selecting the English-medium Degree program in Business Administration must sit the test in English. For all the other Italian-medium Degree programs, the test will be administered in Italian, with the exception of some thematic questions in English.

The number of available places per Degree program in the first session of the admission test are as follows:

- Master’s Degree in *Amministrazione e Controllo Aziendale*: 101 places (including 5 reserved



for “Chinese candidates in the Marco Polo project”);

- Master’s Degree in *Business Administration*: 58 places (including 5 reserved for “Chinese candidates in the Marco Polo project”);
- Master’s Degree in *Direzione, Marketing e Strategie d’Impresa*: 171 places (including 5 reserved for “Chinese candidates in the Marco Polo project”);
- Master’s Degree in *Finanza Aziendale e Mercati Finanziari*: 88 places (including 5 reserved for “Chinese candidates in the Marco Polo project”);
- Master’s Degree *Professioni Contabili*: 71 places (including 5 reserved for “Chinese candidates in the Marco Polo project”).

The ranking lists for each Degree program resulting from the first test session will be published by 21st May 2021.

The position of the candidate in the ranking list of the Degree program s/he selected will be displayed on the personal page MyUniTO (my.unito.it). The details of admitted applicants for each Degree program will be based on the ranking lists (see section 3. “Creation of the ranking lists” in the present Regulations). When the ranking lists are published, the personal page MyUniTO will therefore contain one of the following indications:

- “Admitted”. The applicant can enroll confirming the online pre-enrollment by and no later than the deadline indicated in the official Call and specified in the MyUniTO personal page;
- “Not admitted”. The applicant is not excluded from the ranking list but must wait for a place to become available (*repechage*). Applicants should check their status on their MyUniTO personal page frequently, to ensure that they see the *repechage* in time;
- “Rejected”. The candidate is excluded as the test score s/he achieved is lower than the minimum threshold established in the official Call.

Admitted applicants as per the first test session ranking list shall **enroll from 20th to 22nd July 2021**, provided that they obtained their undergraduate qualification by **16th July 2021**. **The *repechage* will be from 26th to 27th July 2021**, should any residual places be available in the ranking list of each Degree program. Upon completion of this *repechage*, the first test session ranking list will be cancelled: **any applicants who could not or did not want to enroll in the July 2021 time frame indicated above will have to sit the admission test again in the second session, should they be interested in getting a place in the ranking list again**. For example, if an applicant fails to obtain their undergraduate degree by 16th July, they will have to sit the test again in the second session, should they be interested in getting a place in the ranking list.

Second session of the admission test

The second session of the admission test will be held on **7th September 2021 at 14:00 (CET)**. The application to sit the second session of the admission test must be submitted from **5th July 2021 to 2nd**



August 2021 (see the time schedule indicated in the Call). Upon submission of the application to sit the second session of the admission test, the applicant will have the possibility to select **two Degree programs, specifying a first and a second choice**. In any case, the selected options shall not be modified; **the order of preferences shall be binding** and, after completing and confirming the test registration procedure, it shall not be modified. **Should the applicant select the (English-medium) Business Administration program among the options, whatever the order of preference, they will have to sit the test in English**. Those applicants who do not sit the admission test in English shall not be allowed to enrol in the Business Administration program.

Example:

An applicant expressed the following order of preference:

- 1st choice: Master's Degree in Amministrazione e Controllo Aziendale;
- 2nd choice: Master's Degree in Business Administration;

Since the Master's Degree in Business Administration was selected among the options, the applicant will have to sit the admission test **in English**.

The number of available places per Degree program in the second session of the admission test are as follows:

- Master's Degree in Amministrazione e Controllo Aziendale: 41 places (for "Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy");
- Master's Degree in Business Administration: 22 places (for "Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy");
- Master's Degree in Direzione, Marketing e Strategie d'Impresa: 71 places (for "Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy");
- Master's Degree in Finanza Aziendale e Mercati Finanziari: 36 places (for "Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy");
- Master's Degree in Professioni Contabili: 28 places (for "Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy").

Further places may be added to the number of places indicated above should any place remain vacant upon completion of the first enrolment and *repechage* procedures in **July 2021 concerning the ranking list of the first test session** for "Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy" and "Chinese candidates in the Marco Polo Project".

The ranking list resulting from the second test session will be published by **17th September 2021**. There will be a single ranking list for all the Degree programs. The position of the candidate in the ranking list of the Degree programs s/he selected will be displayed on the personal page MyUniTO (my.unito.it). The details of admitted applicants for each Degree program will be based on the ranking list (see section 3. "Creation of the ranking lists" in the present Regulations) and on the preferences indicated by the applicant. When the ranking lists are published, the personal page MyUniTO will therefore contain one of the following indications:



- “Admitted”. The applicant can enroll confirming the online pre-enrollment by and no later than the deadline indicated in the official Call and specified in the MyUniTO personal page;
- “Not admitted”. The applicant is not excluded from the ranking list but must wait for a place to become available (*repechage*). Applicants should check their status on their MyUniTO personal page frequently, to ensure that they see the *repechage* in time;
- “Annulled”. The candidate is admitted to the program of his/her first choice and therefore the second choice is annulled;
- “Rejected”. The candidate is excluded as the test score s/he achieved is lower than the minimum threshold established in the official Call.

Some examples are given below.

Example 1)

A candidate who expressed the following order of preference:

- 1st choice: Master’s Degree program in Professioni Contabili;
 - 2nd choice: Master’s Degree program in Direzione d’Impresa, Marketing e Strategia;
- and is "Admitted" to the ranking list for the Degree program in Professioni Contabili (1st choice), must necessarily enroll in said Degree program and the 2nd choice will be automatically annulled.*

Example 2)

A candidate who expressed the following order of preference:

- 1st choice: Master’s Degree program in Business Administration;
 - 2nd choice: Master’s Degree program in Professioni Contabili;
- and is “Admitted” to the ranking list for the Degree program of his/her 2nd choice, but not that of his/her 1st choice, will pre-enroll in the Degree program of his/her 2nd choice, but will remain in the ranking list of his/her 1st choice while waiting for a place to become available (*repechage*) and, should this occur, s/he may switch program within the timeframe specified in the official Call.*

Example 3)

A candidate who expressed the following order of preference:

- 1st choice: Master’s Degree program in Professioni Contabili;
 - 2nd choice: NONE;
- and is “Not admitted” to the Degree program in Professioni Contabili, shall not be admitted to any Master’s Degree program as per the present Regulations, since s/he did not select any second choice. S/he will remain in the ranking list and will have to wait for a place to become available (*repechage*) in the Degree program indicated as 1st choice.*

Example 4)

A candidate who expressed the following order of preference:

- 1st choice: Master’s Degree program in Professioni Contabili;
 - 2nd choice: Master’s Degree program in Direzione d’Impresa, Marketing e Strategia;
- and is "Rejected" in both Degree programs will be excluded as the score s/he achieved is lower than the minimum established threshold as per the official Call.*

Example 5)

A candidate who expressed the following order of preference:

- 1st choice: Master’s Degree program in Professioni Contabili;



- *2nd choice: Master's Degree program in Finanza Aziendale e Mercati Finanziari; and is "Not admitted" to both Degree programs will have to wait for a place to become available (repechage). S/he will remain in the ranking list of both programs. Should a place become available in the Degree program in Professioni Contabili (first choice), s/he will have to enroll in that Degree program and the second choice will be automatically annulled.*

Example 6)

A candidate who expressed the following order of preference:

- *1st choice: Master's Degree program in Professioni Contabili;*
- *2nd choice: Master's Degree program in Finanza Aziendale e Mercati Finanziari; and is "Not admitted" to both Degree programs will have to wait for a place to become available (repechage). S/he will remain in the ranking list of both programs. Should a place become available in the Degree program in Finanza Aziendale e Mercati Finanziari (second choice), s/he will pre-enroll in the Degree program indicated as second choice, but will remain in the ranking list of their first choice while waiting for a place to become available (repechage). Should this occur, s/he may switch program within the timeframe specified in the official Call.*

Admitted applicants as per the ranking list of the second test session shall enroll according to the following time schedule.

First timeframe for enrollment: 19/10 – 21/10/2021

First *repechage*: 25/10 – 26/10/2021

Expression of interest in continuing with the *repechage* procedure: 28/10 – 29/10/2021

Second *repechage*: 3/11-4/11/2021

Third *repechage*: 8/11 – 9/11/2021

Fourth *repechage*: 11/11 – 12/11/2021

Fifth *repechage*: 16/11 – 17/11/2021

Those applicants who do not express their interest in continuing with the *repechage* procedure during the relevant timeframe (28-29th October 2021) will be cancelled from the ranking list and shall not be reinserted without exceptions.

2. Language

The admission test for the Italian-medium Degree programs is in Italian, with the exception of some thematic questions in English. The admission test for the English-medium Degree program in Business Administration is entirely in English.

The applicant shall sit the entrance test in English if the preferences expressed include the English-medium Degree program in Business Administration. Candidates who did not take the admission test in English shall not enroll in the English-medium Degree program in Business Administration. Sitting and passing the admission test in English is considered proof of a language proficiency level equal to or higher than level B2 (Common European Framework of Reference for Languages) which is

considered necessary in order to attend this Master's Degree program.

3. Creation of the ranking list

The information below is relevant to the following categories of applicants: “Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy” and “Chinese candidates in the Marco Polo Project”. For the category “non-EU candidates residing abroad”, see section 6.1.

The results of the first session of the admission test will determine separate ranking lists for each of the five Degree programs included in the present Regulations for “Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy” and “Chinese candidates in the Marco Polo Project”.

The results of the second session of the admission test will determine two separate ranking lists for the two administrative categories:

- “Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy”;
- “Chinese candidates in the Marco Polo Project”.

For the purposes of the creation of each ranking list, the overall evaluation, expressed in marks out of one hundred, will be determined on the basis of the score obtained in the admission test between 0 and 100.

The test can also be taken by candidates who have not yet obtained their undergraduate degree. However, the **timeframe for enrollment in July 2021**, concerning the ranking list of the first session of the admission test, will be open only to candidates who obtain undergraduate degree by **16th July 2021**. Therefore, those applicants included in the ranking list of the first session of the admission test who do not obtain their undergraduate degree by 16th July 2021 shall not enroll in July 2021. Should they still be interested, they will have to take the admission test again in the second session and register for the second Call.

The timeframe for enrollment in October 2021, concerning the ranking list of the second session of the admission test, will be open only to candidates who obtain their undergraduate degree by **15th October 2021**. **Those applicants included in the ranking list of the second session of the admission test who do not obtain their undergraduate degree by 15th October 2021 shall not enroll.**

The score obtained in the admission test will be normalized by attributing the value 100/100 to the highest result (MAX) and 0/100 to the lowest result (MIN). The normalized scores deriving from the intermediate scores (X) achieved in the test will be calculated according to the formula $100 * (X - MIN) / (MAX - MIN)$.

In order to fulfil the basic requirement of adequate personal preparation, the score obtained in the test must be equal to or higher than 15/100. In particular, **those applicants who may achieve a test score**



lower than 15/100 shall not enroll, regardless of the availability of places in the ranking list.

The ranking list will be determined taking account of the final score obtained (results of the entrance test) and the candidate's preference for a Degree program expressed at the time of registration for the admission test (only for the second session of the test).

In the event of further parity, priority will be given to the younger applicant.

4. Exemptions

There are no exemptions.

5. Transfers and switchovers from other Degree programs

It is possible to transfer or switch to a Master's Degree program with a capped number of places at the School of Management and Economics:

- From another Master's Degree program at the School of Management and Economics (internal switchover);
- From another Master's Degree program at the University of Turin, but not at the School of Management and Economics (switchover);
- From another university (transfer).

For the **internal switchover** of a student enrolled in a study program at the School of Management and Economics in Turin, two cases must be distinguished:

- Switchover from a Master's Degree Program LM-77 (*Amministrazione e Controllo Aziendale, Business Administration* (English-medium program), *Direzione d'Impresa Marketing e Strategia, Finanza Aziendale e Mercati Finanziari* and *Professioni Contabili*) to another Master's Degree Program LM-77: the student **is required to register to the admission test, but he/she is not required to make the admission test**. S/he shall submit a switchover application directly to the student secretarial offices starting from the date that will be indicated subsequently on the basis of the deadlines established by the University. The student will be admitted to the 2nd year of the 2020/2021 cohort.
- Switchover from a Master's Degree Program LM-56 (*Economia e Management*, Economics) or LM-83 (*Quantitative Finance and Insurance*) to a Master's Degree Program LM-77: the student **is required to apply for and sit the admission test, and obtain an appropriate position in the ranking list**. The student can be included in the 2nd year of the 2020/2021 cohort of the chosen Master's Degree program only if s/he achieved at least 30 university credits in the mandatory subjects of the first year of the Master's Degree program for which s/he wishes to enroll, otherwise s/he will be enrolled in the first year of the 20/21 cohort.

For a **transfer** (from another university) or **switchover** (from another Master's Degree program at the

University of Turin, but not at the School of Management and Economics) to a Master's Degree program with a capped number of places at the School of Management and Economics for the academic year 2021/2022 it is necessary to:

- Register for and sit the test, and obtain an appropriate position in the ranking list;
- Enroll in the first year of the chosen Master's Degree program.

After enrolment in the first year of the Master's Degree program, the student can request:

- Recognition of any university credits obtained during the previous Master's Degree program;
- Admission to the second year of the chosen Master's Degree program. This request will be met only if the student obtained at least 30 university credits in the mandatory subjects of the first year of the Master's Degree program for which s/he wishes to enroll, otherwise s/he will be enrolled in the first year of the 20/21 cohort.

The student's previous university career is evaluated by the Degree program Teaching Committee.

6. Non-EU candidates residing abroad with an international degree

Candidates will enroll on the basis of the respective ranking lists as described below.

6.1 Non-EU candidates residing abroad

A total of 38 places (8 for the Degree program in *Amministrazione e Controllo Aziendale*, 20 for the Degree program in *Business Administration*, 8 for the Degree program in *Direzione d'Impresa, Marketing e Strategia*, 1 for the Degree program in *Finanza Aziendale e Mercati Finanziari* and 1 for the Degree program in *Professioni Contabili*) are reserved for "non-EU candidates residing abroad".

These candidates can apply for either:

- 1) **The English-medium Degree program**, i.e. *Business Administration*; or
- 2) **One of the Italian-medium Degree programs** (*Amministrazione e Controllo Aziendale, Direzione d'Impresa Marketing e Strategia, Finanza Aziendale e Mercati Finanziari, Professioni Contabili*).

1) Candidates interested in the Business Administration (English-medium) Degree program can submit their application following one of the two options below (EITHER Option A OR Option B):

- a) **OPTION A: present a Graduate Management Admission Test (GMAT) certificate, with minimum score equal to 300** (GMAT scores are valid for 5 years from the date of issue of the certificate). The GMAT certificate is also valid to prove at least a B2 proficiency level of the English language, therefore **no additional English language certificate** needs to be owned by these candidates. The GMAT certificate and scores shall be verified by the International



candidates Office. **The applicants presenting a GMAT certificate with minimum score equal to 300 shall not sit any test.** The procedure below must be followed to submit the application as per option A:

- Fill out the dedicated online application form [Apply@Unito](#) reserved for candidates with international academic qualifications;
 - Attach the GMAT certificate and score to the [Apply@Unito](#) application;
 - **Sign up to participate in the Call dedicated to applicants with a GMAT certificate.** This Call will be available from **18th May to 25th May 2021**, selecting the Degree program in Business Administration (see the time schedule specified in the official Call);
 - The ranking list of this Call will be determined on the basis of **the GMAT** scores. It will be published and made available on the personal page MyUniTO (my.unito.it) **by 16th June 2021**.
- b) **OPTION B: take an admission test, entirely in English (as per section 8), and obtain a score at least equal to or higher than 15/100.** In this case, **nor the GMAT certificate nor any English language certificate are required.** In fact, sitting and passing the admission test in English is considered proof of a language proficiency level equal to or higher than level B2 (Common European Framework of Reference for Languages) which is considered necessary in order to attend this Master's Degree program. Applicants interested in taking the admission test must follow the instructions below:
- Fill out the dedicated online application form [Apply@Unito](#) reserved for candidates with international academic qualifications;
 - Sign up to participate in the Call dedicated to the applicants who must take the admission test as they do not have a GMAT certificate. This Call will be available from **18th May to 25th May 2021**, selecting the Degree program in Business Administration (see the time schedule specified in the official Call);
 - Take the admission test, which will be held online on **8th June 2021** at 14.00 (CET);
 - The ranking list of this Call will be determined on the basis of the admission test scores. It will be published and made available on the personal page MyUniTO (my.unito.it) **by 16th June 2021**.

The places allotted to the Degree program in Business Administration and made available through the Call specified in Option A above (applicants with GMAT certificate) and through the Call specified in Option B above (applicants taking the admission test) are equally distributed. Any vacant places in one Call may be reallocated to the other Call and vice versa.



- 2) **Candidates interested in an Italian-medium Degree program (*Amministrazione e Controllo Aziendale, Direzione d'Impresa Marketing e Strategia, Finanza Aziendale e Mercati Finanziari, Professioni Contabili*) must take an admission test in Italian (as per section 8) and obtain a score at least equal to or higher than 15/100. In this case, nor the GMAT certificate nor any Italian language certificate are required.** In fact, the admission test in Italian is a language proficiency assessment tool in itself. Applicants must follow the instructions below:
- Fill out the dedicated online application form [Apply@Unito](#) reserved for candidates with international academic qualifications;
 - Sign up to participate in the Call dedicated to the applicants who must take the admission test. This Call will be available from **18th May to 25th May 2021**, selecting only one option among the Italian-medium Degree programs (see the time schedule specified in the official Call);
 - Take the **admission test in Italian**, which will be held online on **8th June 2021** at 14.00 (CET);
 - The ranking list of this Call will be determined on the basis of the admission test scores. It will be published and made available on the personal page MyUniTO ([my.unito.it](#)) **by 16th June 2021**.

For all the candidates as per section 6.1, i.e. the candidates interested in enrolling in the English-medium Degree program (*Business Administration*) and the candidates interested in enrolling in one of the Italian-medium Degree programs (*Amministrazione e Controllo Aziendale, Direzione d'Impresa Marketing e Strategia, Finanza Aziendale e Mercati Finanziari, Professioni Contabili*), when the ranking lists are published, the position of the candidate in the ranking list of the Degree programs s/he selected will be displayed on the personal page MyUniTO ([my.unito.it](#)). The details of admitted applicants for each Degree program will be based on the ranking list. When the ranking lists are published, the personal page MyUniTO will therefore contain one of the following indications:

- “Admitted”. The applicant can enroll confirming the online pre-enrollment by and no later than the deadline indicated in the official Call and specified in the MyUniTO personal page;
- “Not admitted”. The applicant is not excluded from the ranking list but must wait for a place to become available (*repechage*). Applicants should check their status on their MyUniTO personal page frequently, to ensure that they see the *repechage* in time;
- “Rejected”. The candidate is excluded as the score s/he achieved is lower than the minimum threshold of 15/100 established in the official Call.

Admitted applicants as per the ranking list shall enroll according to the following time schedule.

First timeframe for enrollment: 6/9/2021 – 8/9/2021

First *repechage*: 10/9/2021 – 14/9/2021

Second *repechage*: 16/9/2021 – 17/9/2021

Third *repechage*: 21/9/2021 – 22/9/2021



The places not filled by “non-EU candidates residing abroad” shall be allocated to “Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy” with an appropriate position in the second ranking list once the reallocation procedures are over for “non-EU candidates residing abroad” within the “Procedures for Entry, Residency and Enrolment at Higher Education Institutions for students Requiring Visas for Higher Education Courses in Italy”, which will be published online by the Ministry on a [dedicated website](#).

For further information on the procedure for applicants with an academic qualification obtained abroad, please contact:

Sportello Studenti Internazionali
E-mail: internationalstudents@unito.it

6.2 Chinese candidates in the Marco Polo Project

A total of 25 places (5 for the Degree program in *Amministrazione e Controllo Aziendale*, 5 for the Degree program in *Business Administration*, 5 for the Degree program in *Direzione d’Impresa, Marketing e Strategia*, 5 for the Degree program in *Finanza Aziendale e Mercati Finanziari* and 5 for the Degree program in *Professioni Contabili*) are reserved for Chinese candidates in the Marco Polo Project.

These candidates must sit the **admission test** (as per section 1). They can choose whether to take the test **in the first session or in the second session**.

These candidates shall:

- Fill out the dedicated online application form [Apply@Unito](#) reserved for candidates with international academic qualifications;
- Sign up to participate in the Call that will be open from 1st March 2021 to 29th March 2021 at 13:00 (CET) (first session) or from the 5th July 2021 to the 2nd August 2021 at 13:00 (CET) (second session) (see the time schedule specified in the official Call);
- Take the admission test in the first or in the second session, following the procedures and the time schedule indicated in section 1 of the present Regulations. The test will be in Italian if the selected Degree program is *Amministrazione e Controllo Aziendale*, *Direzione d’Impresa Marketing e Strategia*, *Finanza Aziendale e Mercati Finanziari* and *Professioni Contabili*, or in English if the selected Degree program is *Business Administration*;
- Please note that after submitting the online application on [Apply@Unito](#), a positive feedback concerning enrollment must be obtained. Conversely, the applicant shall not be allowed to enroll even if s/he passed the admission test.

For any other general aspect concerning the official Call, refer to the previous sections in the present Regulations (e.g. the publication of results, the creation of ranking lists, enrollment, *repechage*).



To confirm their enrollment, successful Chinese applicants in the Marco Polo Project who have indicated a preference for one or more Degree programs taught in Italian must provide evidence that they possess an Italian language proficiency certificate at least equal to level B1 (Common European Framework of Reference of the Council of Europe) or higher.

The places not filled by “Chinese candidates in the Marco Polo Project” shall be allocated to “Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy” with an appropriate position in the second ranking list once the reallocation procedures are over for “Chinese candidates in the Marco Polo Project” within the “Procedures for Entry, Residency and Enrolment at Higher Education Institutions for students Requiring Visas for Higher Education Courses in Italy”, which will be published online by the Ministry on a [dedicated website](#).

For further information on the procedure for applicants with an academic qualification obtained abroad, please contact:

Sportello Studenti Internazionali
E-mail: internationalstudents@unito.it

6.3 EU candidates and equivalents, and non-EU candidates legally residing in Italy with an international Degree.

These candidates shall:

- Fill out the dedicated online application form [Apply@Unito](#) reserved for candidates with international academic qualifications;
- Sign up to participate in the Call that will be open from 1st March 2021 to 29th March 2021 at 13:00 (CET) (first session) or from the 5th July 2021 to the 2nd August 2021 at 13:00 (CET) (second session) (see the time schedule specified in the official Call)
- Take the admission test in the first or in the second session, following the procedures and the time schedule indicated in section 1 of the present Regulations. The test will be in Italian if the selected Degree program is *Amministrazione e Controllo Aziendale, Direzione d’Impresa Marketing e Strategia, Finanza Aziendale e Mercati Finanziari* and *Professioni Contabili*, or in English if the selected Degree program is *Business Administration*;
- Please note that after submitting the online application on [Apply@Unito](#), a positive feedback concerning enrollment must be obtained. Conversely, the applicant shall not be allowed to enroll even if s/he passed the admission test.

There are no reserved places; therefore these candidates will be entered in the relevant ranking list as illustrated above.

For any other general aspect concerning the official Call, refer to the previous sections in the present Regulations (e.g. the publication of results, the creation of ranking lists, enrollment, *repechage*).



In the first test session, the admission test can also be taken by candidates who have not yet obtained their undergraduate degree. However, the **timeframe for enrollment in July 2021**, concerning the ranking list of the first session of the admission test, will be open only to candidates who obtain their undergraduate degree by **16th July 2021**. Therefore, those applicants included in the ranking list of the first session of the admission test who do not obtain their undergraduate degree by 16th July 2021 shall not enroll in July 2021. Should they still be interested, they will have to take the admission test again in the second session and register for the second Call.

In the second test session, the admission test can also be taken by candidates who have not yet obtained their undergraduate degree. However, the **timeframe for enrollment in October 2021**, concerning the ranking list of the second session of the admission test, will be open only to candidates who obtain their undergraduate degree by **15th October 2021**.

7. Applicants with disabilities or specific learning difficulties (SLD, DSA in Italian)

To ensure that the test is correctly carried out on a level playing field:

- Applicants with a disability certificate pursuant to Law 104/92 (Framework law for the assistance, social integration and rights of the disabled) and subsequent amendments and additions, with disability percentage of 50% or above must indicate, when submitting their application online on the University website (www.unito.it), the need for any special aids during the admission test and/or additional time (+50%) required.

NB: these applicants must upload the medical documentation certifying their invalidity/disability (not with *omissis*) as a single pdf file.

Holders of EES (*Esigenze Educative Speciali*, i.e. Special Educational Needs) or BES (*Bisogni Educativi Speciali*, i.e. Special Learning Needs) certificates are not entitled to request extra support, as these certificates are not recognized by current regulations concerning university education;

- Applicants with specific learning difficulties (SLD, DSA in Italian) pursuant to Law 170/2010 must specify their needs upon submission of their online application on the University website (www.unito.it). Support measures may include:
 - Additional time (30% more) to complete the test;
 - Non-scientific calculator;
 - The figure of a Reader who reads the test questions to the candidate;
 - A video magnifier (alternatively, a Reader may be permitted).

Any other tool is not permitted, for example: dictionaries, books of formulas, periodic table of elements, conceptual maps, personal computers, PDAs, smartphones.

NB: Interested applicants **must** upload their SLD certificate as a single file in pdf format when submitting their application.



The certification of specific learning difficulties pursuant to Law 170/2010 (reference ICD code F81.0-.1-.2-.3-.8 (dysorthography) and/or name of the disorder), as indicated by the MIUR [Ministry of Education, University and Research] in the Guidelines attached to Ministerial Decree 5669/2011, must be issued by the National Health Service or, if provided for by the Regional Authorities, by specialists or accredited facilities; it will be the responsibility of the applicant to submit appropriate written documentation proving accreditation of the above-mentioned specialists or accredited facilities, if not explicitly indicated in the certificate. The diagnoses carried out by (non-accredited) specialists or private services must be validated by the National Health Service in order to be accepted.

The date of issue must not exceed 3 years at the time of the pre-enrollment.

Any certification issued after the age of 18 is valid regardless of the date of issue.

Holders of EES (*Esigenze Educative Speciali*, i.e. Special Educational Needs) or BES (*Bisogni Educativi Speciali*, i.e. Special Learning Needs) certificates that do not indicate the presence of specific learning difficulties are not entitled to request extra support, as these certificates are not recognized by current regulations concerning university education.

NB: Applicants with an invalidity certificate, with certification pursuant to Law 104/1992 or with a diagnosis of specific learning difficulties (SLD, DSA in Italian) pursuant to Law 170/2010, shall be admitted to take the admission test with the medical certification they may hold, despite not being updated (ref. to ministerial notice no. 9838 of 15/04/2020) due to the limited activity of the National Health Service for the COVID-19 emergency. The University reserves the right to request subsequently an integration of the required documentation.

The University services in charge of evaluating such certificates verify that the submitted documentation certifies a condition of disability or SLD which entitles the applicant to benefit from the support measures requested.

Applicants with disabilities or specific learning difficulties residing in countries other than Italy must submit their certification issued in their country of residence with a diagnosis recognized in accordance with the relevant Italian norms. Should the certification be written in a language other than Italian, a sworn translation into Italian or English must be submitted

8. Syllabus and structure of the admission test

The **Syllabuses** for the Italian and English versions of the test, attached to these Regulations, are designed to inform applicants about the main topics that are considered to be part of the basic knowledge necessary for the studies they will undertake.

In particular, the **Syllabuses** include some fundamental topics in the following six disciplines:

- Accounting;



- Financial statements;
- Business management and business strategy;
- Marketing;
- Corporate finance;
- Banking and financial institutions.

The Syllabus should be considered as a set of guidelines for one's preparation. However, the questions may also concern topics that are related to those addressed in the chapters of the reading list indicated in the Syllabus or may require applicants to establish logical correlations with and think critically of subjects that are not strictly reported in the Syllabus.

The admission test consists of **50 questions** on specific subjects with multiple choice answers. Only one answer (out of four) is correct in each question.

In the Italian version of the test, a subset of 5 questions are in English.

In the English version of the test, all 50 questions are in English.

The test lasts 60 minutes.

The admission test score will be determined as follows:

- + 1.6 points for a correct answer;
- 0 points for an omitted answer or answer annulled due to irregularities in marking the answers;
- - 0.8 points for an incorrect answer.

9. Publication of results and enrolment

The **results** for “Italian candidates; EU candidates and equivalents; non-EU candidates legally residing in Italy” and for “Chinese candidates in the Marco Polo Project” will be published **by 21st May 2021 (for the first test session) and by 17th September 2021 (for the second test session). Enrollments will be open from 20th July to 27th July 2021 (first session) and from 19th October to 17th November 2021 (second session).**

The **results** for “non-EU candidates residing abroad” will be published **by 16th June 2021.**

10. Instructions and virtual room allocation for the two sessions of the admission test

To take the admission test, applicants must connect to the **virtual room** with:

- a valid identity document with photo (possibly the same document that was used when registering for the test);
- a printout of the document showing their pre-enrolment number;



- the payment receipt for the MAV slip of the admission test.

The test will start strictly at 14:00 (CET) in the two sessions. Any other operational instruction will be provided to registered applicants in due time through the website of the School of Management and Economics (www.sme.unito.it). The absence of the candidate on the day, in the room and at the time established for the test will be considered as a renunciation of the test, whatever the reason or impediment that might have caused said absence.

During the test, applicants are not allowed to have any of the following items with them on their desk: bags or backpacks, books or notes, calculators, mobile phones, PDAs, any type of electronic device and anything else that will be communicated before the start of the test. Candidates found to be in possession of the material listed above will be excluded from the test.

Applicants need to have a stable internet connection and a personal computer or laptop to take the online test. Registered applicants will be informed of any other operational instruction in due time through the website of the School of Management and Economics (www.sme.unito.it).

Applicants who may not have the equipment indicated above can take the admission test in the premises of the School of Management and Economics or, should this be necessary for logistic-organizational reasons, in a different venue in Turin other than the School of Management and Economics. Those applicants who may be interested in this option must express this need by the deadline specified in the relevant notice that will be posted on the website of the School of Management and Economics (www.sme.unito.it).

11. Data protection

1. Pursuant to arts. 13 and 14 of the GDPR – EU reg. 27th April 2016, no. 2016/679, the personal data provided by each student will be collected at the University of Turin – Educational Services (“*Direzione Didattica e Servizi agli Studenti*” Administrative Division), for the purposes of managing the Call and subsequent creation of the ranking lists and will be processed in hard copy and/or via an automated database.
2. The provision of said data is mandatory for the purposes of verifying the requirements for taking part in the Call and managing it.
3. The provision of data necessary for implementing the law concerning the assistance of persons with disabilities (law of 5th February 1992, no. 104,) and the law concerning special learning difficulties (law of 8th October 2010, no. 170) is optional and is designed solely to ensure the adoption of adequate measures to guarantee equal conditions in sitting of the test. Said data will be processed in hard copy and/or via an automated database.
4. Should the test organizers need to avail themselves of external parties for the relevant activities, the data and the necessary information will be sent to and processed by said parties in compliance with the law on the protection of personal data.
5. With regard to filing and storage times, it is specified that the master file of applicants who submitted

applications to take part in the Calls can also be kept by the University of Turin for historical interest. The data concerning ranking lists or minutes are kept indefinitely.

6. Should the data subjects believe that their data have been processed unlawfully, they are entitled to apply to the Control Authority to lodge a complaint.
7. The data subjects can exercise their rights, pursuant to arts. 11, 12, 15, 17, 18, 20 of the GDPR.
8. The Data Controller is the University of Turin, with head office in Via Verdi 8 10124 Turin, Italy. Contacts: Switchboard +39 011 6706111, certified email: ateneo@pec.unito.it.
9. The Legal Representative is the acting Rector of the University of Turin.
10. The Data Protection Officer– DPO (*Responsabile della protezione dei dati personali – RPD* in Italian) can be contacted at the following email address: rpd@unito.it.
11. The Regulations above are without prejudice to any modifications possibly required by the competent Authorities.
12. In the event of any ambiguity or inconsistency in the English translation of the present Regulations, the Italian text will prevail.