GUIDES TO THE UNIVERSITY BOCCONI

2023-2024 A.Y.
BACHELOR OF SCIENCE PROGRAMS (3-Y)

0.

HONOR CODE

Università Bocconi considers ethics, responsibility of behaviors and actions as fundamental aspects for the learning path and working life. For this purpose a **Code of Conduct for Faculty and Students** at Università Bocconi has been created with the aim of spreading and strengthening values of honesty and fairness which are essential in learning, research and professional activities for the whole Bocconi Community.

The Honor Code emphasizes, systematizes and makes transparent rules of conduct and sanctioning procedures that are largely already laid out in national university regulations and by Università Bocconi. From this point of view, following the code must be seen as an act of transparency to underline the importance given by the community of reference to some basic principles of fairness and honesty and to favour their knowledge and sharing.

The Honor Code, in line with the purposes just described, has been created and applied in cooperation of all University members.

The rules of reference **include more detailed documents and teaching regulations** (exams, final papers and so on) that are published in Honor Code of the Bocconi Community on the website at http://www.unibocconi.eu/honorcode and available on the yoU@B Student Diary > honor Code.

Students are asked to carefully read it through a pop-up message on the yoU@B Diary and to formalize the principles included in it.

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0.1.

Diversity, equity and inclusion

Bocconi University is committed to building an environment that values diversity, inclusion and equal opportunity.

Being part of the Bocconi community therefore means sharing its values and maintaining conduct inspired by the principles of independence, ethics, transparency, freedom of expression, equity, solidarity, promotion of diversity, a focus on merit and development of individual skills, professionalism and standards, and social responsibility.

The University's effort is aimed at guaranteeing its students a safe learning environment, free from any form of discrimination based on race, religion, gender, geography, age, disability or sexual orientation, in which there is room for a diversity of approaches and where discussions are always conducted in a respectful manner.

For more information, see the 'Diversity, Equity and Inclusion' section of the Bocconi website.

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0.2.

Public cloud policy

Bocconi University will not accept any responsibility or liability for personal data, which

students have chosen to provide to any externally hosted cloud service platform (e.g. Google Drive, Dropbox, Microsoft OneDrive, despite those services might be actioned using Bocconi credentials).

Students are always advised to carefully check Terms and Conditions of use, Privacy Policy, for information about how their data will be used, backed up, retained, deleted, and with whom they may be shared.

As alternative to external providers, Bocconi offers limited space for personal data on a cloud-based platform (so-called Cloud Bocconi, cloud.unibocconi.it).

Each student anyway is personally responsible for data and contents uploaded or stored, regardless they are placed on an external cloud provider or onto the Bocconi cloud.

Therefore, Bocconi University will not respond in order any of these situations.

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1.

STUDENT RESOURCES

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1.1.

Useful tools for students

To manage their academic careers, each student can use the following tools:

- personal credentials to access University services;
- yoU@B student Diary;
- Punto Blu;
- Email account;
- Microsoft365 applications;
- Personalized ID card with photo.

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1.2.

Bocconi personal credentials

All students are equipped with credentials allowing them to access the network and the University IT services.

The credentials are:

- **UserID:** as a general rule, this is the student ID number assigned to the first

academic career at Bocconi;
- **Passphrase:** this is the password initially used for the initial enrollment procedure online.

Using the credentials allows access to:

- yoU@B Student Diary (youatb.unibocconi.it);
- Bocconi email account (outlook.unibocconi.it);
- Microsoft365 applications (office.unibocconi.it);
- Wi-Fi Network (bocconi-studenti);
- e-learning (blackboard.unibocconi.it);
- Library.

Bocconi users are strongly urged to:

- keep their credentials secret. They are strictly personal, show them to no one;
- change the Bocconi passphrase on a regular basis for security reasons;
- choose a sufficiently complex passphrase that is difficult to guess;
- not use another Bocconi user's credentials.

Changing the passphrase

The passphrase can be changed through:

- yoU@B student Diary (youatb.unibocconi.it);
- Self Service Password Reset (sspr.unibocconi.it).

Students are encouraged to enter their alternate contact information (phone number, personal email address) in SSPR, which can subsequently be used to activate the recovery procedure in case of a forgotten passphrase.

Passphrase recovery

The passphrase for accessing the online services can be retrieved by using the Self Service Passphrase Reset function available in the yoU@B Diary login screen. For this purpose, students are asked to enter the original password or to answer to the secret questions chosen when accessing the Diary for the first time and/or subsequently modified. An ID code can also be sent to the student's email address or mobile phone number (in this case, only if contact information has already been entered).

In case of compromised access credentials

Compromise of login credentials is the most common vector for cybersecurity attacks. This intrusion occurs mostly through techniques called phishing which consist in sending the user messages that appear to be authentic mails from an institutional site or from an acquaintance. Instead, they induce the user to click on links that lead to sites purpose-built

for stealing passwords.

Once the credentials have been stolen, the student's email address and identity could be used to conduct illegal activities that could cause damage to the University or to third parties.

Students must be aware of these risks and other social engineering techniques aimed at identity theft and, in case of suspicion, they should contact the Bocconi Security Operation Center without delay at soc@unibocconi.it for verification. of the incident.

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1.3.

yoU@B Student Diary

The yoU@B student Diary is a reserved area online available to all Bocconi students. Through yoU@B, students can receive information from the University, use online services dedicated to teaching, administer some activities in their academic careers, check dates, times and rooms for both exams and graduation sessions, check class timetables and so on.

The yoU@B student Diary is available in both English and Italian. Students can change the language of the yoU@B content at any time.

Students can consult the student Diary in two ways:

- Desktop version (which is the full and complete version of the yoU@B);
- Mobile app yoU@B Pro (which includes only some of the main functions).

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1.3.1.

yoU@B Student Diary: Desktop Version

The desktop version is the full and complete version of the yoU@B student Diary and it should therefore be consulted frequently.

The yoU@B includes:

- a homepage displaying the widgets with communication from the various University services;
- a list of menus including, under each item, all functions available to students for administering one's academic career.

In addition to the widgets of the various University services, the homepage includes:

- **Notices**: for messages from the Academic Services and other University services;
- **To do list**: in addition to all main notifications referring to some student requirements, this includes also the Teaching widget, where up-to-date information regarding lectures is published;
- '**Your student ID Card**': widget through which the card can be deactivated/reactivated for services on campus in case of card loss, a replacement can be requested or a temporary QR Code pass can be printed;
- **Exams**: includes the list of exam registrations completed by the student and a section with the exam breakdown of students in classrooms for the exam date;
- **Sign-up for various activities**: to sign up for extracurricular activities; this function can be viewed only if activities have been scheduled for the student;
- **Blackboard**: to access to the University e-learning platform.

Menu items include:

- **B in Touch** (>Home): a tool which must be used to contact some University services. It includes FAQs (Frequently Asked Questions) organized by topic and subject. Through the procedure, students can forward their request to the appropriate office depending on the selected topic;
- **Punto Blu**: function that students can use to complete some of the most important administrative activities;
- **Teaching**: including the main procedures supporting teaching (e.g. B-clicker, Blackboard, Teaching box, Attendance register);
- **Registration exam session** (>exam sessions): to register for exams;
- **Class timetable**: to check the class timetable, by date or by code;
- **Check Faculty office hours** (>Faculty Office hours);
- **Certificates**: to access the cert@B procedure to submit a certification request, or to access the 'self-declarations' printing function;
- **Events**: the home page of this menu item includes widgets dedicated to all scheduled Bocconi events organized by the University and by students, sporting and cultural associations;
- **Utilities**: one of the functions available here is the 'Update your profile' section, which allows students to update their personal profile and change their password.

In addition, during the year and/or for special categories of students, specific functions, procedures and information may be available, such as:

- registration for modules for courses in which they are required;
- recognition procedure for exams taken abroad;
- ECDL exam enrollment and/or registration of ECDL;
- signing up for supplementary activities;
- useful information for assignment of the final paper (students enrolled in the last year of their cycle).

How to access yoU@B

The yoU@B student Diary can be accessed from the homepage of the Bocconi website at www.unibocconi.eu/ or https://youatb.unibocconi.it. Users must log in and enter their access credentials.

It is important to note that yoU@B, along with the Bocconi email account and B in Touch, is the University's main communication tool used for student communication. Therefore, students are kindly asked to frequently check the messages received.

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1.3.2.

yoU@B Pro: Mobile App

The yoU@B student Diary is also available in a mobile version, offering students quick and easy access to the most important content that is also available in the desktop version.

Because some content and functions may not be available in the mobile version, **the desktop version of the yoU@B student Diary should be accessed frequently.**

Students can download the yoU@B Pro application, available free of charge for iOS and Android devices.

After downloading the app on their device, students can log in and access some of the most important functions also available in the desktop version of the yoU@B student Diary, including:

- CALENDAR: to view personalized class schedule, exam timetables and teaching

deadlines; through this function you can register your attendance in class (Attendance) via the Check-in function and register and/or unsubscribe to exam appeals;

- MESSAGES: to read messages sent by the different University services;
- MY EXAMS: to view the room allocated for the exams and to view exam grades;
- B IN TOUCH: to check the FAQs on different topics and request information from the various University services;
- YOUR BOCCONI ID CARD: to deactivate/reactivate the card and generate a temporary QR Code pass;
- STUDY SEATS: to book study seats located in Campus buildings.

Other features include:

- EMAIL;
- Attendance register;
- Bocconi Sport

By enabling push notifications on the yoU@B Pro app, you can stay informed regarding **deadlines for exam registration**, get real time information when communications are available from various University services, etc.

The yoU@B Pro app is available in both Italian and English languages. To change the language in use, you need to:

- log in to the app;
- enter the 'MyB' section;
- click on 'Update profile';
- select the desired language from the drop-down menu on the right.

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1.4.

Punto Blu

The Punto Blu function, which can be accessed from the yoU@B Diary, allows students to carry out some administrative activities regarding their student academic career.
There are Punto Blu terminals on campus which allow access to the Bocconi website and the

yoU@B Diary. Some Punto Blu functions are only available from the Punto Blu points located at the university, e.g. printing the unofficial academic transcript which is the document that contains student's personal details and all the course listed in the program structure. The transcript is subsequently updated with the dates and marks of exams passed and includes the single grades of courses subdivided in modules (if included in the program structure) valid exclusively at the University for rankings such as ISU scholarships, Exchange programs etc.
Students can access Punto Blu only after they have completed the complete initial enrollment procedure.

Punto Blu functions are available both in English and in Italian and can be viewed by students in accordance with the language version set in the yoU@B student Diary.

To access Punto Blu functions, students must:

- access the yoU@B Student Diary;
- click on 'Punto Blu' from the Diary homepage.

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1.5.

Email

All currently enrolled students are given a Bocconi email account. Students can use this account free of charge.
First-year students are automatically assigned an email address upon enrollment.

The email can be accessed either at outlook.unibocconi.it or from the yoU@B student Diary by entering the access credentials.

The Bocconi students email address is composed of: the student ID number + @studbocconi.it.
Students are also automatically assigned an alias address on the basis of possible combinations of first name and surname, to help them use their Bocconi email accounts.

For more information
Technology Support for students
email: helpmail@studbocconi.it

The Bocconi email account, along with the yoU@B student Diary and the B in Touch procedure, is the preferred channel to communicate to students; for this reason, students are recommended to check their email account to read messages sent by the University.

Once students have received a Bocconi email account, they must use it along with B in Touch for any communications to the University.

The University does not answer communications sent from private email addresses.

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1.6.

Bocconi ID Card

The **personalized Bocconi photo ID card** is an essential **non-transferable personal document** used:

- as proof of identity in the University;
- to sit exams;
- to access some University Buildings with controlled entry;
- to use IT rooms;
- to use the cafeteria;
- to use the Library and to borrow books;
- to use the MyPrint Service.

In addition, the **student ID card** is also enabled to be used for **banking operations**.

Once the card has been activated for banking operations, contracts and payment services will occur exclusively between the user and Banca Popolare di Sondrio, **without mediation by the University.**

Last change 30/06/2023 12:11

1.6.1.

Your ID Card Widget

On their yoU@B Diary, students can find the **'Your ID Card' widget** allowing them to manage the deactivation/reactivation of the card and request a replacement in case their card is lost/stolen. Specifically, they can:

- **print a QR code daily pass*** only valid to access University buildings;
- temporarily **deactivate** the Bocconi ID card - for security reasons and only with reference to services on campus;
- **reactivate** the Bocconi ID Card - only with reference to services on campus
- **request** a replacement card.

*The QR Code pass will allow access to campus buildings with controlled entry, but it **will not grant rights to other Bocconi services** (e.g. sitting exams, book loans at the Library, etc.).

In addition, issuance of a QR Code will automatically deactivate the forgotten/lost card. To use the forgotten student ID card again, students must enter the yoU@B Diary and click '**Reactivate your ID card**' button.
If the card has been activated as a credit card, it can be **blocked** by following the procedure described in 'Theft and Loss of ID card'.
Because the student ID card is an identification document essential for campus activities, in case of a lost/stolen card, students must request a duplicate in accordance with what is described in 'Theft and Loss of ID card'.

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1.6.2.

Theft and loss of ID card

If the personalized photo ID card has been **lost, stolen, damaged** or if the magnetic strip no longer works, you should immediately:

1. deactivate it using the "Your ID Card" widget. This will ensure that your card is not used improperly by third parties (e.g. to illegitimately take out book loans from the Library);
2. in addition, if the card **has been activated for banking operations**, you should immediately contact Banca Popolare di Sondrio to block the card at the phone number: 800.822.056 (+39 02 60843768 for international calls).

To issue a new Bocconi ID card:

- if the card is lost or stolen, a replacement fee is charged;
- if the magnetic strip no longer works or the card is damaged, a replacement is free of charge only upon submission of the damaged card when collecting the new one.

For details about the procedure for **re-issuing the Bocconi ID card (students), see Requesting ID Card Replacement.**

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1.6.3.

Requesting ID card replacement

Only if the ID Card is lost or stolen can a request for a replacement be made from yoU@B through the "Your ID Card" widget.
In this case, a €26 fee will be charged for the **issue of a new Bocconi ID card**.
If a **previously lost card** is found after the replacement request has been made, **it cannot be reactivated.**

If the card is damaged or the magnetic strip is no longer working, the student should take the damaged card to the B in Touch Point so that it can be checked. In this case, there is no charge for a replacement. If the student does not submit the damaged card, however, the replacement fee will be charged.

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1.7.

Personal computers

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1.7.1.

Student's personal laptop computer

Each student must have a personal laptop computer, with the following minimum characteristics:

- Wi-Fi with at least IEEE 802.11ac standard;
- integrated video camera and microphone;
- Windows 10 or later operating system or macOS 10.12 and later

This computer should be taken to the classroom whenever required by faculty members. Due to the progressive innovations to teaching methods adopted, in fact, the use of computers could constitute an essential condition both to participate in the lectures of some courses and to take exams. For recommended hardware requirements: Current Students > Services > ICT > Wi-Fi Activation > Hardware Requirements.

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1.7.2.

Wi-Fi internet points at the university

Students can access the University Wi-Fi network "bocconi-studenti" by using their Bocconi access credentials. By accessing the Wi-Fi network, students implicitly accept the " Terms and Conditions of Use" available at Current Students > Services > ICT > Wi-Fi Activation >Terms and Conditions of Use.

Last change 30/06/2023 12:13

1.8.

MyPrint mobile print service

Bocconi University offers students a mobile print service, **Ricoh MyPrint**. This is a self-

service system on campus allowing **printing, photocopying and scanning** via any device, including through a mobile application.

For detailed information on how to activate an account and how to use the service, the guide available in the yoU@B Diary **Documents** section should be consulted.

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2.

3-Y DEGREE PROGRAM STRUCTURES

Last change 01/06/2023 08:00

2.1.

Students Enrolled Starting from the 2018-2019 Academic Year

Through the joint agreement of the European Ministers of Education meeting in Bologna, transformed the University reform of 1999 transformed the organization of the Italian university. It changed the structure of both the study plan and the degree programs in the fields of Economics and Management from one long four-year cycle to the so-called 3 plus 2, divided into two cycles (undergraduate and graduate).

The result of a homogeneous course of studies in Europe was the free movement of students within universities during their educational training and subsequently the movement of graduates in the world of work.

The two study cycles are to be considered separate; at the end of each, a final exam is required, as well as the awarding of a diploma and the certification of the title obtained.

Once the 3-year cycle has been completed the student can decide whether to enter the world of work or continue his/her university studies by enrolling in a graduate program (Master of Science or a Specialized Master).

Since the start of the Bocconi University graduate programs, the selection process has been distinct from that of the undergraduate one; therefore, admission to an undergraduate degree program does not imply the automatic admission to a Master of Science program.

The selection criteria for graduate programs are defined by the administration during the annual plan of activities and are published on the website and in the Bocconi information pack before the candidates' assessment procedure takes place.

For the **2023-2024** academic year, the Undergraduate School offers the following three-year

Bachelor of Science programs:

- 4 Bachelor of Science programs which are part of the "Management" field of study (no. L-18, Ministerial Decree 16 March 2007):
    - Bachelor of Science in Economia aziendale e management [Business Administration and Management] (**CLEAM**);
    - Bachelor of Science in Economia e finanza [Economics and Finance] (**CLEF**);
    - Bachelor of Science in Economia e management per arte, cultura e comunicazione - Economics and Management for Arts, Culture and Communication (**CLEACC**);
    - Bachelor of Science in International Economics and Management (**BIEM**).
- 3 Bachelor of Science programs which is part of the "Economics" field of study (no. L-33, Ministerial Decree 16 March 2007):
    - Economic and Social Sciences (**BESS**);
    - Bachelor of Science in International Economics and Finance (**BIEF**);
    - Economics, Management and Computer Science (**BEMACS**).
- 1 Bachelor of Science program belonging to the program field of studies (no. L-36 Ministerial Decree 16 March 2007) Scienze politiche e delle relazioni internazionali:
    - Bachelor of Science in International Politics and Government (**BIG**)
- 1 Bachelor of Science program belonging to the "Scienze matematiche" field of study (no. L-35 Ministerial Decree 16 March 2007) (the program benefits from several degrees of "flexibility" according to article 8.1 of Ministerial Decree 6/2019):
    - Mathematical and Computing Sciences for Artificial Intelligence (**BAI**)
- 1 Bachelor of Science program belonging to the " Scienze dei Servizi Giuridici" field of study (no. L-14 Ministerial Decree 16 March 2007):
    - Global Law (**BGL**)

Four programs share the **same disciplinary foundation**: Economia aziendale e management [Business Administration and Management](CLEAM); Economia e finanza [Economics and Finance] (CLEF); International Economics and Management (BIEM) and International Economics and Finance (BIEF).

The Bachelor of Science programs International Economics and Management, International Economics and Finance, International Politics and Government, Economics Management and Computer Science, Economic and Social Sciences, Mathematical and Computing Sciences for Artificial Intelligence, Global Law and a class group of Economics and Management for Arts, Culture and Communication **are taught in English** (a knowledge of English equal to at least a B2 level is required) and have a marked international preparation. The remaining programs, taught in Italian, need a prerequisite of English knowledge of B1 level.

Economia e management per arte, cultura e comunicazione - Economics and Management in Arts, Culture and Communication (CLEACC), Economics, Management and Computer Science (BEMACS), Economic and Social Sciences (BESS), International Politics and Government (BIG) and Mathematical and Computing Sciences for Artificial Intelligence (BAI)

and Global Law (BGL) are characterized by **specific course profiles**, starting with the first year of studies.

The structure of the programs with a shared disciplinary foundation is centered around 3 modules:

- **common foundation**: during the first 3 semesters the same subject foundation is proposed for all Bachelor of Science programs. Basic knowledge concerning the fields of political economics, corporate economics, and quantitative methods and law is covered;
- **characterization of the Bachelor of Science programs**: the fourth semester and part of the fifth deal with subjects which characterize the chosen study program. Specifically, the subject matter of the program includes an in-depth understanding of private and public enterprises and how they work, the finance sector, sectors that deal with the general economic system, economics and the political-institutional and social contexts, with a strong focus on internationalism;
- **individualizing the educational path**: in the fifth and especially in the sixth semesters, students choose how to complete their educational path by sitting elective exams which may be chosen selecting elective courses from among the general list.

The class groups, comprised on average of 120 students for the programs taught in Italian and 100 for the programs taught in English, with the exception of the class group for Mathematical and Computing Sciences for Artificial Intelligence (BAI), which is comprised of around 80 students and the class group for Global Law (BGL) which is comprised of around 50 students, are structured as follows:

Bachelor of Science program	class groups in Italian	class groups in English
CLEAM	8	
CLEF	2	
CLEACC	1	1
BESS		1
BIEM		4
BIEF		2
BIG		1
BEMACS		1
BAI		1
BGL		1

The program requirements are expressed in credit points.

A credit point is the unit of measurement which determines the workload students are required to fulfill. It is assumed that students are adequately prepared from the start to carry out the educational activities required by the study program. The workload includes both classroom activities (lectures, exercises, seminars) and individual study, as well as other educational activities such as preparation of the final paper.

In accordance with the ECTS (European Credit Transfer and Accumulation System), on average 1 credit point corresponds to 25 hours of work for the student; about 8 hours, (but no

more than 10) are spent in the classroom.

The average workload for a full-time student is set at **60** credit points per year as per agreement.

To graduate, students must have earned **180** credit points.

Credit points are given for all educational activities which students carry out, such as exams for both compulsory and elective courses, language and IT exams, and preparation of the final paper.

Credit points do not substitute marks; they are given when passed exams are registered. Credit points and marks make up the student's academic curriculum.

Last change 11/07/2023 15:42

2.1.1.

Educational Activities

The program structures are made up of a variety of educational activities to which credits are assigned. Such activities can be divided as follows:

- **compulsory activities**: compulsory courses, first and second European language, seminars, computer skills, final paper);
- **activity chosen by the student**: electives, activities carried out at other universities, third language, internship).

The student's individual study plan must include at least one course taught in English (compulsory or elective).

For students to graduate, the university reform requires that they have knowledge of 2 European languages, for all programs in the fields of Economics and Management and Political Sciences and International Relations (first and second language), for the BSc in Mathematical and Computing Sciences for Artificial Intelligence belonging to the field in Scienze matematiche and Global Law belonging to the field in Scienze dei Servizi Giuridici the university reform requires that they have knowledge of 1 European language. The rules for the choice of language courses are specified in chapter 3.1. Languages.

Last change 11/07/2023 15:44

2.1.2.

Compulsory Courses

Every program structure includes **compulsory** courses, corresponding to exams that all students enrolled in that program must pass.

Therefore, compulsory courses are essential in order to satisfy program requirements, and are the fundamental building blocks for the educational objectives of the program. According to current regulations such educational activities are classified as: "basic", "characteristic" of the program's field of study, "similar or supplementary to the characteristic ones", with particular regard to the cultural context and interdisciplinary education, and "independently decided upon by the university".

The "Bachelor of Science program structures" chapter contains a section devoted to each Bachelor of Science program where students can find the detailed program structure with the list of all the compulsory courses, their credit point value and positioning in the program's year of studies.

Course profiles are available on the website at http://www.unibocconi.eu/courses.

Detailed course programs (**course syllabuses**) are available on line (Blackboard and yoU@B), and are also usually handed out by faculty in the classroom on the first days of lectures.

Last change 01/06/2023 08:00

2.1.3.

Educational Activities Chosen by the Students

The **educational activities chosen by the students**, which include the elective courses, are selected by the students to complete their study plan. The elective course is worth 6 credit points.

Before choosing their electives students should consult the "Table of incompatible courses", the "Table of banned courses".

As an alternative to an elective course it is possible to carry out a curricular internship.

Course profiles of elective courses are available on the website at

http://www.unibocconi.eu/courses.

Detailed course programs (**course syllabuses**) are available on-line in Blackboard, in the yoU@B Diary, and are also usually handed out by faculty in the classroom on the first days of lectures.

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2.1.4.

Bachelor of Science in Economia Aziendale e Management [Business Administration and Management] (CLEAM)

Program Director:
Angelo Ditillo

Assistant to the Program Director:
Paola Taricco

Field of study:
Management (no. L-18, Ministerial Decree 16 March 2007)

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2.1.4.1.

Educational Objectives

The Business Administration and Management (CLEAM) 3-y degree program has the following educational objectives:

1. provide a solid basic preparation in business, economics, quantitative and juridical

subject areas to critically understand the economic-juridical context in which companies, public bodies, financial institutions work;

2. provide a vast preparation in business subjects to ensure a command of all issues regarding company management applied to different types of enterprises (manufacturing, commercial, services, etc.) as well as the economic contexts in which companies operate (industrial, financial, etc.);

3. promote knowledge acquisition and the development of applied competences relative to the various business functions (organization, strategy, accounting, planning and control, marketing and sales, logistics, production and innovation, corporate finance, etc.);

4. develop competences besides knowledge via educational activities inside and outside the classroom which promote student-teacher interaction and interaction between the students themselves (ability to express their opinions, to work in group, to negotiate) as well as developing problem setting and problem solving skills;

5. develop competences to have a command of business, computer skills, and the use of two EU languages to be effective and efficient in the professional sphere;

6. stimulate students to responsibly evaluate the consequences of their decisions in the professional sphere.

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2.1.4.2.

Professional and Work Opportunities for Graduates

Junior professional profile in the field of business management

Position in the workplace:
Graduates in Economia Aziendale e Management work in one of the areas of business management, as an internal resource or an external consultant, mainly supporting more senior roles, carrying out:

- planning and control positions;
- accounting-administrative positions;
- finance and tax positions;
- supply chain management positions;
- organization and personnel management positions;
- sales and marketing positions.

Skills associated with the position:
Graduates in Economia Aziendale e Management have the basic skills needed to carry out

the main business management functions described above, such as:

- skills in the analysis of economic systems, sectors, markets and competitive positioning of companies;
- accounting skills in the preparation and analysis of financial statements, planning and management control, legal and fiscal aspects of companies, research, acquiring and processing company and market data;
- skills in the analysis of the organization and functioning of financial markets and corporate finance (analysis of investments, locating financial resources, treasury);
- labor law and organization skills needed for managing labor in companies;
- skills in the analysis of sales and channels and management of clients;
- skills in the analysis of sales and channels and management of suppliers;
- skills in the analysis, organization and management of manufacturing and logistics systems of industrial and commercial companies.

Career opportunities:

- Main opportunity: second-level studies;
- Main career opportunities: small, medium and large enterprises; public/private companies; manufacturing/sales companies; goods/service companies (including consulting agencies).

Other possible opportunities:

- startups of new entrepreneurial initiatives;
- professions regulated by membership as a certified practicing accountant/statutory auditor upon completion of a traineeship and passing the related state examination (an agreement with the Ordine Territoriale di Milano dei Dottori Commercialisti e degli Esperti Contabili (Chartered Accountants and Accountants Territorial Council of Milan) is in force for the program, which exempts students from the first written exam to access section B of the Register of Chartered Accountants and allows for a 6-month traineeship during the last year of the BSc).

Last change 01/06/2023 08:00

2.1.4.3.

Description of the Educational Path

CLEAM **is taught in Italian**, but students must also sign up for courses in English.

The study program shares a part of the educational path with other Bocconi business management Bachelor of Science programs, chiefly concentrated in the first three semesters.

From the fourth semester CLEAM differs from the other Bachelor of Science programs in that it closely examines business management areas.

In the last part of the path students can adapt their study plan to their individual objectives through activities to be chosen by them (courses to be passed in Italy or abroad, or courses and curricular internships).

In addition, the study plan includes:

- activities to develop IT skills;
- two EU languages different from the student's mother tongue. English is compulsory for all students who are not native English speakers;
- Critical thinking seminars to develop behavioral skills (to give students the know-how to improve public speaking ability, plan and organize their work, work in groups and develop a leadership attitude) and Business Ethics and company social responsibility;
- final paper.

Last change 01/06/2023 08:00

2.1.4.4.

Program Structure for Students Initially Enrolled Starting from the 2018-2019 Academic Year

The program structure is valid for the students initially enrolled in the academic years of reference for this section.

First year of studies

	I semester			
Code	Educational activity	English translation	Language of instruction	CP

30060	Economia aziendale e gestione delle imprese	Management	ITA	10
30065	Economia - modulo 1 (Microeconomia)	Economics module 1 (Microeconomics)	ITA	9
30062	Matematica - modulo 1 (Generale)	Mathematics - module 1 (General)	ITA	8
30527	Seminario di Critical thinking	Critical thinking seminar	ITA	1
	II semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
30066	Economia - modulo 2 (Macroeconomia)	Economics - module 2 (Macroeconomics)	ITA	8
30063	Matematica - modulo 2 (Applicata)	Mathematics - module 2 (Applied)	ITA	7
30423	Diritto - modulo 1 (Privato)	Law module 1 (Private law)	ITA	6
30424	Computer Science		ITA	6
30301	Inglese (I lingua) (didattica ed esame)	English (1st language) (lessons and exam)		4
	Total CP first year of studies			**59**

Second year of studies

	I semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
30426	Bilancio - Modulo 1	Accounting and financial statement analysis - Module 1	ITA	5
30067	Storia economica	Economic history	ITA	6
30006	Sistema finanziario	Financial markets and institutions	ITA	6
30001	Statistica	Statistics	ITA	8
30004	Diritto - Modulo 2	Law module 2	ITA	6

Code	Educational activity	English translation	Language of instruction	CP
	(Pubblico)	(Public law)		
	II semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
30427	Bilancio - Modulo 2	Accounting and financial statement analysis - Module 2	ITA	5
30009	Economia e management delle amministrazioni pubbliche	Public administration economics and management	ITA	6
30008	Fondamenti di organizzazione	Fundamentals of organization	ITA	6
30007	Programmazione e controllo	Managerial accounting	ITA	6
30011	Seminari di Business Ethics e responsabilità sociale	Business Ethics and Social Responsibilities seminars	ITA	1
30288	Seminari per lo sviluppo delle competenze manageriali e di leadership	Leadership and managerial skills seminar	ITA	1
	Seconda lingua (didattica ed esame)	Second language (lessons and exam)		4
	Total CP second year of studies			**60**

Third year of studies

Code	Educational activity	English translation	Language of instruction	CP
	I semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
30017	Finanza aziendale	Corporate finance	ITA	6
30014	Gestione della tecnologia, dell'innovazione e delle operations	Technology and operations	ITA	7
30015	Marketing		ITA	7
30012	Strategia competitiva	Business strategy	ITA	7
	Opzionale n° 1	No. 1 elective	ITA/ENG	6

Code	Educational activity	English translation	Language of instruction	CP
	II semester			
30013	Diritto commerciale	Company and business law	ITA	7
30264	Scienza delle finanze	Public finance	ITA	6
	opzionale n° 2-3 (oppure stage in alternativa ad opzionale n.3)	elective 2-3 (or internship as an alternative to the elective no.3)	ITA/ENG	12
	lavoro finale	final paper		3
	Total CP third year of studies			**61**

Notes

Modules:

- code 30062 'Matematica - modulo 1 (Generale)' [Mathematics - module 1 (General)] and code 30063 'Matematica modulo 2 (Applicata)' [Mathematics - module 2 (Applied)] are respectively the first and the second module of the Matematica[Mathematics] course code 30061.
- Code 30065 'Economia - modulo 1(Microeconomia)'[Economics - module 1 (Microeconomics)] and code 30066 'Economia - modulo 2(Macroeconomia)' [Economics - module 2 (Macroeconomics)] are respectively the first and the second module of the 'Economia' [Economics] couse code 30064.
- Code 30423 Diritto - modulo 1 (Privato)' [Law - module 1 (Private Law)] and code 30004 'Diritto - modulo 2 (Pubblico)' ['Law - module 2 (Public)'] are respectively the first and the second module of the 'Diritto' [Law] course code 30002.
- cod. 30426 Bilancio - modulo 1 [Accounting and financial statement analysis Module 1] and cod. 30427 Bilancio - modulo 2 [Accounting and financial statement analysis Module 2] are respectively the first and the second module of Bilancio. [Accounting and financial statement analysis] course code 30425.

Courses divided into modules are officially passed (and can be recorded in the student academic career and certified) only after passing both modules' examinations. The final grade is the grade point average of the two marks, which is the credit points for the course. The average is rounded up if decimals are equal or higher than 5, rounded down if they are lower than 5.
Credit points and grades earned for the individual modules passed are taken into account for rankings within the University (e.g. ISU Scholarship, selection for International Programs, etc.) and they can be viewed by printing the unofficial academic transcript at Punto Blu.

Languages and computer skills

Detailed information concerning language paths and computer skills can be found in "Languages and Computer skills".
First language choice for native English-speaking students is made following the rules in "Languages and Computer skills" and on the website www.unibocconi.eu/languagecenter.

Exam sequence
Detailed information on exam prerequisites, i.e. which exams must be taken before others within certain timelines, is specified in chapter on Exams.

Electives and internship
The positioning of elective courses and internship in the first or in the second semester is merely a suggestion. Students can choose how to allocate these activities along the two semesters. The student's individual study plan must include at least 1 compulsory and/or elective courses taught in English.

In accordance with the educational objectives of the program and the ministerial tables, field of study Management, the program structure may be subject to variations decided by the Academic Bodies.

Last change 30/06/2023 15:24

2.1.5.

Bachelor of Science in Economia e Finanza [Economics and Finance] (CLEF)

Program Director:
Laura Zanetti

Assistant to the Program Director:
Gimede Gigante

Field of study:
Management (no. L-18, Ministerial Decree 16 March 2007)

Last change 01/06/2023 08:00

2.1.5.1.

Educational Objectives

The Bachelor of Science in Economia e Finanza [Economics and Finance] (CLEF) has the following educational objectives:

1. provide a solid basic preparation in business, economics, quantitative and juridical subject areas to critically understand the economic-juridical context in which companies, public bodies, financial institutions work;
2. provide a vast preparation in finance subjects to ensure the acquisition of basic, method and techno-quantitative theories dealing with the financial system;
3. promote knowledge acquisition and the development of applied competences relative to financial analysis, financial instruments, and the functions of financial markets and intermediaries at micro and macro levels;
4. develop competences besides knowledge via educational activities inside and outside the classroom which promote student-teacher interaction and interaction between the students themselves (ability to express their opinions, to work in group, to negotiate) as well as developing problem setting and problem solving skills;
5. develop competences to have a command of business, computer skills, and the use of two EU languages to be effective and efficient in the professional sphere.

Last change 11/07/2023 15:46

2.1.5.2.

Professional and Work Opportunities for Graduates

Generally most graduates in Economia e Finanza [Economics and Finance] continue their education at graduate level; graduates have direct access to the job market. In this case the opportunities are:

- junior positions in financial institutions (banks, real estate companies, asset management companies, leasing and factoring companies and other financial intermediaries) as financial analysts or as a mediator with the clientele;
- junior positions in the Finance sector or related functions;
- auditor (upon an apprenticeship and passing the State examination).

Last change 01/06/2023 08:00

2.1.5.3.

Description of the Educational Path

CLEF **is taught in Italian**. The study program shares a part of the educational path with others, chiefly concentrated in the first three semesters. From the fourth semester CLEF differs from the other Bachelor of Science programs in that it includes courses dealing with the financial dimension of economics.

In the last part of the path students can adapt their study plan to their individual objectives through educational activities chosen by them (courses passed in Italy and/or abroad and curricular internships).
In addition, the study plan includes:

- activities to develop IT skills;
- two EU languages different from the student's native language. English is mandatory for all students who are not native English speakers;
- Critical thinking seminars to develop behavioral skills (to give students the know-how to improve their ability to speak in public, plan and organize their work, work in groups and develop a leadership attitude).
- final paper.

Last change 01/06/2023 08:00

2.1.5.4.

Program Structure for Students Initially Enrolled Starting from the 2018-2019 Academic Year

The program structure is valid for the students initially enrolled in the academic years of reference for this section.

First year of studies

	I semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
30060	Economia aziendale e gestione delle imprese	Management	ITA	10
30065	Economia - Modulo 1(Microeconomia)	Economics - Module 1 (Microeconomics)	ITA	9
30062	Matematica - Modulo 1 (Generale)	Mathematics - Module 1 (General)	ITA	8
30527	Seminario di Critical thinking	Critical thinking seminar	ITA	1
	II semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
30066	Economia - Modulo 2 (Macroeconomia)	Economics - Module 2 (Macroeconomics)	ITA	8
30063	Matematica - Modulo 2 (Applicata)	Mathematics - Module 2 (Applied)	ITA	7
30423	Diritto - Modulo 1 (Privato)	Law - Module 1 (Private law)	ITA	6
30424	Computer science		ITA	6
30301	Inglese (I lingua) (didattica ed esame)	English (1st language) (lessons and exam)		4
	Total CP first year of studies			**59**

Second year of studies

	I semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
30426	Bilancio - Modulo 1	Accounting and financial statement analysis - Module 1	ITA	5
30004	Diritto - Modulo 2 (Pubblico)	Law - Module 2 (Public law)	ITA	6

30006	Sistema finanziario	Financial markets and institutions	ITA	6
30001	Statistica	Statistics	ITA	8
30067	Storia economica	Economic history	ITA	6
	Il semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
30427	Bilancio - Modulo 2	Accounting and financial statements analysis - Module 2	ITA	5
30352	Scienza delle finanze	Public finance	ITA	6
30589	Investimenti finanziari	Financial investments	ITA	8
30025	Metodi quantitativi per la finanza	Quantitative methods for finance	ITA	8
30288	Seminari per lo sviluppo delle competenze manageriali e di leadership	Leadership and managerial skills seminar	ITA	1
	Seconda lingua (didattica ed esame)	Second language (lessons and exam)		4
	Total CP second year of studies			**63**

Third year of studies

	I semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
30026	Monetary economics		ENG	8
30017	Corporate finance		ENG	8
30024	Financial statements analysis		ENG	6
	Opzionale n° 1	No. 1 elective	ITA/ENG	6
	Il semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
30013	Diritto commerciale	Company and business law	ITA	7
30027	Economia e	Economics and	ITA	8

		gestione delle istituzioni finanziarie	management of financial institutions		
		opzionale n° 2-3 (oppure stage in alternativa ad opzionale n.3)	elective no. 2-3 (or internship as an alternative to the elective no.3)	ITA/ENG	12
		lavoro finale	final paper		3
		Total CP third year of studies			**58**

Notes

Modules:

- code 30062 'Matematica - modulo 1 (Generale)' [Mathematics - module 1 (General)] and code 30063 'Matematica - modulo 2 (Applicata)' [Mathematics - module 2 (Applied)] are respectively the first and the second module of the course code 30061 Matematica [Mathematics];
- code 30065 'Economia - modulo 1 (Microeconomia)' [Economics - module 1 (Microeconomics)] and code 30066 'Economia - modulo 2 (Macroeconomia)' [Economics - module 2 (Macroeconomics)] are respectively the first and the second module of the course code 30064 Economia [Economics]';
- code 30423 Diritto - modulo 1 (Privato)' [Law - module 1 (Private law)] and code 30004 'Diritto - modulo 2 (Pubblico)' [Law - module 2 (Public law)] are respectively the first and the second module of the course code 30002 'Diritto' [Law];
- cod. 30426 "Bilancio - modulo 1" [Accounting and financial statement analysis - module 1] and cod. 30427 "Bilancio - modulo 2" [Accounting and financial statement analysis - module 2] are respectively the first and the second module of course code 30425 "Bilancio" [Accounting and financial statement analysis].

Courses divided into modules are officially passed (and can be recorded in the student academic career and certified) only after passing both modules' examinations. The final grade is the grade point average of the two marks, which is the credit points for the course. The average is rounded up if decimals are equal or higher than 5, rounded down if they are lower than 5.

Credit points and grades earned for the individual modules passed are taken into account for rankings within the University (e.g. Bocconi Scholarship, selection for International Programs, etc.) and they can be viewed by printing the unofficial academic transcript at Punto Blu.

Languages and computer skills
Detailed information concerning language paths and computer skills can be found in "Languages and Computer skills".
First language choice for native English-speaking students is made following the rules in the

chapter Languages and Computer Skills and on the website
www.unibocconi.eu/languagecenter.

Exam sequence
Detailed information on the prerequisites of exams, i.e. which exams must be taken before others by certain timelines, is specified in chapter on Exams.

Electives and internship
The positioning of elective courses and internship in the first or in the second semesters is merely a suggestion. Students can choose how to allocate these activities along the two semesters.

For 2023-2024 a.y., the course code 30011 Business ethics and social responsibilities seminars may be included as an additonal course. The request must be submitted via B in Touch > Study Plan topic in accordance with the methods and timelines scheduled as specified in chapter 9 of the Guide to the University.

In accordance with the educational objectives of the program and the ministerial tables, field of study Management, the program structure may be subject to variations decided by the Academic Bodies.

Last change 11/07/2023 16:57

2.1.6.

Bachelor of Science in Economic and Social Sciences (BESS)

Program Director:
Salvatore Nunnari

Assistant to the Program Director:
Sara Negrelli

Field of study:
Economics (no. L-33, Ministerial Decree 16 March 2007)

Last change 01/06/2023 08:00

2.1.6.1.

Educational Objectives

The Bachelor of Science in Economic and Social Sciences has the following specific objectives:

- provide a solid grounding in economics, quantitative disciplines, management and law, in order to understand - critically and from a multidisciplinary standpoint - the economic context in which individuals, firms, national and international institutions operate;
- distinguish the study program through a broad and comprehensive preparation in economics (micro and macroeconomics), underpinned by advanced mathematical-statistical tools and supplemented by logical-cognitive tools and elements of social sciences. This multidisciplinary approach blends the study of economic models describing ideal rational economic behavior with the analysis of real-world economic behavior (thoroughly described by modern experimental and social psychology). The aim is to foster understanding of an increasingly complex set of economic and social phenomena (such as the causes of unemployment, the structure of social security systems, globalization, and the underlying reasons for financial crises).
- promote development of applied competences aimed at analyzing economic and social issues with a scientific and critical approach by:
  - designing theoretical models (using mathematical tools) in order to understand logical connections and cause-effect relationships among the variables affecting the economic and social environment (e.g.: is it true that more immigrants cause higher unemployment rates? Is this question sound from a logical and economic point of view? What are the most suitable statistical methods for measuring the causal link between these variables on the basis of available data?)
  - testing hypotheses by empirical evidence and application of econometric tools (e.g.: if immigration grew by 1% in one year, would unemployment increase or decrease? And by how much?)
  - applying deductive and inductive methods that allow:
    - detecting valid (or invalid) arguments in probabilistic reasoning;
    - distinguishing truth from rational opinion;
    - understanding the differences in use of theoretical/mathematical models in natural sciences and in social sciences.
- develop competences, in addition to knowledge, through teaching activities inside and outside the classroom, by fostering student-teacher interaction and interaction among students (ability to express their opinions, work in groups and negotiate), as well as developing problem setting and problem solving skills;
- develop competences aimed at mastering IT tools and two EU languages, for effective and efficient work in a professional context.

Last change 11/07/2023 15:48

2.1.6.2.

Professional and Work Opportunities for Graduates

Most graduates in Economic and Social Sciences are likely to go on to second-level studies. Nevertheless, they can access the job market directly, typically starting in:

Junior positions in the analysis of micro and macroeconomic systems

(e.g. antitrust policies, risk assessment of countries, economic regulations, government policies effects).

Skills associated with the position:

Graduates holding the above positions are able to:

- analyze and interpret the distinctive features and dynamics of the economic system, both domestic and international;
- contribute to socio-economic analyses, applying the most suitable quantitative methods (mathematical-statistical and econometric) and the appropriate techniques of data management and analysis;
- address economic phenomena with a multidimensional approach, considering the psychological, organizational and social elements that may affect them.

Career opportunities:

- second-level studies;
- junior positions in national or international institutions dealing with the analysis of the economic system, research centers, financial firms and institutions, consulting firms.

Last change 01/06/2023 08:00

2.1.6.3.

Description of the Educational Path

The language of instruction of the program is English.
The program is structured into two areas:

- the first area (of all years of studies, despite being concentrated in the first year) is largely in common with other 3-y degree programs and involves basic training in the economic, quantitative, business and legal fields;
- the second area is characteristic of the program and includes:

1. basics of logic and critical reasoning in the first year;
2. micro, macroeconomic and statistical analyzes in the second and third years (in the second year with elements of game theory, public economy, theory of competition and market structure, theory of finance, dealing with the same methodological approach to favor an integrated learning, the third year with elements of international economics, insights into research methods in the field of economics and social sciences, the link between culture, social norms and development);
3. In-depth studies as part as social sciences in the second and third year (such as cognitive sciences, sociology, and organization theories make it possible to understand the choices of individuals and groups in a market context).

Students can then adapt the last part of the study plan to their individual goals through the activities to be chosen by the students (courses passed in Italy and/or abroad, curricular internship).

In addition, the study plan also includes:

- activities to develop IT skills
- two languages of the European Union different than the student's native language. Italian is mandatory for students who are not Italian native speakers.
- final paper

The prerequisite for enrolling in the first year 2023-2024 of the Program is an English level equal at least to B2 (in accordance with European Language Framework) (see the table).

Last change 20/07/2023 11:15

2.1.6.4.

Program structure for students initially enrolled starting from the 2018/2019 Academic Year

The program structure is valid for the students initially enrolled in the academic years of reference for this section.

First year of studies

	I semester		
Code	Educational activity	Language of instruction	CP
30448	Mathematics- Module 1 (Theory and methods)	ENG	9
30450	Fundamentals of management	ENG	7
30452	Foundations of economics - Module 1 (Microeconomics)	ENG	7
30454	Logic and methodology of social sciences	ENG	6
	II semester		
Code	Educational activity	Language of instruction	CP
30449	Mathematics - Module 2 (Applied mathematics)	ENG	9
30453	Foundations of economics - Module 2 (Macroeconomics)	ENG	7
30456	Statistics - Module 1 (Theory and methods)	ENG	7
30424	Computer science	ENG	6
	Total CP first year of studies		62

Second year of studies

	I semester		
Code	Educational activity	Language of instruction	CP
30457	Statistics - Module 2 (Applied statistics)	ENG	7
30458	Strategic decision making and markets	ENG	8

30459	Macroeconomics and economic policy	ENG	8
30524	Economic history	ENG	6
	II semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30460	Incentives design and policy	ENG	7
30461	Private and business law	ENG	8
30462	Econometrics	ENG	7
30463	Mind and society: intro to cognitive sciences	ENG	6
	Second language (lessons and exam)		4
	Total CP second year of studies		**61**

Third year of studies

	I semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30464	Empirical research methods and data analysis	ENG	7
30465	Organizational behaviour and social psychology	ENG	8
30467	Law and public policy	ENG	7
	Elective 1	ITA/ENG	6
	II semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30466	Culture, institutions and developement *or any other elective course belonging to SECS-P/01 taken abroad*	ENG	6
30528	Sociology	ENG	7
30468	International economics and finance	ENG	7
	Elective 2 or internship	ITA/ENG	6
	Final paper		3
	Total CP third year of		**57**

	studies		

Notes:

Modules

- code 30448 Mathematics - module 1 (Theory and methods) and code 30449 Mathematics - module 2 (Applied mathematics) are respectively the first and the second module of the course code 30447 Mathematics;
- code 30452 Foundations of economics - module 1 (Microeconomics) and code 30453 Foundations of economics - module 2 (Macroeconomics) are respectively the first and the second module of the course code 30451 Foundations of economics;
- code 30456 Statistics - module 1 (Theory and methods) and code 30457 Statistics - module 2 (Applied statistics) are respectively the first and the second module of the course code 30455 Statistics.

Courses divided into modules are officially passed (and can be recorded in the student academic career and certified) only after passing both modules' examinations. The final grade is the grade point average of the two marks, which is the credit points for the course. The average is rounded up if decimals are equal or higher than 5, rounded down if they are lower than 5.

Credit points and grades earned for the individuals modules passed are taken into account for rankings within the University (e.g. Bocconi Scholarship, selection for International Programs, ect.) and they can be viewed by printing the unofficial academic transcript at Punto Blu.

Languages
Detailed information on language paths can be found in "Languages and Computer skills". First language choice for native English-speaking students is made following the rules in paragraph "Method of choosing languages".

Exam sequence
Detailed information on exam requirements, i.e. which exams must be taken before others and the timelines is published in the chapter on Exams.

Electives and internship
The positioning of elective courses and of internship in the first or in the second semesters is merely a suggestion. Students can choose how to allocate these activities along the two semesters.

In accordance with the educational objectives of the program and the ministerial tables, field of study Economics, the program structure may be subject to variations decided by the Academic Bodies

Last change 21/07/2023 10:38

2.1.7.

Bachelor of Science in Economics, Management and Computer Science (BEMACS)

Program Director:
Omiros Papaspiliopoulos

Assistant to the Program Director:
Pieralberto Guarniero

Field of study:
Economics (no. L-33, Ministerial Decree 16 March 2007)

Last change 30/06/2023 16:03

2.1.7.1.

Educational Objectives

The Bachelor of Science in Economics, Management and Computer Science (BEMACS) has the following qualifying goals:

1. Deliver a basic preparation in economics, management and law to provide students with the critical ability to understand the external environment as well as the internal environment (structure and governance, decision-making mechanism) and the regulatory boundaries in which private and/or public institutions operate.

2. Provide a distinctive preparation characterized by a sound knowledge of quantitative, mathematical-statistical and IT tools as a complement of economics and management theoretical models needed to interpret, at macro and microeconomic level, the big data made available in a global data-driven economy, whose prompt and appropriate use can help improve the decision-making process and give enterprises real competitive advantages.

3. Promote students' confidence in the use of modern technology available in enterprises and give them the competence to use it effectively in the decision-making process.

4. Develop students' ability to confidently use two EU languages for a more successful professional performance in the business world.

5. Encourage students to act responsibly when making decisions in a professional context.

Last change 11/07/2023 15:49

2.1.7.2.

Professional and Work Opportunities for Graduates

After the three-year BEMACS program, most students continue their studies with a MSc program. This BSc may be, therefore, the most appropriate choice for students who wish to continue their studies, in Italy or abroad, with a master program focused on business analytics, data science, technology, innovation.

Students who have completed their Bachelor studies can also access the job market directly, in which case their typical professional profile is **data analyst** - junior positions involving the collection and processing of data and the prompt delivery of relevant information needed for decision-making in:

- companies (various staff units, e.g. marketing, planning etc.), in support of market analysis, planning activities strategic choices;

- research departments of public and private institutions or consultancies, analyzing and studying various aspects of the economic system and of the market;

- financial institutions, analyzing and managing financial data.

Last change 01/06/2023 08:00

2.1.7.3.

Description of the Educational Path

BEMACS is taught in English. The study plan is structured in two macro-areas:

- the **first area** is parallel to the other undergraduate programs and gives core preparation in economics and management;

- the **second area** (quantitative and computational) includes distinctive academic activities, through which:

- students will learn methods and methodologies to analyze corporate issues and economic and financial systems;

- students will develop the capability to apply quantitative models and use modern IT tools to collect and rapidly process data and big data in order to identify the relevant information required to support the implementation of innovative management.

Moreover, students can select elective activities (elective courses, to be passed in Italy or abroad, curricular internship) to adapt the last part of the study plan to their individual goals. The study plan also includes:

- two EU languages other than a student's mother tongue. Italian is mandatory for students whose mother tongue is not Italian;

- seminars which contribute to developing professional skills (in collaboration with companies);

- final paper.

The prerequisite for enrolling in the first year 2023-2024 of the program is an English level equal at least to B2 (in accordance with European Language Framework) (see the table).

Last change 20/07/2023 11:15

2.1.7.4.

Program Structure for Students Initially Enrolled Starting from the 2018-2019 Academic Year

The program structure is valid for the students initially enrolled in the academic years of reference for this section.

First year of studies

	I semester		
Code	Educational activity	Language of instruction	CP
30400	Mathematics and statistics - Module 1 (Mathematics)	ENG	8
30398 (*)	Fundamentals of computer science	ENG	8
30403	Microeconomics	ENG	8
	II semester		
Code	Educational activity	Language of instruction	CP
30402 (**)	Principles of management	ENG	8
30401	Mathematics and statistics - Module 2 (Statistics)	ENG	8
30404	Accounting	ENG	8
30405	Fundamentals of information technology law	ENG	8
	First language (lessons and exam)		4
	Total CP first year of studies		**60**

(*) for student initially enrolled before the 2023/2024 a.y. this course was offered in the second semester.

(**) for student initially enrolled before the 2023/2024 a.y. this course was offered in the first semester.

Second year of studies

	I semester		
Code	Educational activity	Language of instruction	CP
30407	Advanced mathematics and statistics - Module 1 (Applied mathematics)	ENG	7
30409	Macroeconomics	ENG	8
30509	Computer programming	ENG	7

30650	European IP and data law	ENG	7
30415	Technological innovation seminars I	ENG	1
	II semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30408	Advanced mathematics and statistics - Module 2 (Advanced statistical methods)	ENG	7
30412	Machine learning	ENG	6
30413	Econometrics	ENG	8
30414	Principles of finance	ENG	7
30422	Technological innovation seminars II	ENG	1
	Second language (lessons and exam)		4
	Total CP second year of studies		**63**

Third year of studies

	I semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30416	Big data and databases	ENG	6
30418	Computational microeconomics - Module 1 (Game theory)	ENG	8
30420	Marketing analytics	ENG	8
	Elective 1	ITA/ENG	6
	II semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30419	Computational microeconomics - Module 2 (Mechanism design)	ENG	8
30421	Information systems management	ENG	6

	Elective 2/3 or internship	ITA/ENG	12
	Final paper		3
	Total CP third year of stu dies		**57**

Notes:

Modules:

- code 30400 Mathematics and statistics - module 1 (Mathematics) and code 30401 Mathematics and statistics - module 2 (Statistics) are respectively the first and the second module of the course code 30399 Mathematics and statistics;
- code 30407 Advanced mathematics and statistics - module 1 (Applied mathematics) and code 30408 Advanced mathematics and statistics - module 2 (Advanced statistical methods) are respectively the first and the second module of the course code 30406 Advanced mathematics and statistics;
- code 30418 Computational microeconomics - module 1 (Game theory) and code 30419 Computational microeconomics - module 2 (Mechanism design) are respectively the first and the second module of the course code 30417 Computational microeconomics.

Courses divided into modules are officially passed (and can be recorded in the student academic career and certified) only after passing both modules' examinations. The final grade is the grade point average of the two marks, which is the credit points for the course. The average is rounded up if decimals are equal or higher than 5, rounded down if they are lower than 5.

Credit points and grades earned for the individual modules passed are taken into account for rankings within the University (e.g. Bocconi Scholarship, selection for International Programs, etc.) and they can be viewed by printing the unofficial academic transcript at Punto Blu.

Languages
Detailed information on language paths can be found in "Languages and Computer skills". First language choice for native English-speaking students is made following the rules in paragraph "Method of choosing languages".

Exam sequence

Detailed information on exam requirements, i.e. which exams must be taken before others and the timelines is published in the chapter on Exams.

Electives and internship
The positioning of elective courses and of internship in the first or in the second semesters is merely a suggestion. Students can choose how to allocate these activities along the two semesters.

In accordance with the educational objectives of the program and the ministerial tables, field of study Economics, the program structure may be subject to variations decided by the Academic Bodies.

Last change 11/07/2023 16:59

2.1.8.

Bachelor of Science in International Economics and Management (BIEM)

Program Director:
Charles Williams

Assisteant of the Program Director:
Silvia Zamboni

Field of study:
Management (no. L-18, Ministerial Decree 16 March 2007)

Last change 21/07/2023 10:34

2.1.8.1.

Educational Objectives

The Bachelor of Science in International Economics and Management (BIEM) has the following specific objectives:

1. provide a solid basic preparation in business, economics, quantitative and juridical subject areas to understand the economic-juridical context in which companies, public bodies and financial institutions work;
2. provide a vast preparation in economics and management, according to individual

interest, in a global and international perspective and comparative approach; develop skills of business company analysis and interpretation in multicultural business contexts;

3. promote knowledge acquisition and development of applied competencies relating to:
   ○ theoretical and technical analysis of economic trends and integration policies at European and global level;
   ○ comparative quantitative methods applied to economics and management;
   ○ business management (organization, strategy, marketing, accounting, finance, etc.) in internationally linked multicultural companies and institutions;
4. develop competences and knowledge via educational activities inside and outside the classroom promoting student-teacher interaction and interaction between the students themselves (ability to express their opinions, to work in group, to negotiate) as well as developing problem setting and problem solving skills;
5. develop competences to have a command of the business economics sector, computer skills, and the use of two EU languages to be effective and efficient in the professional sphere;
6. stimulate students to evaluate the consequences of their decisions in the professional sphere.

Last change 11/07/2023 15:50

2.1.8.2.

Professional and Work Opportunities for Graduates

Generally, most International Economics and Management graduates continue their education at graduate level; graduates may also have direct access to the job market. The opportunities are: junior positions in the various business functions (programming and control, administration and finance, marketing and sales, purchasing, organization, ...) in companies/institutions where global and international areas are of major significance.

Last change 01/06/2023 08:00

2.1.8.3.

Description of the Educational Path

BIEM is taught in English.

The study program shares a part of the educational path with other Bocconi business management programs (chiefly concentrated in the first three semesters) with particular focus on an international outlook.

From the fourth semester BIEM differs from the other Degree programs:

- the course covers the subject areas of internationalization of companies, international economics, integration policies and comparative quantitative and qualitative studies;
- An in-depth study of the systems to manage the company/institutions functions characterized by multicultural environments and international connections.

Students can adapt the last part of their study plan to their individual objectives (courses to be passed in Italy and/or abroad, curricular internships).

In addition, the study plan includes:

- activities to develop the IT skills;
- two EU languages different from the student's native language. Italian is mandatory for students who are not native Italian speakers;
- critical thinking seminars to develop behavioral skills and interpretation of the competitive context also in relation with the role of the company, economic and social one;
- final paper.

An agreement with the Ordine Territoriale di Milano dei Dottori Commercialisti e degli Esperti Contabili (Chartered Accountants and Accountants Territorial Council of Milan) is in force for the program, which exempts students from the first written exam to access section B of the Register of Chartered Accountants and allows for a 6-month traineeship during the last year of the BSc.

The prerequisite for enrolling in the first year 2023-2024 of the program is an English level equal at least to B2 (in accordance with European Language Framework) (see the table).

Last change 20/07/2023 11:17

2.1.8.4.

Program Structure for Students Initially Enrolled Starting from the 2018-2019 Academic Year

The program structure is valid for the students initially enrolled in the academic years of reference for this section.

First year of studies

	I semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30065	Economics - Module 1(Microeconomics)	ENG	9
30060	Management	ENG	10
30062	Mathematics - Module 1 (General)	ENG	8
30527	Critical thinking seminar	ENG	1
	First language (lessons only)		
	II semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30428	Introduction to the legal system - Module 1	ENG	6
30066	Economics - Module 2 (Macroeconomics)	ENG	8
30063	Mathematics - Module 2 (Applied)	ENG	7
30424	Computer science	ENG	6
	First language (lessons and exam)		4
	Total CP first year of studies		**59**

Second year of studies

	I semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30426	Accounting and financial statement analysis - Module 1	ENG	5
30006	Financial markets and institutions	ENG	6
30067	Economic history	ENG	6
30001	Statistics	ENG	8

30048	Introduction to the legal system - Module 2	ENG	6
	Second language (lessons only)		
	Il semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30427	Accounting and financial statement analysis - Module 2	ENG	5
30056	European economic policy	ENG	6
30443	International macroeconomics	ENG	6
30288	Leadership and managerial skills seminar	ENG	1
30017	Corporate finance	ENG	6
	Second language (lessons and exam)		4
	Total CP second year of studies		**59**

Third year of studies

	I semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30280	Applications for management	ENG	6
30153 30015 30152 30154 30007	4 major compulsory courses from among: - Organization theory (*) - Marketing (*) - Public management - Technology and innovation management (*) - Managerial accounting	ENG	24
30281	CSR & Ethics in Business	ENG	2
	Il semester		

Code	Educational activity	Language of instruction	CP
30012	Business strategy	ENG	6
30058	Comparative business and European law	ENG	7
	elective 1	ITA/ENG	6
	elective 2/internship	ITA/ENG	6
30282	Globalization, societies and institutions	ENG	2
	Final paper		3
	Total CP third year of studies		**62**

(*) course offered in both the first and second semester.

Notes:

Modules:

- code 30062 Mathematics - module 1 (General)' and code 30063 'Mathematics - module 2 (Applied)' are respectively the first and the second module of the course code 30061 'Mathematics';
- code 30065 'Economics - module 1 (Microeconomics)' and code 30066'Economics - module 2 (Macroeconomics)' are respectively the first and the second module of the course code 30064 'Economics';
- code 30428 'Introduction to the legal system module 1' and code 30048 'Introduction to the legal system module 2' are respectively the first and the second module of the course code 30046 'Introduction to the legal system'.
- cod. 30426 Accounting and financial statement analysis Module 1 and code 30427 Accounting and financial statement analysis Module 2 are respectively the first and the second module of the course code 30425 Accounting and financial statement analysis.

Courses divided into modules are officially passed (and can be recorded in the student academic career and certified) only after passing both modules' examinations. The final grade is the grade point average of the two marks, which is the credit points for the course. The average is rounded up if decimals are equal or higher than 5, rounded down if they are lower than 5.
Credit points and grades earned for the individual modules passed are taken into account for rankings within the University (e.g. Bocconi Scholarship, selection for International Programs...) and they can be viewed by printing the unofficial academic transcript at Punto Blu.

Languages and computer skills
Detailed information on language paths and computer skills can be found in chap.

3 "Languages and Computer skills".
First language choice for native English-speaking students is made following the rules in paragraph "Method of Choosing Languages".

Exam sequence

Detailed information on exam requirements, i.e. which exams must be taken before others and the timelines is published in the chapter on Exams.

Electives and internship

The positioning of elective courses and internship in the first or in the second semesters is merely a suggestion. Students can choose how to allocate these activities along the two semesters.

In accordance with the educational objectives of the program and the ministerial tables, field of study Management, the program structure may be subject to variations decided by the Academic Bodies.

Last change 11/07/2023 15:52

2.1.9.

Bachelor of Science in International Economics and Finance (BIEF)

Program Director:
Paolo Colla

Assistant to the Program Director:
Alfredo Di Tillo

Field of study:
Economics (no. L-33, Ministerial Decree 16 March 2007)

Last change 01/06/2023 08:00

2.1.9.1.

Educational Objectives

The Bachelor of Science in International Economics and Finance (BIEF) has the following specific objectives:

1. provide a solid grounding in business, economics, quantitative and legal topics in order to understand the economic and legal context of the companies, public bodies and financial institutions;

2. define the educational path with a broad grounding in economics or finance, depending on the student's interests, in keeping with an international and global perspective according to a comparative approach;

3. to promote knowledge acquisition and applied skills relating to:

- theoretical models and policy analysis in the international and monetary fields;
- (finance major) the techniques of financial analysis, financial instruments, the functioning of financial markets and financial intermediaries in the international context;
- (economics major) advanced techniques and instruments of macroeconomic analysis;

4. develop skills through learning activities in and outside the classroom encouraging interaction between students and teacher-student interaction (ability to present their opinion, to work in groups, to negotiate) and problem setting and problem solving ability;

5. develop skills aimed at mastery in the field of business management, using computer tools and two EU languages in order to be efficient from a professional point of view;

6. stimulate the students to evaluate the consequences of their decisions in a professional context.

Last change 11/07/2023 15:53

2.1.9.2.

Professional and Work Opportunities for Graduates

As a general rule, the majority of graduates in International Economics
and Finance continues their studies with a graduate program; graduates may also have
direct access to the job market. In this case, the career opportunities are usually the
following:

Major in Finance
- Junior positions in financial institutions (banks, asset management companies, leasing and
factoring companies, etc.) as a financial analyst or as an interface with customers as well
as junior positions in companies working in Finance or related functions that involve
international and multicultural work teams.

Major in Economics
- Junior positions in supranational institutions, research organizations or companies /private
or public institutions, middle-large size companies analyzing the economic
system particularly supranational and international issues
- Junior positions in companies with a global outlook to deal
with external authorities with reference to international issues (intellectual property, antitrust,
etc.).

Last change 01/06/2023 08:00

2.1.9.3.

Description of the Educational Path

The program **is taught in English**.

The BIEF shares part of the curriculum with other Management Bachelor of
Science programs (mainly concentrated in the first three semesters), with particular focus on
an international perspective.

From the fourth semester BIEF differs from other Bachelor of Science programs:

- a part of the study plan is the same for all BIEF students and is characterized by the
  development of issues related to the internationalization of enterprises and financial
  institutions, international economics, business law and comparative European
  perspective and international development of quantitative and qualitative studies in
  comparative perspective.
- a part of the study plan is instead differentiated according to the major chosen
  (Economics or Finance), and is characterized by major compulsory courses as well
  as courses chosen from related disciplines of the path. In fact, students can then
  adapt the last part of the study plan to their individual interests through the activities

of their choice (courses to be passed in Italy and/or abroad or curricular internships).

The study plan also provides for:

- activities to develop IT skills
- Two EU languages other than the mother tongue of the student. Italian is compulsory for students who are not native Italian speakers
- Critical thinking seminars for the development of behavioral skills and interpretation of the current competitive environment in relation to the role of companies in the economic and social context
- Final paper

The prerequisite for enrolling in the first year 2023-2024 of the program is an English level equal at least to B2 (in accordance with European Language Framework); (see table).

Last change 30/06/2023 16:14

2.1.9.4.

Program Structure for Students Initially Enrolled Starting from the 2018-2019 Academic Year

The program structure is valid for the students initially enrolled in the academic years of reference for this section.

First year of studies

	I semester		
Code	Educational activity	Language of instruction	CP
30065	Economics - Module 1 (Microeconomics)	ENG	9
30060	Management	ENG	10
30062	Mathematics - Module 1 (General)	ENG	8
30527	Critical thinking seminar	ENG	1
	First language (lessons only)		

	II semester		
Code	Educational activity	Language of instruction	CP
30428	Introduction to the legal system - Module 1	ENG	6
30066	Economics - Module 2 (Macroeconomics)	ENG	8
30063	Mathematics - Module 2 (Applied)	ENG	7
30424	Computer science	ENG	6
	First language (lessons and exam)		4
	Total CP first year of studies		**59**

Second year of studies

	I semester		
Code	Educational activity	Language of instruction	CP
30426	Accounting and financial statement analysis - Module 1	ENG	5
30006	Financial markets and institutions	ENG	6
30048	Introduction to the legal system - Module 2	ENG	6
30001	Statistics	ENG	8
30067	Economic history	ENG	6
	Second language (lessons only)		
	II semester		
Code	Educational activity	Language of instruction	CP
30283 30054	Markets, Organization and Incentives (for Economics) International and monetary economics (for Finance)	ENG	6
30057 30055	International economics (for Economics) Financial economics	ENG	6

Code	Educational activity	Language of instruction	CP
	(for Finance)		
30288	Leadership and managerial skills seminar	ENG	1
30017	Corporate finance	ENG	6
30427	Accounting and financial statement analysis - Module 2	ENG	5
	Second language (lessons and exam)		4
	Total CP second year of studies		**59**

Third year of studies

	I semester		
Code	Educational activity	Language of instruction	CP
30284 30285	Empirical methods for economics (Introduction to econometrics) (for Economics) Empirical methods for finance (Introduction to econometrics for finance) (for Finance)	ENG	6
30281	CSR & Ethics in Business	ENG	2
	n. 4 compulsory courses for the Major (*)	ENG	24
	II semester		
Code	Educational activity	Language of instruction	CP
30287 30012	Macroeconomics and the world economy (for Economics) Business strategy (for Finance)	ENG	6
30058	Comparative business and European law	ENG	7
	Elective 1	ITA/ENG	6
	Elective 2/internship	ITA/ENG	6

30282	Globalization, societies and institutions	ENG	2
	Final paper		3
	Total CP third year of studies		**62**

(*) The positioning of the major courses int he first semester is just an indication. For the whole list of courses and the relating positioning in the first semester or second semester, see "Majors".

Notes

Modules:

- code 30062 'Mathematics - module 1 (General)' and code 30063 'Mathematics - module 2 (Applied)' are respectively the first and the second module of the course code 30061 'Mathematics';
- code 30065 'Economics - module 1 (Microeconomics)' and code 30066 'Economics - module 2 (Macroeconomics)' are respectively the first and the second module of the course code 30064 'Economics';
- code 30428 'Introduction to the legal system module 1' and code 30048 'Introduction to the legal system module 2' are respectively the first and the second module of the course code 30046 'Introduction to the legal system'.
- code 30426 'Accounting and financial statement analysis module 1' and code 30427 'Accounting and financial statement analysis module 2' are respectively the first and the second module of the course code 30425 'Accounting and financial statement analysis'.

Courses divided into modules are officially passed (and can be recorded in the student academic career and certified) only after passing both modules' examinations. The final grade is the grade point average of the two marks, which is the credit points for the course. The average is rounded up if decimals are equal or higher than 5, rounded down if they are lower than 5.

Credit points and grades earned for the individual modules passed are taken into account for rankings within the University (e.g. Bocconi Scholarship, selection for International Programs, etc.) and they can be viewed by printing the unofficial academic transcript at Punto Blu.

Languages and computer skills
Detailed information on language paths and computer skills can be found in "Languages and Computer skills".
First language choice for native English-speaking students is made following the rules in

paragraph "Method of Choosing Languages".

Exam sequence

Detailed information on exam requirements i.e. which exams must be taken before others and the timelines is published in the chapter on Exams.

Electives and internship

The positioning of elective courses and of internship in the first or in the second semesters is merely a suggestion. Students can choose how to allocate these activities along the two semesters.

In accordance with the educational objectives of the program and the ministerial tables, field of study Economics, the program structure may be subject to variations decided by the Academic Bodies.

Last change 11/07/2023 16:01

2.1.9.5.

Majors

	Major in Economics			
Code	Course title	Language of instruction	CP	Semester
30145	Development economics	ENG	6	II
30313	Economics of institutions and culture	ENG	6	II
30056	European economic policy	ENG	6	II
30159	Monetary theory and policy	ENG	6	I
30264	Public finance	ENG	6	I
30147	The economics of	ENG	6	I

Code	Course title	Language of instruction	CP	Semester
	imperfect labour markets			
	Major in Finance			
Code	Course title	Language of instruction	CP	Semester
30150	Introduction to Options and Futures	ENG	6	I
30257	Corporate Valuation	ENG	6	I
30178	International banking	ENG	6	I
30148	Management of Financial Institutions	ENG	6	I
30151	Principles of International Finance	ENG	6	II

Last change 01/06/2023 08:00

2.1.10.

Bachelor of Science in Economia e Management per Arte, Cultura e Comunicazione - Economics and Management for Arts, Culture and Communication (CLEACC)

Program Director:
Stefania Borghini

Assistant to the Program Director:
Simone Autera

Field of study:
Management (no. L-18 Ministerial Decree 16 March 2007)

Last change 01/06/2023 08:00

2.1.10.1.

Educational Objectives

The Bachelor of Science in Economics and Management for Arts, Culture and Communication (CLEACC) has the following educational objectives:

1. provide a solid basic preparation in business, economics, quantitative and juridical subject areas to critically understand the economic-juridical context in which companies,public bodies, financial institutions work;
2. provide a preparation which integrates business courses with liberal arts courses (aesthetics, literature, visual arts, etc.) and social ones (e.g. cultural anthropology) in order to have a command of theories, models, specific language and techniques of business subjects, to enhance critical thinking and the ability to make in depth studies thanks to the study of liberal arts courses and research methods in these fields;
3. promote useful knowledge acquisition to critically analyze economic and managerial theories, as well as the development of applied competences and relational skills to work in highly innovative areas and discontinuity (e.g. arts, cultural institutions, media, fashion, tourism) from the presence of key players with very different expectations (from companies to public bodies, to subjects with very different professional profiles working in these contexts) as well as contrasting elements to integrate, e.g. multiculturalism, profit and non-profit, technological discontinuities;
4. develop competences besides knowledge via educational activities inside and outside the classroom which promote student-teacher interaction and interaction between the students themselves (ability to express their opinions, to work in group, to negotiate) as well as developing problem setting and problem solving skills;
5. develop competences to have a command of the business-economics sector, computer skills, and the use of two EU languages to be effective and efficient in the professional sphere;
6. stimulate students to responsibly evaluate the consequences of their decisions in the professional sphere.

Last change 11/07/2023 16:03

2.1.10.2.

Professional and Work Opportunities for Graduates

Junior professional profile in the field of management of creative and cultural institutions and companies

Position in the workplace:
Graduates in Economia e management per arte, cultura e comunicazione - Economics and Management for Arts, Culture and communication work in the areas of business, management of creative and cultural institutions and companies, as an international resource or as an external consultant, mainly supporting more seniors roles, carrying out:

- marketing and communication;

- sales and distribution;
- administration, planning and control, financial management;
- planning, organization and management of events.

Skills associated with the position:

Graduates in Economia e management per arte, cultura e comunicazione - Economics and Management for Arts, Culture and Communication work in the areas of business management of creative and cultural institutions and companies, as an internal resource or as an external consultant, mainly supporting more seniors roles, carrying out the main functions described above, such as:

- skills interpreting artistic languages and analysis of the cultural dynamics in today's world and their impact on social relations;
- skills analyzing markets, sales, channel and management of consumers with particular reference to communication, creative and cultural institutions and companies;
- skills preparing and analyzing financial statements, planning and management control, and related legal aspects particularly copyright and trademarks.

Career opportunities:

- Main opportunity: second-level studies;
- Main career opportunities: small, medium and large enterprises; public, private and non-profit companies; companies providing goods or services related to areas of social issues and art, culture, communication, show business, sport, tourism, fashion and design and media and digital media;
- Other opportunities: starting an entrepreneurial initiative; startups.

Last change 01/06/2023 08:00

2.1.10.3.

Description of the Educational Path

Starting in the 2016-2017 academic year, the CLEACC **is taught in Italian and also in English**, but students enrolled in the Italian class group must also sit exams for courses taught in English.

The study plan is structured in two macro areas:

- the first area shares its educational path with the other Bachelor of Science programs and concerns basic business economics training;
- the second area is subdivided as follows:

1. the first, alongside the basic business-economic training, is on language, research and arts courses which foster a basic, direct knowledge of the principal cultural and artistic language;
2. the second focuses on business courses studying the main business areas (organization, marketing, planning and control, etc.) of companies, non-profit organizations and institutions of the arts, culture and communication fields.

In addition, the study plan includes:

- activities to be chosen by the student (laboratories to study arts, culture and communication in depth, courses to be passed abroad, internship);
- activities to develop IT skills;
- two EU languages different from the student's native language. For the Italian class group, English is mandatory for all students who are not native English speakers; for the English class group, the Italian is mandatory for students who are not Italian native speakers;
- seminars to develop behavioral skills (to give students the know-how to improve public speaking ability, plan and organize their work, work in groups and develop a leadership attitude);
- final paper.

The prerequisite for enrolling in the first year 2023-2024 of the program is an English level equal at least to B2 (in accordance with European Language Framework) (see table).

Last change 20/07/2023 11:18

2.1.10.4.

Program Structure for Students Initially Enrolled Starting from the 2018-2019 Academic Year

Last change 01/06/2023 08:00

2.1.10.4.1.

Program Structure ITALIAN Class Group

The program structure is valid for the students initially enrolled in the academic years of reference for this section.

First year of studies

	I semester			
Code	Educational activity	English translation	Language of instruction	CP
30267	Economia aziendale e delle istituzioni culturali	Management of cultural companies and institutions	ITA	10
30423	Diritto - Modulo 1 (Privato)	Law - Module 1 (Private law)	ITA	6
30077	Estetica	Philosophy of art	ITA	6
30268	Matematica generale e finanziaria	Mathematics	ITA	9
	Inglese (I lingua) (solo didattica)	English (1st language) (lessons only)		
	II semester			
Code	Educational activity	English translation	Language of instruction	CP
30065	Economia - Modulo 1 (Microeconomia)	Economics - Module 1 (Microeconomics)	ITA	7
30035	Storia economica e del pensiero economico	Economic history and history of economic thought	ITA	7
30245	Metodo, critica e ricerca nelle discipline artistiche	Critical Approaches to the Arts	ITA	6
30424	Computer science		ITA	6
30301	Inglese (I lingua)	English (1st		4

	language) (lessons and exam)			
	Total CP first year of studies			**61**

Second year of studies

	I semester			
Code	Educational activity	English translation	Language of instruction	CP
30066	Economia - Modulo 2 (Macroeconomia)	Economics - Module 2 (Macroeconomics)	ITA	7
30595	Statistica	Statistics	ITA	8
	Metodo, critica e ricerca nelle discipline artistiche II - Modulo 1 (un insegnamento di percorso a scelta)	Critical Approaches to the Arts II - Module 1 (a major course to be chosen by the students)	ITA/ENG	6
30426	Bilancio - Modulo 1	Accounting and financial statement analysis - Module 1	ITA	5
30036	Antropologia culturale e dello sviluppo	Cultural anthropology	ITA	6
	Seconda lingua (solo didattica)	Second language (lessons only)		
	II semester			
Code	Educational activity	English translation	Language of instruction	CP
30427	Bilancio - Modulo 2	Accounting and financial statement analysis - Module 2	ITA	5
	Metodo, critica e ricerca nelle discipline artistiche II - Modulo 2 (un insegnamento di	Critical Approaches to the Arts II - Module 2 (a major course to be chosen by the students)	ITA/ENG	6

	percorso a scelta)			
30004	Diritto - Modulo 2 (Pubblico)	Law - Module 2 (Public law)	ITA	6
30008	Fondamenti di organizzazione	Fundamentals of organization	ITA	6
30288	Seminari per lo sviluppo delle competenze manageriali e di leadership	Leadership and managerial skills seminars	ITA	2
	Seconda lingua (didattica ed esame)	Second language (lessons and exam)		4
	Total CP second year of studies			**61**

Third year of studies

	I semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
30007	Programmazione e controllo	Managerial Accounting	ITA	6
30269	Competitive strategies in creative industries		ENG	7
30277	Marketing dei settori creativi	Marketing in creative industries	ITA	8
30034	Management of public and not for profit organizations		ENG	6
30013	Diritto commerciale	Company and business law	ITA	6
	II semester			
Code	*Educational activity*	*English translation*	*Language of instruction*	*CP*
	un laboratorio o uno stage o un insegnamento opzionale sostenuto all'estero in alternativa	1 workshop or an internship or an elective course passed abroad, as an alternative	ITA/ENG	6
30433	Finanza - Modulo 1 (Finanza	Finance - Module 1 (Corporate	ITA	5

	aziendale)	finance)		
30434	Finanza - Modulo 2 (Sistema finanziario)	Finance - Module 2 (Financial markets and institution)	ITA	5
30264	Scienza delle finanze	Public finance	ITA	6
	Lavoro finale	Final paper		3
	Total CP third year of studies			**58**

Notes:

Modules

- code 30065 'Economia - modulo 1(Microeconomia)'[Economics module 1 (Microeconomics)] and code 30066 'Economia - modulo 2(Macroeconomia)' [Economics module 2 (Macroeconomics)] are respectively the first and the second module of the code 30064 'Economia' [Economics].
- code 30423 Diritto - modulo 1 (Privato)' [Law - module 1 (Private Law)] and code 30004 'Diritto - modulo 2 (Pubblico)' ['Law - module 2 (Public)'] are respectively the first and the second module of the code 30002 'Diritto' [Law].

- 'Metodo, critica e ricerca nelle discipline artistiche I and II [Critical Approaches to the Arts I and II module]' are respectively the 1st and 2nd module of the course 'Metodo, critica e ricerca nelle discipline artistiche II [Critical Approaches to the Arts II].
- code 30426 'Bilancio modulo 1 [Accounting and financial statement analysis Module 1]' and code 30427 'Bilancio modulo 2 [Accounting and financial statement analysis Module 2]' are respectively the first and the second module of the course code 30425 'Bilancio [Accounting and financial statement analysis]'.
- code 30433 'Finanza- modulo 1 (Finanza aziendale) [Finance Module 1 (Corporate finance)]' and code 30434 'Finanza- Modulo 2 (Sistema finanziario) [Finance Module 2 (Financial markets and institution)]' are respectively the first and the second module of code 30432 'Finanza[Finance]'.

Courses divided into modules are officially passed (and can be recorded in the student academic career and certified) only after passing both modules' examinations. The final grade is the grade point average of the two marks, which is the credit points for the course. The average is rounded up if decimals are equal or higher than 5, rounded down if they are lower than 5.

Credit points and grades earned for the individual modules passed are taken into account for rankings within the University (e.g. ISU Scholarship, selection for International Programs, etc.) and they can be viewed by printing the unofficial academic transcript at Punto Blu.

Languages and computer skills
Detailed information on language courses and computer skills can be found in "Languages and Computer skills".

The choice of the first language for native English-speaking students is explained in "Method of choosing languages".

Exam sequence
Detailed information on exam requirements i.e. which exams must be taken before others and the timelines is published in the chapter on Exams.

In accordance with the educational objectives of the program and the ministerial table, field of study Management, the program structure may be subject to variations decided by the Academic Bodies.

Last change 11/07/2023 16:15

2.1.10.4.2.

Program Structure ENGLISH Class Group

The program structure is valid for the students initially enrolled in the academic years of reference for this section.

First year of studies

	I semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30267	Management of cultural companies and institutions	ENG	10
30423	Law - Module 1 (Private law)	ENG	6
30077	Philosophy of art	ENG	6
30268	Mathematics	ENG	9
	II semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30065	Economics - Module 1 (Microeconomics)	ENG	7
30035	Economic history and history of economic thought	ENG	7

30245	Critical Approaches to the Arts	ENG	6
30424	Computer science	ENG	6
	1st language (lessons and exam)		4
	Total CP first year of studies		**61**

Second year of studies

	I semester		
Code	Educational activity	Language of instruction	CP
30066	Economics - Module 2 (Macroeconomics)	ENG	7
30595	Statistics	ENG	8
	Critical Approaches to the Arts II - Module 1 (a major course to be chosen by the students)	ITA/ENG	6
30426	Accounting and financial statement analysis - Module 1	ENG	5
30036	Cultural anthropology	ENG	6
	II semester		
Code	Educational activity	Language of instruction	CP
30427	Accounting and financial statement analysis - Module 2	ENG	5
	Critical Approaches to the Arts II - Module 2 (a major course to be chosen by the students)	ITA/ENG	6
30004	Law - Module 2 (Public law)	ENG	6
30008	Fundamentals of organization	ENG	6
30288	Leadership and managerial skills seminars	ENG	2
	Second language (lessons and exam)		4
	Total CP second year of studies		**61**

Third year of studies

Code	I semester		
Code	*Educational activity*	*Language of instruction*	*CP*
30007	Managerial accounting	ENG	6
30269	Competitive strategies in creative industries	ENG	7
30277	Marketing in creative industries	ENG	8
30034	Management of public and not for profit organisations	ENG	6
30013	Company and business law	ENG	6
	II semester		
Code	*Educational activity*	*Language of instruction*	*CP*
	1 workshop or an internship or an elective course passed abroad as an alternative	ITA/ENG	6
30433	Finance - Module 1 (Corporate finance)	ENG	5
30434	Finance - Module 2 (Financial markets and institution)	ENG	5
30264	Public finance	ENG	6
	Final paper		3
	Total CP third year of studies		**58**

Notes:

Modules

- code 30065 'Economics module 1 (Microeconomics)' and code 30066 'Economics module 2 (Macroeconomics)' are respectively the first and the second module of the code 30064 'Economics';
- code 30423 'Law - module 1 (Private Law)' and code 30004 'Law - module 2 (Public)' are respectively the first and the second module of the code 30002 Law;

- 'Critical Approaches to the Arts II - module 1 and 2' are respectively the first and the second module of the course ' Critical Approaches to the arts II';
- code 30426 'Accounting and financial statement analysis - module 1' and code 30427

'Accounting and financial statement analysis - module 2' are respectively the first and the second module of the course code 30425 'Accounting and financial statement analysis';

- code 30433 'Finance - module 1 (Corporate finance)' and code 30434 'Finance - module 2 (Financial markets and institution)' are respectively the first and the second module of the code 30432 'Finance'.

Courses divided into modules are officially passed (and can be recorded in the student academic career and certified) only after passing both modules' examinations. The final grade is the grade point average of the two marks, which is the credit points for the course. The mean is rounded up if decimals are equal or higher than 5, rounded down if they are lower than 5.

Credit points and grades earned for the individual modules passed are taken into account for rankings within the University (e.g. Bocconi Scholarship, selection for International Programs...) and they can be viewed by printing the unofficial academic transcript at Punto Blu.

Languages and computer skills
Detailed information on language courses and computer skills can be found in "Languages and Computer skills".
The choice of the first language for native English-speaking students is explained in "Method of choosing languages".

Exam sequence
Detailed information on exam requirements, i.e. which exams must be taken before others and the timelines is published in the chapter on Exams.

In accordance with the educational objectives of the program and the ministerial table, field of study Management, the program structure may be subject to variations decided by the Academic Bodies.

Last change 21/07/2023 12:08

2.1.10.5.

Majors

The Metodo, critica e ricerca nelle discipline artistiche/Critical Approaches to the Arts major is arranged in 3 courses, totaling 18 CP. They are made up of 3 semesters (first year second semester, second year first and second semester), and allow students to learn the artistic and cultural language typical of Western tradition.
The knowledge acquired gives students the appropriate background needed to critically read,

understand and appreciate specific subject areas which may lead to a vocation.

The first introductory course is compulsory and held in the 4 class groups while the two second year courses are monographic courses to be freely chosen by the students whose content can change each year and they can be taught in Italian or in English. They deal with:

VISUAL ARTS AND CULTURES: to provide the student with the key interpretive keys and basic knowledge needed to approach the ancient, modern and contemporary visual arts in their complex relationship with culture, science, politics and society; and to introduce students to a historical-critical and phenomenological knowledge of the hubs of Western culture through the visual arts and their specific languages.

PUBLIC OPINION, INFORMATION, NARRATION: to study the mechanisms leading to the formation of public opinion, analyzing the value of mass communication today and in the past, their relationship with the social and political sphere, and the ways of building information and narration in new and traditional media.

MUSIC AND PERFORMING ARTS: to deepen the great themes of contemporary performing arts through the comparison of the various disciplines and the analysis of the elements that unite and differentiate the specific languages and the evolution of cinema, music and theater and that govern the relationship between word, gesture and music.

Last change 01/06/2023 08:00

2.1.10.5.1.

Choice of Major modules for Second Year CLEACC Students

When enrolling in the second year of studies students must carry out the choice of two modules, one for the first semester and one for the second semester, relating to the course Metodo, critica e ricerca nelle discipline artistiche [Method, critique and research in artistic disciplines]. The maximum number of students who can be admitted in each program is equal to 60; the allocation of courses is made in accordance with the enrollment order as specified in chapter 9.3.2 'Elective Allocation and Numerical Limits'. In cooperation with the Study Planning Office, and after a specific request by the student submitted via B in Touch > Study Plan topic, the Program Director may allocate one of the modules taught it in English to the student, only if there are no more places available for all courses taught in English and only for students enrolled in the English program.

The choice must be made from among each one of the following group of courses:

First semester

Code	Course title	English translation	Language of instruction
30470	Metodo, critica e ricerca nelle discipline artistiche II - Modulo I (Contemporary art)	Critical Approaches to the Arts II - Module I (Contemporary art)	ENG
30474	Metodo, critica e ricerca nelle discipline artistiche II - Modulo I (Etica arte scienza)	Critical Approaches to the Arts II - Module I (Ethics arts and science)	ITA
30473	Metodo, critica e ricerca nelle discipline artistiche II - Modulo I (Storia dell'architettura)	Critical Approaches to the Arts II - Module I (History of architecture)	ITA
30471	Metodo, critica e ricerca nelle discipline artistiche II - Modulo I (Music and society)	Critical Approaches to the Arts II - Module I (Music and society)	ENG
30472	Metodo, critica e ricerca nelle discipline artistiche II - Modulo I (Teatro)	Critical Approaches to the Arts II - Module I (Theatre)	ITA
30469	Metodo, critica e ricerca nelle discipline artistiche II - Modulo I (Television and culture)	Critical Approaches to the Arts II - Module I (Television and culture)	ENG

Second semester

Code	Course title	English translation	Language of instruction	
30396	Method and research in arts II - Module 2 (Art and politics)	Critical Approaches to the Arts II - Module 2 (Art and politics)	ENG	
30475	Metodo, critica e ricerca nelle discipline artistiche II - Modulo 2 (Cinema)	Critical Approaches to the Arts II - Module 2 (Cinema)	ENG	
30477	Method and research in arts II - Module 2 (Storia del giornalismo)	Critical Approaches to the Arts II - Module 2 (History of journalism)	ITA	

30476	Metodo, critica e ricerca nelle discipline artistiche II - Modulo 2 (Modern art)	Critical Approaches to the Arts II - Module 2 (Modern art)	ENG
30479	Metodo, critica e ricerca nelle discipline artistiche II - Modulo 2 (Musica e letteratura)	Critical Approaches to the Arts II - Module 2 (Music and literature)	ITA
30478	Metodo, critica e ricerca nelle discipline artistiche II - Modulo 2 (Arte rinascimentale)	Critical Approaches to the Arts II - Module 2 (Renaissance art)	ITA

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2.1.10.6.

Workshops

At the end of the third year, students choose 1 workshop from among a list of 6 workshops. Workshops are designed to offer students the opportunity to approach the typical fields of the 3-y degree program empirically, through highly interactive teaching based on visits, guest speaking meetings and real-case discussions. In addition, central parts of each course are group projects that involve on-the- field research, interviews, mini-conferencing and business consultancy.
Workshops are designed to be opportunities for vertical insight into a sector, or for horizontal insight, cross-sector, on a thematic basis.

Students in the third year can attend a workshop chosen from the following:

Code	Workshop title	Language of instruction	Semester
30376	Communication and cultural consumption decisions	ENG	II

30571	Fashion collections and sustainability	ENG	II
30383	Digital disruption and entrepreneurship	ENG	II
30380	The global industry of imaginaries	ENG	II
30378	The transformation of cultural sector and art market: critical issues and cases	ENG	II
30384	Tourism, local identity and destination management	ENG	II

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2.1.11.

Bachelor of Science in International Politics and Government (BIG)

Program Director:
Italo Colantone

Assistant to the Program Director:
Giunia Valeria Gatta

Field of study:
Political science and International relations (no. L-36, Ministerial Decree 16 March 2007)

Last change 03/07/2023 15:14

2.1.11.1.

Educational Objectives

The cultural and professional profile for graduates in the program meets the following educational plan:

1) provide strong grounding in political, economic and sociological studies as well as in the

quantitative field to allow the understanding of economic, political and social dynamics (at national and international levels) to be governed by institutions;

2) distinguish the educational path with:

- a broad and comprehensive preparation focused on political and historical studies, as well as an adequate education in legal studies aimed at the acquisition of the theoretical bases relating to the development and functioning of different political systems and regimes, to ways of formulating and evaluating public policies at national and international levels, to the evolution of relations between countries at national and international levels and to the inner reasons for differences in legal systems among various countries;
- a specific preparation focused on the study of economic rules and principles applied to political and social phenomena, on reasons for state intervention in the economy and on analysis of how public policies are implemented, with particular attention to mechanisms that facilitate effective and efficient management of the organizations involved;

3) develop competences, beside knowledge, by means of:

- workshops (interdisciplinary learning activities) that encourage the capacity to understand socio-political issues from different standpoints;
- seminars to develop negotiation and mediation skills, as wells as marketing research skills applied to public policy;
- standard courses taught in innovative ways that encourage student-teacher and student-student interaction (capacity to put forward one's opinions, to work as a group, to set and solve problems);
- compulsory Exchange Program (one term abroad) to facilitate integration into international contexts (the exchange experience is not mandatory for the 2022/2023 a.y. for the BSc in International Politics and Government);

4) develop competencies aimed at mastering IT tools and two EU languages, for effective and efficient operation in a professional context.

Last change 11/07/2023 16:19

2.1.11.2.

Professional and Work Opportunities for Graduates

Junior professional profile in the field of public policy at the national and international level

Position in the workplace:

Graduates in International Politics and Government work as an internal resource or external collaborator, mainly supporting more seniors roles, carrying out roles in analysis, communication, implementation and assessment of public policies.

Skills associated with the position:
Graduates in International and Government have the basic skills needed to carry out the main functions described above. In particular they can:
- examine and interpret elements for the external environment and their changes, considering the historical, legal, economic, sociological and political landscape, including with an international perspective;
- have a mastery of qualitative and quantitative analysis tools suitable to defining public intervention policies and the assessment of their impact;
- study the lines of action for institutional and public communication, applying the most appropriate tools and techniques;
- complete activities supporting political and administrative leadership (e.g. documentary research, writing reports and minutes, organizing meetings).

Career opportunities:
- Main opportunity: second-level studies
- Main career opportunities:
* international, national and local public institutions (e.g. municipalities, European Commission, United Nations)
* companies working in highly regulated sectors (e.g. energy, environmental and mass media sectors)
* political analysis institutions and research centers

Last change 01/06/2023 08:00

2.1.11.3.

Description of the Educational Path

The program **is taught in English**.

BIG is focused on political science, though embedded in an interdisciplinary framework.

The first part of the program is introductory and lays the interdisciplinary foundations through

subjects such as mathematics, statistics, economics, political science and sociology;

The second part gives space to political science and economics. This specialization is the distinctive feature of the program and aims at the understanding of:

-political dynamics at national and international levels;

-how public policies are formulated, implemented and evaluated;

-the internal working of public institutions, with specific focus on the European Union;

-how laws are regulated at European and international levels;

-socio-political phenomena from a historical perspective.

Moreover, students are stimulated to develop problem-solving skills by mediating and negotiating different positions and points of view.

The third part of the program allows students to customize their study plan, according to their individual goals, by choosing from a selection of activities (courses to be passed in Italy or abroad, curricular internship and themed workshops on issues closely related to studies of political science and public policy).

The study plan also includes:

- a compulsory semester of study abroad in one of the Universities in partnership with Bocconi
- activities to develop IT skills
- two EU languages different form the student's native language. Italian is compulsory for students who are not native Italian speakers
- a final paper.

The prerequisite for enrolling in the first year 2023-2024 of the program is an English level equal at least to B2 (in accordance with European Language Framework); ([see table](#))

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2.1.11.4.

Program Structure for Students Initially Enrolled starting from the 2020-2021

Academic Year

The program structure is valid for the students initially enrolled in the academic years of reference for this section.

First year of studies

Code	I semester Educational activity	Language of instruction	CP
	I semester		
Code	Educational activity	Language of instruction	CP
30317	Political science and comparative politics	ENG	8
30319	Quantitative methods for social sciences - Module 1 (Mathematics)	ENG	6
30322	Law - Module 1 (Comparative public law)	ENG	6
30325	Introduction to economics - Module 1 (Microeconomics)	ENG	8
	II semester		
Code	Educational activity	Language of instruction	CP
30326	Introduction to economics - Module 2 (Macroeconomics)	ENG	6
30331	Political philosophy	ENG	6
30320	Quantitative methods for social sciences - Module 2 (Statistics)	ENG	6
30332	Marketing research skills for public policy	ENG	3
30424	Computer science	ENG	6
	First language(lessons and exam)		5
	Total CP first year of studies		**60**

Second year of studies

	I semester		
Code	Educational activity	Language of instruction	CP
30341	Management of government organizations	ENG	8
30334	International relations	ENG	8
30328	History - Module 1 (Global history)	ENG	6
30508	Public economics	ENG	8
30338	Negotiation skills	ENG	3
	II semester		
Code	Educational activity	Language of instruction	CP
30337	Policy evaluation	ENG	8
30323	Law - Module 2 (International and European law)	ENG	6
30564	Economics and politics of the European Union	ENG	6
30335	Political economics	ENG	8
	Second language (lessons and exam)		5
	Total CP second year of studies		**66**

Third year of studies

	I semester		
Code	Educational activity	Language of instruction	CP
30528	Sociology	ENG	7
30342	Public governance	ENG	8
	Elective 1	ITA/ENG	6
	Elective 2	ITA/ENG	6
	II semester		
Code	Educational activity	Language of instruction	CP
30329	History - Module 2 (History of political institutions)	ENG	6
30572	Media, political elites and the public	ENG	6
	Elective 3	ITA/ENG	6
	Elective 4 or internship	ITA/ENG	6
	Final paper		3

	Total CP third year of studies	54

Notes:

Modules

- code 30319 'Quantitative methods for social sciences - module 1 (Mathematics)' and code 30320 'Quantitative methods for social sciences - module 2 (Statistics)' are respectively the first and the second module of the course code 30318 'Quantitative methods for social sciences';
- code 30322 'Law - module 1 (Comparative public law)' and code 30323 'Law - module 2 (International and European law)' are respectively the first and the second module of the course code 30321 'Law';
- code 30325 'Introduction to economics - module 1 (Microeconomics)' and code 30326 'Introduction to economics - module 2 (Macroeconomics)' are respectively the first and the second module of the course code 30324 'Introduction to economics';
- code 30328 'History - module 1 (Global history)' and code 30329 'History - module 2 (History of political institutions)' are respectively the first and the second module of the course code 30327 'History'.

Courses divided into modules are officially passed (and can be recorded in the student academic career and certified) only after passing both modules' examinations. The final grade is the grade point average of the two marks, which is the credit points for the course. The average is rounded up if decimals are equal or higher than 5, rounded down if they are lower than 5.

Credit points and grades earned for the individual modules passed are taken into account for rankings within the University (e.g. Bocconi Scholarship, selection for International Programs, etc.) and they can be viewed by printing the unofficial academic transcript at Punto Blu.

Languages and computer skills

Detailed information on language paths and computer skills can be found in "Languages and Computer skills". In particular, first language choice for native English-speaking students is made following the rules in paragraph "Method of Choosing Languages".

Moreover, BIG students are offered a short Excel crash course during Welcome Week, in order to enable them to reach the minimum level of knowledge needed to understand the topics covered in the Computer skills course.

Exam sequence

Information on exam sequence, i.e. when must exams bust be taken before others are specified in the chapter on Exams.

Electives and internship

The positioning of elective courses and internship in the first or in the second semester is merely a suggestion. Students can choose how to allocate these activities along the two semesters.

In accordance with the educational objectives of the program and the ministerial tables (L-36, Political science and International relations) the program structure may be subject to variations decided by the Academic Bodies.

Last change 30/06/2023 16:25

2.1.11.5.

Choice of Elective Activities

Upon enrollment in the third year, students must choose 4 elective courses equal to 24 credit points as follows:

- from 2 to 4 courses which can be chosen as part of the following offer specifically addressed to BIG program students:

1st semester:

- 30610 Current Political Phenomena (6 CP)
- 30482 Human Rights (6 CP)
- 30534 Islam, politics and the middle east (6 CP)

2nd semester:

- 30609 Topics in Politics (6 CP)
- 30483 Politics of Advanced Democracies (6 CP)
- 30487 Political Regimes (6 CP)

The remaining courses (up to 2) can be chosen from among:

- the following courses with topics of interest for the 3-y degree program:

Code	Educational Activity	Semester
30296	Global sustainability strategy	I
30172	Financial macroeconomics	II
30298	Diversity management and policy	II
30593	International population dynamics and challenges	I

Note: The course times indicated above are scheduled so as to avoid, as much as possible, overlapping between courses and with other compulsory courses/compulsory courses chosen by the student. In any case the course timetables should be checked before making the choice.

- all the elective courses included in the educational offer (see chapter 2.2)
- the compulsory courses characterizing other 3-y degree program open to the BIG program (see chapter 2.3)
- 1 elective course can be replaced with a curricular internship.

Upon authorization by the 3-y degree Program Director, it is possible to replace the courses included in the previous lists with courses passed abroad which do not have any correspondence with Bocconi courses (see 7.14 'Credit for Exams Passed at Universities Abroad).

Last change 04/07/2023 11:28

2.1.12.

BSc in Mathematical and Computing Sciences for Artificial Intelligence (BAI)

Program Director:

Carlo BALDASSI

Assistant to the Program Director:
Guido Osimo

Field of study:
Mathematics (no. L-35 Ministerial Decree 16 March 2007; the program benefits from the "flexibility" allowed by art. 8.1 MD 6/2019).

Last change 07/07/2023 16:55

2.1.12.1.

Educational Objectives

The BSc in Mathematical and Computing Sciences for Artificial Intelligence - taught in English - aims at preparing graduates who are capable of understanding and using fundamental mathematical, computational, and modelling methods and who are capable of combining them with Artificial Intelligence methods (for example: machine learning, neural networks and logic programming).

The program has an interdisciplinary nature: the basic courses that are typical of the studies in Applied Mathematics are paired with the basic courses in Computing Sciences, both theoretical and applied. Physics and Economics provide the basic examples of modelling and problem solving. Moreover, the methodological pillars of Artificial Intelligence represent the unifying element of the program, since they are gradually introduced in many courses in a coordinate way.

The main purpose of the program is to prepare graduates with solid methodological bases, who can continue their studies in Applied Mathematics or in Artificial Intelligence, or opt for different fields while having acquired the knowledge of the tools of mathematic modelling and of the basic techniques related to Artificial Intelligence. This is a basic methodological program "for" Artificial Intelligence, and not yet an advanced program "in" Artificial Intelligence.

The program focuses on critical and methodological aspects, to avoid an obsolescence of the acquired abilities.

In particular, the specific qualifying goals of the degree are:

1.   to give a rigorous theoretical preparation, in terms of contents and methods, in the fields of mathematics (mathematical analysis, algebra, geometry, probability, statistics, optimization, numerical calculus) and computing sciences (programming, algorithms, theoretical computer science, logical structures, methods for information management, algorithms on graphs);

2.   to give a rigorous theoretical preparation, in terms of contents and methods, in basic physics and in its modelling techniques (including mathematical methods for the modelling of classical and quantum systems, and for statistical physics), and in basic economics and in its modelling techniques (including game theory, decision theory, and behavioural modelling);

3.   to give a basic methodological preparation in Artificial Intelligence (machine learning, continuous and discrete optimization in high dimensions and in the associated computational

techniques, neural networks, elements of logic programming);

4.   to teach how to master the main mathematical, computational, modelling and Artificial Intelligence methods for the solution of quantitative problems of different degrees of complexity, using multiple tools and constructing adequate models;

5.   to develop soft skills such as effective communication and ability to work in a team, via in class / out of class activities linked to the curricular courses; and to develop, via ad hoc seminars, further abilities which can be useful on the job market, such as the ability to evaluate the ethic and social impact of issues connected with Artificial Intelligence, sciences, and technologies and the ability to discuss and analyse in detail (also in a specific applied setting) selected Artificial Intelligence issues;

6.   besides English (the teaching/learning language of the degree), to promote the knowledge of another EU language (Italian is compulsory for students who are not Italian native speakers).

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2.1.12.2.

Professional and Work Opportunities for Graduates

Junior profile, expert in mathematical, computational, modelling and Artificial Intelligence methods

Position in the workplace:

The graduate will mainly work in a team (as an internal resource or an external consultant), possibly supporting senior managers.

The graduate will carry out activities such as:

- collection of large amounts of data, basic data processing and analysis of the information resulting from data;

- choice and use of mathematical, computational, and modelling methods for the advanced analysis of data;

- use of Artificial Intelligence methods (for example machine learning and artificial neural networks).

These activities can be carried out in different fields such as physics and other fields of natural sciences, and economics and other fields of social sciences (e.g. finance, management, marketing, accounting, etc.).

Skills associated with the position:

The graduate has a solid mathematical and computational knowledge, a solid knowledge in modelling sciences (physics and economics), and the ability to analyse problems of various levels of complexity and to develop and creatively use methods for the understanding and modelling of complex realities. Moreover, the graduate has the necessary soft skills to promptly fit in a work context and to interact in a constructive way with the other professional profiles composing the team.

Thanks to an academic education that focuses on the critical and methodological aspects, the graduate will build on his/her multidisciplinary background to easily adapt to new problems, rapidly acquire further specific knowledge and become capable of playing a key role in many evolving and innovative fields which require continuous knowledge update.

Career opportunities:

- Second-level studies in Artificial Intelligence, Applied Mathematics, Statistics, Data Science, Computer Science, Physics, Economics, Finance, and Business, both in Italy and abroad. Due to its methodological nature, the program allows to access also second-level studies in different fields, in which the analysis of large amounts of data and modelling play an important role.

- Main job opportunities: companies, institutions, research groups, both local and international, of various size, industry and setting (private/public), characterized by the need of using the above professional profile.

Last change 01/06/2023 08:00

2.1.12.3.

Description of the Educational Path

The BSc in Mathematical and Computing Sciences for Artificial Intelligence (L-35) is taught in English.

The study plan is built on four main blocks:

- extensive and in-depth preparation in mathematics and computer science (in the first

two years);
- basic preparation in physics and economics (in the first two years);
- basic preparation in the mathematical and computational methods for modelling in physics and economics (in the second and third year);
- basic preparation in specific Artificial Intelligence methods (in the second and third year).

Moreover, students can select elective activities (elective courses, to be passed in Italy or abroad, internship) to adapt the last part of the study plan to their individual goals. These are meant to give students the opportunity to widen their knowledge towards other disciplinary fields that have evolved and have become a potential ground for modelling and Artificial Intelligence methods, in particular within social sciences. The study plan also includes:

- one EU language (different from English and from the student's mother tongue); Italian compulsory for non-native Italian speakers;
- seminars to develop professional skills (e.g. digital ethics, teamwork & effective communication, Artificial Intelligence laboratory);
- final paper.

The prerequisite for enrolling in the first year 2023-2024 of the program is an English level equal at least to B2 (in accordance with European Language Framework); (see the table).

Last change 20/07/2023 11:19

2.1.12.4.

Program Structure

The program structure is valid for the students initially enrolled in the academic years of reference for this section.

First year of studies

	I semester		
Code	Educational activity	Language of instruction	CP
30545	Foundations of Economic Sciences	ENG	8
30539	Computer Science - Module 1 (Introduction to Computer Science and Programming)	ENG	8

Code	Educational activity	Language of instruction	CP
30542	Mathematical Analysis - Module 1	ENG	8
30544	Algebra and Geometry	ENG	7

II semester

Code	Educational activity	Language of instruction	CP
30537	Foundations of Physics I	ENG	8
30540	Computer Science - Module 2 (Computing Theory and Algorithms)	ENG	8
30546	Probability	ENG	8
30543	Mathematical Analysis - Module 2	ENG	7
	Total CP first year of studies		**62**

Second year of studies

I semester

Code	Educational activity	Language of instruction	CP
30547	Foundations of Physics II	ENG	8
30548	Decision Theory and Human Behaviour	ENG	8
30549	Mathematical Statistics	ENG	8
30551	Advanced Analysis and Optimization - Module 1	ENG	5

II semester

Code	Educational activity	Language of instruction	CP
30553	Advanced Programming and Optimization Algorithms	ENG	8
30554	Mathematical Modelling in Machine Learning	ENG	8
30552	Advanced Analysis and Optimization - Module 2	ENG	5
30555	Digital Ethics seminar	ENG	1
30556	Behavioural skills seminar	ENG	1

Code	Educational activity	Language of instruction	CP
30557	AI Lab	ENG	1
	Language (lessons and exam)		4
	Total CP second year of studies		**57**

Third year of studies

I semester

Code	Educational activity	Language of instruction	CP
30558	Statistical and Quantum Physics	ENG	8
30559	Game Theory and Mechanism Design	ENG	8
30560	Mathematical Modelling for Finance	ENG	8
	1 elective or internship	ITA/ENG	6

II semester

Code	Educational activity	Language of instruction	CP
30561	Stochastic Processes and Simulation in Natural Sciences	ENG	8
30562	Machine Learning and Artificial Intelligence	ENG	8
30563	Mathematical Modelling for Neuroscience	ENG	6
	1 elective	ITA/ENG	6
	Final paper		3
	Total CP third year of studies		**61**

Notes

Modules:

- code 30539 'Computer Science - Module 1 (Introduction to Computer Science and Programming) and code 30540 'Computer Science - Module 2 (Computing Theory and Algorithms)' are respectively the first and the second module of the course code 30538 'Computer Science';
- code 30542 'Mathematical Analysis - Module 1' and code 30543 'Mathematical Analysis - Module 2' are respectively the first and the second module of the course code 30541 'Mathematical Analysis';
- code 30551 'Advanced Analysis and Optimization - Module 1' and code

30552 'Advanced Analysis and Optimization - Module 2' are respectively the first and the second module of the course code 30550 'Advanced Analysis and Optimization'.

Courses divided into modules are officially passed (and can be recorded in the student academic career and certified) only after passing both modules' examinations. The final grade is the grade point average of the two marks, which is the credit points for the course. The mean is rounded up if decimals are equal or higher than 5, rounded down if they are lower than 5.Credit points and grades earned for the individual modules passed are taken into account for rankings within the University (e.g. Bocconi Scholarship, selection for International Programs...) and they can be viewed by printing the unofficial academic transcript at Punto Blu.

Language
Detailed information on language courses can be found in "Languages and Computer skills".

Exam sequence
Detailed information on exam requirements, i.e. which exams must be taken before others and the timelines is published in the chapter on Exams.

Electives and internship
The positioning of elective courses and internship in the first or in the second semester is merely a suggestion. Students can choose how to allocate these activities along the two semesters.

In accordance with the educational objectives of the program and the ministerial table, "Scienze matematiche" field of study, the program structure may be subject to variations decided by the Academic Bodies.

Last change 07/07/2023 17:01

2.1.12.5.

Choice of Elective Activities

Upon enrollment in the third year, students must choose 12 credit points ("elective activities" - 2 slots - 6 credits each) as follows:

- First slot (6 credit points) to be chosen from the "BAI basket":

Code	Educational activity	cp	Semester
30605	AI Applications in economics	3	I
30599	Computational applications in accounting	3	I
30601	Computational applications in management	3	I
30603	Computational applications in marketing	3	I
30462	Econometrics	7(*)	II
30665	Elements of real and fourier analysis	6	II
30607	Foundations of data science	6	II
30592	Topics in computational modelling: From information theory to evolutionary models	6	II

(*) students who opt for this course will graduate with 181 credit points

- Second slot (6 credit points) to be chosen from the "overall 3-y degree programs basket" (see chapter 2.2), which includes the "BAI basket" (activities not chosen in the first slot) or an internship.

Upon prior authorization by the 3-y degree Program Director, the educational activities included in the previous list can be replaced with educational activities passed abroad which do not have any correspondence with Bocconi courses (see 7.14 'Credit for Exams Passed at Universities Abroad).

Last change 04/07/2023 11:40

2.1.13.

Bachelor of Arts in Global Law (BGL)

Program Director
Justin Orlando Frosini

Substitute Program Director
Francesco Paolo Patti

Field of study:
Legal services (no. L-14, Ministerial Decree 16 March 2007)

Last change 10/07/2023 16:12

2.1.13.1.

Introduction

The Bocconi University School of Law offers a 3-year Bachelor program in in Global Law, taught in English.

The program requirements are expressed in credits.

A credit point is the unit of measurement which determines the workload students are required to fulfill. It is assumed that students are adequately prepared from the start to carry out the educational activities required by the study program. The workload includes both classroom activities (lectures, exercises, seminars) and individual study, as well as other educational activities such as preparation of the final paper.

Credit points are given for all educational activities in the program requirements.

In accordance with the ECTS (European Credit Transfer and Accumulation System), on average 1 credit point corresponds to 25 hours of work for the student; about 8 hours, (but no more than 10) are spent in the classroom.

The average workload for a full-time student is set at 60 credit points per year as per agreement.

To graduate, students must have earned at least 180 credit points.

Credit points for each educational activity are given when exams or other forms of verifying learning outcomes are passed.

Last change 10/07/2023 16:14

2.1.13.2.

Educational objectives

The BA in Global Law, taught in English, seeks to train young jurists so that they are capable of working in international companies and organisations operating in the global arena.

In particular, the program:

1. provides the conceptual and substantive **foundations for legal methodology** as applied within civil law and common law systems;
2. dispenses **interdisciplinary content** focusing on the economic /managerial disciplines and the quantitative methods most often used in a legal context;
3. guarantees - also thanks to **the self-design** of the last part of the study plan - an **in-depth study** of various legal issues of global relevance in relation to various branches of law (such as issues concerning institutions operating at an international and European level; issues related to the fundamental, civil, political and social rights of individuals operating at supranational level; as well as problems relating to the duties and obligations of both for-and non-profit organisations operating outside national frameworks);
4. develops **soft skills needed in the job market** through group work, international and national internships, legal clinics and seminars focused on competences such as negotiation, advocacy, legal writing or public speaking;
5. develops IT skills and promotes the knowledge of a **language** other than English (i.e. Italian for non-native Italian speakers and another EU language for native Italian speakers) in order to ensure the ability to operate effectively and efficiently within a professional setting.

2.1.13.3.

Professional and work opportunities for Graduates

Junior profile as a Global Legal Practitioner:

- Legal services experts;
- Public services officials for the issuance of personal records and certifications.

Role

The graduate will work as:

- a (junior) official at a public administration, NGO or any other third sector national or supranational body;
- a staff member in a legal department (as a contract manager) or regulation and compliance office (as a compliance officer) of a large multinational organisation;
- a legal advisor for service companies (licensing and patent advisor, data protection officer, a business development and risk management advisor);
- a (junior) analyst at a research institute or think tank;
- a "solicitor" after passing the SQE (solicitors qualifying exam) in those countries where the 6 level EQF is the minimum degree level required to take the SQE (e.g. UK).

In particular, she/he will perform the following duties:

- Identify the legal issues of supranational significance;
- Identify, through specific research, the applicable rules in order to resolve any legal issues that may arise;
- Prepare written or oral answers to the legal issues she/he has been asked to resolve.

Required Competence:

- Fluent oral and written legal English;
- Legal research know-how;
- Legal Problem Solving;
- Interpersonal skills.

Career prospects:

- National and Supranational Public Administrations;
- NGOs and other Third Sector Bodies;
- Legal Divisions at Multinational Companies;
- Research institutes and Think-Tanks;
- Legal firms (for "solicitors" only).

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2.1.13.4.

Description of the educational path

The BA in Global Law is taught in English. The curriculum is divided into blocks, which are intended to provide:

- the conceptual and substantive **foundations** for the **legal methodology** used in civil and common law systems (year one);
- the **basic** economic knowledge and skills required to understand the dynamics of global markets and the actors operating in them, as well as the essential quantitative methods currently used by lawyers in their everyday work (years two and three); and
- **in-depth** study of the main legal issues currently debated at a global level in the various branches of law (years two and three) also thanks to the possibility for students to **self-design** the last part of their curriculum.

In addition, the study plan envisages:

- An experience of **"law in action"**, i.e. the practical application of theoretical knowledge, through an internship or pro-bono legal clinic;

- Seminars to develop soft skills useful for entering the job market.
- Activities aimed at developing IT and language skills (an EU language other than English and other than one's own native language. Italian is mandatory for students who are not native Italian speakers).
- The final work.

At the end of the second year, students can customize their study plan by choosing a study track (Global Jurist or Domestic Lawyer).

Under special circumstances, those who are fluent in Italian, can opt - before enrolling in the third year (and with the Program Director's approval) – for a track (Domestic Lawyer track) which allows (after graduation in Global Law) to be enrolled in the fourth year of the 5-y degree in Law (Integrated Master of Arts in Law).

Admission is contingent on language proficiency, more specifically a B2 level of English according to the Common European Framework of Reference for Languages (pdf table).

Last change 10/07/2023 16:42

2.1.13.5.

Program structure

Last change 10/07/2023 16:42

2.1.13.5.1.

Program structure for students initially enrolled starting in the 2023-2024 a.y.

The program structure is valid for the students initially enrolled in the academic years of reference for this section.

First year of studies

	I semester	
Code	*Educational activity*	*CP*
30611	General Jurisprudence	9
30527	Critical thinking seminar	1
30613	Introduction to Private Law – module 1 (Civil Law)	9
30614	Introduction to Private Law – module 2 (Common Law)	9
	II semester	
Code	*Educational activity*	*Cp*
30616	Transnational Constitutional Law – module 1 (European Legal Systems)	10
30617	Transnational Constitutional Law – module 2 (Anglo-American Legal Systems)	8
30619	Historical Foundations of Law - module 1 (Civil law)	6
30620	Historical Foundations of Law - module 2 (Common law)	6
	Total CP first year of studies	**58**

Second year of studies

I semester	
Educational activity	*CP*
European Union law	9
Management of International Organizations	6
Labour and Social Law	6
International law and Protection of Human Rights	9
Legal Tech	3
II semester	
Educational activity	*cp*
Quantitative methods – preparatory	0
Administrative law	8
Microeconomics	6

or	
Public Finance	
Criminal Law	10
EU language	4
Total CP second year of studies	**61**

Third year of studies – different depending on the Major chosen

Major in **GLOBAL JURIST**

1st semester	
Educational activity	*cp*
Quantitative analysis for global jurists	6
Business and Corporate Law	10
International and digital dispute resolution or Criminal Procedure	6
Economic Analysis of law or International Political Affairs	6
Legal issues in climate change or Gender Law and women's rights	6
CPU 1st semester	34
2nd semester	
Regulatory law or Global Finance	6
Intellectual property law and Information law or Sports law	6
Legal clinic or Internship	6
Professional Skills Seminars	6
Final paper	3

CPU 2nd semester	27
Total CP third year of studies	**61**

Major in **DOMESTIC LAWYER**

1st semester	
Educational activity	*cp*
Quantitative analysis for global jurists	6
Business and Corporate Law	10
Criminal Procedure	6
Diritto contabile e fiscale - Modulo 1 (Disciplina giuridica del bilancio)	6
Diritto commerciale cp (a scelta fra i tre insegnamenti offerti al CLMG)	6
CPU 1st semester	34
2nd semester	
Regulatory law or Global Finance	6
Economia aziendale e bilancio - Modulo 2 (Accounting)	6
Istituzioni di Diritto Privato - Modulo 2	6
Diritto contabile e fiscale - Modulo 2 (Diritto tributario)	6
Final work	3
CPU 2nd semester	27
Total CP third year of studies	**61**

Note:

Modules:

- Code 30613 'Introduction to Private Law – module 1 (Civil Law)' and code 30614 'Introduction to Private Law – module 2 (Common Law)' 'are respectively the first and the second module of the course code 30612 'INTRODUCTION TO PRIVATE LAW';
- Code 30616 'Transnational Constitutional Law – module 1 (European Legal Systems)' and code 30617 'Transnational Constitutional Law – module 2 (Anglo-American Legal Systems)' 'are respectively the first and the second module of the course code 30615 'TRANSNATIONAL CONSTITUTIONAL LAW';
- Code 30619 'Historical Foundations of Law - module 1 (Civil law)' and code 30620 'Historical Foundations of Law - module 2 (Common law)' 'are respectively the first and the second module of the course code 30618 'HISTORICAL FOUNDATIONS OF LAW'.

Courses divided into modules are officially passed (and can be recorded in the student academic career and certified) only after passing both modules' examinations. The final grade is the grade point average of the two marks, which is the credit points for the course. The average is rounded up if decimals are equal or higher than 5, rounded down if they are lower than 5.

Credit points and grades earned for the individual modules passed are taken into account for rankings within the University (e.g. Bocconi Scholarship, selection for International Programs...) and they can be viewed by printing the unofficial academic transcript at Punto Blu.

In accordance with the educational objectives of the program and the ministerial tables, field of study "Scienze dei servizi giuridici", the program structure may be subject to variations decided by the Academic Bodies.

Languages
Detailed information on language paths can be found in chapter 3 "Languages and Computer skills".

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2.2.

Elective courses

Students choose elective courses in order to complete their study plan for the section relating to the "activities chosen by the students". The elective course is worth 6 CP (with the exception of workshops worth 3 CP). There is a wide choice of electives.

Università Bocconi promotes an interdisciplinary education path and therefore students can freely structure their study plan by choosing courses from the different courses offered in the academic year or from a list of compulsory courses characteristic of other Bachelor of Science programs. An elective course may be replaced by a curricular internship. For further information on choices see "Choice of elective courses".

Code	Couse/Workshop title	English translation	Semester	Language of instruction
30590		Advanced Python programming for economics, management and finance	I	ENG

30605	AI applications in economics (*)		I	ENG
30187	Alternative investments		I	ENG
30515	Applied stochastic processes		II	ENG
30651	Applied macroeconomics and contemporary economic problems		I	ENG
30488	Applied valuation analysis for mergers and other business combinations		I	ENG
30161	Revisione Auditing aziendale		II	ITA
30608	Behavioral and experimental finance		II	ENG
30514	Big data for business analytics		II	ENG
30219	Business plan		II	ENG
30574	Business management in China		I	ENG
30647	Fiscalità delle imprese e delle società	Business taxation and digital economy	II	ITA
30387	Climate change economics		I	ENG
30652	Competing in the metaverse		I	ENG
30599	Computational applications in accounting (*)		I	ENG
30601	Computational applications in management (*)		I	ENG
30603	Computational applications in marketing (*)		I	ENG
30223	Comunicazione di marketing	Marketing communication	I	ITA/ENG
30602	Consumer insights		II	ENG
30173	Corporate banking		I	ENG
30587	Data-Driven analysis and decision-making in business		II	ENG
30525	Digital strategy		II	ITA
30298	Diversity management and policy		II	ENG
30174	Economia e gestione delle assicurazioni vita e dei fondi pensione	Economics and management of life insurance and pension funds	II	ITA
30388	Economia e management dei media	Media industries: theory and practice	I	ITA
30195	Economics		I	ENG

	(Poverty, inequality and income distribution)			
30175	Elementi di matematica per i mercati finanziari	Mathematics for financial markets	II	ITA
30665	Elements of real and fourier analysis		II	ENG
30648	Energy and environmental economics and policy		II	ENG
30492	Entrepreneurship and new business startup		I	ENG
30529	Entrepreneurship and strategic innovation in the fashion industry		II	ENG
30180	Equity portfolio management		I	ENG
30261	Experimental economics and psychology		II	ENG
30276	Family business strategies		II	ENG
30526	Financial analysis and performance measurement		I	ENG
30172	Financial macroeconomics		II	ENG
30177	Financial modelling		II	ENG
30588	Financial statement analysis for company valuation		II	ENG
30511	Fintech for banking and financial transformation		II	ENG
30490	Fiscal macroeconomics		II	ENG
30604	Forecasting economic, business and financial data. Coding and applications		I	ENG
30607	Foundations of data science		II	ENG
30594	Geopolitics: history, geography and power dynamics		II	ENG
30296	Global sustainability strategy		I	ENG
30439	Green marketing		II	ENG
30497	Health and society		II	ENG
30573	History of european integration		I	ENG
30649	History of the global economy: competition, trade and development		I	ENG
30576	Institutions and global strategy		I	ENG
30215	International business and management		II	ENG
30593	International population dynamics and challenges		I	ENG
30196	International relations		II	ENG
30518	Introduction to blockchain		I	ENG
30206	Introduction to management consulting		II	ENG
30262	Leadership skills		I	ENG
30211	Lean management		I	ENG
30212	Management dei sistemi informativi	Management information system	I	ITA
30208	Management delle istituzioni culturali e	Arts and	II	ITA

	artistiche		cultural management	
30221	Management of fashion companies		I/II	ENG
30193	Management of international and supranational organizations		I	ENG
30575	Managing the green transition: the role of utilities		II	ENG
30297	Managing creativity		II	ENG
30225	Marketing delle piccole e medie imprese	Small business marketing	II	ITA
30229	Marketing e cittadino cliente	Marketing and citizen relationship management	II	ITA
30228	Marketing research		I	ENG
30510	Monetary and fiscal policy: current challenges		I	ENG
30259	New products and product management		II	ENG
30222	New product development and open innovation		I	ENG
30194	Organizzazione e gestione del personale nelle aziende pubbliche	Organization and human resource in public administration	I	ITA
30230	Personal selling		II	ENG
30182	Pianificazione finanziaria e analisi degli investimenti	Corporate financial management and investment analysis	I	ITA
30498	Principles of e-marketing and e-commerce		I/II	ENG
30295	Psychology of marketing		II	ENG
30184	Risk management with derivatives		II	ENG
30445	Sharing economy and smart cities management		II	ENG
30600	Social networks in organizations		II	ENG
30197	Sociology		II	ENG
30198	Storia dell'impresa italiana	Italian firms in historical perspective	II	ITA
30213	Strategic management for small and medium enterprises		I	ENG
30598	Sustainability and corporate communication		II	ENG
30214	Sustainable operations management		II	ENG
30181	The microstructure of financial markets		II	ENG
30516	Theoretical computer science		II	ENG
30592	Topics in computational modelling: from information		II	ENG

theory to evolutionary models

30185	Valutazione Business valuation delle aziende	II	ITA/ENG
30186	Venture and development capital	I	ENG

(*) Workshop.

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2.3.

Compulsory courses characterizing other 3-y degree programs

Students can choose up to 2 of the compulsory courses characteristic of the other programs taught in English. The number of students admitted to the compulsory course class group must be such that the total number of students enrolled in class group is equal to 140.

Last change 01/06/2023 08:00

2.3.1.

CLEAM - CLEF - BESS - CLEACC

CLEAM

CLEAM students can choose from among the following courses characteristic of other programs:

Code	Course title	Language of instruction	Semester
30257	Corporate valuation	ENG	I
30610	Current political phenomena	ENG	I
30145	Development	ENG	II

	economics		
30313	Economics of institutions and culture	ENG	II
	30056	European economic policy	ENG	II
	30055	Financial economics	ENG	II
	30284	Empirical methods for economics (Introduction to econometrics)	ENG	I
30285	Empirical methods for finance (Introduction to econometrics for finance)	ENG	I
30482	Human rights	ENG	I
	30054	International and monetary economics	ENG	II
	30178	International banking	ENG	I
	30443	International macroeconomics	ENG	II
	30150	Introduction to options and futures	ENG	I
30534	Islam, politics and the middle east	ENG	I
	30287	Macroeconomics and the world economy	ENG	II
	30148	Management of financial institutions	ENG	I
	30283	Markets, organization and incentives	ENG	II
	30159	Monetary theory and policy	ENG	I
30487	Political regimes	ENG	II
30483	Politics of advanced democracies	ENG	II
	30151	Principles of International finance	ENG	II
	30147	The economics of imperfect labour markets	ENG	I
30609	Topics in politics	ENG	II

CLEF

CLEF students can choose from among the following courses of other programs

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Code	Course title	Language of instruction	Semester
30012	Business strategy	ENG	II
30257	Corporate valuation	ENG	I
30610	Current political phenomena	ENG	I
30145	Development economics	ENG	II
30313	Economics of institutions and culture	ENG	II
30284	Empirical methods for economics (Introduction to econometrics)	ENG	I
30285	Empirical methods for finance (Introduction to econometrics for finance)	ENG	I
30056	European economic policy	ENG	II
30482	Human rights	ENG	I
30178	International banking	ENG	I
30150	Introduction to options and futures	ENG	I
30534	Islam, politics and the middle east	ENG	I
30287	Macroeconomics and the world economy	ENG	II
30007	Managerial accounting	ENG	I
30015	Marketing	ENG	I
30283	Markets, organization and incentives	ENG	II
30153	Organization theory	ENG	II
30487	Political regimes	ENG	II
30483	Politics of advanced democracies	ENG	II
30151	Principles of International finance	ENG	II
30152	Public management	ENG	I
30444	Public management (Business government relations)	ENG	II
30154	Technology and innovation management	ENG	I
30147	The economics of imperfect labour markets	ENG	I
30609	Topics in politics	ENG	II

BESS

BESS students can choose from among the following characteristic courses of other programs

Code	Course title	Language of instruction	Semester
30012	Business strategy	ENG	II
30257	Corporate valuation	ENG	I
30610	Current political phenomena	ENG	I
30145	Development economics	ENG	II
30285	Empirical methods for finance (Introduction to econometrics for finance)	ENG	I
30056	European economic policy	ENG	II
30055	Financial economics	ENG	II
30482	Human rights	ENG	I
30178	International banking	ENG	I
30150	Introduction to options and futures	ENG	I
30534	Islam, politics and the middle east	ENG	I
30148	Management of financial institutions	ENG	I
30007	Managerial accounting	ENG	I
30015	Marketing	ENG	I
30159	Monetary Theory and Policy	ENG	I
30487	Political regimes	ENG	II
30483	Politics of advanced democracies	ENG	II
30151	Principles of international finance	ENG	II
30264	Public finance	ENG	I
30154	Technology and innovation management	ENG	I
30147	The economics of imperfect labour markets	ENG	I
30609	Topics in politics	ENG	II

CLEACC

CLEACC students can choose from among the following characteristic courses of other programs

Code	Course title	Language of instruction	Semester
30610	Current political phenomena	ENG	I
30145	Development economics	ENG	II
30285	Empirical methods for finance (Introduction to econometrics for finance)	ENG	I
30482	Human rights	ENG	I
30178	International banking	ENG	I
30534	Islam, politics and the middle east	ENG	I
30487	Political regimes	ENG	II
30483	Politics of advanced democracies	ENG	II
30609	Topics in politics	ENG	II

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2.3.2.

BIEM - BIEF - BIG

BIEM

BIEM students can choose from among the following characteristic courses of other programs:

Code	Course title	Language of instruction	Semester
30024	Analisi di bilancio (Financial statement analysis)	ENG	I
30257	Corporate valuation	ENG	I

30610		Current political phenomena	ENG	I
30145		Development economics	ENG	II
30313		Economics of institutions and culture	ENG	II
30284		Empirical methods for economics (Introduction to econometrics)	ENG	I
30285		Empirical methods for finance (Introduction to econometrics for finance)	ENG	I
	30055	Financial economics	ENG	II
	30482	Human rights	ENG	I
30178		International banking	ENG	I
	30150	Introduction to options and futures	ENG	I
	30534	Islam, politics and the middle east	ENG	I
30287		Macroeconomics and the world economy	ENG	II
	30148	Management of financial institutions	ENG	I
	30283	Markets, organization and incentives	ENG	II
	30159	Monetary theory and policy	ENG	I
	30487	Political regimes	ENG	II
	30483	Politics of advanced democracies	ENG	II
	30151	Principles of international finance	ENG	II
30264		Public finance	ENG	I
	30147	The economics of imperfect labour markets	ENG	I
	30609	Topics in politics	ENG	II

BIEF

BIEF students can choose from among the following characteristic courses of other

programs:

Code	Course title	Language of instruction	Semester
30610	Current political phenomena	ENG	I
30482	Human rights	ENG	I
30534	Islam, politics and the middle east	ENG	I
30007	Managerial accounting	ENG	I
30015	Marketing	ENG	I
30153	Organization theory	ENG	II
30487	Political regimes	ENG	II
30483	Politics of advanced democracies	ENG	II
30152	Public management	ENG	I
30444	Public management (Business government relations)	ENG	II
30154	Technology and innovation management	ENG	I
30609	Topics in politics	ENG	II

BIG

BIG students can choose from among the following characteristic courses of other programs:

Code	Course title	Language of instruction	Semester
30012	Business strategy	ENG	II
30257	Corporate valuation	ENG	I
30145	Development economics	ENG	II
30284	Empirical methods for economics (Introduction to econometrics)	ENG	I
30285	Empirical methods for finance (Introduction to	ENG	I

	econometrics for finance)		
30055	Financial economics	ENG	II
30054	International and monetary economics	ENG	II
30178	International banking	ENG	I
30443	International macroeconomics	ENG	II
30150	Introduction to options and futures	ENG	I
30287	Macroeconomics and the world economy	ENG	II
30148	Management of financial institutions	ENG	I
30007	Managerial accounting	ENG	I
30015	Marketing	ENG	I
30283	Markets, organizations and incentives	ENG	II
30159	Monetary theory and policy	ENG	I
30153	Organization theory	ENG	II
30151	Principles of international finance	ENG	II
30154	Technology and innovation management	ENG	I
30147	The economics of imperfect labour markets	ENG	I

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2.3.3.

BEMACS - BAI

BEMACS

BEMACS students can choose from among the following characteristic courses of other programs:

Code	Course title	Language of instruction	Semester
30012	Business strategy	ENG	II
30257	Corporate valuation	ENG	I
30610	Current political phenomena	ENG	I
30145	Development economics	ENG	II
30313	Economics of institutions and culture	ENG	II
30284	Empirical methods for economics (Introduction to econometrics)	ENG	I
30285	Empirical methods for finance (Introduction to econometrics for finance)	ENG	I
30056	European economic policy	ENG	II
30055	Financial economics	ENG	II
30482	Human rights	ENG	I
30054	International and monetary economics	ENG	II
30178	International banking	ENG	I
30443	International macroeconomics	ENG	II
30150	Introduction to options and futures	ENG	I
30534	Islam, politics and the middle east	ENG	I
30287	Macroeconomics and the world economy	ENG	II
30148	Management of financial institutions	ENG	I
30007	Managerial accounting	ENG	I
30015	Marketing	ENG	I
30283	Markets, organizations and incentives	ENG	II
30159	Monetaty theory and policy	ENG	I
30153	Organization theory	ENG	II
30487	Political regimes	ENG	II
30483	Politics of advanced democracies	ENG	II
30151	Principles of	ENG	II

	international finance		
30264	Public finance	ENG	I
30152	Public management	ENG	I
30444	Public management (Business government relations)	ENG	II
30154	Technology and innovation management	ENG	I
30147	The economics of imperfect labour markets	ENG	I
30609	Topics in politics	ENG	II

BAI

BAI students can choose from among the following characteristic courses of other programs:

Code	Course title	Language of instruction	Semester
30012	Business strategy	ENG	II
30257	Corporate valuation	ENG	I
30610	Current political phenomena	ENG	I
30145	Development economics	ENG	II
30462	Econometrics	ENG	II
30313	Economics of institutions and culture	ENG	II
30284	Empirical methods for economics (introduction to econometrics)	ENG	I
30285	Empirical methods for finance (introduction to econometrics for finance)	ENG	I
30056	European economic policy	ENG	II
30055	Financial economics	ENG	II
30482	Human rights	ENG	I
30054	International and monetary economics	ENG	II
30178	International banking	ENG	I
30443	International macroeconomics	ENG	II
30150	Introduction to options	ENG	I

	and futures		
30534	Islam, politics and the middle east	ENG	I
30287	Macroeconomics and the world economy	ENG	II
30148	Management of financial institutions	ENG	I
30007	Managerial accounting	ENG	I
30015	Marketing	ENG	I
30283	Markets, organizations and incentives	ENG	II
30159	Monetary theory and policy	ENG	I
30153	Organization theory	ENG	II
30487	Political regimes	ENG	II
30483	Politics of advanced democracies	ENG	II
30151	Principles of international finance	ENG	II
30264	Public finance	ENG	I
30152	Public management	ENG	I
30444	Public management (business government relations)	ENG	II
30154	Technology and innovation management	ENG	I
30147	The economics of imperfect labour markets	ENG	I
30609	Topics in politics	ENG	II

Last change 04/07/2023 14:47

3.

LANGUAGES AND COMPUTER SKILLS

Last change 01/06/2023 08:00

3.1.

Languages

Last change 01/06/2023 08:00

3.1.1.

Study plan: languages and minimum exit levels

The study plan for all 3-y degree program, **with the exception of BAI and BGL**, includes:

- **First year**: first language
- **Second year**: second language

The study plans for BAI (the Bachelor of Science in Mathematical and Computing Sciences for Artificial Intelligence) and BGL (Bachelor in Global Law) includes **only one language** in the second year, whose rules coincide with those of the second language for the other 3-y degree programs.

The choice of languages depends on a combination of the following variables:

- The language of instruction of the 3-y degree program;
- The student's native language (as declared during admission to the program, which **cannot be changed** for the entire duration of the program).

The languages included in the study plan must be:

- different from the student's native language
- different from each other.

In addition:

- **English** as a **first language** is mandatory for students who are non-native English speakers enrolled in 3-y degree programs in Italian (except for BAI and BGL);
- **Italian** as a **first** or **second language** is mandatory for students who are non-native Italian speakers enrolled in 3-y degree programs in English.

When it is possible to choose as language the vehicular language of the program, the minimum exit level is higher than the required entry level (see table below).

All possible combinations are listed below:

	native language		1st° language (except BAI and BGL)	minimun exit level		2nd° language (only language for BAI and BGL) (2)	minimun exit level
BSc in ITA	= ITA		ENG	B2		FR, SP, GER	B1
	? ENG; ? ITA.		ENG	B2		FR, SP, GER	B1
						ITA	C1
	= ENG		FR, SP, GER	B2		FR, SP, GER	B1
						ITA	C1
			ITA	C1		FR, SP, GER	B1
BSc in ENG	=ITA		ENG (1)	C1		FR, SP, GER	B1
			FR, SP, GER (1)	B2			
	? ITA		ENG (1)	C1		ITA	B1 (3)
			ITA (1)	B2		FR, SP, GER	B1
			FR, SP, GER (1)	B2		ITA	B1 (3)

(1) Students who are native English speakers **MUST** (while non-native English speakers

CAN) choose a first language other than English.

(2) Second language is not assigned automatically; it has to be chosen when enrolling in the second year. The course level is assigned automatically.

(3) A2 is required for Double Degree incoming students and for students enrolled in WBB (World Bachelor in Business). Students are allowed to change languages included in their personal study plan (see conditions and deadlines in chapter 9 "Administrative Rules, Procedures and Deadlines".

Last change 14/07/2023 11:58

3.1.2.

Curricular Educational Offer

The educational offer includes the following:
For **English** (first year) - except BAI and BGL:

- **B2 (3-y degree Programs in Italian) and C1 curricular courses (3-y degree Programs in English)** - second semester
- **Preparatory courses** - first semester

For **other curricular languages**:
First language (first year) - except BAI and BGL:

- **B2 curricular courses** - second semester
- **Preparatory courses** - first semester

Second language (second year) - only language for BAI:

- **B1 curricular courses** - second semester
- **Italian: A2 curricular course** (for specific categories of students enrolled in international programs) - second semester;
- **Preparatory courses** - first semester

The educational offer will be preceded by an entry-level readiness assessment test. This will direct students to the most suitable educational path (the test will not be offered to students enrolled in the Italian A2 level curricular course reserved for specific categories of students enrolled in international programs).

For further details about courses, please see "course profiles" published on the website and

"course syllabi" available on the Blackboard (accessible via the yoU@B student Diary).

Last change 28/07/2023 14:31

3.1.3.

Knowledge assessment and recording in the academic transcript

Knowledge may be assessed through an **internal exam** or **recognition of a language certificate.** In both cases:

- the grade will be recorded as a score out of thirty and will be included in the calculation of the Grade Point Average (GPA);
- the level of competence acquired is mentioned in the exam report and in the student's transcript.

After passing the internal exam, a certificate can be completed at a later date, but the certificate cannot be recorded in the student's transcript. However, after a certificate for a specific language is recorded on the transcript, the internal exam can no longer be taken.

Last change 01/06/2023 08:00

3.1.3.1.

Bocconi internal exam

The assessment method consists of a Bocconi exam focused on assessing four skills, in line with international certifications:

- reading comprehension
- writing skills
- listening comprehension
- speaking skills

Students can sit the exam ("general" mode) starting from the end of second semester (after the end of the teaching period: May).
5 exam sessions are scheduled during the following periods:

1. May-June
2. June-July
3. late August-September
4. October
5. January-February

The exam consists of a written part (focused on writing, reading, listening) and an oral part (focused on speaking), which are generally held on the same day (subject to possible extensions due to the number of students registered for the exam).

Please note that in order to sit the exam, students **must register** through the exam registration tool in the yoU@B Student Diary.

With reference to the English internal exam, we remind you that it is only offered:

- at level B2 (students enrolled in Bachelor Programs taught in Italian)
- at level C1 (students enrolled in Bachelor Programs taught in English).

Further details on exam methods and assessment criteria are available in the course syllabus posted in Blackboard.

Last change 28/07/2023 14:34

3.1.3.2.

International certifications recorded instead of the internal exam

Regarding the recording of a language certification as an alternative to the internal exam, please note that:

- **credits** for the first language (except BAI and BGL) shall be calculated in the number of credits required for enrolling in the second year, only if the certificate is submitted **by 11 July 2024**;
- in order for it to be recorded in the transcript, students must submit the request using the online procedure available in the yoU@B student diary in the Language Center widget (see submission methods at the page www.unibocconi.eu/languagecenter "Certification Recognition") and do not need to register for the Bocconi internal exam;
- students can apply to convert a certification only after enrollment in the program year when the language course being recognized is taught;
- students enrolled in the first year of the program can submit a language certification conversion request as an alternative to the internal exam for the first language

starting on **11 September 2023** and in any case after completing first-year enrollment.

International certifications can be recorded in the academic curriculum provided that they are:

- **officially recognized by the University** and have been taken at an officially recognized test center in Italy or abroad;
- **equal to or higher** than the minimum exit level requirement;
- **submitted** for recording within 3 years after sitting the international certification exam (2 years for the TOEFL and for IELTS, according to the provisions of the certifying agency);
- submitted by the student; only **original certifications** or, as an alternative, statement of results;
- verifiable by the University

NB: Please note that for some certificates, the Language Center must be authorized to view the results in order to verify the authenticity of the certificate. Authorization must be requested before sitting the exam. **If this authorization is not provided, the necessary verification operations cannot be completed and, as a result, the certificate conversion request submitted by the student will not be taken into consideration.**

More detailed information (**list of recognized certificates, conversion tables**, etc.) is available on the website www.unibocconi.eu/languagecenter, in the "Certification Recognition" section.

Under **his/her responsibility**, the student must carefully check the certifications which can be recognized, the relating conversion rules and the instructions for submitting an application, before forwarding the certification recognition request.
In order to support students who want to earn an international certification, the Language Center offers:

- courses to prepare for some certifications (details available on the website at www.unibocconi.eu/languagecenter in the "Supplementary Activities" section);
- materials for preparing for certificates at the Language Lab (details on the website www.unibocconi.eu/languagecenter in the 'Self-Study' section);
- test center service for some certificates, including:
  - for English: IELTS Academic
  - for French: DFP Affaires

Detailed information and the list of certifications that can be completed are available on the page www.unibocconi.eu/languagecenter in the "Certifications" section.

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3.1.4.

Self-study

In addition to attending lectures, learning languages requires a constant commitment to self-study.
The Language Center offers:

- **tutoring service**, i.e. practice sessions for students taking preparatory courses for curricular languages, that can only be accessed by reservation through the "Appuntamenti/Appointments" procedure available on the yoU@B student diary;
- **various materials** for preparing certifications and the Bocconi exam
- digital applications and tools to enhance language study.

A Language Exchange activity for students is also organized, along with a film festival for movies in their original language **(Movies & Languages Film Festival)**.

For more information: www.unibocconi.eu/languagecenter in the "Self-Study" and "Other Activities" sections.

Last change 11/07/2023 16:26

3.1.5.

Languages as additional exams

Curricular languages can be recorded **as additional activities** (see chapter 9 "Administrative Rules, Procedures and Deadlines"), either by passing a Bocconi exam or through recognition of a certificate.
Moreover, also non-curricular languages (Arabic, Chinese, Japanese, Russian, and Portuguese) can be recorded in the academic transcript **but only as additional activities**.

As no internal exams are organized for such languages, it is possible to register only the result of a certification (score converted in a mark out of thirty).

For further detailed info on recognition of certifications, please see the website at www.unibocconi.eu/languagecenter in the "Certification Recognition" section.

Last change 01/06/2023 08:00

3.2.

Computer Skills

Last change 01/06/2023 08:00

3.2.1.

Curricular Offer

Starting in the 2022-2023 academic year, the curricular course Computer Skills (cod. 30424) will be managed by the new Department of Computing Sciences.

For more information, see the website www.unibocconi.eu/courses.

Last change 01/06/2023 08:00

3.2.2.

Test Center for IT Certifications

Bocconi University is a Test Center issuing ECDL/ICDL Full Standard and Advanced (ECDL/ICDL Full Standard or ECDL Core), EPM (European Project Management), Digital Marketing and MOS (Microsoft Office Specialist) certifications.

Exams are held each week according to a calendar which is updated regularly. Students may purchase ICDL products (at a discounted cost) online, view the exam calendar and enroll directly through their yoU@B student Diary, using the IT certifications box.

In order to register for the Computer Science exam (second partial or general exam), students must first complete the full ECDL/ICDL certification (ECDL/ICDL Full Standard or ECDL Core) or one of the equivalent certifications recognized by the University.

For more information on IT Certifications, please refer to the website at www.unibocconi.eu/itec in the 'IT Certifications' section.

Last change 01/06/2023 08:00

3.2.3.

Extracurricular IT Activities

To improve IT skills, students can attend extracurricular IT Skills courses organized by the IT Education Center, which are part of the extracurricular activities (see chapter 8. Other activities: supplementary activities, courses and seminars).

These courses, held in English and/or Italian, have limited spots and a duration ranging from 8 to 24 hours. Participation is recognized through the issuance of an Open Badge, a digital certificate that can be shared online (LinkedIn) or on a CV.

Supplementary IT activities, which are optional and cross-curricular for all degree programs (BSc, MSc, IMA, Specialized Master, PhD) focus on a variety of topics, including:

- Microsoft Office at an advanced level;
- Applications for Mathematical, Statistical and Econometric Analysis;
- Programming in Visual Basic for Applications, Java and Python;
- Data Analysis, Business Intelligence and Big Data;
- Project Management;
- Social Media, Web Analytics, Website Creation;
- Bitcoin, Blockchain and Cyber Security.

Registration for courses must be completed through the yoU@B Student Diary, in the "Sign Up for Various Activities" box. Registration will be available approximately four weeks before the start of each activity.

For more information, see the website at www.unibocconi.eu/itec, Supplementary Activities' section.

Last change 01/06/2023 08:00

4.

STUDYING ABROAD

Internationalization at Bocconi University has been a strategic priority pursued since 1974, the year in which the first international cooperation agreements were put into place. Over the years these programs have developed an extensive network of relations and exchanges with prestigious academic and cultural institutions all over the world. That means there is constant collaboration with foreign universities on research and joint teaching projects, thus providing Bocconi students and teaching staff with invaluable international experience. Thanks to its network of international relations, Bocconi University is able to offer its students several opportunities to acquire the kind of business training which is necessary for dealing with global economic developments.

Study abroad programs:

- Long programs (Exchange Programs, Free-Mover Semester Programs, Peking-Bocconi Double Degree Program for BIEM students);
- Short programs (Free-Mover Summer Programs).

Other opportunities are also available that involve attending a course - remotely or in person - at several partner schools who participate with Bocconi in a variety of networks (ECOL - European Consortium for Online Learning).

MSc students can take part in other programs that are organized with international universities and business schools, and which lead to double Master degrees (Italian and foreign) or diplomas issued by the international network (CEMS-MIM Master).

The study abroad opportunities promoted by the University are presented in detail during ad hoc initiatives throughout the academic year.

Last change 07/06/2023 10:00

4.1.

Long Programs

Last change 01/06/2023 08:00

4.1.1.

Exchange Program

The Bocconi University "Exchange Program" (including the LLP/Erasmus Program) deals with student exchanges under bilateral agreements with over 286 universities in 55 countries across 6 continents, giving students the opportunity to attend courses for which they can receive credit as part of their Bocconi degrees. The international universities included in the program are some of the most renowned institutions in the world in the fields of management, economics, law and political science.
In fact, Bocconi University belongs to some of the most prestigious international networks: CEMS (The Global Alliance in Management Education), PIM (Partnership in International Management), GULF (Global University Leaders Forum), GNAM (Global Network for Advanced Management), CIVICA (The European University of Social Sciences), THEMIS (Network in International Business Law) APELIA (The Asia-Pacific and Europe Law Institutes Alliance), U7 (Alliance of world Universities) and ECOL (European Consortium for Online Learning).

These agreements are based on reciprocal arrangements that allow students from both institutions involved to complete a period of study abroad without paying extra university fees and tuition to the partner institution. Students are, however, responsible for travel, board and lodging expenses.

Eligibility and requirements
Students can take the semester abroad during their **third year**. Therefore students regularly enrolled in their second year can apply. Students are allowed to enroll in a semester abroad at one of the partner universities only if they pass the selection, which is based on merit and language skills.

Application and deadlines
Students are advised to check the application procedures and deadlines released in Study Abroad office publications and on the website www.ir.unibocconi.eu/exchange.

Exam recognition
Students can receive credit for a **maximum of 5 courses**.

The credit approval procedure is explained in "Credit for exams passed at universities abroad".

Information
For Exchange Program details, updated information on eligible students, admissions procedures, deadlines and available destinations check the website www.ir.unibocconi.eu/exchange.

In the same area, you can also check comments by students who have been abroad in previous years, along with detailed information on partner universities.

Last change 07/06/2023 10:01

4.1.2.

Free-Mover Semester

Students interested in attending a semester abroad outside the Exchange Program can enroll at a number of universities abroad where they can study only during the **third year** of their Bachelor of Science Program as part of the Free-Mover Semester Program (fee-paying Visiting Students or Independent Students).

The Free-Mover Semester abroad is **incompatible** with both participation in the Exchange Programs and participation in other long study abroad programs.
Students are responsible for the payment of fees and tuition for both Bocconi and the institution abroad and for travel, board and lodging expenses for the period abroad.
Students are required to take out health insurance for the entire period of study abroad.

Bocconi University has identified a number of schools from among those in its international network that have accepted such students in previous years. The number of students allowed at each University abroad is limited. The list of universities abroad will be published on the webpage at www.ir.unibocconi.eu. This is the only list considered valid for the recognition of exams taken in schools abroad as part of the Free-Mover Semester Program. Each destination will be allowed up to a maximum of ten participants per academic year, regardless of the number of actual students admitted by the host school.

Any other applications for alternatives will be examined individually beforehand by Study Abroad office. The application, accompanied by a motivational letter and information about the chosen university, must be given to the Study Abroad office before enrolling at the foreign university for a Free-Mover Semester Program.

Exam recognition
Students can receive credit for a **maximum of 5 courses**.

The credit approval procedure is explained in "Credit for exams passed at universities abroad".

Information
We suggest you check the detailed information and requirements on the

website www.ir.unibocconi.eu. In this area you can also check comments by students who have been abroad in the past as part of the Exchange program.

Last change 07/06/2023 10:08

4.1.3.

Peking-Bocconi Double Degree Program for BIEM Students

The Peking-Bocconi Double Degree Program allows students enrolled in the Bachelor of Science in International Economica and Management (BIEM) to attend the first two academic years at Bocconi and two additional academic years at the Guanghua School of Management, Peking University in Beijing (China). At the end of four years of study, students receive both Bachelor of Science degree issued by Bocconi University and a Chinese Bachelor Program in Management degree issued by Peking University.
The language of teaching for the four academic years is English and during the two years in Beijing, students also attend a course in Chinese.

Application procedure
BIEM students who are duly enrolled in the second year of the program and who meet specific minimum merit requirements may apply. Students shall be selected jointly by the two universities based on elements related to academic performance and motivational aspects. Students participating in the program are required to have recorded 100% of the credits for the first and second years of BIEM by July of the second year. Failure to meet this requirement shall prevent access to the program at Peking.
Students who participate in the program are required to:

- sign a contract with Peking University which indicates the rules and academic conditions in force during the period of study at the school abroad, in addition to the penalty in the event of withdrawal from the Double Degree Program;
- pay an administrative fee in addition to regular Bocconi tuition and fees for the three academic years of the Bachelor of Science in International Economics and Management.

Selected students may take advantage of a scholarship from Peking University covering tuition and fees and housing in a student dormitory for the two academic years in China, according to the procedures established by the school.
For more information, please send an email to the following address: doubledegree@unibocconi.it

Exam recognition
For information on recognition of exams taken abroad during the Peking-Bocconi Double

Degree program, please see paragraph 'Credit for exams passed at universities abroad'.

Last change 18/07/2023 10:00

4.2.

Short Programs

The short programs offered by Bocconi University offer students the opportunity to spend a brief study period abroad.

Last change 01/06/2023 08:00

4.2.1.

Free-Mover Summer

Bocconi University has selected a number of partner schools from its international network which offer interesting and educationally valid Summer Programs.

They last between 2 and 3 weeks during the summer months and allow students to take curricular courses in various areas for which they can receive credit. The list of universities abroad is published on the website and this is the only list considered valid for the recognition of courses offered in the Summer Program through institutions abroad. Students can submit applications for other alternatives that must be examined individually in advance by the Study Abroad office, before applying to the Free Mover Summer.

The Free Mover Summer is offered to students from all Bachelor of Science Programs who meet the requirements, in the summer between the second and third years of the program. (Please note: Participation in a summer program in the summer of their first year or before will not be recognized).

Students are responsible for travel, board and lodging expenses during their experience abroad as well as the fees and tuition of the partner university.

Students are also required to ensure that they have health insurance coverage for the period abroad.

Exam recognition

The Free-Mover Summer Program allows students to receive credit for a maximum of one exam corresponding to a Bocconi course. The credit approval procedure is explained in "Credit for exams passed at universities abroad".

Information

We suggest you to check requirements and application procedure on the website at www.ir.unibocconi.eu.

Last change 07/06/2023 10:11

4.3.

Online programs

As part of the ECOL network, Bocconi students have the chance to take an online course taught by one of the network's member schools and have the activity recognized in their Bocconi career in lieu of a free optional exam.

ECOL courses are open to students from all Bachelor of Science programs who meet the requirements. Selection is based on merit and language skills.

Application procedures and deadlines are posted on the Bocconi website at this link.

ECOL courses are **incompatible** with participation in the Exchange Programs, Free-Mover Semester and other long study abroad programs.

Last change 07/06/2023 10:22

4.4.

Scholarships for International Programs

To encourage participation in international mobility programs organized by the University, the availability of specific resources that can be used for this purpose is verified from year to year.

As a rule, any resources - whether ministerial or regional - resulting from participation in the

European Union's Erasmus Plus program or related to the right to study, are considered and made available. The total amount of these funds is not clear at the beginning of the year, and depends on the availability of the entities involved and the student's destination, as well as specific requirements that may be requested from time to time. For this reason, the University undertakes to make the various opportunities known as soon as possible, but only once it becomes aware of the above-mentioned elements.

Last change 07/06/2023 10:23

4.5.

Certifications and Documents

To request certifications specifying admission and/or participation in Exchange Programs you can use the cert@B procedure available on the yoU@B Diary (see chapter 11 Certifications, self-declarations and Diploma Supplements), **except for the documents described in the paragraphs below.**

Last change 01/06/2023 08:00

4.5.1.

Documents for the participation in the Exchange Program or in the Double Degree Programs

The Study Abroad Office (Exchange program) or the Global Alliance Office (Double Degree program) must be contacted by the selected student **if, as part of the application procedure or participation, the foreign partner university requests a document for admission to the program and/or information relating to enrollment at Bocconi along with the student's academic career.** The same procedure is applicable in case the document of admission to the program is required to obtain a visa. Any procedure changes will be communicated to the interested students.

Last change 01/06/2023 08:00

5.

CURRICULAR INTERNSHIPS

Three-year Bachelor of Science programs allow students to include an educational internship/apprenticeship/training (hereinafter internship) experience or a similar activity in their study plans. An internship is worth 6 credit points. For programs taught in Italian, it may be inserted as an alternative to an elective course held in Italian provided the study plan includes at least one elective or copulsory course taught in English, according to the rules for completing the programs's study plan. For Bachelor of Science programs held in English, an internship may replace an elective course in Italian or in English (see "Bachelor of Science Program structure"). For the Bachelor in Global Law, an internship may be inserted as an alternative to the Legal Clinic activities.

For the calculation of the graduation grade after participation in a curricular internship, see "Final paper and graduation".
In compliance with the same characteristics of curricular internships (see chapter 5.1 Characteristics of Curricular Internships), a second experience can be completed worth 6 credits, which will be recorded as an additional internship (see 5.4 Internship Recognition). Credits of both the curricular internship and of the additional curricular internship shall not contribute to the GPA.
The first internship completed that complies with the characteristics of a curricular internship shall be recorded in the study plan within 180 CPs. Students therefore cannot choose which of the two experiences will be recognized within 180 CPs (see "Bachelor of Science Program Structures").

In this chapter, 'curricular internship' stands exclusively for curricular internship for credit.

Students may participate in other internship experiences (which are not worth credit points) during the program or after graduation, which do not have credit point value.

Last change 14/07/2023 15:42

5.1.

Characteristics of Curricular Internships

Curricular internships must have the following characteristics regarding duration, objectives

and content, location and positioning.

Duration

- Minimum 6 full-time weeks, whether in Italy or outside Italy;
- minimum of 8 weeks in the case of part-time internships, whether in Italy or outside Italy.

The number of weeks is understood as continuous and non-cumulative.
For variations on duration (postponement, suspension, withdrawal/interruption) see paragraph 5.5. 'Postponement, Suspension, Withdrawal, Interruption'.

Objectives and contents

The internship is an in-the-field training experience and not an employment contract. Its regulations are valid in Italy and are set by law (national and regional law) and by the University. The main objective of internships is to educate.

They allow students to:

- learn about the world of work,
- develop professional skills and knowledge,
- facilitate their professional choices.

The content of internships must be aligned with the educational objectives of the 3-y degree Program. The in the field experience includes a company tutor (professional expert) supporting the students.
The university supervisor should be referred to for anything the student needs or the company needs within the University.

Location

Internships may take place - in Italy and outside Italy - at companies, public and private institutions, professional firms, international organisms, diplomatic agencies, cultural institutions and other organizations (hereinafter company). Internships held on the premises of the participant's family property are not accepted. The University reserves the right to evaluate the eligibility of the internship location and any mixed (in-person/remote) or remote (distance) modes.

Positioning

The University places such experiences after the completion of learning activities which are fundamental to gaining basic theoretical knowledge. Curricular internships are placed in the third year of the program's study plan. Students can therefore participate in an internship only after completing second-year lectures.

As an exception, a curricular internship experience may be completed between the end of the teaching period of the first year and the start of the teaching period of the second year as long as the experience does not overlap class activities and further academic requirements are met (see paragraph 5.4 Internship Recognition).

The duration and content requirements for these internships remain unchanged compared to requirements for curricular internships with the standard time location (see the paragraphs on duration, objectives and content and location).
For more information on the recognition procedures, see paragraph 5.4. Internship recognition.

Last change 14/07/2023 15:44

5.2.

Finding an internship and application

Bocconi University recognizes internships organized by any of the following parties:

- Markets & Partners Organizational Unit (see information below)
- Bachelor of Science Program Direction.

Internships at highly qualified companies that are found through students' own channels can also be recognized. In this case, the Internship Office will carefully monitor the internship opportunity. Student should ask the company to get in touch with the University at least three weeks before the start of the internship, by accessing to the JobGate Portal.

The Markets & Partners Organizational Unit promotes and makes available internship opportunities in Italy and abroad. For more information, please see the Bocconi website: Campus and Services > Current Students > Career Service.

Last change 06/06/2023 14:44

5.3.

Activating an Internship

In order to activate an internship, it must be formalized, i.e. governed by a document that

regulates its aims and content and must be approved before the beginning of the experience. The document is the Internship Agreement, and it contains the internship's training project.

Activation requires the following steps:

1. As the sole promoter of curricular internships, the University prepares all the necessary legal documentation, checks the quality of the content of the training project, and provides insurance coverage.
   This means that internships activated in Italy with host institutions other than Bocconi cannot be recognized as curricular.

2. Once the student (hereinafter trainee) has been selected and the internship details have been agreed, the company fills out the internship document (entering information and content) on JobGate by the Monday preceding the start of the internship. Internships usually start on a Monday. The information relating to the internship will be visible to the trainee on JobGate, in the area yoU@B "My Internship", so that he/she can check that the content agreed upon by with the company during the interviews are coherent with the specified content. The confirmation is valid as internship acceptance.

3. The Internship Office checks the training project and, after checking the coherence and its quality in accordance with current laws, confirms the internship. The University can negotiate the content and conditions of the internship with the company and, in case of no agreement, may refuse to promote the internship.

4. Before starting the internship, the student must request advance authorization from the University and wait until it has been granted.

5. On the first day of the internship, the company downloads the internship document from JobGate and it is signed by the trainee together with a company legal representative or delegated party. The original document, with a duty stamp when required (duty stamp at the expense of the company), is promptly sent by the company to the Internship Office so it can be signed by the University.

6. The trainee must ensure that the company sends the original copy of the document to the University. If it is not returned, the internship cannot be considered valid. The internship document, completed with all signatures, is uploaded to JobGate in the "My Internships - Attachments" area by the University to be used by the company and by the trainee.

To activate an internships outside Italy, it also needs to be formalized through an Internship agreement, in compliance with the procedure described above.

However, such internships can also be run with an internship contract between the trainee and the company or another document demonstrating practical educational experience according with the local laws where the internship experience is held. This documentation, together with a description of the internship's activities and the company tutor's contact

information, must be sent by the student at least two weeks before the start of the internship to the Internship Office via the procedure laid out in the dedicated FAQ in B in Touch in the yoU@B student diary. Experiences without such documentation that are not communicated in advance to the Internship Office cannot be assessed or recognized as a curricular internship.

For internships completed outside Italy, trainees must verify with the company regarding the methods for obtaining, if requested, the appropriate visa and any other required documents so that the internship or work can be carried out in compliance with the law of the host country.

For internships completed outside Italy trainees must:

- view the "Bocconi Students Travel Risk Policy" (available on the yoU@B Diary);
- sign the "Student Responsibility Declaration" document on JobGate. With this document, the student declares to be aware that the University cannot ensure the security and solvency of the institution and the country in which he/she has freely decided to carry out the internship;
- comply with the measures for mitigating risk suggested in the travel Risk Policy. It is the student's responsibility to take out healthcare insurance through a suitable international medical policy valid in the country where the internship will be completed for the entire duration of the stay, in particular in counties not covered by the European Health Insurance Card.

Students can also refer to International SOS to receive assistance in the areas of health, safety, logistics and legal issues in emergency situations.

Participating in and ending the internship

During the internship, the university may monitor that the experience is going well by contacting the intern and the company tutor. In addition, in case of any difficulties during the internship, the intern and the company tutor are encouraged to contact the university supervisor promptly to consider possible interventions.

Shortly before the end of the internship, the following end-of-internship documents must be filled out:

- final evaluation completed by the student via the yoU@B Diary, My Internships area;
- final evaluation of the company tutor. The evaluation by the company tutor includes information on the skills acquired.

Students have the full responsibility of making sure that the tutor has completed the evaluation. Students will be advised of the availability of documents by email and through the yoU@B student diary before the end of the internship. Both evaluations must be completed within the end of the experience.
At the end of the internship, the trainee may ask the company to issue an internship

certification for his/her personal purposes.

Last change 14/07/2023 18:05

5.4.

Curricular internship recognition (authorization and final validation)

All curricular experiences must be approved in advance in order to ensure their consistency and coherence with the educational objectives of the Bachelor program the students are enrolled in. At the end of the internship, this experience is validated in order to obtain credit points. To obtain recognition of the curricular internship, the steps described below must be followed.

Advance authorization

1. Before the beginning of the experience and after viewing the internship in yoU@B and confirming it, the student must request advance authorization by accessing the area 'My internships' and clicking on 'Request internship recognition'.
2. The request is made viewable to the Internship Office which can give approval, reject it or, for more information, ask the student to schedule a meeting.
3. The student views the request outcome in the 'My internships' area of yoU@B.
4. The assessment of the Internship Office is final. In case of any doubts the Internship Office will interact with the Program Director.

Note: without advance authorization, the internship is not started as a curricular internship.

Final validation

1. Once the internship has ended, the Internship Office checks that the intern's final evaluation and the company tutor's final evaluation (end-of-internship documentation) are present and complete. If more information is needed, the Internship Office can ask the student to schedule a meeting.

2. Once final recognition has been obtained from the Internship Office, the student can check the credit points recording in his/her academic career via the Punto Blu.

   Please Note: Recording of credits assumes the activity, course code 30100 Internship, is included in the student's study plan. Students who need to enter the internship code may do so during the periods available for changing the study plan, usually in January and August. For information on the dates available for changing the study plan, see Administrative Rules, Procedures and Deadlines.

The University will carry out checks during the student's internship in order to verify that the internship is actually taking place. In case the student is repeatedly missing, the internship will be annulled and the annulment communication will be forwarded to the student, the Program Director and the host company.

In case of behavior contrary to the Honor Code or Regulations for University internships during the experience, the Internship Office may report students to the Disciplinary Board.

3. The Study Plan Office (Academic Services) records the internship credits by the graduation deadline set for the completion of the study plan. Generally, the internship needs to be completed by that date.

Recognition in the student's academic career may also be requested for uncompleted internships which have met the minimum duration requirement, only if:

- the student has to graduate and the internship continues after the date for closing the study plan for their graduation session;
- the student requests admission to a Bocconi Master of Science program;
- if the student applies for a scholarship.

In these cases, to make sure the credits are present in the study plan before the deadlines, at least two weeks before the related deadline, the student must:

- make an explicit request for early recognition by writing to the Internship Office through B in Touch;
- complete the end-of-internship documents within the time needed for final recognition.

For purposes of the recognition of curricular internships carried out after the end of teaching of the first year and before the beginning of the second year, in addition to meeting the requirements of duration, location, content and positioning, students must meet the following academic requirement: have earned the credit points of the first year by the end of the moth July except for, at maximum, one exam.

Checks on exam completion in the set timelines is made ex-post. If successful, the student will receive a specific communication from the Internship Office and be asked to request recognition of the internship by accessing yoU@B, "My internships" area in the "Internship data," "Request internship recognition."

The internship is recorded in the student's study plan of the third year, despite being immediately viewable as 'in the study plan'.

If the student completes more internships with potential curricular value in the years following the first year, the internship already registered in the study plan will be valid. Students cannot choose which internship to be recognized as curricular at the end of the study program.

Last change 19/07/2023 11:38

5.5.

Postponement, Suspension, Withdrawal/Interruption

Postponement
Before the end of the internship, a postponement may be requested for a limit of 6 months of the duration of the internship.

The Internship Office may grant a postponement after carefully evaluating the reasons for the request and only if the company demonstrates that more time to reach the educational objective for the complexity of the project is needed.
The postponement period must be communicated in advance by the company to the Internship Office on the JobGate portal in the "My Internship - Internship duration change" section and the trainee must access yoU@B to confirm the postponement entered.

Suspension
In agreement with Bocconi University, a period of temporary suspension of the internship experience of a maximum of 30 days can be admitted (e.g. company closure, holiday) to be recovered at the end of the internship if this affects the minimum duration of a curricular internship.

Suspensions must be communicated in advance by the company to the Internship Office on JobGate in the section 'Internship duration changes'.

Withdrawal/Interruption
Without serious and justified reasons, there will be limitations for accessing a new internship (a new internship cannot be started before two weeks from the date of withdrawal/interruption of the previous internship).
Withdrawals, with relating reasons, must be communicated before the start of the internship by the trainee to the University in the section 'My Internship - Internship duration changes'.
Interruption, with relating reasons, must be immediately communicated by the company to the University via JobGate in the section 'My Internship - Internship duration changes'.
The trainee must access yoU@B and confirm the interruption entered.

In case of curricular internships, interruptions that are not agreed upon and authorized by the Internship Office can result in the internship not being recognized, even if the minimum duration has been met.

Last change 07/06/2023 12:24

5.6.

Contributions

Curricular internships are not compensated. At their discretion, companies may grant an allowance (monetary contribution).

For unpaid internships carried out abroad, for which no allowance is provided, scholarships may be given by Bocconi University.

Depending on the specific internship requirements, the following may be provided:

- ERASMUS+ scholarship;
- Contribution for internships at the MAECI institutions (Minister of Foreign Affairs and International Cooperation);
- Contribution for internships at international organizations and Italian Chambers of Commerce abroad.

For more information: dedicated FAQ available in B in Touch.

Last change 07/06/2023 12:25

5.7.

Activities similar to curricular internships and recognition

Though internships remain the main educational activity aimed at putting their studies into, other activities known as "similar activities" are permitted in lieu of internships. These include:

1. **qualified work experiences**, with contracts different from those of internships, such as, for example, temporary or permanent work (occasional work is therefore not included). These are subject to the same rules (duration, positioning and channels for finding the experience) as curricular internships. The Internship Office will assess the actual educational value of the experience in relation to the student's study path. To request recognition, the following steps should be taken:
    - at least three weeks prior to the start of the experience, students must send - via the procedure available in the dedicated FAQ in B in Touch - a copy of the contract signed with the company to the Internship Office. The minimum information that must be on the contract, or provided additionally if not included, can be verified online.
    - The Internship Office, having verified that the experience is in line with the student's study path and the University's quality standards, will enter the information relating to the activity similar to an internship on JobGate and the

student will have to request advance authorization from the Internship Office, by entering 'My internships' area in 'Training project' and clicking on 'Request internship recognition'.

- At the end of the minimum of the duration for the internship recognition, students must upload, in the 'My internships' area in 'attachments'area, a short report including information on the type of experience and a declaration by the company certifying the presence of the student at the company in the period specified on the request of recognition. After this has been completed, students should inform the Internship Office by writing via B in Touch, available in the yoU@B student diary.
- After appropriate assessment the Internship Office will proceed with the final recognition in accordance with the procedure specified in paragraph 5.4.

2. **a field project** can be organized in two ways:

- **Field project with Employer**
  Activated following an agreement between the University and the Employer, a field project provides for analysis and research work on an organizational and / or business issue entrusted to a small group of students, led by a professional from the company / institution with the involvement of a faculty member. The organization of the field project is coordinated by Career Services. The experience, lasting at least 8 weeks (part time), can be carried out remotely and is completed by professional orientation meetings, organized by the Employer, with sectoral / functional focus or in preparation for recruitment. Like the internship, the field project is also started on the basis of a document prepared on the JobGate portal by the University. On the portal it is also possible to begin the recognition procedure for curricular purposes, as with an internship.
- **On the field research project**
  This is an activity promoted by a faculty member involving the student exclusively in a research activity to be carried out at a Research Center or a Department of the University. Assuming that this activity should be considered a part-time activity, the minimum duration for the recognition is of 8 weeks while the maximum duration is 6 months. **A research field project can be completed only as a curricular activity for credit; it cannot be activated in any other form.** The procedure for authorization and recognition is the same procedure used for internships (see paragraph 5.4 Internship Recognition) with the addition of a final report on the activity carried out with papers or report attachments to be uploaded to JobGate at the end of the experience.

Last change 14/07/2023 16:52

5.8.

Certifications and declarations

Last change 01/06/2023 08:00

5.8.1.

Certifications

To request certifications from the University specifying participation in a curricular internship for credit recorded in the academic career, you must use the cert@B procedure available on the yoU@B Diary (see chapter 11 Certifications, self-declarations and Diploma Supplements), these certifications are subject to duty stamp fees.
With the exceptions of the documents described in the following paragraphs.

Last change 06/06/2023 15:09

5.8.2.

Declarations

- Declaration of completed internship: interns must provide the contact information of the recipient to whom the declaration will be made out.
  In order to obtain this declaration, the internship needs to have already been recorded on JobGate with all the supporting documentation and, in the case of curricular internships for credit, it needs to have been recorded on the academic career.
- To support a visa application or request: the student must provide the name and address of the company/intuition/diplomatic office/immigration office to address the declaration and the characteristics of the declaration.

These declarations are exempt from duty stamp fees. Requests for the above declarations

must be sent to the Internship Office through B in Touch, available in the yoU@B student diary.

Market & Partners Organizational Unit
Internship Office
Piazza Sraffa 11 - 20136 Milano
Tel +39 02 5836 2478
yoU@B student diary, B in Touch > Internships

Career Service Infopoint
Piazza Sraffa 11 - 20136 Milano
Ph. +39 02 5836 2711
infocareer@unibocconi.it
yoU@B student diary, B in Touch > Career Services

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6.

EDUCATIONAL ACTIVITIES

Last change 01/06/2023 08:00

6.1.

Teaching periods

During the academic year, teaching for Bachelor of Science Programs will be organized in 2 semesters.
For the 2023-2024 academic year, teaching will be held during the following periods:

First year

First-year welcome events are scheduled starting on Wednesday 30 August through Wednesday 6 September, with presentations by the School Deans and Program Directors.

First, second and third year

- 1st semester: from Wednesday 6 September 2023 to Wednesday 6 December 2023;
- 2nd semester: from Monday 5 February 2024 to Friday 10 May 2024.

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6.2.

Teaching model and lectures

As a general rule, one credit point corresponds to 8 hours of lectures. For some general courses in the first two years of Bachelor Programs the Course Director can request to add up to a maximum of 2 additional hours for each credit point.
These complementary learning activities include practical exercises and other class activities

that help the understanding of the subject matter discussed in the classroom without adding new topics to the course content.

Regarding progressive changes in the learning methods used, **using a computer is a compulsory condition to attend the lectures of some courses.** Each student should therefore be equipped with a personal laptop PC. For further info, see paragraph 1.7.1. Student's personal laptop computer.

The 2023-2024 academic year will include the following three methods of delivering lessons:

- **Synchronous Blended:** Lessons will take place exclusively in synchronous mode in the classroom. However, at the discretion of the faculty, a limited number of lessons (for a maximum of one hour per credit) may be dedicated to distance learning to combine traditional teaching with the use of specific teaching methods. This standard model can be applied to both compulsory and elective courses.
- **Advanced:** Lessons will take place both in synchronous mode in the classroom and synchronous and asynchronous mode remotely. The Advanced mode implies the use of innovative teaching methods, combining exercises and tools of various kinds. The course structure and the activities will be communicated in detail in the course syllabus. The Advanced mode can be applied to both compulsory and elective courses.
- **Fully Online:** Lessons will take place exclusively in synchronous remote mode. This mode can be applied to elective courses and, in exceptional cases only, to compulsory courses.

Video recordings of lectures will not be available for any of the three teaching methods – neither in person, nor online, synchronous or asynchronous.
The teaching delivery method adopted for individual courses is indicated in the course syllabus that will be published in the website at www.unibocconi.eu/courses.

POSSIBLE EXCEPTIONS FROM IN-PERSON LESSON PARTICIPATION

One of the guiding principles of Bocconi's new educational model is that of ever-increasing inclusion. For this reason, in order to welcome and facilitate students afflicted with certain conditions that prevent them from physically attending lessons at the University, the following categories of students will be allowed to follow lessons remotely during the 2023-2024 academic year:

- students with serious certified illnesses that prevent them from coming to campus for a minimum period of 20 days;
- students unable to travel to Italy from their country of residence due to mobility restrictions (e.g. obtaining a visa);
- students participating in curricular internship programs both in Italy and abroad for the lessons scheduled during the period in which the internship takes place, provided that the internship has already been activated by the Internship Office at the time of the exception request; students may request online attendance for courses in the year of

the program which includes the internship in the study plan.

Video recordings of in-person lectures will be provided only for authorized students, and will remain available for 24 hours after the lesson.
The procedures for submitting your request will be published in the yoU@B Student Diary > Teaching widget, before the start of the semester.

Please note that there **are no exceptions for exams** which must still be **taken in person**.

ATTENDANCE

Class attendance at lectures is not compulsory. However, it is strongly recommended, as it meets the proposed educational model designed to favor gradual learning, the active participation of students in class, and the creation of a dialog between students and teachers.

Some courses may include attendance recording. Depending on the student's attendance, there may be different assessment methods for attending and non-attending students: when attendance is a decisive element for assigning the "attending" status to a student, the only method available for recording participation is through Attendance, the University online procedure. When courses include Attendance recording, students must record their attendance at lectures in accordance with the principles of the University Honor Code and the Students Code of Conduct.

For the 2023-2024 academic year, where attendance is a determining factor for attributing the 'attending' status to students, classroom and online attendance will be counted only when the lesson is scheduled remotely for the entire class. If there are students exceptionally authorized to follow lessons remotely (see POSSIBLE EXCEPTIONS FROM IN-PERSON LESSON PARTICIPATION), the recording of their online attendance will not be counted for lessons that take place in person in the classroom for the rest of the class.

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6.3.

Class Groups

Educational activities are organized into class groups. For the 2023-2024 academic year, there are 23 class groups for compulsory courses of the first year of studies, 23 for the compulsory courses of the second year, 23 for the compulsory courses of the third year. For each course, the class groups of the Bachelor programs held in Italian have about 120

students each. The class groups of the Bachelor programs taught in English have about 105 students each; this number is different depending on the program and year of studies. The WBB, BAI and BGL programs are an exception, which has class groups with fewer students. The number of class groups can be slightly different one year of studies to another. Specifically:

Bachelor Program	Class groups	Language
CLEAM	from 1 to 8	Italian
CLEF	9 and 10	Italian
CLEACC	11	Italian
CLEACC	12	English
BESS	13	English
BIEM	from 15 to 18	English
BIEF	21 and 22	English
BIG	23	English
BEMACS	25	English
BAI	27	English
BGL	28	English

For all compulsory courses of the year of studies the student is enrolled in, each student is allocated a single class group before the start of lectures.
Each class group is assigned a specific classroom for most of the courses. All students belonging to the same class group attend lectures in the same classroom and have the same faculty members.

To facilitate planning of educational activities (class group numbers and classroom capacity) students cannot change their assigned class group.
The class groups remain the same for the entire academic year.

Students are advised to follow the indications given by faculty members during lectures on sign-up methods for the individual groups and for running of the learning activities. If registration is required, students may consult the yoU@B Student Diary for a list of activities and sign-up methods.

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6.3.1.

E-learning classgroup

An e-learning class group for a very limited number of elective courses will be activated.
In the e-learning class groups, traditional educational activities in class are replaced, by

participation in specific on-line activities, both asynchronous and synchronous.
Online activities are set and scheduled by the Course Director.

For further information, check the course profiles.

Method of choice
For method of choice see "Administrative rules, procedures and deadlines".

Course profiles and exam assessment methods
If a course includes both traditional class groups and e-learning ones, the course profiles are identical. However, due to different teaching approaches, faculty can diversify supplementary exercises and/or other related activities by offering e-learning students alternate activities.

The exams are held at the university, following traditional methods (in person); the exam calendar is the same for the two class groups. Distance exams are not offered by the university**.**
For information relating to credit points, language of instruction, semester and 3-y degree Programs offering these courses, please check the course profiles published on the website at: www.unibocconi.eu/courses.

Last change 21/06/2023 12:26

6.3.2.

Preparatory Math Course (Crash Courses)

The Preparatory Math Course (Crash Courses) is dedicated to students in their first year of the various Bachelors programs. They are offered using blended learning, i.e. part of the course is online and part is in class.

The online part of the course is held starting from July. In-class teaching is held during the first-year welcome events with 12-15 hours of class, depending on the 3-y degree program.

Students should complete the online portion of the course before the in-class portion.

The Preparatory Math Course is designed to reinforce a few mathematical concepts at a pre-university level. This helps students to start university with greater confidence and comprehension. The main topics covered in the online part include: sets, special sets, exponentiations, roots, polynomial algebra, equations, inequations and coordinate geometry. The main topics covered in the in-class part are different from the topics covered in the online part and more focused on the student's specific Bachelor program.

Enrollment in the Preparatory Math Course is not needed. However, both completing the on-line portion and attending the in-class portion is highly recommended. There is no exam at the completion of these courses. The class timetable and the class group are available in the yoU@B Diary. The course profiles of the Preparatory Math Course are published on-line at www.unibocconi.eu/courses in Crash Courses (Math).

Last change 21/06/2023 12:32

6.3.3.

Repeating class group

Some courses also include repeat class groups for students who are behind normal academic progress, i.e., students who have not yet passed their exams for the previous year or years. If they wish, these students must attend the lectures in the class group dedicated to them.

For the course profile and learning methods for repeating class groups, students are advised to follow the instructions given by the faculty. Detailed information on teaching in these courses (course syllabuses, exam methods, faculty office hours) can be requested at each Department.

Students who wish to attend these courses can sign-up for the class groups they are interested in until the maximum number of places available is reached.

The list of repeating class groups along with any sign-up methods (code of the activity, deadline to sign up and number of places available) is published on the website at www.unibocconi.eu/classtimetable.

If students are required to sign-up, they can view the activities they can sign up for in their yoU@B student Diary.

Students admitted to these class groups receive a personalized message via yoU@B student Diary.

In order to allow students to also attend lectures for courses for which no repeating class groups are scheduled, students who have not yet passed their exams for the previous years can attend lectures, if scheduled, in class groups for previous year. In this case students must contact the Secretary's Office of the Department and the Course Director in advance.

Last change 21/07/2023 10:18

6.4.

Class timetable

The class timetable has been planned so that educational activities are mainly concentrated in either the morning or the afternoon, in order to make it easier for students to dedicate the other part of the day to individual study.

In the first semester of the first year, for example, CLEAM students have lectures on 3 mornings (Mondays, Thursdays and Fridays) and 2 afternoons (Tuesdays and Wednesdays) per week, while students enrolled in the other programs have lectures on 2 mornings (Tuesdays and Wednesdays) and 3 afternoons (Mondays, Thursdays and Fridays) per week.

In the second semester, those students who had lectures on 3 afternoons and 2 mornings in first semester will have lectures on 3 mornings and 2 afternoons, and vice versa for the second group.

Unlike the first year, the following years are structured in a more complex way as the study plan also includes major compulsory courses/courses to be chosen by the students (in the second and third year of studies) and elective courses (in the third year of studies).

For all programs, except for the BIEM, BIEF and BIG, the class timetable includes timetable slots - different for the first and second semesters - completely dedicated to major compulsory courses/compulsory courses chosen by the students, languages and elective courses. This ensures that these specific typologies of activities do not clash with each other. However, some elective courses have changed typology from compulsory courses or major compulsory courses/compulsory courses chosen by the students and can have lectures scheduled in the timetable slots dedicated to these typologies.

For BIEM and BIEF, due to the high number of compulsory courses/compulsory courses chosen by the students, it is not possible to have timetable slots completely dedicated to these typologies.
Also for BIG, due to the high number of compulsory courses/courses chosen by the students, it is not possible to have timetable slots completely dedicated to these typologies different

from the slots dedicated to elective courses.

In addition, due to the complexity of the timetable structure, it is not possible to exclude any lecture overlaps between elective courses due to the high number of courses (for further information, see paragraph 9.3 Choice of Elective Courses).

Students are therefore always recommended to verify the class timetable for elective courses before choosing the courses to be included in their study plan.

In addition, there may also be some complementary learning activities scheduled aimed to review some of the concepts dealt with during the normal teaching sessions. In general, they are held at different times from lectures (usually in the evening).
No educational activities are generally scheduled during the lunch break on Fridays, both in the first and second semester, this period being reserved for student group activities.

The class timetable, any changes and information on how teaching activities are published in the yoU@B student Diary and on the University's website at
www.unibocconi.eu/classtimetable.

After students have enrolled in the academic year, they can view the personalized class timetable and daily timetable from the student Diary.

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6.5.

Suspension of lectures

During graduation days listed below, lectures for all courses and all programs are suspended as follows:

- Friday 20 October 2023 and Saturday 21 October 2023;
- Friday 5 April 2024 and Saturday 6 April 2024.

During the partial exam periods listed below, lectures in all courses are suspended:

- 1st semester: from Friday 20 October 2023 to Tuesday 31 October 2023;
- 2nd semester: from Monday 11 March 2024 to Tuesday 19 March 2024.

In addition, lectures are also suspended on the following days:

- Wednesday 1st November 2023;
- from Friday 29 March 2024 to Thursday 4 April 2024;
- From Thursday 25 April 2024 and Saturday 27 April 2024;
- Wednesday 1st May 2024.

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6.6.

Office hours

During office hours, students have the opportunity to consult with teachers. This gives students the chance to seek further explanations or clarifications of topics not fully understood during lectures.

The office hours timetable can be found on the website at http://www.unibocconi.eu/officehours or in the yoU@B student Diary, which provides a direct link to the page.

If decided by the professor, the office hours may be carried out only upon reservation by the student: in this case the reservation can be made exclusively through the yoU@B student Diary.

At the professor's discretion, students are invited to check in advance the office hours methods.

Last change 01/06/2023 08:00

6.7.

Teaching assistants

For some courses, faculty members are assisted by teaching assistants, who provide assistance to faculty and students. This includes assisting students to understand the main

topics of the course, case studies, projects and exercises and managing the online community.

Teaching assistants can also provide assistance in class during lectures, including the use of software or discussion of cases.

For information about courses and teaching assistantship (teaching assistants), the following document can be consulted:

- Teaching assistants list 2023-2024 academic year

Information regarding the 1st semester will be available by the end of September and information regarding courses offered in the 2nd semester will be available by the end of February.

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6.8.

Gathering the opinions of current and graduating students

For many years, Bocconi has used a detailed evaluation system designed to check the educational quality of each course, which is based on listening and the student's direct active input. This includes:

- **feedback from "class group representatives",** appointed to represent the entire class group by liaising with the faculty, acting as their spokesperson with the task of presenting their observations and suggestions and outlining any difficulties that may arise during lectures. The role of class representatives is also to create an environment which favors successful interaction between faculty and students. For this purpose, the Course Director is invited to periodically meet with class representatives, and at the end of the semester, discuss with them the general outcome of teaching. Also, upon his/her own initiative, the Program Director can meet them to check their opinions on the methods of the different courses in which the educational path is structured. Further details on class representatives and student representatives can generally be found on the Internet site at www.unibocconi.eu/ in "Student Representation";
- **gathering opinions through questionnaires** (generally made through an on-line procedure in the yoU@B Diary) includes the following surveys taking place in specific

periods of the student's academic career:

- **mid-semester evaluation of teaching** (so called "mid-term evaluation"): carried out voluntarily by students at the request of faculty members, to gather information on the teaching quality and course progress and shedding light on any problems in a timely fashion, allowing corrective action to be implemented before the end of the course;
- **end-semester evaluation of teaching:** carried out close to the end of each teaching semester, it involves all curricular courses in the degree programs and all students enrolled in them, no matter the course attendance (in case of no attendance or attendance to only a few lectures, students must fill out an ad hoc questionnaire reserved to "non-attending students"). This is the most important tool for students to express their opinions on how the various courses are organized and conducted. The evaluations provided, whose anonymity is protected, are essential for identifying which aspects should be corrected or improved for future editions of the courses in order to ensure increasingly higher quality standards. Questionnaires are completed electronically through the use of an online procedure, and can be accessed through a link on the yoU@B student diary and on the BlackBoard platform;
- **evaluation of the overall university experience questionnaire**: addressed to all the students who are about to complete their studies. It aims to gather information on students' global impressions regarding their study experience and the program attended, as well as the quality and effectiveness of the main facilities at the University and some support services (e.g. international mobility, internship, Employer Relations & Career Services). These questionnaires are also completed electronically through the use of an online procedure and are compulsory, as they are part of the requirements for completing the procedure for registering for a graduation session. The online questionnaire procedure can be accessed for a specified period of time through a special link communicated to the student when registering for the graduation session.

Last change 01/06/2023 08:00

7.

EXAMS

Assessment methods such as exams and other types of tests are designed to assess the students' required level of preparation in order to be awarded the credit points for the various educational activities. Assessments are marked out of thirty (for exams) or given a pass/fail grade and are always individual.

Assessment methods must guarantee authenticity of the student's output and third party check.

Last change 01/06/2023 08:00

7.1.

Exam Program

Exams, like lectures, are based on the topics described in the course program, available in 2 versions: the course profile and the course syllabus.

The **course profile** includes the main topics dealt with in the course and is divided into following sections: Course Mission and Course Content Summary, Intended Learning Outcomes, Teaching Methods, Assessment Methods, Teaching Materials and, where applicable, prerequisites. Students can access the course profiles on the Bocconi website (at page http://www.unibocconi.eu/courses). To help students choose courses on the basis of the course contents, the course profiles are published on the site well before the start of lectures. Substantial variations to the course profiles are not expected during the year, except for some changes to the textbooks that may be made as a consequence of new publications or updated material that were not available when the profile was finalized.

The purpose of the **course syllabus** together with the information published online is to explain in more detail the topics covered. For every learning session of the course, if possible the reference materials necessary for an in-depth consolidation of the concepts dealt with in the lessons and assessment methods are specified and tutors are available (see "Teaching Assistants"). The course syllabus is prepared by the Course Director in conjunction with the views of the Program Director. The syllabus is generally distributed during lectures and is generally also available online (Blackboard, in the course profile, in the yoU@B student Diary).

Last change 01/06/2023 08:00

7.2.

Assessment Methods

The assessment methods are indicated in a summarized form in the course profiles and are explained in further detail in the course syllabuses (in the Assessment Methods section). In addition, they are also explained by the faculty during lectures and generally available online.

The assessment methods may be different for attending and non-attending students.

Furthermore, some exams can only be taken by attending students.
Students are considered "attending" if they meet the course attendance requirements established by the faculty member.

The assessment of knowledge involves evaluation during the course (possible only for the attending students) or only a final evaluation (possible for non-attending students and also open to attending students).

In general terms, in-progress evaluation provides for more evaluation moments and many more methods, such as (depending on teaching and according to the proportions specified in the course profile) partial written exams, oral exams, evaluation of the student's active participation in class and individual and / or group assignments given by the faculty during lecture weeks (assignments that can only provide written output or even an oral presentation).
The final assessment, however, provides for only one evaluation time in written and / or oral form.

For courses with multi-class groups in the same Bachelor of Science Program, the exams are organized in the same way.

It is important to always check how exam marks are registered either with the faculty member or with the secretary's office of the Department (whether or not it is necessary to sign up for other exams to complete the requirements, etc.) and to check the expiration date of the mark of those written exams that are followed by an oral exam.

Last change 01/06/2023 08:00

7.3.

Past Exam Papers

The Course Director will decide on the availability of past exam papers, together with the correct answers. The Course Director may do this through:

- the Blackboard platform;
- the Teaching box available in the yoU@B student Diary;
- his/her personal page available on the website.

Last change 01/06/2023 08:00

7.4.

Period of General/Partial Exams and Timetable

Last change 01/06/2023 08:00

7.4.1.

General and Partial Exams

The exam timetable is scheduled in periods that do not coincide with lectures. Each exam period consists of one or more sessions.

The exam timetable allocates 4 exam sessions for all courses; 2 of them are scheduled after the teaching semester, the third and fourth sessions are considered as supplementary sessions. For language courses and Computer Science/Computer Skills/Legal Tech, 5 exam sessions are scheduled.

Lectures are suspended at mid-semester in both the first and second semester for 1st partial exams. 2nd partial exams are held at the end of the semester. Partial exam dates may or may not coincide with those fixed for general exams.

Students can generally take exams in all sessions as long as they meet the attendance requirements (semester course lectures in the study plan must be finished). For some types of exams and some courses, there may be some limitations to access the exams.

The exam periods and exam sessions (reference period: October 2023 - September 2024) are scheduled as follows.

Period			1st semester Courses	2nd semester Courses
From	**To**			
Period I 20/10/23	31/10/23		1st Partial exams	
Period II 11/12/23 (*)	21/12/23 (*)		2nd Partial exams 1 session	
08/01/24	20/01/24			
22/01/24 (**)	03/02/24(**)		2nd Partial exams 1 session	1 session 2022-2023 academic year
Period III 11/03/24	19/03/24			1st Partial exams
Period IV 13/05/24	31/05/24			2nd Partial exams 1 session
01/06/24 (**)	19/06/24 (**)			2nd Partial exams 1 session
20/06/24	09/07/24		1 session	
Period V 26/08/24	07/09/24		1 session	1 session

(*) In the period 11-21 December 2023 an exam session open to all enrolled students is scheduled for 1/2 compulsory courses per program/year of studies. This replaces the January - first period - 2024 exam session which, as a consequence, will not be scheduled.

(**) For the compulsory courses, compulsory courses chosen by the students and curriculum compulsory courses, the second partial exam, if written, is scheduled in both sessions of the exam periods scheduled at the end of the teaching period. As a consequence, for the course typologies above, a second partial exam is scheduled:

- **with reference to the first semester,** in the period 22 January to 3 February 2024 as an alternative to the one scheduled in the period 8 to 20 January 2024 (or to the one scheduled for the period 11 - 21 December 2023 if it is a call open to all students);
- **with reference to the second semester**, in the period 1 to 19 June 2024 **as an alternative** to the one scheduled in the period 13 to 31 May 2024.

There are **rules and limitations to access the second partial exam. For all details, see paragraph 7.5. Exam Registration Procedure.**

Notes on the exam calendar

- "session" refers to both exams of the current academic year and the previous years;
- the fourth exam session for 2nd semester courses will be held in January - second period - 2025;
- exam sessions for language courses are scheduled for: October 2023; January - second period, June, July and August/September 2024;
- there are 5 exam sessions scheduled for Computer Science/Computer Skills/Legal Tech. 1st semester courses are held in: October, January - first period, January - second period, June and August/September. 2nd semester courses are held in: October, January - second period, May, June and August/September.

- A reserved exam session has been scheduled in December (11-21 December 2023), for 1st semester courses, open only to students who:

1. are participating in: Exchange and Free Mover programs abroad in the 2nd semester 2023/2024 academic year;
2. are Incoming 1st semester (Exchange and single courses for visiting students);
3. are participating in curricular internships, including additional internships, abroad or in Italy in January/February 2024 period.

Only those students whose teaching activities described in points 1 and 3 start before the December, January - second period ends (3 February 2024) can participate. With reference to this reserved exam session please note that students CANNOT sit exams for previous year's courses which have not been passed.

There is NO overlapping between compulsory course exam sessions of the same year, same semester and same 3-year program; therefore no 2 exams on the same day are usually scheduled, except for December, January - second period (22 January - 3 February 2024) and August/September exam periods, as the available days for exams are limited.

Such overlapping rules refer ONLY to compulsory courses of the year in which the student is enrolled and do not refer to previous years' exams which have not been passed yet and/or to elective courses.

Last change 14/07/2023 09:49

7.4.2.

Exam Timetable

The exam timetable for the October 2023 - September 2024 period is published by the end of July on the University website at www.unibocconi.eu/exams.

The timetable of an exam session may be changed during the year (only to a later date or time). In that case, students do not need to re-register for the exam, since their registration is automatically transferred to the new timetable.
Exam dates are updated daily on the website. In addition, any changes to the exam timetable can be viewed on the yoU@B student Diary.
Please note that exam start times and the length of the exam (when available) should be considered purely indicative. Exam start and end times may vary depending on the type of exam, the presence of more than one group, possible postponements, etc. Students should therefore follow the instructions related to the day, time and classroom that are usually communicated on the afternoon of the business day before the date of the exam in yoU@B > Exams - Breakdown of the students in the classroom.
Exams are identified in the exam timetable by the following letters:

- **I** Partial exam
- **S** Written exam
- **O** Oral exam

Last change 14/06/2023 17:25

7.4.3.

Classroom and Student Allocation

Students can check the day, time and classroom assigned for their exam via the yoU@B student Diary generally in the afternoon of the working day prior to the exam date. The assigned time may differ from the exam start time published on the Exam Timetable due to organizational needs or exam groups.
If the exam is held in more than one classroom and in more slots, students are allocated following criteria set by the Department the course refers to and they receive a message relating to this via the yoU@B Diary (Exams > Breakdown of students in the classroom).
In any case, students must follow the instructions relating to day, time, room and mode of exam (oral exam, written exam on paper/written exam on student's personal PC) specified in the message.
The list of classrooms assigned for exams is also published on the website (following the same timelines explained above) at www.unibocconi.eu/rooms.

Last change 01/06/2023 08:00

7.5.

Exam and Partial Exam Registration Procedure

Registration for written, oral, partial exams and seminars is **compulsory** and it must be carried out via the yoU@B Diary > Exam dates > Registration exam sessions **up to the fourth last working day before the exam itself,** i.e. **by the deadline listed in Registration exam sessions** and posted in the Exams section of the Univeristy website. The following days and periods are classified as non-working days:

- Saturdays and Sundays;
- Holidays and periods when the University is closed, as indicated below:
    - **for 2023**: 1 November, 7, 8, 25 and 26 December;
    - **for 2024** (up to the August/September exam period): 1 January, 1 and 25 April, 1 May and 15 August.

Registration for the exam session and for partial exams can be allowed only if the student is not suspended (e.g. if the payment of tuition and fees and/or any penalty fees has not been recorded, for a disciplinary sanction, for any irregularities discovered by one of the University Services etc).

To register, after accessing to the yoU@B student Diary, students must use the function Exams > Registration Exam sessions: a list of the un-passed courses included in the study plan appears.
Via the function above students can register for only one of the two exams which follow the displaying date, for each code and type of exam.

By clicking on the appropriate icon beside the exam session, according to the deadlines for the exam registration, the following operations can be carried out:

- Exam registration
- Exam cancellation

The registration/cancellation operation is carried out only if the confirmation prompt is given by the system. If registration is completed correctly, the system will provide the reservation number. **If confirmation is not given, registration/cancellation for the specific activity will NOT take place.**

If registration is completed correctly, the system will provide the reservation number. After registering for the exams it is possible to print the receipt for every operation carried out via yoU@B Exams > Registration Exam sessions by clicking on the appropriate icon beside the

selected session; **however, immediately after registering, students must check if the registration/cancellation operation has been correctly carried out upon accessing the 'Exams' widget which includes the list of exam registrations carried out by the student.**

If the system does not allow you to register for or cancel from an exam, it may be as a result of one of the following:

- the registration deadline has expired;
- the course is not included in the study plan;
- the exam has already been passed;
- the student is suspended for non-payment of university fees and tuition;
- the student does not have the right to sit the exam because the exam is scheduled before lectures finish (end of semester); this does not apply to partial exams.

With reference to **the 2nd partial exam scheduled in the second exam session of the exam periods at the end of the teaching semesters for some course typologies**, the system not allows you to register for or cancel from an exam if:
• the student is already registered for the 2nd partial exam in the first exam session;
• the student is already registered for the general exam in the first exam session (written or oral).

When registration to the session has closed, the above criteria will be checked again. If the criteria has not been met the student cannot sit the exam. Students who are suspended after registering for one or more exams and/or partial exams are sent a message on their yoU@B student Diary informing them that they cannot sit the exam. Students who clear their position before registration closes have the right to sit the exam. Once students clear their position they will receive a message via the above channels.
For further detailed information on rules for exam registration, please check paragraph 7.5.1 Notes for Exams Registration: Regulations and Requirements.

Last change 15/06/2023 15:58

7.5.1.

Notes for Exams Registration: Regulations and Requirements

In addition to the rules mentioned in paragraph 7.5 Exam and partial exam registration procedure, some important information regarding exam registration is available below:

1. **Both a written exam and a partial exam or both an oral exam and a partial exam**

in the same day

If the exam calendar includes both a written exam and a partial exam or both an oral exam and a partial one on the same day, students cannot register for both types of exams at the same time. Therefore students must choose which of the 2 types of exam they want to register for (written or partial exam; oral or partial exam).

2. **Both a date for the written exam and a date for the oral exam in the exam timetable**

If the exam timetable shows both a date for the written exam and a date for the oral exam, students must register for both (even if they are on the same day). If students do not register for both, they cannot sit the exam. For language exams only one registration is required.

3. **Registration in groups**

In some cases when registering for an exam students will be asked to make a specific choice from among a group of alternatives ("registration in groups"), for example "attending students". After selecting the type and date of the exam for which they want to register/cancel, a window will automatically appear giving students the possibility of selecting the group they want to register for.

4. **Partial exams**

If the exam consists of different partial exams, students must sit for all of them in order to pass the exam. If students do not sit for one of the partial exams they must take the general exam. For further detailed information on exam assessment methods for each individual course, please check the course profiles published on the website at www.unibocconi.eu/courses.

5. **Rules for sitting/registering for the second partial exams**

With reference to the second partial exam scheduled in both exam sessions of exam periods at the end of the teaching semesters, **there are the following rules and exam access limitations:**

- **students can sit for the 2nd partial exam only once: students registered for the 2nd partial exam in the first exam session** after the teaching period will not be allowed to register for the 2nd partial exam in the second exam session after the teaching period;
- **students registered for the general exam in the first exam session** after the teaching period will not be allowed to register for the 2nd partial exam in the second exam session after the teaching period.

Checks for accessing the 2nd partial exam in the second exam session after the teaching period will be made on the basis of the exam registration, regardless of whether the student attends the exam held in the first session after the teaching period.

For further detailed information on exam periods and the course typologies involved, please check paragraph 7.4.1 General and partial exams.

Last change 26/07/2023 11:56

7.6.

Examining Boards

Examining boards are appointed by the Rector or one of his/her delegates. They consist of at least 2 members, including a President, and are presided over by the Course Director. When necessary, exam commissions may be divided into sub-examining boards.

On the basis of a Proposal by the Head of the Department of reference of the subject, examining Board members can be:

- All members who have teaching commitments for the course in the academic year, excluding the Visiting Professors short-term and/or those only engaged in guest speaking or seminars;
- Teaching Assistants (with Graduate degree) assigned to the course;
- All those who were part of the Examining Board of the previous years even if they do not teach in the current year;
- Other Bocconi teaching staff (tenured staff and not tenured) who are experts in the subject;
- The Head of the Department of reference of the course.

Students will generally sit exams with the faculty member(s) of their assigned class group if they take the exam in the first exam period after the end of the course. In subsequent exam sessions, exams may also be organized for various class groups, in which case, students sit exams with a faculty member or faculty members of one of the class groups, or with an expert in the subject. The class groups may not be the same that were assigned to the students.

Last change 01/06/2023 08:00

7.7.

Exam Procedure

Last change 01/06/2023 08:00

7.7.1.

Procedure

Exams are held **in person** on Campus.

ONLY students who have **duly registered** for exams can be admitted to sit for them.
Students **must come to exams equipped with their personalized Bocconi ID card.**

The exam attendance is usually certified by the faculty member using the related online procedure.
For written exams on paper, students also certify their presence by signing the exam paper (this is not an acceptance of the grade). For written exam on paper, students must write only with an indelible ink pen in blue or in black color.

Students may decide to withdraw from an exam, in which case their papers are not considered valid and the exam result is not registered.
For written exams, students who wish to withdraw must declare their decision at the end of the time allocated for the exam following the instructions given by the faculty member; for written exams on paper, students are deemed to have withdrawn if they hand in their exam papers with "withdrawn" written on them.

Usually, in case of written exams, students who withdraw must stay in the room up to the end of the exam; for oral exams, students may only withdraw before the teacher declares the mark. Withdrawing from an exam is equivalent to not taking the exam.
Handing in written exam papers (whether they are partial or general exams) specifically means accepting the mark the teacher gives the paper, no matter what it is.

Last change 20/07/2023 15:47

7.7.2.

Exam Conduct

Exams are official assessments which must be taken in full compliance with the rules.

During an examination students may not:

- offer or receive any assistance from students or any other party, nor can they use notes unless authorized by the teacher;
- attempt to obtain confidential information about the specific questions of the exam;
- assume the identity of another nor allow others to assume their identity during an exam; nor can students present as their own a piece of work which has been entirely or partially copied;
- keep mobile devices (e.g. tablet, smartphones, mobile phones, smartwatches, MP3 players, etc.) on their desks or on their person which must be properly stowed in bags or backpacks (unauthorized possession of such devices during exams, regardless of their actual use, is prohibited).

Violation of the above rules or instructions given by the faculty member during exams is cause for cancellation of the exam, and the start of disciplinary procedures.
The disciplinary sanctions applied at this University include:

- official warning;
- temporary ban from one or more courses;
- suspension from one or more exams for one or more exam periods;
- temporary exclusion from the University and loss of exam periods (not more than three years).

All disciplinary sanctions are registered in the student's academic career, written in the transfer form, and in all university documents used in determining the student's graduation grade. A disciplinary sanction more serious than a warning precludes any student benefits (scholarships, housing, etc.).

These rules do not substitute the university in the monitoring of the exams. The university will maintain strict exam procedures. The university moreover will do its best to ensure that the exams are taken in adequate rooms, with enough space and silence to allow students to concentrate. Faculty members are required to set clear questions and to mark exams following clear rules, allowing students to show their ability and degree of understanding of the subject area.

Finally, students are strongly recommended to carefully read the content of the Honor Code published on the website www.unibocconi.eu/honorcode and, in particular, in the Code of Conduct for Students where they can find a description of the unfair behaviours and the relating sanctions.

Last change 14/07/2023 12:57

7.8.

Marks

A mark of between 0 and 17 out of thirty is considered **unsatisfactory**.
A mark of between 18 and 30 out of thirty is considered **satisfactory**.
The examining board may award "lode" (cum laude) to students who are awarded thirty out of thirty (30/30).
Exams that are awarded a satisfactory mark are considered to have been passed and cannot be retaken (whether they are partial exams or general exams).
Exams that are awarded an unsatisfactory mark are considered to have been failed and must therefore be taken again.

Last change 01/06/2023 08:00

7.9.

Publication of Exam Results

The results of written exams (partial, in itinere or general exams), managed by the Secretary's Office of the Department responsible for the courses, are generally published on the yoU@B student Diary > Home page > Exams. Marks are communicated in yoU@B for **informational purposes only.**

Only in the case of general exams, once the result of an exam has been registered, students are advised to check that it has been correctly recorded in their academic career by using the Career > Study plan menu at Punto Blu (via the yoU@B Diary).

In compliance with the Honor Code, the Bocconi teaching staff are committed to carrying out the assessment fairly and to be available to analyze the quality of the exam taken with the student. In this context, in the case of written exams, the University requires that a session be scheduled by the faculty member, usually on a single date, dedicated to reviewing the exams subject to evaluation for students who have taken the exam.

During the exam paper review, there is no negotiation between the teacher and the student regarding the awarded grade; at this stage, the student is required to maintain an attitude oriented to understanding any mistakes made, to take, the opportunity to learn from direct confrontation with the teacher. **Students are not allowed to delegate third parties to view their exams papers.**

Last change 25/07/2023 10:20

7.10.

Recording, Registering and Certifying

The final results of exams are recorded with a mark out of thirty or as passed (for educational activities such as seminars, internships, etc.) and are registered in the student's academic career by the Study Planning Office. For activities that do not award credits (credits = 0) such as preparatory courses, no grade or pass assessment will be recorded in the academic career.
Exams for courses subdivided in modules are considered passed, and may be recorded in the academic career and certified, only after passing both exams of which the course is made up. The final grade is obtained by the grade point average (compared to the credit points of each module) of the two marks achieved.

The appropriate offices periodically check the grades recorded in the academic career of all students.

Each student's "Official academic transcript" available only through the cert@B procedure available on the yoU@B Diary > Certifications, contains all the exams included in the study plan, together with the date when the exam was passed, marks and credit points awarded and subject groups for the exams that have been recorded.

The "unofficial academic transcript", which can be printed accessing the yoU@B Diary > Punto Blu menu via the terminals located at the University only, contains all exams including those that have been passed, i.e. the exams for which students have been awarded a sufficient mark.

The positive mark of the exams of each module (if included in the program structure) can be viewed. This document (NOT valid as certification) is valid only within the University (e.g. Bocconi Scholarship ranking, exchanges, etc.).

Only passed exams are certified.

Last change 01/06/2023 08:00

7.11.

Credit for language certifications

For the first and second language courses, some international language certifications (the mark is converted into a mark out of thirty) are recognized as an alternative to Bocconi exams.
For more detailed information see "Languages and Computer Skills".

Last change 11/07/2023 16:34

7.12.

How to calculate the Grade Point Average (GPA)

The Grade Point Average (GPA) is calculated by the mathematical average weighted on the credit point values of all courses with marks expressed out of thirty recorded in the student's academic career. Activities in which only credits are awarded (e.g. internships, seminars, etc.) are not included in the calculation of the GPA.
A 30 "cum laude" is awarded the value of 31.
A maximum of 2 additional exams can be included in the calculation of the GPA. If a student has passed more than 2 additional exams, the 2 best results are considered (those for which students received the highest marks; if grades achieved are the same, the ones with the highest number of credit points are considered).
Exams ratified for students transferring from other Italian universities are assigned the mark awarded by the university where the exam was originally taken.
Exams ratified for students transferring from universities abroad are assigned the mark awarded by the university where the exam was originally taken. If the original marks are expressed in different numerical scales or in letters, they are converted to marks out of thirty on the basis of the specific conversion table.
Exams taken at other universities that have an agreement with Bocconi University are assigned the mark awarded by the university where the exam was originally taken. If the original marks are expressed in different numerical scales or in letters, they are converted to marks out of thirty on the basis of conversion tables.

Last change 01/06/2023 08:00

7.13.

Exam Sequence and Progress Requirements

Exam sequence indicates the sequence that must be followed in terms of time and prerequisites in preparing exams, requiring students to pass some exams before sitting for others.

Students can sit for prerequisite exams in the same period ("session"). **At the end of every exam period** checks will be carried out to ensure that the regulations have been adhered to. Any exams taken in breach of the sequence will be annulled.
There are prerequisites for the 2023-2024 academic year:

  * for BIG students: the exam code 30320 'Quantitative methods for social sciences - module 2 (Statistics)' is a prerequisite of the exam code 30337 Policy evaluation;
  * for BIEM students (students initially enrolled from the 2015-2016 academic year): the exam code 30001 Statistics is a prerequisite of the exam code 30280 Applications for Management;
  * for BIEF students (students initially enrolled starting the 2015-2016 academic year): the exam code 30001 Statistics is a prerequisite of the exams codes 30284/30285 Empirical methods for economics/finance (depending on the major chosen).

    Then,
  * only for students initially enrolled up to the 2013/-2014 academic year: for the first language: the first-year exam is a prerequisite of the second-year exam.

In addition, please note that in order to take the exam for Computer Science students must have already passed the complete ECDL (see "Languages Computer skills").

In any case, for courses where there is no pre-ordered sequence in sitting the exams of programs, students are advised to sit exams following the teaching activities sequence in terms of year of studies and semester.
Furthermore, in order to continue studies in the second year, students must have acquired a minimum of 24 credits in the first year of studies by the July exam period (see "Continuing studies").

Last change 14/07/2023 10:16

7.14.

Credit for exams passed at universities abroad

Students enrolled in 3-y degree programs can obtain credit recognition (grade and credit points) for exams passed abroad in the Exchange and Double Degree Programs, which are promoted and coordinated by the Study Abroad and Global Alliance offices, along with the Free-Mover Semester and Free-Mover Summer Programs.

Specifically:

- students can have a maximum of 5 exams recognized for the Exchange or Free-Mover Semester programs and not more than 1 exam for the Free-Mover Summer;
- students may apply for recognition of exams passed abroad only once, after the mobility period is over and only if in possession of the Official Transcript of Records whose digital version is accepted;
- students must convert a minimum of 1 exam in order for the Exchange Program or the Free Mover experience (Semester or Summer) to be recognized in the student's academic career;
- students cannot sit for 'in proctoring' exams at Bocconi relating to courses attended abroad;

the following exams, if taken abroad, cannot be recognized:

- banned courses: see [List of compulsory courses which cannot be recognized](#);
- exams for computer skills;
- language exams* taken as part of the Free Mover Summer experience;
- compulsory courses specific to other Bachelor of Science programs;
- exams passed with a grade that is not included in the scale on the conversion table used by the foreign university. In the case of Pass/Fail grades, when the grade is Pass, it may be converted into the minimum grade on the Bocconi scale.

*Please note: Starting in the 2019-2020 academic year, language exams taken abroad as part of the Exchange Program and Free Mover Semester can also be converted: credits for language exams are part of the maximum limit of 5 courses that can be recognized. Please note that languages indicated in the Transcript with the number of foreign credit points equal to "0" will not be recognized. The minimum exit level required by the student's program structure will be automatically assigned to the language course recognized in the academic career.

Last change 14/07/2023 10:19

7.14.1.

Credit approval procedure for exams taken as part of Exchange, Free-Mover Semester and Free-Mover Summer Programs

Credit recognition for exams taken as part of Exchange, Free-Mover Semester and Free-Mover Summer Programs is not usually automatic and depends on the following credit approval procedure.

After being selected (Exchange Program) or authorized by the Study Abroad office (Free Mover Semester), before departure and after assessing the offer of the host university, students must check or request authorization from Bocconi faculty in advance to have the courses they wish to take abroad recognized in their academic career.

The courses can be:

- with Bocconi correspondence, if the course taken abroad has a corresponding Bocconi course*;
- without Bocconi correspondence, if the course taken abroad does not have a corresponding Bocconi course.

*Students participating in a mobility program as a Free Mover Summer student can have 1 exam recognized with Bocconi correspondence only.

The advance authorization request, together with the foreign course profile and all information relevant to its evaluation, must be sent:

- to the Course Director of the corresponding Bocconi course in the case of converting with correspondence;
- when the foreign course is without Bocconi correspondence, the authorization request will be sent to the Program Director or his/her delegate.

The advance authorization request must be sent through the appropriate procedure available on the yoU@B Diary 'Recognition' - International Mobility section.

Two or more exams can be merged to cover one Bocconi exam upon approval of the Course Director or the Program Director. One foreign exam cannot be used to cover two or more Bocconi exams.

The request for recognition of a foreign course with a Bocconi course (with or without any Bocconi correspondence) DOES not allow any advance change/structure of the study plan, which must be made in accordance with the rules and timelines specified in Paragraph 9.3.4 'Administrative rules, procedures and deadlines'.

After the period of mobility, the University abroad issues the certifications of the exams taken. On the basis of these certifications and **upon the student's request**, the Study Abroad office carries out the appropriate checks to prepare the grade recording of exams taken abroad that students wish to have recognized.

For more details, see the website http://www.ir.unibocconi.eu/, Academic Recognition paragraph of the relevant section.

Exams passed at other universities by Bocconi students are assigned the grades of the university of origin. If the grade is expressed in other scales (letters or numbers), the grade is

converted out of thirty on the basis of special tables of correspondence.

In case two or more foreign exams covering one Bocconi exam, the final grade is obtained by the grade point average of the corresponding Bocconi grades obtained, using the foreign credit points specified on the Transcript issued by the host university as the weighted coefficient.

Students can also recognize additional exams (see chapter 9.4 'Additional courses').

Please note: the program structure for 3-y degree programs taught in Italian include at least one course in English (compulsory or elective): this requirement is not applied if the student participates in the Exchange or Free Mover Program at a University where the language requested by Bocconi University with the purpose of selection/acceptance is not English.

Last change 20/06/2023 16:49

7.14.2.

Exam recognition procedures as part of the Double Degree Peking-Bocconi Program

Credit recognition for exams taken as part of the Double Degree Program with Peking University requires several steps the student must take before and after departure, following the guidelines of the Global Alliances office.
After admission to the Double Degree during the second year of the BIEM program, the student will receive instructions from Peking University on the program structure they will need to attend abroad during the two following academic years. With the courses taken at the partner school during the third and fourth year of the program, the student can validate the courses from the third year of BIEM, upon approval from the Program Director (or his/her delegate). The recognition procedure for courses taken abroad is subject to the Global Alliances office receiving the transcript from Peking University.

For more information, please email: doubledegree@unibocconi.it.

Last change 14/07/2023 10:24

7.15.

Sitting for first semester exams in July and graduating by July

If graduating in July is a compulsory requirement to gain access to a graduate level program:

- **students participating in the Exchange or Free Mover** program during the 2023-2024 first and second semesters (**provided that they return by 24 May 2024**)
- **students engaged in curricular internships with credit points** in Italy or abroad - start of the experience before **3 February 2024** - in the period January-February 2024 (**as long as they reach the minimum duration required for the internship recognition request by 24 May 2024**)

can sit for 1st semester courses in the July exam period and they will be considered as valid to graduate in July, upon submitting a **specific request to the Academic Services by 07 June 2024**, **enclosing appropriate documentation certifying the admission in a graduate level program requiring graduation within the month of July 2024** as a compulsory requirement.

Information on graduation procedures is included in Chapter 'Final Paper and Graduation'; other administrative deadlines for the July graduation session are published on the website in the specific section.

Last change 14/07/2023 17:06

8.

OTHER ACTIVITIES: SUPPLEMENTARY ACTIVITIES, COURSES AND SEMINARS

Last change 01/06/2023 08:00

8.1.

Supplementary Activities

Bocconi University offers students supplementary activities designed to enhance their cultural understanding and complement the degree program requirements.

Successful participation in these activities allows students to obtain a certificate of participation.

Supplementary activities offered by the University include:

- IT courses organized by the IT Education Center;
- language courses organized by the Language Center: www.unibocconi.eu/languagecenter;
- courses on databases and citation organized by the Library: lib.unibocconi.it/*eng;
- interdisciplinary courses for students to enrich their cultural backgrounds, discover new interests and delve into current events on topics other than economics and law, which are part of the Sapere a Tutto Campo program, organized by Campus Life: www.unibocconi.eu/interdisciplinarycourses;
- courses to develop personal skills organized by Campus Life - Counseling and Self-Empowerment: www.unibocconi.eu/counseling.

The full range of supplementary activities for 2023/2024 is published in September (before the start dates of any activity chosen). More detailed information including programs and calendars will be released on the Bocconi website in the sections of the services which offer these activities.

For students enrolled in Bachelor of Science programs, participation in supplementary activities is optional and is governed by general instructions, as follows:

- **sign-up application procedure***: through the yoU@B student Diary in accordance with sign-up methods defined by the service offering the activity, about one month before the start of the course;
- **assigning courses***: for each study program, sign-up applications are accepted in the order of chronological sign-ups received. Students who are admitted/not admitted to attend these activities will receive a personal online message sent to their yoU@B student Diary;
- **attendance**: in most cases, compulsory for at least 75% of teaching sessions and usually checked through the online Attendance procedure by the teacher in class, in order to obtain the certificate of participation; online courses, if offered, also have mechanisms for registering attendance (for detailed information, the section of the Bocconi website dedicated to the office delivering the activity should be consulted);
- **evaluation:** is carried out by instructors according to the assessment methods discussed in class (the faculty member may require a final written report) but is subordinate to the compulsory 75% attendance and the active participation in class;
- **period of study:** courses are held during teaching periods and on specific dates which will be finalized before the sign-up period begins;
- **duration:** depending on the chosen activity.

Successful participation in these activities, certified by the teacher, allows students to obtain a certificate of participation.

*For aspects regarding sign-up and assigning courses, some activities organized by Counseling and Self-Empowerment are exempt. These courses have different sign-up and assigning courses methods, which are described on the Bocconi website (www.unibocconi.eu/counseling).

Last change 07/07/2023 16:56

8.2.

Courses, Seminars and Other Activities

Services at the University also organize other activities, courses and seminars open to students throughout the year. These include:

- In-Company Training organized by the Career Services - www.cs.unibocconi.eu;

- Career guidance seminars, presentations and meeting with Employers, individual counselling organized by the Career Services - www.cs.unibocconi.eu;

- Recruiting events and career fairs - www.cs.unibocconi.eu;

- POL orientation meetings for exploring personal aptitudes organized by the Career Services - www.pol.unibocconi.eu:

- Concerts, meetings, exhibitions, guided tours, debates and other sports and culture events aimed at raising students' cultural awareness - https://www.unibocconi.eu/campuslife;

- Opportunities for the development and expression of artistic skills, thanks to Bocconi Arts and Humanities initiatives: www.unibocconi.eu/artscampus;

- Courses and sessions for mind-body balance, to gain awareness of healthy lifestyles and habits: www.unibocconi.eu/wellbeing;

- Athletics, men's and women's basketball, cycling, freediving, golf, lacrosse, polo, rugby, running, sailing, skeet-shooting, skiing and snowboarding, 5-a-side and 11-a-side men's soccer, 5-a-side women's soccer, swimming, tennis, men's and women's volleyball and water polo are the sports practiced at Bocconi, both at recreational and competitive levels, in national and international university tournaments. The men's basketball team, the 5-a-side men's soccer team, and the men's women's volleyball teams also participate in their respective federations tournaments - Bocconi Sport Team SSD.

Detailed information on course timetables and how to participate in the activities listed above is available on the Bocconi website and the yoU@B student Diary in the section of the organizing service.

Last change 01/06/2023 08:00

9.

ADMINISTRATIVE RULES, PROCEDURES AND DEADLINES

Last change 01/06/2023 08:00

9.1.

Continuing studies

Last change 01/06/2023 08:00

9.1.1.

Rules

Students enrolled in the first year of a Bachelor of Science program are admitted to the second year only if they have earned at least 24 credit points by the exam period of:

- **July 2023** for students enrolled in the 2022-2023 academic year;
- **July 2024** for students enrolled in the 2023-2024 academic year.

Please note that such credit points refer to the courses included **in the first year study plan only and they also include the credit points earned when passing each single module if applicable to the course.** Credits relating to the second year language exam, if students have obtained the recognition of an international certification (See: "Languages and computer skills") are not included. At the end of the July exam period, credit points needed to move on to the second year are verified.

Students who have not fulfilled this requirement are unable to take part in the September exam period and must continue their studies by enrolling as repeating students ("ripetente") in the first year of studies.

Enrolling as "ripetente" gives students the right to attend lectures and does not give them access to exams before the end of the lectures for the semester in which the course is held.

Students regularly enrolled in the academic year as regular ("in corso") or repeating students

"ripetente":

- are allocated a class group for the lectures;
- are allowed to sit partial and general exams;
- are granted access to the various services offered by the University (Library, IT rooms, etc.);
- can obtain enrollment certifications for the academic year in which they are enrolled.

There are no restrictions for enrollment after the second year of studies.

After the third year, students who have not yet completed the study plan usually enroll as repeating students "fuori corso". However students can also enroll as repeating students "ripetente".

Last change 11/07/2023 16:40

9.1.2.

Administrative procedures and deadlines for enrolment as repeating students ('ripetente') in the first, second and following years

Enrollment must be carried out during:

- **26 July- 25 August 2023** for enrollment in the third year of studies and as repeating students 'fuori corso';
- **28 July - 25 August 2023** for enrollment in the first year repeating student "ripetente" and in the second year of studies.

by accessing '**Renew Enrollment in 2023-24 a.y**.' from the left-side menu of the yoU@B Student Diary.

The enrollment procedures are as follows:

- select the "Enrollment in Academic Year" option;
- enter the enrollment data requested.

After selecting "Enrollment in the academic year", the system automatically allows

- first year students to enroll in the "regular" second year of studies if they have earned 24 credit points by the July exam period and the choice of the second language;
- first year students to enroll as first year repeating students ("ripetente") if they HAVE

NOT earned 24 credit points by the July exam period;
- students already enrolled in the second year of studies, enrollment in the third year, the choice of electives (when taught in both Italian and English, specify the language chosen) and, if requested, the semester or the teaching method (traditional or e-learning).

Enrollment in the academic year via the appropriate procedure is completed once the advance payment of the first instalment of tuition and fees has been paid and recorded in the student's academic career. If the first advance payment is not paid by **7 September 2023** students will not be able to carry out any administrative or learning activities or make use of any other services.

Students who do not enroll by **25 August 2023**, for whatever reason, can enroll during the **26 August - 31 December 2023** (*) period, upon payment of a late-enrollment fee (for detailed information check the website at www.unibocconi.eu/payments).

After **31 December 2023** enrollment is only possible as students enrolled beyond the standard duration of the program, ("fuori corso" or "fuori corso intermedio") and with the payment of the penalty fees duly made (for detailed information, please see www.unibocconi.eu/payments).

(*) Since **31 December 2023** is a holiday, the deadline is extended to the next working day (**3 January 2024**).

Last change 11/07/2023 16:42

9.1.3.

Choice of Major for students enrolled in the BIEF program

From **9 to 22 January 2024**, by using the Punto Blu, that can be accessed via yoU@B, BIEF students enrolled in the second year of studies must choose from among the following majors:

- Economics
- Finance

Last change 01/06/2023 08:00

9.1.4.

Choice of modules for second year CLEACC students

When enrolling in the second year of studies (**28 July- 25 August 2023**) students must carry out the choice of two modules, one for the first semester and one for the second semester, relating to the course Metodo, critica e ricerca nelle discipline artistiche [Critical Approches to the Arts] (see chapter 2 Program structures of the 3-y degree programs).

From **9 to 22 January 2024**, via yoU@B Student Diary > Punto Blu > Study Plan, the module previously chosen in the second semester can be changed with another module held in the second semester of the current academic year. Such changes must be made in compliance with numerical limits described in Elective course allocation.

Last change 20/06/2023 16:52

9.2.

Languages

The study plan for all 3-y degree programs, **with the exception of BAI and BGL**, includes:

- **First year**: first language
- **Second year**: second language

The study plans for BAI (the Bachelor of Science in Mathematical and Computing Sciences for Artificial Intelligence) and BGL (the Bachelor in Global Law) include **only one language** in the second year, whose rules coincide with those of the second language for the other 3-y degree programs.

Last change 01/06/2023 08:00

9.2.1.

Changing the first language

First-year students **who are not native English speakers** and are enrolled in class groups

taught in Italian will have English assigned automatically as their first compulsory language.

First-year students **who are not native English speakers** and are enrolled in class groups taught in English who are automatically assigned English as first language can make the first language change via Punto Blu after the finalization of enrollment **by 14 September 2023.**
First-year students **who are native English speakers** are invited to change their first language after the finalization of enrollment via Punto Blu by **14 September 2023**.
Any language changes can be made between **9 - 22 January 2024** via the yoU@B Diary - **Punto Blu function.**

Last change 11/07/2023 17:03

9.2.2.

Choice of second language for second year

Students must choose the second language when enrolling in the 2nd year (**28 July - 25 August 2023**); BAI students must choose a language when enrolling in the 2nd year of program during the same period.

Students can change the 1st and/or 2nd language, by entering Punto Blu, accessed by the yoU@B student Diary, in the period **28 July - 14 September 2023** and between **9 - 22 January 2024**.
Information regarding language choice and courses on offer is available in "Languages and Computer Skills" and on the website at www.unibocconi.eu/languagecenter.

Last change 11/07/2023 16:51

9.3.

Choice of elective courses

Last change 01/06/2023 08:00

9.3.1.

Choice of Elective Course Rules

When students enroll in the third year of their programs (**26 July - 25 August 2023**) they must choose their elective courses for both the first and second semesters, for inclusion in their study plan. The positioning of elective courses in the first or the second semesters is merely a suggestion. Students can choose how to allocate these activities along the two semesters.
During this period students can also change the electives they chose when enrolling in the current academic year. In addition BIEF students can also change the major chosen in the second year of studies.

Before choosing elective courses students are advised to check the list of courses available, course programs, class timetables, and the "incompatible" and "banned" courses.

Electives may be freely chosen from the courses available, from the general list following the instructions below for each Bachelor of Science Program.

CLEAM-CLEF-BEMACS

3 elective courses

Electives must be chosen according to the following criteria:

- at least 1 elective must be chosen from those taught in English (with the exception of BEMACS and CLEF, which do not have this requirement), for students involved in semesters abroad, e.g. Exchange program or Free-Mover semester and who validate at least one course this requirement is not applied;
- a maximum of 2 of the 3 electives can be chosen from among the compulsory courses characteristic of the other 3-y degree programs;
- a curricular internship may replace 1 elective taught in Italian.

BIEM
4 major compulsory courses chosen from among the 5 proposed;

in addition

- 2 elective courses;

Elective courses must be chosen following the criteria below:

- they may be chosen from the remaining courses of the Major;
- they can be selected from among the compulsory courses characterizing other 3-y degree programs;
- a curricular internship may replace 1 elective.

BIEF

Students must select 4 compulsory courses to be chosen in the list of their major (Economics or Finance);

in addition

- 2 elective courses;

Elective courses must be chosen following the criteria below:

- they may be chosen from the remaining courses of the Major chosen;
- they can be selected from the courses included in the major not chosen, with the following exceptions:
    - students in the **Finance major** CANNOT select the course 30284 Empirical methods for economic
    - students in the **Economics major** CANNOT select the course 30285 Empirical methods for finance.
- they can be selected from among the compulsory courses characterizing other 3-y degree programs;
- a curricular internship may replace 1 elective.

CLEACC

All students must choose 1 course from among:

- the workshops offered in the group of 6 workshops exclusively addressed to CLEACC students;
- an internship;
- an elective course exclusively if it has been passed abroad as part of the Exchange and Free mover semester programs.

BIG
4 elective courses.

The elective courses must be chosen in compliance with the following criteria:

- at least 2 elective courses can be chosen as part of a specific list;
- a maximum of 2 elective courses can be chosen as part of a list of elective courses on offer or from among the compulsory courses characterizing other 3-y degree programs;
- 1 elective can be replaced by a curricular internship.

BESS
2 elective courses (if students participate in an Exchange or Free Mover program, they can include a third elective in the study plan as a replacement of the course 30466 Culture, institutions and development, as long as it is part of the Political economics [SECS-P/01] subject group.

Elective courses must be chosen in compliance with the following criteria:

- they can be chosen from among the compulsory courses characteristic of other Bachelor of Science programs;
- 1 elective may be replaced by a curricular internship.

BAI

2 slots - 6 credits each, as follows:

- I slot, 6 credit points, to be chosen from the "BAI basket" (see chapter Bachelor of Science in Mathematical and Computing Sciences for Artificial Intelligence (BAI));
- II slot, 6 credit points, to be chosen from the "overall 3-y degree programs basket" **which includes the "BAI basket"** (provided they are activities not chosen in the first slot) or internship.

Last change 13/07/2023 09:49

9.3.2.

Electives allocation and numerical limit

After enrolling in the academic year students are allocated the elective courses chosen for both the first and the second semester. The courses chosen are therefore immediately viewable in the students' study plan.

The allocation of elective courses is made on the basis of the sign-up positions when students made the course choice/change.

As a general rule, each course class group must not have more than 110 students.

Except for:

- third year CLEACC workshops whose maximum limit of 35 enrolled students is set;
- the modules relating to the course Method and research in arts of the CLEACC second year program structure. The limit of 60 participating students is set;
- very rare cases of elective courses for which a different limit is set.

In the limit of 110 students, the following categories of students are not included:

- students participating in international programs who come from foreign universities;

- students who opt to change from a four degree system to the three-year one;
- students who have already graduated from Bocconi and have been admitted to the third year of studies.

Bocconi students participating in international programs may include courses that at Bocconi have reached the maximum number of students enrolled in their academic career only with the purpose of recording exams passed abroad in their academic career.

Students who enroll in the academic year **after 25 August 2023**, and especially during the period **from 26 August to 31 December 2023**(*), can choose their first- and second-semester electives from the list of electives still available at the time of enrollment in the academic year.

(*) **Since 31 December 2023** is a holiday, the deadline is extended to the next working day (**3 January 2024**).

Last change 01/06/2023 08:00

9.3.3.

Changing first and second semester elective courses with second semester elective courses

During the **9 - 22 January 2024** period students can change the first- and second-semester electives included in their study plan via Punto Blu with other second-semester electives, as long as they refer to the current academic year.

Changing electives is always subject to the limited numbers as described in "Electives allocation".

Last change 01/06/2023 08:00

9.3.4.

Change of study plan for students participating in international programs

When enrolling in the academic year, students participating in an international

program should choose elective courses coherent with their interests in case they have to sit for some exams at Bocconi when they return. They will be given the opportunity to change their study plan after they have completed the conversion and recording in the academic career of exams taken abroad. In addition to the periods for all students (from **26 July to 25 August 2023** and from **9 to 22 January 2024**) they will have one additional opportunity (see paragraph 9.3.2 Electives Allocation) through Punto Blu, via the yoU@B Diary.

When the exams taken abroad have been recorded in the student's academic career, the student receives a message on his/her yoU@B Diary stating that the study plan can be changed. In addition to the study plan change for entering the courses taken abroad, students can include courses to be taken at Bocconi as long as there are still places available.

Last change 01/06/2023 08:00

9.4.

Additional educational activities

Additional educational activities are those whose credit points provide more than the credit points needed to fulfil the degree requirements. They can be included in the study plan, for a maximum number of three, after students have passed all course exams of the first 3 semesters of their Bachelor of Science program. Such activities can be selected from among:

- the elective courses offered in their Bachelor of Science;
- language courses;
- a second internship.

To calculate the grade point average, only two additional exams may be considered (those for which students received the highest marks, if grades achieved are the same, courses with the highest number of credit points are considered).

Students can choose additional activities from the third year of studies by filling in the form available in yoU@B diary Additional courses request during the period from:

- **26 July - 25 August 2023** for courses in the first semester;
- **9 - 22 January 2024** for courses in the second semester

Please note that allocation of elective courses entered as additional exams is subject to the limit of places available; if there is availability, they are included in the study plan before the start of classes.

Additional courses may be eliminated by submitting a request via B in Touch.
It is not possible to eliminate an activity from the study plan which has been passed and registered.

Last change 18/07/2023 12:23

9.5.

Program changes

Last change 01/06/2023 08:00

9.5.1.

Rules

Rules for changing programs will consider the following elements:

- the language of instruction of the program;
- whether or not there is a common foundation of the two programs.

A change in 3-y degree program can therefore be requested:

- **In case the language of instruction is the same:** at the end of the first, second or third year. If the change is made between programs within the common foundation (see chapter 2.1), the change can also be requested at the end of the third semester.
- **In case of different language of instruction:** at the end of the first year, no matter whether or not the change is within programs with a common foundation.

As for exceptional cases, it is possible to allow the change of 3-y degree programs taught in a different language also at the end of years following the first year, on the condition that the student has not yet earned more than 60 credit points (relating to compulsory and elective educational activities) of the program structure of the new 3-y degree program.

For changes between programs taught both in Italian and English (CLEACC) changing class groups is of an exceptional nature and its reasons should be explained in writing by the student via a motivational letter to be attached to the application. For changes to the Bachelor of Science in Mathematical and Computing Sciences for Artificial Intelligence (BAI), due to the specific subject matter that is substantially different from that normally offered by

the University, the student should write a motivational letter to be attached to the application. The Direction will evaluate each single letter of reasons identifying, in this way, the students who can be admitted.

In order to submit an application to change Bachelor of Science program, students must be enrolled in their original Bachelor of Science program for the incoming academic year (in the first year as a repeating student or in years after the first year).
Changes to and from BGL (Bachelor in Global Law) may take place starting from the 2024-2025 academic year, i.e. after the end of the new program's first year. The year of admission will normally be the first year even in the case of changes to and from other English-language Bachelor programs.

In case of changing towards programs taught in English, please note that admission is dependent on having acquired the English language knowledge prerequisite, either one of the language prerequisites (Table - Italian version only) valid for enrollment in a program taught in English or the internal English Bocconi exam at level B2 (minimum grade: 26/30) or level C1.
Please note that, during the same academic year, only one 3-y degree program change can be requested. Therefore students who have obtained a 3-y degree program change in July-August 2023 CANNOT request a 3-y degree program change again at the end of the third semester (December 2023).

The year of admission is decided by the 3-y degree Program Director, considering the student's academic career. For 3-y degree program changes towards the BSc of International Politics and Government (BIG) and the BSc in Mathematical and Computing Sciences for Artificial Intelligence (BAI) admission will be possible only in the first or second year of studies.
3-y degree Program changes towards the World Bachelor in Business is not possible in any way.

When changing from one Bachelor of Science program to another, the following applies:

- exams taken for courses in the original degree program that have the same title, code and credit point values as those in the new degree program are considered **to be equal (same exams in common);**
- **exams are to be integrated** if they are exams for courses belonging to the same subject group in both the original and new degree program. Courses may have significantly different course profiles but are worth the same credit point value, or the original program's courses may be worth less credit points than those of the new program. In this case, the exam mark is based on a weighted average of the marks obtained in both degree programs;
- any exams included in the original degree program that are not included in the program structure of the new degree program are considered **to be in excess**. In this case, compulsory courses passed as part of the original degree program, not included in the study plan of the new degree program may be recognized as additional courses and also as elective courses upon approval from the Program

Director of the new degree program.

In addition, students are considered to have attended the lectures for courses taken in the years before the change included in the program structure of the new degree program. Therefore, students can register for the exams for the courses included in the program structure of the new degree program in the years before the change, starting from the first available exam session.

Some of the English certifications already recognized with B2 exit level may be validated in the higher level C1 with a grade adaptation out of thirty. Students interested in such validation should contact the Language Center.

- Bachelor of Science Program Change - Italian version only

Last change 27/10/2023 09:51

9.5.2.

Numerical limits

In order to regulate changes from one degree program to another, for the 2023-2024 academic year applications will be accepted as follows:

- **First year:** a maximum of 5 students per class group will be admitted
- **Second and third year:** applications will be accepted as long as the balance between entering and exiting students, added to those students who make up the class groups, is at most equal to:
    - 135 students for each class group for the 3-y degree programs taught in Italian;
    - 115 students for each class group for the 3-y degree programs taught in English (with the exception of BAI, to which a maximum of 5 students will be admitted).

If the number of applications is greater than the number of places, students will be selected according to a ranking list for each new Bachelor of Science program based on merit, which is determined by the weighted average of exam marks and credit points received compared with those to be received.

For 3-y degree program changes made in the summer (**July-August 2023**) the ranking will be made upon considering the exams passed by **21 June 2023 for BSc students, by 14 June 2023 for IMA in Law students.**

For 3-y degree program change of programs taught in the same language and sharing a common foundation made at the end of the third semester (**December 2023**) the ranking is made, as already applied, upon considering the exams passed by **30 November 2023**.

Last change 20/06/2023 17:16

9.5.3.

Administrative procedures and deadlines

In order to submit an application to change Bachelor of Science program choice, students must be enrolled in their original Bachelor of Science program for the 2023-2024 academic year.

Students can submit an application to change the Bachelor of Science program choice through the procedure available in yoU@B by specifying the preference for a maximum of 2 programs (first and second choice), in the following periods:

- **28 July - 21 August 2023 (i.e. at the end of the 1st, 2nd, 3rd year):** for all 3-y degree programs;
- **1 - 20 December 2023 (i.e. at the end of the 3rd semester):** between programs sharing a common foundation and with the same language of instruction.

The same deadline applies for cancelling or modifying any applications previously submitted. Students will receive the results of the application via yoU@B, along with details on the class group assigned, within the following dates:

- 5 September 2023, for applications submitted in July/August;
- 17 January 2024, for applications submitted in December.

After the application outcome, students admitted to a year of the program other than the year requested who wish to withdraw from the change made have 5 days from the publication of the outcome to submit a written withdrawal via B in Touch in Academic Career - Change of the program or review of the 3-y degree program choice

Timelines for submitting applications

		Destination			
		ITA - Common foundation (CLEAM, CLEF)	ENG - Common foundation (BIEM, BIEF)	ITA - out of common foundation (CLEACC Ita, CLMG)	ENG - out of common foundation (CLEACC Eng, BESS, BIG,

					BEMACS, BAI)
Origin	ITA - Common foundation (CLEAM, CLEF)	At the end of 1st,2nd,3rd year + 3rd semester (**)	At the end of the 1st year (*)	At the end of the 1st, 2nd, 3rd year	At the end of the 1st year (*)
	ENG - Common foundation (BIEM, BIEF)	At the end of the 1st year (*)	at the end of 1st,2nd,3rd year + 3rd semester(**)	At the end of the 1st year (*)	At the end of the 1st, 2nd, 3rd year
	ITA - Out of Common foundation (CLEACC Ita, CLMG)	At the end of the 1st, 2nd, 3rd year	At the end of the 1st year (*)	At the end of the 1st, 2nd, 3rd year	At the end of the 1st year (*)
	ENG - Out of Common foundation (CLEACC Eng, BESS, BIG, BEMACS, BAI)	At the end of the 1st year (*)	At the end of the 1st, 2nd and 3rd year	At the end of the 1st year (*)	At the end of the 1st, 2nd, 3rd year

(*) As for exceptional cases, it is possible to allow the change of 3-y degree programs taught in a different language also at the end of years following the first year, on the condition that the student has not yet earned more than 60 credit points (relating to compulsory and elective educational activities) of the program structure of the new 3-y degree program.

(**) As part of the same academic year, only 1 change of program can be requested. Therefore, students who obtained the 3-y degree Program in July-August 2023, CANNOT request a 3-y degree Program change again at the end of the third semester (December 2023).

Last change 20/06/2023 17:18

(PEC) of the University of destination and the Program they wish to attend;
accompanied by the documentation listed below (*),
sent by registered mail/courier to the following address: Università Commerciale "Luigi Bocconi" Academic Services - Study Planning Office - Room 213, Piazza Sraffa 11, 20136, Milan.

Enrolled students who have submitted a transfer application should contact the Fees, Funding and Housing service for information regarding tuition and fees.
Students who present a transfer request during the **24 July - 29 September 2023** period do not have to enroll in the 2023-2024 academic year; students who present a transfer request **after 2 October 2023 and no later than 31 December 2023(**)** must enroll for the 2023-2024 academic year.

(*) The transfer application form must be accompanied by:

- duty stamp of 16.00 euros;
- the unofficial academic transcript and Bocconi ID card (except for the student IDs which can be enabled for banking operations);
- receipt for payment of fees for issuing the transfer document, which must be made via the Bocconi procedure for payment (https://uni.bocconistore.it/buy_en/);
- declaration from the Bocconi Library that the student does not have any overdue books;
- authorization from the Fees, Funding and Housing service.

Students who transferred to another University cannot come back to Bocconi University during the same academic year they applied for transfer, except for students who have not completed any administrative acts at the University of destination.

Students who apply for readmission to Bocconi University after being enrolled in programs at other universities, in Italy or abroad, may be admitted after passing the entrance exams. If the student is admitted, the credits obtained at Bocconi during their initial program will not be automatically recognized in the new program, but rather, will be subject to assessment to determine if they are still valid.

Students who intend to continue their studies at the Italian Military Academy and universities abroad must send a request via B in Touch in Academic Career > Transferring to another university.

(**) Since **31 December 2023** is a holiday, the deadline is extended to the next working day (**3 January 2024**).

Last change 13/06/2023 16:55

9.7.

Temporary interruption

During the academic year, students who are carrying out military service or civil service duties, female students in the year of birth of each child and students who are forced to interrupt studies because of serious illness and certified prolonged medical conditions can apply to temporarily interrupt their studies in accordance with Italian DPCM 09/04/2001.
Temporary interruption of studies means that students will not be able to complete any administrative operations, participate in educational activities or make use of any university services. The years for which the student did not enroll do not count towards disqualification.
For each year of temporary interruption students are required to pay a fixed sum set by the Fees, Funding and Housing Office.

Last change 01/06/2023 08:00

9.8.

Disqualification

As a rule, students lose student status eight academic years after the end of the normal duration of the program.

Calculations are made starting from the first enrollment in the university system; periods of temporary interruption requested according to Italian D.P.C.M. (Ministerial Decree) 09/04/2001 are not taken into account (military service, civil service, year of birth of each child and duly certified serious and prolonged illnesses). Disqualification does not apply to those students who have passed all exams and are only missing the final degree exam. Students who do not intend to be disqualified must submit a specific application via B in Touch in Academic Career so that their academic career can be subjected to assessment by the Program Director.

If the outcome of the assessment is positive, the Director shall define the new deadline within which educational activities must be completed, normally corresponding to the normal duration of the program.

Students who have been disqualified can obtain certifications attesting to their university career and the number of credit points previously earned.

Last change 01/06/2023 08:00

9.9.

Withdrawing from university studies

Students can withdraw from their studies at any time, ending their academic career at this University. Their intention to withdraw must be communicated in a written, clear and concise form.

The withdrawal form, which can be downloaded here.

To apply for a withdrawal from studies, students must:

1. request authorization from the Fees, Funding and Housing Office, as well as the Library, under the respective offices' sections in B in Touch;
2. complete and sign the downloaded form above and affix a €16 revenue stamp (see note).
3. send the following **by registered mail/courier:**

- a copy of a valid form of ID
- the completed and signed form accompanied by a revenue stamp;

- a copy of the responses containing the authorizations from the Fees, Funding and Housing Office, as well as the Library,

to the following address: Università Commerciale "Luigi Bocconi" Academic Services - Academic Planning Office - Room 213, Piazza Sraffa 11, 20136, Milano.

Please note: Students who are unable to purchase a revenue stamp (e.g. because they are abroad) can make the €16 payment by credit card using the following link, and attach the payment receipt to the withdrawal application: https://uni.bocconistore.it/buy_it/ (select "Revenue stamp for administrative records").

Students enrolled in the first year of studies in 2023-2024 who wish to withdraw must follow the timeline below:

- by 1 December 2023: they must contact the Admissions Office;
- later than such date: they must contact the Academic Services.

Students must pay tuition and fees up to the submission of the withdrawal form according to the payment deadlines defined by the Fees, Funding and Housing Office.

Students who submit the withdrawal form should contact the Fees, Funding and Housing Office in order to check any pending obligations with reference to any expired tuition and fees deadline.
Withdrawn students can obtain certifications regarding the previous academic career and credit points earned.

Last change 01/06/2023 08:00

9.10.

CONCURRENT ENROLLMENT IN TWO STUDY PROGRAMS

Law no. 33 of 12/04/2022 allows enrollment in two study programs at the same time, as long as:

- the two study programs **do not belong to the same field of study**;
- the concurrent enrollment in the two study programs with different fields of study guarantees that **at least 2/3 of the educational activities are different.**

In addition, for Bocconi only:

- the two study programs are offered at two **different Universities**.

Because any concurrent enrollments must necessarily be communicated to the two Universities, students in this situation are encouraged to fill out the self-declaration form available in the yoU@B student diary > Concurrent Enrollment. The responsible offices will then be able to carry out the appropriate checks or contact the interested parties for further details, if necessary.

The university will collect information regarding concurrent enrollment at the beginning of each academic year.

Last change 06/07/2023 17:27

10.

FINAL PAPER AND GRADUATION

To be admitted to the graduation session students must have earned all credits for the educational activities provided for in the program structure, except for the credit points for the final exam.

The degree is awarded when the final exam has been passed and at least 180 credit points have been earned.
The final paper is worth 3 credit points, except for the Bachelor of Science in International Politics and Government (BIG) for which it is worth 6 credit points (for graduating students enrolled in the 2017/2018 a.y).

The final paper preparation is the following:

- completion of the graduation application procedures;
- admission to the graduation session;
- final paper assessment and grade awarding by the Degree Assessment Board
- communication of the results;
- graduation ceremony.

There is no oral defense of the final paper and therefore, students are not required to be present during the graduation days.

Last change 01/06/2023 08:00

10.1.

Content of the final paper

The **final paper** is a concise paper which develops a topic that may be purely theoretical or supported by empirical evidence, taking work experience as a starting point (i.e. internships) or study periods in Italy or abroad. For the Bachelor in Global Law, the final paper may be connected to a specific experience completed during a legal clinic or internship.

Students enrolled in Italian class groups can decide to write the final paper in Italian or in English. Students enrolled in English class groups must write the final paper in English.

The **content** of the final paper must be related to one of the subject areas of the Bocconi University Departments. However, it does **not necessarily** have to be related to one of the courses in the student's study plan.

Final papers are written under the supervision of a tutor.
If students want to base their final papers on either an internship or a period of study abroad, the tutor and student must agree on the topic **before the student starts the experience.**

As a general rule, the paper is around 30 pages and may require about one month of work. The final paper must be accompanied by the abstract of the final paper that summarizes the main topic.

Starting in the second year of the program, How To: Useful Info for Graduation, a page with pertinent information on the Graduation Procedure process, is available in the yoU@B Student Diary under the Graduation menu. The **Guide for producing the Final Paper** is also available on the How To: Useful Info for Graduation page. It is an interactive guide organized in modules, an indispensable tool for graduating students getting ready to prepare their final work. **We therefore recommend that students first complete these modules**. For correct bibliographic citation in the paper, the The Guide for producing the Final Paper should be accompanied by [The Guide for Bibliographic Citation and Writing the Bibliography.](#)

For each Bachelor of Science Program, additional information could be provided, due to the peculiarity of the courses of the Program. Any additional information will be given by each Bachelor of Science Program Director and will come out when writing the final paper from the contact between Tutor Professor and student.

We encourage you to carefully check the correct procedures for the use of citations in the above guide. Please note that Bocconi University, which values the originality of the final papers, has been equipped with an ad hoc software to verify their authenticity in addition to the methods for checking the copying of final papers already in use. Improper use of citations or any excessive use of them in final papers may be reported to the Disciplinary Board.

Last change 01/06/2023 08:00

10.2.

Assignment of the final paper

The **graduation application procedures process** is divided into the following phases:

1. entering the final paper title
2. assignment of the final paper title
3. graduation reservation
4. entering the information relating to the final paper title completion and uploading the definitive file of the final paper
5. request for approval from the tutor professor.

Students who do not complete all the phases of the Graduation application procedure will not be admitted in the graduation session.

Bocconi University offers assistance at the Secretary's Office of the Undergraduate School (Location Table).

Last change 14/12/2023 11:17

10.2.1.

Entering and assigning the title of the final paper

Entering the final paper title and final paper title assignment can be made only if the student is enrolled in the third year of studies.

Procedure for entering title

After having agreed upon the final paper title with the tutor professor the graduating student must complete the following by the deadline for entering the title (see note):

- access the yoU@B function "Graduation - Application Procedures" and fill out the online section "Final Paper Title Entering" by specifying:

- type of final paper: theoretical or empirical;
- final paper title;
- final paper language;
- and, on the following screen (Choice of Tutor professor) the name of the tutor professor.

NOTE: Failure to meet the title entry deadline will result in the student not being allowed to access that session.

Title assignment

The information regarding the final paper title entered in the Graduation>Application procedure is immediately made available to the Tutor Professor who, will continue with the online assignment of the final paper title.

Upon title assignment the student receives a notification via yoU@B Diary (To Do and Notices widget) and can continue with the following phases of the Graduation Application procedures.

NOTE: The final paper title approval by the Tutor professor is a compulsory requirement for carrying out the graduation reservation for a specific session.

Any changes to the title entered

If the student wishes to change the data relating to the title entered only, he/she must use the function Graduation Application procedure>Change title: in this case, if already assigned, the final paper title assignment by the tutor professor is still valid.

The student can change the title entered online until approval is requested from the Tutor Professor: after approval has been requested, the function 'Change title' will no longer be available.

Cancellation of the title entered

If the student wishes to change the tutor professor and enter a new title, he/she must use the function Graduation application procedures>Cancel title: in this case, he/she must repeat the whole procedure of title entering and must wait the title assignment from the new tutor professor.

IMPORTANT: Students who continue with the cancelation of the title must also cancel any graduation reservation that may have been submitted. They must make a new graduation reservation after receiving the title from the new Advisor professor, within the deadlines.

Uploading non-definitive Final paper attachments

Only upon approval of the Tutor Professor after a specific request, the student can forward NON DEFINITIVE files of his/her work (e.g. single chapters of temporary sections) by using the appropriate function 'Final paper attachments non definitive files' available online in the Graduation>Application procedure function.

The attached files are made available to the professor as soon as they are uploaded.

IMPORTANT: uploading the files in 'Final paper attachment non definitive files' function DOES NOT replace the upload of the one definitive file which MUST be made in any case by using the **function 'Final paper title Information completion'>Final paper final attachment.**

Once the title has been assigned by the tutor professor, the student must:

- make the graduation reservation;
- enter the information to complete the final paper title and continue with the upload of the definitive file of the final paper;
- request approval.

Last change 01/06/2023 08:00

10.2.2.

Graduation reservation

IMPORTANT: the first graduation session available for students enrolled in the third year of studies in the 2023-2024 academic year will be held in **July 2024**.

Students can make the graduation reservation online via the yoU@B function Graduation > Graduation-Application Procedure > Graduation Reservation by reserving a graduation session from the [Graduation Calendar](link).

Students can sit exams during this period. Students do not need to have passed all exams in order to make the graduation reservation.

When making the graduation reservation, the system will check online that both the student's financial and administrative positions comply with the graduation session.

In addition, the system also checks that students:

- have entered the title by the deadline for the selected graduation session;
- have received a final paper title assigned by the Tutor;
- have paid all tuition and fees due including the graduation fee (*) (using the MAV payment slip available in Punto Blu in Administrative Area>Financial status > Payments).

*Students are advised to pay the graduation fee around one month before making the graduation reservation (for graduation fee please see chapter 12.1. Other costs).

Third-year students enrolled in the 2022-2023 a.y. who intend to **graduate by the graduation session of December 2023 are not obliged to enroll in the 2023-2024 a.y.** After the 1st graduation session in December 2023, they are obliged to enroll in the 2023-2024 a.y.

Third-year students enrolled in the 2023-2024 a.y. who intend to **graduate by the graduation session of December 2024, are not obliged to enroll in the 2024-2025 a.y.** After the 1st graduation session in December 2024, they are obliged to enroll in the 2024-2025 a.y.

For information on financial status payments and on installments to be paid, students are advised to verify with the Fees Funding and Housing Office www.unibocconi.eu/fees. Once the graduation reservation has been made, students are suggested to print out the relating receipt via yoU@B Student Diary> Graduation Application Procedure> Print reservation.

In the days after the graduation reservation students are:

- encouraged to enter Cv@B in the "CAREER SERVICE" section of yoU@B and to upgrade their Profile and Default CV. The updated Profile and curriculum will be used to create the Graduants CV Book and, after graduation, the Graduate CV Book. Both CV Books will be shared with Bocconi contacts which include companies, public and private organizations as well as professional firms, with the aim of enhancing recruitment opportunities. The completion of Cv@B procedure does not affect the admission to the Graduation Session;
- asked to fill out the evaluation of university experience questionnaire on the yoU@B Diary, which forms part of a nation-wide survey aimed at gathering feedback on university study from graduating students.

After reserving a graduation session, students can no longer enroll in the new academic year unless they cancel the graduation session that they have reserved.

Students who no longer wish to graduate during the chosen graduation session should:

- if before the deadlines set in the graduation sessions calendar, cancel their graduation application by selecting the function Graduation > Application Procedure >

Cancel Reservation;

- if after the deadlines in the graduation sessions calendar have expired, the reservation must be refused by sending a request through the procedure B in Touch - Graduation topic.

If the reservation is refused for the last graduation session available in the academic year (December session), the student must enroll in the new year.
After enrolling in the academic year and duly paying the fees and tuition due, a new graduation reservation can be completed through the Student Diary.

Last change 21/06/2023 11:54

10.2.3.

Entering information to complete the title - uploading the definitive attachment

After completing the first phases of the graduation application procedure, the graduating student must enter online all information still missing to complete the title of the final paper.

Through the function Graduation>Application procedure>'Final paper title information completion' the student can:

- make any changes to the title he/she was assigned to;
- enter an abstract - summarizing the final paper topic with a maximum of 4,000 characters - see IMPORTANT NOTE;
- confirm the final paper language;
- authorize to use the final paper attachment by the University.

In addition, after the data entered have been confirmed, the student can

- upload the Definitive file, i.e. one single file in the final version and in PDF format of his/her final paper.

The students must upload the definitive file of the final paper by the dates specified in the graduation calendars published on the website at www.unibocconi.eu/graduationcalendar.

Uploading the definitive file of the final paper
The definitive file of the Final Paper must **exclusively be uploaded through the Final Paper Title - Information completion.** The function 'Final Paper attachments non definitive

files' MUST NOT be used as an alternative for uploading the definitive file of the final paper.

In addition, after the definitive file has been uploaded and approval has been requested online, changes are no longer possible.

The information entered and the final attachment of the final paper uploaded online will be made available immediately to be viewed by the tutor professor.

IMPORTANT NOTE:

1. the text of the abstract MUST BE entered in the box of the procedure and NOT copied and pasted from a file;
2. the definitive file, in PDF format (max 10 MB), must include 4 sheets, as its first pages (see paragraph 10.3 Format specification).

Last change 01/06/2023 08:00

10.2.4.

Approval request

Approval is a declaration of approval released by the professor regarding the final paper written by the student and it represents the final phase of the graduation application procedures and a prerequisite for the student for being admitted in the graduation session.

The student may request the approval after:

- He/she has a title assigned;
- He/she has completed the graduation reservation;
- He/she has uploaded the definitive file of the final paper and abstract.

The approval request must be carried out via yoU@B Diary upon selecting the function 'Graduation > Application procedure > Request approval' by the dates specified in the graduation calendar published on the website at www.unibocconi.eu/graduationcalendar.

Upon approval released by the tutor professor, the student will receive a message on the yoU@B Diary and can consider the graduation application procedure correctly completed.

Last change 01/06/2023 08:00

10.3.

Format specifications

The Final Paper must be uploaded in a single file salved in PDF format (the use of online PDF editors is not recommended; students without Adobe Acrobat can generally save the document through the 'print' button). The name of the file must be LF followed by the student ID, e.g. if the student ID will be 1234567 the name of the file will be LF1234567.pdf.
In the content of the final paper, no personal reference of the student can be included (name, student ID number).

The definitive file of the final paper, in PDF format, must include as its first pages, 4 pages ordered as follows:

- 1st page: a blank page
- 2nd page: a blank page
- 3rd page: dedication or acknowledgements (if not included, a blank page)
- 4th page: a blank page.

The text of the final paper (numbering, table of contents, introduction, body, etc.) must start after the 4 pages above, page numbering included. In addition, the final paper file must not include a title page or abstract, which will be automatically generated with the title information entered by the student online.

In addition, the Final Paper must respect the following formatting specifications:

- Maximum size of the file: 10 MB
- Paper size: cm 29x21 (A4)
- Lines per page: from 26 to 30 lines
- Wright and Left Margins: 2.5 cm
- Recommended font: Arial/Tahoma/Verdana
- Font size (body): 12 points
- Numbered pages

The **Bocconi University seal may not be used** on the cover sheet or within the Final Paper.

Last change 26/10/2023 15:45

10.4.

Admission to the graduation session

After the graduation deadlines for completing the Graduation Applications procedures, the Study Planning Office will verify that:

- the graduation reservation has been completed;
- the definitive file of the final paper and abstract have been uploaded into the procedure;
- approval has been requested and obtained;
- all the educational activities provided for in the study plan have been registered (except for credits relating to the final paper) - the appropriate offices periodically check the grades recorded in the academic career of all students;
- students do not have any pending obligations with the Fees, Funding and Housing Office;
- students do not have any outstanding obligations with the Library.

Final papers will be submitted to the Degree Assessment Board only if all of the criteria to graduate above are fulfilled.
Graduating students will receive notification of acceptance to graduation via an online message sent to their yoU@B student Diaries.

Last change 01/06/2023 08:00

10.5.

Awarding of the graduation grade

The graduation grade is awarded by the Degree Assessment Board.

When the Degree Assessment Boards meet for final paper evaluation, students are not required to make an oral presentation of their final paper and are not required to be present.
The Degree Assessment Boards are appointed by the Rector or by his/her delegates.
The Boards are made up of at least 3 members, with 1 tenured professor (1st or 2nd level) who will take on the role of President.

Calculation of the graduation grade:

- **Grade Point Average**, weighted on the credit point values and converted into a mark

out of 110, of all the "educational activities with marks expressed out of 30" indicated in the study plan,

to which the following is added:

- from 0 to 4 points (out of 110) for the assessment of the "quality of the final paper";
- 1 point (out of 110) for:
    - participation in a curricular internship or, for the Bachelor in Global Law only, completing a legal clinic curricular activity (recorded in the academic career as "pass") and/or
    - participation in structured mobility programs (semester exchange or longer international program) if at least 1 exam passed abroad was recognized.

Points earned for both activities are not cumulative.

With reference to the "GPA" it should be noted that:

- a mark of 30 "cum laude"is expressed as 31;
- a maximum of 2 additional exams are taken into consideration (in cases where students have passed more than 2 additional exams, the 2 best results will be used);
- if students have passed exams at other Italian or foreign universities with a mark not expressed out of 30, it is converted on the basis of a specific conversion table.

With reference to the quality of the final paper it should be noted that:

- 4 points (out of 110) are awarded for excellent work;
- 3-2 points (out of 110) for good work;
- 0-1 points (out of 110) for satisfactory work (final papers that are judged to be unsatisfactory cannot be presented).

Based on the points proposed by the faculty member following the final paper, the Board assesses the quality of the final paper.

The minimum graduation grade is 66 and the maximum grade is 110; if the decimal is equal to or higher than 5, then the graduation grade is rounded up, if the decimal is lower than 5 it is rounded down.

The Degree Assessment Board may unanimously award lode (cum laude) only if all the following 3 conditions are met:

- the total of the 3 elements used to calculate the graduation grade is equal at least to 111;

- the points awarded for the final paper is equal at least to 3 points;
- the student has not been charged any disciplinary sanction of more than 6 months.

Last change 12/06/2023 11:28

10.6.

Graduation sessions

The Graduation Calendar is displayed on the University website at
www.unibocconi.eu/graduationcalendar. The following information is given:

- dates of the graduation days (i.e. dates of the Degree Assessment Board meetings);
- deadline for entering the final paper title;
- period for reserving the graduation session;
- deadline for sitting the last exam;
- deadline for uploading the final paper definitive file and request approval;

and, in the specific section of the website:

- date of the graduation ceremony.

Results released
During the working days immediately following the meeting of the Degree Assessment
Board, graduates will receive a personalized notification of their graduation grade and
information about the graduation ceremony through the Student Diary.

Last change 01/06/2023 08:00

10.7.

Graduation certifications and self-declarations

In general, from the days following the publication of graduation results, graduates can:

- print the self-declaration samples specifying the graduation by accessing the function 'Print Self-declaration' (in Italian only) available on the yoU@B Diary > Certificates > Printable documents;
- request certifications with a duty stamp only by using the cert@B available in the yoU@B student Diary > Certificates > Cert@B.

Last change 19/07/2023 15:31

10.8.

Graduation ceremonies

Graduation ceremonies are generally organized according to Bachelor of Science Program and are led by the Program Director or his/her delegate in the presence of the graduates and their families and friends.

Graduates are awarded their degree diplomas at the ceremony. In case the graduate cannot attend, the diploma will be delivered to the permanent address. The pictures and the videorecording taken during the graduation ceremony will be made available to the graduate on the yoU@B Diary, in the month following the ceremony.

The Graduation Ceremony Calendar can be consulted on the website in the section dedicated to graduations.

Last change 01/06/2023 08:00

11.

CERTIFICATIONS, SELF-DECLARATIONS AND DIPLOMA SUPPLEMENTS

Last change 01/06/2023 08:00

11.1.

Current regulations

Article 15 (Italian Law 183/2011), which entered into force on 1 January 2012, modifies Italian DPR (President of the Republic's Decree) 445/2000, containing the unified code of the laws and regulations regarding administrative documentations.

Specifically it states that *"Le certificazioni rilasciate dalla pubblica amministrazione in ordine a stati, qualità personali e fatti sono valide e utilizzabili solo nei rapporti tra privati. Nei rapporti con gli organi della pubblica amministrazione e i gestori dei pubblici servizi i certificati e gli atti di notorietà sono sempre sostituiti dalle dichiarazioni di cui agli articoli 46 e 47" (autocertificazioni).* [Certifications issued by public administration offices regarding status and personal information are valid and can be used only in relations between private parties. In relations with the public administration and public services managers, certifications and official deeds (notarial deeds) are always substituted by statements, as stipulated in articles 46 and 47 (self-declarations).]

Last change 01/06/2023 08:00

11.2.

Documents available to students and graduates

In accordance with regulations, Bocconi University issues the following document typologies, **based on specific use**:

- **for students**:

- self-declaration samples;
- unofficial academic transcript;
- certifications with stamp duty 'marca da bollo';
- **for graduates**:
  - self-declaration samples;
  - certifications with stamp duty 'marca da bollo';
  - Diploma Supplement.

Before requesting or printing out a document, make sure you know what it will be used for, i.e. whether the document is to be submitted to public administration offices or private companies managing public services in Italy, or for private bodies in Italy or abroad or for immigration use.

In case of exemption in accordance with Italian law, certifications exempt from the payment of duty stamps can be requested to the office responsible for the certification issue.

Last change 01/06/2023 08:00

11.3.

How to obtain documents: self-declarations, unofficial academic transcript, certifications and Diploma Supplements

11.3.1.

Printable documents

Last change 01/06/2023 08:00

11.3.1.1.

Self-Declarations

To help students and graduates, Bocconi University makes some self-declaration samples available, which can be printed:

- At the University through the terminals located in the various University buildings;
- Outside the University: through the Certificates > Printable documents on the yoU@B Diary

Self-declarations are issued in Italian only on white paper **free of charge (no duty stamp to be paid).**

Last change 01/06/2023 08:00

11.3.1.2.

Unofficial Academic Transcript

The Unofficial Academic Transcript is the document, **available for students**, that contains student's personal details and all the course listed in the program structure. The transcript is subsequently updated with the dates and marks of exams passed and includes the single grades of courses subdivided in modules (if included in the program structure) valid exclusively at the University for rankings such as ISU scholarships, Exchange programs etc. The Unofficial Academic Transcript **is issue without signature and free of charge (no duty stamp to be paid).**

The Unofficial Academic Transcript can be printed:

- at the University through the terminals located in the various University buildings;
- Outside the University: through the Certificates > Printable documents on the yoU@B Diary.

Last change 01/06/2023 08:00

11.3.2.

Certifications

Certifications issued by Bocconi University with the Bocconi logo have a digital tag in most cases and they are **subject to the payment of the imposta di bollo** 'stamp duty' (for

details see Costs and payment methods).
Certificates requested through cert@B and issued by Academic Services and Market & Partners have a digital tag (see note) and are generally available in electronic format except when a request is made to send the printed document to a physical address.

Note: The digital tag's authenticity can be verified by using the software made available by Bocconi University at the address www.unibocconi.it/certificatedecoder.

In case of exemption in accordance with Italian law, certifications exempt from the payment of duty stamps can be requested to the office responsible for the certification issue by sending a specific request through 'B in Touch' > Certifications.
Requests and the different types of certifications are outlined according to the applicant's specifications, and differ according to one's academic path as follows:

- **all students regularly enrolled, even if previously graduated from a degree program, who are NOT graduating students (i.e. students who have not yet made the graduation reservation via the Graduation Application Procedure online)** must make certifications requests **ONLY**:
  - **through** the cert@B procedure available on the yoU@B Diary in the certifications menu. In this case, the cost for the request will be charged in the University financial status. Students must grant authorization for fees charged to complete the procedure correctly (for costs of requesting and issuing certificates, see Costs and Payment Methods).

- **Graduating students** (i.e. students who have already made the graduation reservation in Punto Blu) **must make requests ONLY**:
  - by using the cert@B procedure available on the yoU@B Diary. In this case, the cost for the request must be paid through the payment procedure by credit card (for costs of requesting and issuing certificates, see Costs and Payment Methods).

Types of certifications available in cert@B

The types of certificates available in cert@B for students are grouped by Division of reference and are available both in Italian and in English for the various permitted uses (private in Italy, abroad, immigration if required depending on the profile of the requesting student).

All the certificates available in cert@B will be issued only on the condition the applicant meets the requirements certified on the selected certificate. Any requests submitted by an applicant who does not meet the requirements will not be taken into consideration.

If the certification to be requested is not included in the list on cert@B: the interested party should contact the respective office through 'B in Touch', selecting the related topic (e.g. for certifications related to the exchange program, select the topic "Exchange Program"; for certifications related to internships, select the topic "Internships", etc.) to inquire about the feasibility, timelines for its issue and to forward the request according to the methods

provided by the service.

11.3.2.1.

Timelines and procedures for receiving certificates

Certificates cannot be issued by the appropriate office when forwarding the cert@B request: timelines and delivery methods are different depending on the requested certification typology. As a general rule, however, you should consider approximately **at least 4 working days for issuing** certifications listed in cert@B.

As soon as the certification is prepared, the interested party will receive a communication through the yoU@B Diary and the Bocconi email account, containing full details on how to receive certificates.

Depending on which Organizational Unit issues the certificate and the use selected, the certificate will be delivered in one of the following ways:

- For certificates in electronic format: the file of the certificate will be available for download in the yoU@B Diary (in the To Do List and then in cert@B) for 15 days;
- For certificates for which delivery by mail was requested: the certificate in paper format will be sent to the address selected with the national postal service or express courier service;

NOTICE: Once the link is expired, student must submit a new certificate request via cert@B. It is not possible to re-activate a link when already expired.

If delivery by mail is requested, the interested party can choose between:

- National postal service: there are no additional costs for the applicant;
- Express courier service: delivery cost to be paid by the applicant (see 11.3.2.2 'Costs and payment methods').

In both cases, **the timelines for receiving certifications depend on each individual service provider**.

11.3.2.2.

Costs and payment methods

The issue of certifications costs:

- **€16.00** (stamp duty 'imposta di bollo' for the request of certifications);
- **€16.00** (stamp duty 'imposta di bollo' for the issue of each certification included on the request);
- **€2.00** (for administration fees to be applied, where applicable, to each certification issue).

Delivery costs

- **National postal service** - no additional costs for the applicant;
- **express courier service upon payment by the applicant**. The cost depends on the place of delivery and can be viewed by the applicant when making the certification delivery request.

Payment methods for certifications requested through the cert@B procedure changes depending on the applicant profile:

- **students (who have at least an active career)**: the total amount to be paid for issuing certifications will be charged upon authorization given through cert@B by the interested party, on his/her financial status-payments. Once they have received or collected the certification/s, students can proceed with payment through MAV available on Punto Blu.
NOTE: Students who select certification delivery through express courier service must pay the corresponding total fee (duty stamps, administration fees and cost for document delivery) when completing the request by paying by credit card.

- **Students who have already made the graduation reservation**: the amount must be paid through cert@B through payment procedure with credit card integrated into the procedure itself.

The above methods are **the only methods available to students and graduates who have the credentials to access the yoU@B Diary**. Alternative payment methods will not be accepted.

*For cases of exemption in accordance with Italian law, certifications exempt from the payment of duty stamps must be requested directly to the Desk of the office of reference for the issue of certifications.

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11.3.3.

Diploma Supplement

The Diploma Supplement is a supplementary report of the official title obtained at the end of a course of studies in a university or in an institute of higher education. It complies with a European model created as an initiative of the European Commission, European Council and UNESCO-CEPES.
The purpose of the diploma supplement is to make the degree more "transparent" because it is supplemented with a description of the curriculum of studies carried out. It makes it easier for employers to be familiar with and evaluate new academic titles and it facilitates academic and professional recognition of Italian titles abroad and the international movement of graduates.
The Diploma Supplement contains only official data on the student's academic career, excluding discretionary evaluations, declarations of equivalence or suggestions on recognition. It describes the nature, level, context, content and status of studies carried out and completed by the student.

It is divided into more sections that contain the following information:

- personal details of the student;
- qualification awarded (e.g. Master of Science in xxx, field of study yyy; name of institution that issued the qualification, address of university, etc.);
- level of qualification (e.g. five-year cycle of university studies, program duration and admission requirements);
- curriculum and exam marks and graduation grade with details of marking scale used;
- function of qualification (access to further study, professional status conferred by qualification);
- additional information (relevant elements in the student's curriculum, such as internships, study periods abroad, etc.);

- National higher education system in Italy.

1.

A bilingual version of the Diploma Supplement is available only to graduates, and, because it is not subject to a stamp duty 'imposta di bollo,' it can only be requested at Academic Services through B in Touch > Certifications and self-certifications > Request a certification.

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