IL RETTORE

Visto lo Statuto dell’Università di Modena e Reggio Emilia pubblicato con Decreto del Rettore n. 3 del 6 febbraio 2012, Prot. 1788 del 6 febbraio 2012, pubblicato sulla Gazzetta Ufficiale della Repubblica Italiana n. 45 del 23 febbraio 2012;


Vista la legge 7 agosto 1990, n.241, “Nuove norme in materia di procedimento amministrativo e di diritto di accesso ai documenti amministrativi” e successive modifiche;

Vista la Legge 19.11.1990, n. 341 “Riforma degli ordinamenti didattici universitari”; 

Vista la Legge 2 agosto 1999, n.264, “Norme in materia di accessi ai corsi universitari”, in particolare l’art. 2 nel quale si prevede tra l’altro la possibilità per le università della programmazione degli accessi a livello locale;

Viste i DD.MM. del 4 agosto 2000, del 28 novembre 2000 e del 16 marzo 2007, con i quali sono state determinate e ridefinite, rispettivamente, le classi delle lauree universitarie e le classi delle lauree specialistiche/magistrali;


Visto il Regolamento (UE) 2016/679 del Parlamento Europeo e del Consiglio del 27 aprile 2016 relativo alla protezione delle persone fisiche con riguardo al trattamento dei dati personali, nonché alla libera circolazione di tali dati;

Visto il D.M 7 gennaio 2019, n. 6 “Decreto autovalutazione, valutazione, accreditamento iniziale e periodico delle sedi e dei corsi di studio”; 

Vista la delibera del Senato Accademico del 5 febbraio 2021 relativa alla programmazione degli accessi ai corsi di studio per l’anno accademico 2021-22, in cui per il corso di laurea magistrale in International Management si prevede un contingente di 80 posti riservati a studenti extra-UE non soggiornanti in Italia e un ulteriore posto riservato al vincitore del bando UNICORE 3.0 (University Corridors for Refugees) anno accademico 21-22, per complessivi 81 posti

Vista la nota di approvazione del bando di ammissione a International Management, riservato ai candidati extra-Ue non soggiornanti, trasmessa dalla coordinatrice didattica del dipartimento di Economia, dott.ssa Lara Liverani e dalla referente del corso di studio, Prof.ssa Elisa Martinelli

DECRETA

Articolo 1

L’approvazione ed emanazione del Bando per l’accesso al corso di laurea magistrale in International Management, riservato ai candidati extra-UE non soggiornanti in Italia o altro paese UE, a. a. 2021-2022 allegato al presente Decreto, di cui costituisce parte integrante e sostanziale.

Modena, 24 Febbraio 2021

Il Rettore
Prof. Carlo Adolfo Porro
INTERNATIONAL MANAGEMENT
Headquarters of Modena - Class LM - 77

for non-EU students residing abroad and applying for a visa

Academic Year 2021/2022

The course is entirely taught in English

DEADLINES

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<th>Deadline</th>
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<td>Online application</td>
<td>by 10 June 2021</td>
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<tr>
<td>Admitted applicant rankings</td>
<td>by 30 June 2021</td>
</tr>
<tr>
<td>Enrolment</td>
<td>from 12 July to 20 December 2021</td>
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Programme online presentation: 31 March 2021 at 12 pm CET, addressed to all international students

Any amendment to the deadlines or procedures concerning this Call will be published on the following website: www.international.unimore.it/bandilam.html

1. Subject

This Call for Applications is addressed to **non-EU applicants who are not residing in Italy and are applying for a Visa at the Italian diplomatic or consular representations**. Applicants must have a **study qualification obtained abroad** and be willing to enrol in the Master’s Degree Programme in INTERNATIONAL MANAGEMENT for the Academic Year 2021-2022.

The places available are 81 in total, of which 1 is reserved to the applicant who wins the UNICORE 3.0 University Corridors for Refugees 2021-2022 call for applications of UNIMORE, available on the website https://www.unimore.it/mobilita/unicore.html The winner will be automatically admitted to the International Management programme.

APPLICATIONS must be submitted **by 10 June 2021** and applicants shall be subject to a verification of their personal training that will be carried out **based on their study qualification with a possible interview by remote**.

The contact person for the study programme is Prof. Elisa Martinelli elisa.martinelli@unimore.it

Italian and foreign applicants with an Italian study qualification, EU applicants (regardless of their residence), and foreign applicants who are legally residing in Italy and have a foreign study qualification eligible for the enrolment in International Management, shall follow the procedure described in the call for applications specifically issued for them, which will be published in March 2021, indicatively, on the website https://www.unimore.it/bandi/StuLau-Lau2V.html.

2. Requirements

When submitting the application, international applicants **must possess**:

a) a Bachelor degree deemed suitable and **obtained before submitting the application for**
admission

b) at least a B2 level (Common European Framework of Reference) English language certificate, or alternatively a declaration by the university (Language Centre or Department) in which the applicant is enrolled confirming the required language skill level.

c) European Computer Driving Licence (ECDL), or alternatively the documents certifying the applicant’s IT skills, should they have not been indicated in the study programme

d) basic knowledge in the following subjects: Business Administration, Marketing, Management, Economics, Statistics and Mathematics.

e) a personal preparation, training and professional experience relating to this specific type of Master’s degree.

3. Submitting an online application

Register to the website www.esse3.unimore.it and get your username and password to access to the Registered/Student Area. Please check that the e-mail address provided is correct in order to receive any future communication

Log in and access the Registered/Student Area, then select “Admission” from the menu tab and answer “Yes” to the following question: “Are you an International student with a foreign degree, residing abroad, applying for a visa through the Italian Embassy/Consulate?”. Fill out the online application and attach the documents listed below:

1. certificate of the qualification obtained: indicate the type of study qualification, when and where it was obtained (in which university), the list of examinations taken with the relevant scores. Students may attach a copy of the university diploma (if available) and all documents that may be useful to prove knowledge and skills in the following fields: Business Administration, Marketing, Management, Economics, Statistics and Mathematics.

2. exam content outline (written in English) for each exam taken

3. a reference letter (preferably written by a university professor) that may be attached to the online application or e-mailed by the Referee to info.economia@unimore.it

4. International English language certificate at least a B2 level (Common European Framework of Reference) or alternatively a declaration issued by the home university (Language Centre or Department) on University headed paper, written in English and reporting the level obtained.

5. European Computer Driving Licence (ECDL) or, alternatively, the documents certifying the applicant’s IT skills, should they have not been indicated in the study programme

6. Personal paper written in English in which the applicant explains the reasons for applying

7. Curriculum vitae, written in English in accordance with the Europass model

8. any other qualifications that applicants want to be considered for admission purposes (e.g. internships, university master programmes, further education, etc.).

The Application guide for admission to master’s degree programmes is available and can be downloaded on https://www.unimore.it/servizistudenti/vediguida.html?gd=11
**Important**: the application is correctly submitted only after saving the data and answering YES to the question “Do you want to submit your application now?”

Should the applicant need to reopen the application and correct the data or add extra documents before the deadline of **10 June 2021**, s/he has to send an e-mail to the Registrar’s Office

segrstud.economia@unimore.it

### 4. Admitted applicant rankings

The selection board, appointed by the Council of the “Marco Biagi” Department of Economics, examines the documentation attached to the application for the admission and draws up a ranking list based on merits (100 points maximum).

The ranking list is available on the website: [https://www.unimore.it/bandi/StuLau-grad2.html](https://www.unimore.it/bandi/StuLau-grad2.html) by **30 June 2021**. It may be viewed only after logging in using the username and password received when submitting the online application.

The ranking criteria are as follows:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study qualification and educational experience (more specifically basic knowledge of Business Administration, Marketing, Management, Economics, Statistics and Mathematics) and, in addition, IT skills and ECDL</td>
<td>0–35</td>
</tr>
<tr>
<td><strong>Tot max 35</strong></td>
<td></td>
</tr>
<tr>
<td>Level B2 English language international certificate</td>
<td>0–20</td>
</tr>
<tr>
<td><strong>Tot max 20</strong></td>
<td></td>
</tr>
<tr>
<td>Personal paper written in English in which the applicant explains the reasons for applying The following will be also assessed: clarity of expression, motivational drive, general / specific skills relating to the study programme, English speech skills, unique skills</td>
<td>0–10</td>
</tr>
<tr>
<td>Reference letter The general / specific features of the reference letters, as well as the credibility of the source and their writing date will be considered</td>
<td></td>
</tr>
<tr>
<td><strong>Tot max 10</strong></td>
<td></td>
</tr>
<tr>
<td>Relevance between the previous education and the objectives of the study programme, that may be assessed by means of an interview The university education and any extra-university activity will also be taken into consideration (internships, summer schools, jobs) if they are relevant with the objectives and the characteristics of the study programme</td>
<td>0–35</td>
</tr>
<tr>
<td><strong>Tot max 35</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Final score</strong></td>
<td>0–100</td>
</tr>
</tbody>
</table>

The top 80 applicants in the rankings who have obtained a score higher than 60/100 will be admitted. The winner of the call for applications UNICORE 3.0 - University Corridors for Refugees 2021-2022 of UNIMORE is automatically admitted to the International Management programme, for a total of **81 admitted applicants**.

The ranking lists will be available even at the website [https://wss.unimore.it/public/albo/?O=&T=&A=Studenti](https://wss.unimore.it/public/albo/?O=&T=&A=Studenti)
On the other hand, applicants obtaining a score lower than 60/100 (i.e. up to 59/100) will not be admitted as they are not deemed suitable for enrolment and therefore finally excluded.

In the event of the same score obtained by multiple applicants, priority is given to the applicant obtaining a higher score in the first section “Study qualification and educational experience” and, subsequently, to the youngest candidate.

The score will be assigned based on the documentation attached to the application for admission, and, if needed, applicants may be invited to take an interview with the examining board to be held on Skype, Meet, or Zoom.

The knowledge of the English language at least of level B2 is an essential requirement. If not clearly indicated in the study programme, the knowledge of the English language may be proven by means of international language certificates or declarations issued by the home University (language centre or department) drawn on University headed paper, written in English and reporting the level obtained.

The examining board reserves the right to invite even English mother tongue students to take an interview. A list of the main language certificates recognised by UNIMORE is available at the following link: www.clamore.unimore.it/it/certificazioni/info

5. Study programme online presentation

All international applicants who are interested in the master’s degree programme in International Management are invited to attend the presentation of the degree programme that will be held on

31 March 2021 at 12 pm CET

The event will take place on MEET at the following link: meet.google.com/zkt-bivk-nka

Attendees must book their seat by sending an e-mail to lara.liverani@unimore.it

6. Application on Universitaly website for the purpose of obtaining the study visa

As indicated in the ministerial circular for access to the study programmes, which is published every year on the website www.studiare-in-italia.it/studentistranieri/, Non-EU applicants residing abroad and requesting a visa must pre-enrol on the UNIVERSITALY website by clicking on the link https://www.universitaly.it/index.php/registration/firststep. The pre-enrolment application is automatically sent to UNIMORE for validation. UNIMORE will inform the Italian Consular Authority of the admission to the study programme.

Applicants shall upload the following documents on the Universitaly website:

- their passport

Any further documents may also be attached, including:

- declaration of value, issued by the Italian Embassy/Consulate in the country to which the school issuing the qualification belongs
- statements issued by ENIC-NARIC centres such as the comparability certificate issued by the
Please contact the reference diplomatic and consular representations as soon as possible to check the requirements and the documents needed for the visa to be issued.

7. Enrolment

Enrolment in the master's degree programme in International Management is allowed to the students “admitted” in the rankings who:

- have sent a regular pre-enrolled request on the Universitaly website
- obtain the entry visa in Italy for study reasons on time for the enrolment.

Enrolment: from 12 July to 20 December 2021

The office responsible for enrolments is the Registrar’s Office of the “Marco Biagi” Department of Economics located in via Università n.4, Modena. E-mail segrstud.economia@unimore.it

Opening times are available at the link http://www.unimore.it/servizistudenti/segreteriestudenti.html

The following documents must be submitted for the enrolment:

1. Bachelor degree diploma, translated and legalised by the Italian Embassy/Consulate
2. declaration of value of the university degree, issued by the Italian Embassy/Consulate in the country to which the school issuing the qualification belongs or alternatively, a declaration by ENIC-NARIC centres
3. degree certificate, issued by the University
4. post office receipt, certifying the filing of the residence permit request
5. passport
6. photo, passport size

After verifying the correctness and completeness of the documents submitted by the student, the Registrar’s Office issues the slips for the tuition fee for a.y. 2021-2022 and confirms the enrolment once the first instalment has been paid.

Payment methods are indicated on www.unimore.it/ammissione/pagamenti.html

IMPORTANT

Please note that the PAYMENT DATE indicated on the electronic payment receipt applies.

Payments reporting a date later than 20 December 2021 on the receipt will not be deemed valid for enrolment purposes.

ATTENTION According to AgID (Digital Italy Agency) instructions, the payment could be made by the payment service provider on the day following the payer’s request, thus precluding the enrolment.

8. International student services
International foreign students may contact the International Welcome Desk of UNIMORE for assistance with administrative formalities such as:

- information on quarantine
- residence permit request
- tax code request
- opening of a current account
- health insurance
- transport facilities
- access to the accommodation search and housing services
- certificate of proof of suitability of accommodation for the diplomatic representation

All students are invited to register to the www.isu-services.it/universities/universita-di-modena platform to book services.

Office opening hours:
- in Modena at the address Via S. Geminiano, 3. Mondays, Wednesdays and Fridays from 9:30am to 3:00pm
- in Reggio Emilia at the address Via Allegri, 15 (Students services department) on Wednesdays every two weeks and depending on the specific requirements.

Email: internationalwelcomedesk@unimore.it Telephone: 059 2058171

9. Contributions and benefits

In order to obtain a tax exemption or to request additional other benefits (study grant, accommodation in university residences, food services and other benefits), international students residing abroad and requesting a visa need to submit an online application by the end of August 2021. Online applications need to be submitted on the website www.er-go.it

Students need to have the documents translated and legally certified, stating their financial situation at the link https://www.er-go.it/index.php?id=6620. For further information please go to https://www.er-go.it/index.php?id=5963

The Allowance Call for Applications will be published approximately on the beginning of July 2021. Students are invited to check the various deadlines. For further information and to check any update on the academic year 2021-2022, please visit the website www.unimore.it/ammissione/tasse.html Students not submitting the online application shall pay the university fees in full, for the amount of EUR 2,200,00 approximately, split in 4 instalments.

The information provided above is up-to-date as of today's date; it may be subject to update/change/integration based on the decisions of the University bodies made after this call is published. Any update/change/integration will be published and disclosed on the website www.unimore.it

10. Person in charge of the procedure

The person in charge of the procedure is Ms. Elda Toschi, reference officer at the Registrar's Office of the Marco Biagi Department of Economics: tel. 059-2056459; e-mail: elda.toschi@unimore.it

Against the content of this provision, an appeal may be lodged before the Administrative Court of Regione Emilia Romagna or extraordinary appeal before the President of the Republic in accordance with the law. Any appeal shall be notified to this Administration exclusively by sending an e-mail to the following certified e-mail address: direzionelegale@pec.unimore.it
11. Reference offices

Registrar’s Office, via Università 4, 41125 – Modena, for study programme enrolments
  e-mail segrstud.economia@unimore.it
  Tel. 059/2056404
  The opening hours are available on http://www.unimore.it/servizistudenti/segreteriestudenti.html

Department Educational Office via Berengario, 51, Modena, for info on teaching activities
  Opening hours: Tuesdays and Thursdays 9:30am to 12:30pm
  e-mail info.economia@unimore.it
  Department website www.economia.unimore.it

Informastudenti for information on study programmes, assessment and enrolment procedures
  email: informastudenti@unimore.it
  In Modena:
  - Via Università, 4 - ground floor tel. 059 205 8255
  In Reggio Emilia:
  - Viale A. Allegri, 15 - ground floor - tel. 0522 52 355
  The opening hours are available on http://www.orientamento.unimore.it/site/home/orientamento-allo-studio-e-tutorato.html

Welcome Office for Disabled and Dyslexic Students
  e-mail disabilita@unimore.it
  Tel. 059 2058311 - Fax 059 2058309 –

For IT issues on the application or to recovery the esse3 log on credentials please e-mail webhelp@unimore.it
  Assistance service opening hours: Monday to Thursday from 9:00am to 5:00pm and on Fridays from 9:00am to 2:00pm

For issues relating to the benefit online application e-mail servizi.studenti@unimore.it
  Website for submitting the application for benefits www.er-go.it

Modena, 24 February 2021

The Rector
Carlo Adolfo Porro