



UNIVERSITÀ
DI SIENA
1240

**DOUBLE DEGREE PROGRAMMES 2018/2019
SCHOOL OF ECONOMICS AND MANAGEMENT
2nd SELECTION NOTICE**

1 - Subject

The School of Economics and Management is involved in cooperation programmes with the University of Ljubljana (Slovenia), Uppsala University (Sweden), Romanian-American University (Bucarest, Romania), Lobachevsky State University- Nizhni Novgorod (Russian Federation), Siberian Federal University (Russian Federation), Vilnius University (Lithuania)

which permit students in the following Master Degree (*Laurea magistrale*) courses:

- Management and Governance, specialization in Accounting and Management
- Finance-Finanza
- Economia/Economics, specialization Economics
- Economia e gestione degli intermediari finanziari

to earn a double degree.

2 - Applicants and admission requirements

The selection procedure is open to those enrolled in the first year of the Master Degree (*laurea magistrale*) courses in Management and Governance (specialization in Accounting and Management), Finance-Finanza or Economia/Economics, specialization Economics and Economia e gestione degli intermediari finanziari at the Università di Siena.

Candidates must have certified knowledge of the English language at level B2.

Students enrolled in the Master Degree course in Economia e gestione degli intermediari finanziari applying to Lobachevsky State University- Nizhni Novgorod - Master of Science in Finance and credit (Banking) must have an adequate knowledge of the Russian language, since classes will be held in Russian.

During the period abroad that forms part of the exchange programme, participants must remain fully enrolled at the Università di Siena.

3 - Programme description and available positions

The programmes provide the following options:

Degree course in Siena	Partner University	Degree course at the Partner University	Available spots	Mobility period abroad
LM Economia/Economics	University of Ljubljana (Slovenia)	MSc Economics	2	1 academic year
LM	Uppsala Universitet	MSc Economics	2	1 academic



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Economia/Economics	(Sweden)			year
LM Economia e gestione degli intermediari finanziari	Lobachevsky State University of Nizhni Novgorod (Russian Federation)	MSc Management / Economics and Management of Financial Institutions	2	1 academic year
LM Economia e gestione degli intermediari finanziari	Lobachevsky State University of Nizhni Novgorod (Russian Federation)	MSc Finance and credit – Banking, (in Russian)	2	1 academic year
LM Economia e gestione degli intermediari finanziari	Siberian Federal University (Russian Federation)	MSc Finance and credit – Banking	2	1 semester
LM Economia e gestione degli intermediari finanziari	Vilnius University (Lithuania)	MSc Finance	2	1 semester
LM Finance-Finanza	University of Ljubljana (Slovenia)	MSc Money and Finance	3	1 academic year
LM Finance-Finanza	Romanian-American University Romania)	MSc Finance	2	1 academic year
LM Management e Governance, curriculum Accounting and Management	Lobachevsky State University of Nizhni Novgorod (Russian Federation)	Management / Economics and Management of Financial Institutions	2	1 academic year

To obtain the double degree students will be required to study for one semester or one academic year at one of the abovementioned universities.

For all options students must also:

- have obtained, before the beginning of their study abroad period, all first year university credits (CFU) as provided in their respective study plan, with the exception of courses chosen by students (“free” credits). Failure to meet this requirement by the deadline will result in an evaluation of this student’s participation in the programme by the Didactic Committee;
- prepare their Master’s thesis in both universities, in accordance with the teaching regulations of each university;
- defend their Master’s thesis in the presence of at least one of the two supervisors;

additionally, for options involving the degree course in Economia/Economics:

- during their first year (in Siena) students admitted to the double degree programme must take the course titled Competition Law & Policy. Students admitted to the double degree programme are not required to pass the exam in English for Economics & Business: credits corresponding to that subject will be covered under the credits to be obtained with the “final dissertation”.

4 - Costs

Students participating in the double degree programme will not have to pay enrolment fees at the partner university, but must remain enrolled in the abovementioned second cycle degree course at the Università di Siena. Students must pay for their own insurance, travel and accommodation expenses during their period abroad.



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Students will receive the equivalent of an Erasmus grant in financial support (including the ministerial contribution) according to the following calendar:

- after sending the certificate of stay—completed and signed by the host university certifying the date of arrival of the student—to internazionale@unisi.it, students will receive a deposit equal to 3 months
- the final payment following the delivery of the final documentation (see Article 8).

Subject to availability of funds, students may receive a small amount of money to partially cover travel expenses.

Before leaving, students must enter their bank details (current account or card of account holder or co-owner) on the university's online administrative system (Home> Personal data, Bank details. Choose bank or postal bank transfer) following the instructions at the following link: https://www.unisi.it/sites/default/files/manuale_iban_0.pdf

Some rechargeable cards have a credit cap. Check this restriction before entering the data in the online system.

Students who have residency abroad must also enter the address of their Italian residence (Home> Personal Data).

Those who fail to submit this information will not receive financial contribution.

5 - Selection of candidates and formation of list in order of merit

Students will be selected by a committee composed of at least three (3) faculty members of the degree courses involved in the programmes as suggested by the President of the relevant Didactic Committee (Comitato per la Didattica). Students will be assessed on the basis of the following criteria:

- personal statement;
- Curriculum Vitae;
- language competence;
- university career to date and grades obtained in the first semester of the Master Degree course;
- individual interview.

The aim of the interview, which will be conducted in English, is to further discuss the student's motivations, study plan and background.

Based on the abovementioned criteria a separate list in order of merit will be drawn up for each programme. Candidates will be assigned points (max. 100) for each of the abovementioned criteria. The weight of the individual items will be specified in the report prepared by the Selection Committee.

All available places will be assigned according to these lists. Please note that the ranking list will only give provisional admission: student will obtain final admission once they gain all the credits of their first year of study by July (for those who will be spending their year abroad at Uppsala University) or by September (for those who will be spending their year abroad at other destinations), except in cases expressly authorized by the Didactic Committee.

Should additional places be available, they will be assigned according to the same lists.

The location, date, and time of the interview will be communicated to the candidates shortly after the application deadline. The dates cannot be changed and those who cannot attend will be considered not assessable for the purposes of the selection procedure.

6 - Acceptance/Renunciation



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Successful candidates will receive all communications, including the outcome of the selection procedure, by email.

Successful candidates must inform the university of their intention to accept or decline the opportunity offered by the deadline indicated. If a successful candidate does not respect this deadline, he/she loses any right to the place and the next candidate in the list of merit will be called.

Successful candidates will continue to receive any national study grants or scholarships they have been awarded. Students who have been awarded an A.R.D.S.U. (Azienda Regionale per il Diritto allo Studio Universitario) study grant for the academic year 2017/2018 can also apply for the regional study grant for international study abroad. Further information is available on the website: www.dsu.toscana.it, by phone: 0577/760819, or by email: cghezzi@dsu.toscana.it.

During the study abroad period, students may allow a foreign study abroad student to use their accommodation in Siena. This procedure is obligatory for those with a place in university residences and optional for those in private accommodations.

The form to fill in for available beds can be found on the website of the Divisione Relazioni Internazionali: <http://www.unisi.it/internazionale/studio-e-lavoro-alleestero/studiare-alleestero/programmi-internazionali>

7 - Procedure for registration at the host university

Following their acceptance, successful candidates must begin the application procedure as required by the host university.

Successful candidates must also send any documents requested by the foreign university as instructed. Should a successful candidate not fulfil these requirements, the Università di Siena cannot be held responsible for his/her non-acceptance by the host university, and in any case the final acceptance of the candidate is decided upon by the host university and under no circumstances can the Università di Siena interfere with or change such a decision.

The information provided in this notice is subject to amendment following any instructions from the host universities. In this case the Università di Siena cannot be held responsible for any amendments made to the terms specified in this announcement.

8 - Documents to be sent to the Divisione Relazioni Internazionali and to the Student Office

Upon arrival at the host university each participant must go to the relevant office (e.g. International Relations, Student Mobility etc.) to announce his/her arrival and ask the office to record the exact start date for his/her study abroad period on the certificate of attendance, to be sent to the Divisione Relazioni Internazionali by email or fax.

At the end of the study period at the host university, participants must send the following documents to the Divisione Relazioni Internazionali by email at internazionale@unisi.it:

- copy of an official certificate of attendance signed by the host university, confirming the effective period of study and indicating the dates of arrival and departure;
- a copy of the *Transcript of Records*. The original *Transcript of Records* must be sent to the Student Office of the relevant department;
- Final Report form, duly filled in.

These documents can be downloaded from the following page: <https://www.unisi.it/internazionale/studio-e-stage-alleestero/studio-e-ricerca-alleestero/doppi-titoli-double-degrees>

A successful candidate who fails to send the proper documents will not receive the final payment.



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At the end of the study abroad period students are required to send a copy of the degree they will have obtained at the partner university to the Office of International Programmes and to the relevant student office.

9 - Applications

Applications, made using the form available on the website and accompanied by a copy of the applicant's identity card/passport, must be sent by email to *internazionale@unisi.it* in a unique pdf file exclusively from the institutional mailbox of the domain unisi.it (documents sent from other domains will not be taken into consideration).

Applications must be received no later than **23:59 of Wednesday, 14 March 2018**.

Candidates must send the following documents with the application form:

- Self-certification of enrolment at the Università di Siena and exams taken;
- Self-certification regarding attainment of the Bachelor's Degree, the final grade awarded and all exams taken, with respective grades;
- Curriculum Vitae in English;
- Personal statement;
- Certificate of language competence (only for those enrolled in a Master's Degree programme in Italian) and any other document deemed useful.

If any documents are missing the candidate will be informed of his/her exclusion from the selection process.

10 - Handling and confidentiality of personal data

Pursuant to art. 13 and having regard to art. 24 of Legislative Decree no. 196/2003, personal data provided by candidates with their applications for this selection procedure will be processed for the purposes of managing this selection procedure. Interested parties can, at any time, exercise their rights under art. 7 of the abovementioned Legislative Decree in relation to the holding of the personal data.

Siena 18/01/2018

F.to
Il Direttore Generale reggente
Giovanni Colucci