



**UNIVERSITÀ
DI SIENA
1240**

ACADEMIC YEAR

2025/2026

CALL FOR APPLICATIONS TO THE

DEGREE COURSE IN

Economics and Management

**(Interclass L-33 ECONOMIC SCIENCES and L-18 SCIENCES OF ECONOMICS AND BUSINESS
MANAGEMENT)**

Art. 1 - Scope of Application

1. This call for applications regulates admission to the degree course in Economics and Management (Interclass L-33 Economic Sciences and L-18 Sciences of Economics and Business Management) for the academic year 2025/2026 and is published on the University's Official Register (<http://albo.unisi.it>).
2. The course, with a duration of three academic years, is activated pursuant to Ministerial Decree 270/2004 and provides for a limited number of admissions pursuant to Article 2 of Law 264/1999. Admission is based on the selections described in Article 5 of this call, according to the order of the rankings, within the limit of available places.
3. For technical-IT, scientific, and organizational support related to the selection procedures, the University utilizes the Interuniversity Consortium for Integrated Access Systems (CISIA), to which several Italian universities belong. The updated list of member universities is available on the consortium's official website (<http://www.cisiaonline.it>).

Art. 2 - Admission Requirements

1. To be admitted to the Degree Course, it is necessary to possess a secondary school diploma or a qualification obtained abroad and recognized as suitable for admission to Italian universities. Furthermore, knowledge of the English language at least at level B2 according to the Common European Framework of Reference for Languages (CEFR) is required.
2. Given the knowledge of the English language as required by Article 3, the following may participate in the selection process provided for in this call:
 - I. Candidates already in possession of a qualification suitable for admission;
 - II. Candidates who expect to obtain a qualification suitable for admission by September 24, 2025, including:

- a. Students attending the final year of secondary school, in Italy or abroad;
- b. Students attending recognized pre-academic courses, necessary to meet the minimum curricular requirements for enrollment in university in Italy.

Art. 3 - Knowledge of the English Language

1. Candidates demonstrate possession of knowledge of the English language exclusively through the presentation of a recognized language certification, as specified on the page <https://admission.unisi.it/?p=1944>.
2. The following are exempt from presenting a language certification:
 - I. Citizens of countries that adopt English as a reference language, as specified on the page <https://admission.unisi.it/?p=1944>.
 - II. Students who have completed the Foundation Course at the University of Siena that requires the achievement of a B2 level of English.
3. The language requirement must be met at the time of registration for the selection procedure.

Art. 4 - Available Places

1. For the purposes of this call for applications, the category of EU or EU-equivalent includes:
 - I. Citizens of the European Union, including those with dual citizenship, of which at least one is Italian or from another European Union country, pursuant to Article 19 of Law 218/1995.
 - II. Citizens of Norway, Iceland, Liechtenstein, the Swiss Confederation, the Republic of San Marino, and the Holy See;
 - III. Citizens who meet the requirements established by Article 39, paragraph 5 of Legislative Decree 286/1998, namely:
 - a. Candidates holding an EU residence permit for long-term residents, a residence permit for subordinate work, for self-employment, for family reasons, for asylum, for subsidiary protection, for religious reasons, for the reasons referred to in Articles 18, 18-bis, 20-bis, 22, paragraph 12-quarter, and 42-bis, as well as holders of a residence permit issued pursuant to Article 32, paragraph 3, of Legislative Decree 25/2008;
 - b. Candidates legally residing for at least one year and holding a secondary school diploma obtained in Italy;
 - c. Candidates, wherever resident, who hold final diplomas from Italian schools abroad or foreign or international schools, operating in Italy or abroad, subject to bilateral agreements or special regulations for the recognition of qualifications, and who meet the general conditions required for entry for study purposes.
2. For the purposes of this call for applications, the category of non-EU and non-EU-equivalent includes all candidates who do not belong to the category of EU or EU-equivalent.
3. For the academic year 2025/2026, the available places for the first year are 375, divided into the following categories:

	Category of EU or EU-equivalent	Category of non-EU and non-EU-equivalent	Students who have completed the Foundation Course in Economics and Management at the University of Siena
Number of places	150	150	75

4. The category of membership is determined on the date of submission of the application.

Art. 5 - Selections

1. Admission to the degree course is through separate selections, reserved for the different categories referred to in Article 4, for which it is possible to apply within the deadlines and according to the procedures indicated in the following paragraphs.
2. For EU/EU-equivalent students:

Selection	Application Period	Places reserved for EU or EU-equivalent	Notification of Results
1st	From May 12 to July 15, 2025	120	By July 31, 2025
2nd	From July 16 to September 2, 2025	30 + any remaining places from the previous selection	By September 15, 2025

For EU and EU-equated students: Any places not allocated in the first selection round will be added to the places available in the second selection round. Registration for the selections must be submitted through the portal <https://apply.unisi.it/courses/course/41-b-economics-and-management>, by submitting the application form referred to in Article 6 of this call for applications. Submission of the application involves the payment of a non-refundable fee of €49.90.

3. For non-EU and non-EU equated students:

Selection	Application Period	Places Reserved for Non-EU and Non-EU Equated Students	Result Announcement
1st	From May 12th to June 12th, 2025	150	By June 30th, 2025

Registration for the selection must be submitted through the portal <https://apply.unisi.it/courses/course/41-b-economics-and-management>, by submitting the application form referred to in Article 6 of this call for applications. Submission of the application involves the payment of a non-refundable fee of €49.90.

4. For students who have completed the Foundation Course in Economics and Management at the University of Siena:

Selection	Application Period	Places Reserved for Students who Completed the Foundation Course at the University of Siena	Result Announcement
1 ^a	From May 12th to July 31st, 2025	75	By August 8th, 2025

Registration for the selection must be submitted by writing to the Student Services Office - San Francesco by email at "econman2025@unisi.it" by July 31st, 2025. The office will provide the necessary instructions for submitting the application. Application submission is free of charge.

Art. 6 - Application Forms

1. Application forms must be submitted in the manner described in Article 5 and must be accompanied by the following documentation:
 - I. Valid **identification document**. Applicants must upload a scanned copy of their European identity card or passport. Non-EU applicants already residing in Italy must present a passport and their Italian residence permit.
 - II. Curriculum **Vitae** (CV). A CV summarizing the applicant's educational background, skills, any work experience, and qualifications. Any format is acceptable, although the Europass CV format is recommended.
 - III. High **school diploma (or provisional certificate) or for candidates currently in their final year of Italian upper secondary school**. Official high school transcript (or provisional certificate if the course is still in progress). Diplomas and transcripts issued abroad must be official, bearing the institution's stamp and the signature of the person responsible for issuing the document. They must be written in Italian or English (one of the two languages can be chosen). If the documents are issued in a language other than Italian or English, they must be accompanied by a certified translation.
 - IV. Motivational **letter**. A brief text explaining the choice of the study program in relation to one's interests and personal growth plan.
 - V. For those not exempt, **a recognized English language certification** of level B2 or higher, according to the Common European Framework of Reference for Languages (CEFR). The list of recognized certifications and cases of exemption can be viewed at <https://admission.unisi.it/?p=1944>.
 - VI. **Any documentation certifying that the applicant has taken one or more of the following standardized tests: English TOLC-E, TOLC-E, SAT** taken no earlier than January 1st, 2024.
 - VII. **Any additional documentation necessary for the eligibility for academic enrollment** of applicants who obtained their qualification abroad.
 - VIII. **Any other documentation useful for proving belonging to the categories referred to in Article 4 of this call for applications.**

Art. 7 - TOLC-E, English TOLC-E, SAT

1. The selections referred to in Article 5 take into consideration the score obtained by candidates in one or more of the following tests: TOLC-E, English TOLC-E, SAT. Other types of tests will not be accepted. Information on the test structure, content, time available, and evaluation methods can be found on the CISIA portal <https://www.cisiaonline.it> and on the SAT portal <https://satsuite.collegeboard.org/sat>.
2. The English TOLC-E and TOLC-E tests can be taken at any location affiliated with the CISIA consortium, either online in the TOLC@CASA mode or in person in the TOLC@UNI mode. Available dates are published on the CISIA portal <https://www.cisiaonline.it>.
3. The SAT test can be taken at any recognized test center. Available dates and test procedures are published on the portal <https://satsuite.collegeboard.org/sat>.
4. The University of Siena organizes the TOLC-E test, administered in Italian in the in-person TOLC@UNI mode, on the dates shown in the following table:

Session	TOLC-E Session Dates (exclusively in TOLC@UNI mode)	Application Period
1	May 24th, 2025	Information available on the page https://www.sem.unisi.it/it/didattica/test-di-accesso-corsi-di-laurea
2	June 12th, 2025	
3	July 11th, 2025	
4	August 27th, 2025	

Art. 8 - Candidates with Disabilities, Special Needs, and Specific Learning Disabilities (SLD)

1. Candidates with a certificate of disability, with certification according to Law No. 104 of February 5, 1992, or with a diagnosis of specific learning disabilities (SLD) according to Law No. 170 of October 8, 2010, may benefit from appropriate aids or compensatory measures, as well as additional time, during the test. These candidates must explicitly request their needs regarding necessary aids and/or the possibility of additional time during the online registration procedure for the competition. These candidates must declare their condition and request aids and/or measures for taking the test by writing to didattica.sem@unisi.it.
2. Candidates with a certificate of disability, with certification according to Law No. 104 of February 5, 1992, or with a diagnosis of specific learning disabilities (SLD) according to Law No. 170 of October 8, 2010, may be admitted to take the test with the medical certification they possess, subject to the Universities' right to subsequently request supplementary documentation.
3. Candidates with a certificate of disability or with certification according to Law No. 104 of February 5, 1992, must promptly submit to the University, for the purpose of organizing the test, the certification – in original or a certified copy on plain paper – issued by the competent local medical commission, proving the type of disability and/or the recognized degree of handicap. Candidates with a diagnosis of SLD according to Law No. 170 of October 8, 2010, must promptly submit to the University, for the purpose of organizing the test, the SLD diagnosis in original or a certified copy on plain paper.
4. Candidates with a certificate of disability or with certification according to Law No. 104 of February 5, 1992, are entitled to additional time not exceeding 50% more than the time allotted for the test.
5. Candidates with a diagnosis of SLD according to Law No. 170 of October 8, 2010, are entitled to additional time up to a maximum of 30% more than the time allotted for the test. In cases of certified particular severity of the SLD, the Universities may allow, in order to guarantee equal opportunities in carrying out the tests, the use of the following compensatory tools: non-scientific calculator; video magnifier or the assistance of a reader chosen by the University with the support of specific experts or the University's Disability and SLD Service, where established. The SLD diagnosis must have been issued to the candidate no more than 3 years prior or after the age of eighteen and must have been issued by local public health facilities or by entities and professionals accredited with the regional health service. The following tools are in no case permitted: dictionary and/or vocabulary; formula sheet; periodic table of elements; concept map; personal computer; tablet; smartphone and other similar tools.
6. Candidates with disabilities, special needs, or SLD residing in foreign countries who intend to take advantage of the measures referred to in the preceding paragraphs must¹ submit legalized certification, attesting to their state of disability, special needs, or SLD issued in their country of residence, accompanied by a sworn or certified translation conforming to the original text by the Italian diplomatic

representations, in Italian or English. The University offices responsible for examining the certifications will verify that the foreign documentation certifies a condition of disability, special needs, or specific learning disability recognized by Italian law. Candidates referred to in this paragraph must contact the Disability and SLD Services Office – Via Banchi di Sotto, 55 – 53100 Siena - tel. 0577/235412 - servizidsa@unisi.it - disabilita@unisi.it - to submit suitable documentation certifying the recognition of the handicap by the competent authorities or suitable certification with an SLD diagnosis, as well as the duly completed form for requesting any aids. This form can be downloaded via email from the webpage: <https://orientarsi.unisi.it/studio/servizi-di-supperto-agli-studenti/dsa>.

Art. 9 - Evaluation of EU and EU-Equated Candidates and Formation of the Relevant Ranking List

1. For each selection referred to in Article 5 of this call for applications, the ranking list reserved for EU and EU-equated candidates is formed based on the score obtained in the recognized assessment tests (TOLC-E, English TOLC-E, or SAT). If the candidate submits scores for multiple tests, the most favorable score will be considered, using the following conversion criterion for the SAT test:

$$PTOLC-EQUIVALENT = SAT \times 0.0375 - 24,$$

rounded to the nearest multiple of 0.25.

2. To be eligible, it is necessary to have obtained a non-negative score.
3. In the event of equal scores, the younger candidate will prevail. In the event of further equality, the candidate who submitted the application first will prevail.
4. The ranking lists, approved by Rectoral Decree, are published on the website www.unisi.it in the "Albo on line" (Online Notice Board) section and on the webpage: <https://economics-management.unisi.it/en>. These publications serve as official notification for all purposes, and no personal communications will be sent.

Art. 10 - Evaluation of Non-EU and Non-EU Equated Candidates and Formation of the Relevant Ranking List

1. The ranking list reserved for non-EU and non-EU equated candidates is formed based on a total score, determined by the sum of the following weighted scores:
 - **PTEST.** Score derived from the accepted assessment tests (TOLC-E, English TOLC-E, SAT). It has a weight that contributes to 60% of the final score.
 - **PCV.** Score derived from the evaluation of the curriculum vitae and academic record. It has a weight that contributes to 20% of the final score.
 - **PLM.** Score derived from the evaluation of the motivational letter. It has a weight that contributes to 20% of the final score.
2. The PTEST score is derived from the accepted assessment tests (TOLC-E, English TOLC-E, SAT) and is calculated as follows. If the candidate submits scores for multiple tests, the most favorable score will be considered, based on the following normalization criteria:
 - The curriculum vitae and academic record are evaluated on a scale from 0 to 4 (0 = insufficient, 1 = poor, 2 = sufficient, 3 = good, 4 = excellent). The score is normalized according to the criterion $PCV = (\text{CurriculumEvaluation}) / 4$
 - The score obtained with the SAT test is normalized as follows:

$$PSAT = 0, \text{ if the test was not taken or if } SAT < 800.$$

$PSAT = (SAT - 800) / 800$, otherwise.

- The TOLC-E-MAT score, obtained in the mathematics section of the TOLC-E or English TOLC-E test, is normalized as follows:

$PTOLC = 0$, if the TOLC-E or English TOLC-E test was not taken or if $TOLC-E-MAT < 6.5$.

$PTOLC = (TOLC-E-MAT - 6.5) / 6.5$, otherwise.

3. The PTEST score is equal to the maximum between PSAT and PTOLC.
4. The motivational letter is evaluated on a scale from 0 to 4 (0 = insufficient, 1 = poor, 2 = sufficient, 3 = good, 4 = excellent). The score is normalized according to the criterion $PLM = (MotivationalLetterEvaluation) / 4$.
5. The overall score assigned to the candidate is given by the weighted sum of the three factors defined above, and is equal to $PTOTAL = 60 \times PTEST + 20 \times PCV + 20 \times PLM$. The score is rounded to the nearest whole number and is between 0 and 100.
6. To be eligible, it is necessary to have obtained an evaluation of the curriculum vitae and academic record that is not less than sufficient.
7. In the event of equal scores, the younger candidate will prevail. In the event of further equality, the candidate who submitted the application first will prevail.
8. The ranking lists, approved by Rectoral Decree, are published on the website www.unisi.it in the "Albo on line" (Online Notice Board) section and on the webpage: <https://economics-management.unisi.it/en>. These publications serve as official notification for all purposes.

Art. 11 - Evaluation of Non-EU and Non-EU Equated Candidates from the Foundation Course of the University of Siena

1. The ranking list reserved for candidates from the Foundation Course in Economics and Management of the University of Siena is formed based on the weighted average of the grades obtained in the individual courses.
2. To be eligible, it is necessary to have obtained a weighted average of not less than 21/30.

Art. 12 - Enrollment

1. Enrollment takes place according to the online procedures described in the University of Siena's Academic Regulations for the academic year 2025/2026, without prejudice to the deadlines set by this call for applications.
2. EU and EU-equated candidates who are winners of the first selection referred to in paragraph 2 of Article 5 must complete their enrollment by September 2nd, 2025. Those who do not comply within the established deadline will be considered as having withdrawn. There will be no rolling of the ranking list obtained from the first selection. Any unassigned places will be made available for the second selection. Any eligible non-winning candidates will be automatically absorbed into the ranking list of the second selection, maintaining the scores obtained.
3. EU and EU-equated candidates who are winners of the second selection referred to in paragraph 2 of Article 5 must complete their enrollment by October 7th, 2025. Those who do not comply within the established deadline will be considered as having withdrawn. If places are still available after October 7th, 2025, the ranking list will be rolled starting from October 14th, 2025, according to the following schedule:

	Start Date	End Date
First Rolling	October 14, 2025	October 21, 2025
Second Rolling	October 27, 2025	November 3, 2025

Those who do not comply within the established deadline will be considered as having withdrawn. Regardless of any remaining vacant places, the rolling process ends on Monday, November 3rd, 2025. Any remaining vacant places that cannot be assigned due to the exhaustion of the ranking list by the final deadline of November 3rd, 2025, may be made available to candidates who have completed the Foundation Course at the University of Siena and, subsidiarily, to non-EU and non-EU equated candidates.

4. Non-EU and non-EU equated candidates who are winners of the selection referred to in paragraph 3 of Article 5 must complete their enrollment by November 3rd, 2025. Those who do not comply within the established deadline will be considered as having withdrawn. Any remaining vacant places that cannot be assigned due to the exhaustion of the ranking list by the final deadline of November 3rd, 2025, may be made available to candidates who have completed the Foundation Course at the University of Siena and, subsidiarily, to EU and EU-equated candidates. It is the responsibility of non-EU candidates who require a study visa to enter Italy to initiate the visa application procedures according to the methods and respecting the deadlines established annually by the University of Siena and the relevant authorities, as indicated on the information page <https://admission.unisi.it/?cat=12>.
5. Candidates who have completed the Foundation Course in Economics and Management of the University of Siena and are winners of the selection referred to in paragraph 4 of Article 5 must complete their enrollment by October 7th, 2025. Those who do not comply within the established deadline will be considered as having withdrawn. If places are still available after October 7th, 2025, the ranking list will be rolled starting from October 14th, 2025, according to the following schedule:

	Start Date	End Date
First Rolling	October 14, 2025	October 21, 2025
Second Rolling	October 27, 2025	November 3, 2025

Those who do not comply within the established deadline will be considered as having withdrawn. Regardless of any remaining vacant places, the rolling process ends on November 3rd, 2025. Any remaining vacant places that cannot be assigned due to the exhaustion of the ranking list by the final deadline of November 3rd, 2025, may be made available to EU and EU-equated candidates and, subsidiarily, to non-EU and non-EU equated candidates.

6. Enrollment is finalized using the online procedure through the page segreteriaonline.unisi.it.
7. Before completing the online enrollment referred to in the previous paragraph, citizens with a qualification obtained abroad must obtain clearance for enrollment from the Admission Office by contacting the office at the email address admissionoffice@unisi.it at least 7 days before the relevant deadlines. The documents required for the issuance of the clearance are listed on the page <https://admission.unisi.it/?p=1982>.
8. The amount of university fees and the related payment methods are indicated in the Regulations for the determination and methods of payment of fees and contributions due for enrollment in the courses

of the University of Siena for the academic year 2025/2026, published on the page <https://www.unisi.it/didattica/immatricolazioni-e-iscrizioni/tasse>.

9. Enrollment is considered provisional until all documentation has been submitted and the suitability of the qualification for access to the chosen course has been verified, as well as the veracity of the academic documents submitted.

Art. 13. Assignment of Additional Learning Requirements (OFA)

1. Enrolled students who obtained a score of less than 6.5 in the mathematics section of the TOLC-E or English TOLC-E test or have an SAT score of less than 800 will be assigned additional learning requirements (OFA), which must be fulfilled within the first year of the course. Students who have not taken a recognized standardized assessment test (TOLC-E, English TOLC-E, SAT) must take one by October 31st, 2025, for the purpose of the possible assignment of additional learning requirements.

Art. 14 - Person Responsible for the Procedure

1. Pursuant to Law No. 241 of August 7, 1990, and subsequent amendments and additions, the person responsible for the procedure referred to in this notice is Dr. Martina Bogi, Head of the Student Services Office - San Francesco (e-mail: didattica.sem@unisi.it).

Art. 15 - Access to Documents

1. The provisions of this notice aimed at ensuring the transparency of all phases of the procedure and the criteria and procedures for the appointment of the examining committees are implemented pursuant to Law No. 241 of August 7, 1990. Candidates have the right to access the documents of the competitive procedure according to current legislation and according to the methods established by the University Regulations.

Art. 16 - Data Processing

1. The processing of candidates' personal data is carried out by the University of Siena exclusively for institutional purposes and for the management of this notice. Information on the processing of students' personal data can be found in the Privacy section of the University's portal: Privacy and Cookie policy| University of Siena.
2. The University undertakes to respect the confidential nature of the data and information provided by the candidate, which will be processed in accordance with EU Regulation 2016/679 on the protection of personal data and Legislative Decree No. 196/2003, as amended and supplemented by Legislative Decree No. 101 of August 10, 2018. The Data Controller is the University of Siena, represented by its Rector Magnificus, Prof. Roberto Di Pietra. The candidate may exercise their rights by contacting the Data Controller by writing to the certified email address (PEC): rettore@pec.unisipec.it or the email address: segreteria.rettore@unisi.it.
3. The provision of data is mandatory for the management of the relationship between the Student and the University (e.g., selection, admission, enrollment, management of university career, etc.). Any refusal to process the data will result in exclusion from this notice.

Art. 17 - Final Provisions

1. For anything not specified in this Selection Notice, reference is made to the current legislation on the matter. This notice constitutes the *lex specialis* of the competition; therefore, participation in it implies implicit and unreserved acceptance of all the provisions contained therein.
2. All candidates are admitted to the selection procedures with reservation. The University Administration may, at any time and with a reasoned provision, order the exclusion of candidates who do not meet the prescribed requirements. This provision will be communicated to the interested party by registered mail with acknowledgment of receipt or by certified email (PEC).
3. If the submitted documentation reveals the indication of untrue data and the use of false documents, without prejudice to the criminal penalties provided for by the Criminal Code and special laws on the matter (Articles 75 and 76 of Presidential Decree No. 445/2000), the candidate will be automatically excluded and will lose all benefits possibly accrued. The aforementioned false declaration will result in exposure to claims for damages by interested parties, and the contributions paid by the interested party will not be refunded.
4. Corrections of material errors and any *errata corrige* relating to this decree will be made by means of a specific notice published on the webpage of the study program. This publication serves as notification to the interested parties for all legal purposes and consequences.