

CALL FOR APPLICATIONS FOR THE FIRST CYCLE DEGREE COURSES IN

Economics, international trade and financial markets (Class L-33) -
“Economics of Financial and Insurance Markets” Curriculum
“Economics and Management of Innovation” Curriculum
(curricula taught in English)

Academic year 2014/2015

At the Department of Economics, Business, Mathematics and Statistics (DEAMS), University of Trieste, pursuant Italian Government Decree no. 270/04, the first cycle degree in Economics, International Trade and Financial Markets - Economics of Financial and Insurance Markets curriculum and Management of Innovation curriculum has been launched for the academic year 2014/15.

(the International Economics curriculum at the Faculty of Economics, International Trade and Financial Markets is regulated by another specific call for application)

The course lasts three academic years.

The student can choose the curriculum he/she prefers on enrolment.

Admission is subject to passing an entrance test in English (see point 3 of this call for applications).

For the learning objectives, see the website at <http://off.miur.it>

Requirements

Prospective students should hold a secondary education diploma or an equivalent certificate obtained abroad, which is recognised as valid by the applicable law.

The candidate must have obtained the diploma required at the time of the submission of the application.

Furthermore, to be enrolled it is necessary for the candidate to hold a certificate proving his / her proficiency in English at B2 level (Common European Framework of Reference for Languages). The list of the certifications accepted and the exceptions are attached to this call for applications (attachment 1). Those candidates who do not have such a certificate will nevertheless be able to apply; their English will be verified through a specific test organized by the Department, at the beginning of October. Clear instructions about the date, place and structure of the test will be published on the website <http://deams.units.it/> . If the prospective student fails, he / she will not be permitted to take any exam before he/she demonstrates he /she has reached the level of linguistic competence required.

1. PLACES AVAILABLE

The total places available for both curricula for the first year are divided as follows:

European Union Citizens (see note 1.1)	Foreign students (not from the European Union) legitimately staying in Italy as per the provisions of art. 26, paragraph 5 Italian Law 30th July 2002, no.189 (see note 1.2):
50	50 (10 of which are reserved for students coming from Vietnam)

If there are any places reserved for foreign students resident abroad which remain unclaimed, they will be redistributed to those students who were shortlisted in the list of the European citizens and equivalent, according to merit.

If a candidate holds dual nationality, one of which is Italian, this latter shall prevail as per the provisions of art.19 Italian Law 218/1995.

The general rules for the enrolment of foreign students (terms and procedures for pre-enrolment, requirements) are those set out by the MIUR notice published on the web-site <http://www.studiare-in-italia/studenti stranieri/>

1.1.1 the following are deemed equivalent to the citizens of the European Union : the citizens of Norway, Iceland, Liechtenstein, Switzerland, the Republic of San Marino

1.2 the following are included under this category : a) refugees; b) those entitled to subsidiary protection; c) the Personnel serving at the diplomatic representations and the international bodies present in Italy, their spouses and children d) the holders of a permit to stay, already enrolled at a university course in Italy.

The selection test can be taken in:

TRIESTE – at the Università degli Studi di Trieste , p.le Europa , 1

or, thanks, to the cooperation with the University Ca' Foscari in Venice the selection test could be taken also at the university in VENICE.

The candidate shall take one exam only, which would be valid for the following degree courses:

The University of Trieste: Degree in Economics, International Trade and Financial Markets
("Economics of Financial and Insurance Markets" Curriculum and
"Economics and Management of Innovation" Curriculum)

The University of Ca'Foscari, Venice: Degree in Economia Aziendale - Economics and Management -
"Economics and Management" Curriculum

Should the candidate wish to participate in the selection for both Universities, he/she shall:

- carry out two separate enrolment procedures, one for each University;
- pay the pre-enrolment fees as required by each University;
- take part in the admission test which will be held on the 26th of August at the chosen University

NOTE all pre-enrolment forms must indicate the same university chosen for the admission test

The closing date for the pre-enrolments, the date of the test and the date of publication of the results are the same for both universities. For any other aspect about the specific procedures for pre-enrolment and enrolment, please refer to the call for admissions issued by each University.

Should the candidate wish to compete for another course, taught in Italian at the Department of Economics, Business, Mathematics and Statistics (DEAMS), Trieste, in addition to the courses for the curricula taught in English offered through this call for applications, he/she shall:

- carry out a separate enrolment procedure, one for each course/curriculum for which he/she wishes to compete for;
- pay the pre-enrolment fees as required;
- take part in an admission test for the courses taught in Italian, which will be held on the 25th of August, in addition to the test for the curricula held in English, which will be held on the 26th of August.

Candidates who have scored at least 580 out of 800 in the "SAT Math" test or at least 47 out of 60 in the "GMAT Quantitative " test are exempted from taking the admission test. These scores correspond to the top 30% in the ranking obtained by candidates in their respective tests. The shortlist will be drawn up using the scores obtained in SAT or GMAT tests on the basis of the percentile ranking obtained. The candidates who hold the abovementioned certification nevertheless are required to pre-enrol following the procedures listed under point 2.

2. ENROLMENT TO THE ADMISSION TEST

On-line pre-enrolment

► **A.** Candidates (with the exception of foreign citizens resident abroad, who shall comply with the instructions under point B) must register on-line, on penalty of disqualification, from the **1st of July 2014 and by the final deadline of 12.00 o'clock on the 19th of August 2014**, as indicated here below:

1. **log on** to the dedicated link, from the home page <http://www.units.it/immatricolazioni> and **register**. Once the registration is completed, print and save the printout with the credentials, user name and password, as they will be valid for all subsequent accesses, future university career included. For any problem please refer to the webpage <http://www.units.it/credenziali>
2. **enrol** for the **admission** test for the degree course in **Economics, International Trade and Financial Markets**, curricula taught in English, **and** :
 - a. enter the relevant information about the diploma held;
 - b. choose **the location** where you are going to take the test (as it is possible to take the test in Venice too, as indicated under point 1). If the choice is not the University of Trieste, please remember that you also need to pre-enrol at the University Ca' Foscari in Venice;
3. **pay the fees of € 26.00 by 19.08.2014, as failing to do so will exclude you from the test.** The payment should be made using the personal payment form, which can be printed at the end of the on-line procedure, or directly on-line by credit card. In order to respect the deadline, if you pay on-line or by "Banca Telefonica" at your bank, please note that payment may be completed on the first working day thereafter and not necessarily on the same day. On the days following payment, check that your payment has been received: access the on-line service <http://www.units.it/esse3/online/> using the credentials you received on registration and check the state of your payment. If payment is not yet recorded, send the receipt of payment to the 'Segreteria Studenti' economia.studenti@amm.units.it. The receipt must in any case indicate that payment was made by 19th August 2014. No other forms of payment are permitted. Payment will not be refunded in any circumstances..
4. If you have taken one of the following tests "*SAT Math*" or "*GMAT Quantitative*" you must send the certificate to the 'Segreteria Studenti – Servizio Economia.' by the same date.

The application will be considered signed by the candidate with the signature required on the day of the test.

Candidates with qualifications gained abroad must present the following documents to the 'Servizio Studenti Stranieri' by the same date of **19th August, 2014**.

- qualification certificate, legally proven if necessary, in certified copy with official translation in Italian and declaration of validity issued by the local Italian Embassy or Consulate
- the admission test enrolment application/receipt, printed at the end of the on-line procedure

Candidates who do not produce said documentation within the time stipulated will be conditionally admitted to the admission test but must produce the documentation before final enrolment

► **B. foreign citizens (not from the European Union) resident abroad** who have presented the pre-enrolment application to the Italian Embassy or Consulate in their country of residence must go in person to the 'Servizio Studenti Stranieri' **by 21st August, 2014** to present their entry visa, consign the documentation prepared by the Embassy/Consulate and complete enrolment to the admission test.

For those candidates who do not have access to Internet, the University provides computer access at the 'Segreteria Studenti' during opening hours.

Disabled candidates and candidates suffering from specific learning disabilities

Disabled candidates, as per the provisions of Italian law no.104/1992 as modified by Italian law 17/99 can request the use of those means which may be necessary during the test and may be allowed extra time. Those candidates who are affected by specific learning disabilities are allowed 30% extra time and, for specific serious cases, any measure able to ensure equal opportunities as foreseen by Italian law 170/2010. The request must be submitted at least 15 days prior to the date fixed for the test, to the Sportello Disabili office - Piazzale Europa 1, 34127 Trieste, Edificio A (right wing), basement – tel. 040 558 2570/7663 – fax 040 558 3288 – email: disabili@units.it or dislessia@units.it - webpage: <http://www.units.it/disabili> – Opening hours for the public : <http://www.units.it/disabili>

The request should be accompanied by a certificate issued by the Commissione Sanitaria [Health Authority] as foreseen by Italian law 104/1992 or by a self-declaration as per the provisions of art. 39 of Italian law 448/98 or, for the students with specific learning disabilities, by the certification foreseen by Italian law 170/2010, issued within three years of the date of the admission test.

3. ADMISSION TEST

The admission test will be held on the 26th of August at 10.30, at the same time in both Universities, with the same procedures and the same content.

Venue and identity check

Candidates must be at the **Edificio H3** – H3 Building, at the University in Piazzale Europa 1, Trieste by 9 a.m., for identification. The candidate must show the following:

- personal identification document
- photocopy of the same document
- receipt for the admission fees paid

The Commission administering the test is nominated by the Council of the Department of Economics, Business, Mathematics and Statistics.

The Commission shall determine how to carry out the invigilation of the candidates during the test. The president of the commission is the person responsible for the procedures of the tests, as per the provisions of Italian law 241/90, and subsequent amendments and additions.

Content of the test, minimum score and evaluation

The admission tests is made up of forty-five multiple choice questions about logic and mathematics (**45 questions) written in English**. The questions are aimed at verifying:

- analytical and quantitative skills (by means of exercises measuring the candidate's ability to comprehend, solve and analyse quantitative problems);
- mathematical knowledge (set union and intersection, logic problems, number and operations, arithmetic, basic algebra, equations and inequalities, graphs representing functions).

A total of **45 points** can be awarded, with the following scoring system :

Thus :

- a) 1 point for each correct answer
- b) -0,5 (minus 0,5) for each wrong answer,
- c) 0 points for any answer not provided (a blank)

You must get a minimum of 10 points to be admitted to the course.

Duties of the candidates

- a) Once the test has started, no one can come into the exam room.
- b) During the test, the candidates must not speak to each other nor exchange written work, nor communicate with other people, with the exception of those in charge of the invigilation. The candidates will not be allowed to have bags or rucksacks, books or notes, papers, mobile

phones, calculators and any other electronic device; those who have the abovementioned items shall leave them at the front/back of the room, before the start of the test, according to the instructions given by the Commission. Any candidate who is found with such articles during the test, shall be disqualified. During the test, there will be invigilators ensuring that candidates respect the rules mentioned above.

- c) The candidates are obliged to remain in the test room until the end of the test;
- d) If you don't follow the instructions received before the start of the test, you will be excluded from the test itself.

4. SHORT LIST

Two merit-based shortlists are drawn up: one for the candidates from the European Union and equivalent and one for those candidates resident abroad. The lists are made on the basis of the global scoring obtained in the test.

With regard to the posts available for enrolment, candidates who have achieved a minimum score of twenty (20) points in the test will be admitted.

If the score is the same, the candidate with the higher score in the High School State Diploma shall prevail. In case of candidates with the same score, precedence will be given to the younger candidate.

The shortlist will be published on the **29th of August 2014, after 18.00** on the official University Noticeboard - Albo di Ateneo, <http://www.units.it/ateneo/albo/>. This publication is valid as the official notice to all effects. **No personal communication will be issued.** Furthermore, the shortlist will be published in the section "ulteriori informazioni specifiche sul corso" "further information about the course" which can be accessed from www.units.it following the path Studenti>>Immatricolazioni>>corso di laurea>>informazioni specifiche.

If a candidate passes the test but is not granted a place, this does not entitle him/ her to a place on a future course on a subsequent academic year. The test is only valid for the current selection.

5. ENROLMENT AND REALLOCATION OF PLACES

The candidates accepted on the basis of the shortlist must enrol by **the final deadline of the 2nd of September 2014.**

The candidates who do not meet the abovementioned deadline will be considered to have withdrawn and shall not be accepted, whatever the reason for the delay.

At the time of the presentation of the request for enrolment, the candidate must have given up any previous alternative university course or similar.

Procedures for online pre-enrolment

1. **log on** to <http://www.units.it/immatricolazioni> and log in with the credentials (user name and password) received upon registration to the admission test, **record** the required information and **print** the request for enrolment. For any problem please refer to the page <http://www.units.it/credenziali>
2. **pay** the first instalment of the fees and costs by the 2nd of September 2014 using the personal payment form, which can be printed at the end of the enrolment procedure, or alternatively pay online by credit card. No other means of payment is accepted.
3. **submit, by the final deadline of the 2nd September 2014,** the request for enrolment together with the payment receipt and the other documents as required by the Ufficio Immatricolazione of the Segreteria Studenti. The candidates who hold a foreign diploma must instead submit their application to the Servizio Studenti Stranieri office, together with the documents as listed under point 2 of the present call for applications , if not already submitted with the admission test. Foreign citizens (not from the European Union) must also present a copy of their Permit to Stay.

Enrolment following a transfer from another course and transfer from other Universities

Successful candidates who are already enrolled at this University do not need to follow the enrolment procedure, but need to apply for a transfer from the course, by the final deadline of the **2nd of September 2014**, submitting the relevant request to the Servizio Segreteria Studenti of their course.

Successful candidates who are already enrolled at another University must present the request for transfer at their University and then enrol at this one by the same final deadline of the **2nd of September 2014** following the procedure for enrolment as described above and choosing the option “immatricolazione per trasferimento”.

The enrolment will be finalised solely with the submission of the request for enrolment and the relevant attachments. Requests for enrolment not completed are not accepted even if the on-line application has been made and the first instalment of the fees has been paid.

Any candidate who, at the time of the enrolment, does not meet the required conditions will be rejected.

The location and the opening hours to the public are indicated under point 7.

On the **3rd of September 2014**, from 12.00 o'clock, the places not taken, if any, shall be published, together with the procedures for enrolment which will be published through a specific notice. All the remaining places not assigned will be reallocated according to the shortlist results.

6. ACCESS TO ADMINISTRATIVE DOCUMENTS; DATA PROCESSING; AND PERSON RESPONSIBLE FOR THE PROCEDURE

The personal data collected for this call for applications will be processed, also through electronic means, in pursuance of art. 13 of Italian Legislative Decree no. 196/2003. For the organisation of the admission tests and for the correction of the tests, the data will be forwarded to the company INTERSISTEMI Italia S.P.A., via dei Galla and Sidama, 23 – 00199 ROMA. Furthermore, the data could be used, in an aggregated form and for statistical purposes, also by the Ministry of Education, Universities and Research.

It is necessary to consent to the processing of the personal data needed for the shortlist, otherwise the candidate will be excluded from the selection.

The candidate may exercise the right to access the data submitted as per the provisions of art. 7 D.Lgs – Italian Government Decree 196/2003.

The candidate may access the documents referring to the selection procedures, as per the law in force (Italian Law 241/90 and subsequent amendments and additions and D.P.R. 184/2006 – Decree of the President of the Republic).

The Data Controller is the University of Trieste, P.le Europa,1 – 34127 Trieste

As per the provisions of Italian law 241/90 and subsequent amendments and additions, the Data Processor is the Head of the Students' Office – Capo Ripartizione Segreterie Studenti of the University of Trieste.

7. FINAL PROVISIONS AND INFORMATION

This call for admission is published on the official noticeboard of Trieste University , which can be accessed at <http://www.units.it/ateneo/albo/> ; the call for admission and all the relevant documents are published under the section “ ulteriori informazioni specifiche sul corso” “further additional information about the course ” on the online guide, which can be accessed at www.units.it following the path: students – enrolment – degree course – specific information

These publications are considered official notices to all effects and no personal communications will be issued

Any aspect not regulated by this call for applications will be governed by the applicable law.

Regarding fees, terms of payment and any grants or reduction of tuition fees, please refer to the Manifesto Tasse, contributi ed esoneri (policy statement on Tuition Fees and Financial Benefits), which will be published shortly.

Students' Office - Segreteria Studenti	Contatti
<p>SITE: University Campus – piazzale Europa – Main building, right wing</p> <p>UFFICIO IMMATRICOLAZIONI: ground floor</p> <p>SERVIZIO DI ECONOMIA: basement (piano seminterrato)</p> <p>FOREIGN STUDENTS' OFFICE : basement (piano seminterrato)</p>	<p>STUDENTS' OFFICE - SEGRETERIA STUDENTI: piazzale Europa, 1 - 34127 Trieste tel.: +39 040/5582896 (from Monday to Thursday 12:00-13:00) e-mail: economia.studenti@amm.units.it PEC (certified email): didattica@pec.units.it</p>
Office hours for the counters	Useful Link
<p>Solely on 1st and 2nd September the Enrolment office (Ufficio immatricolazioni) will be open from: 9.00–13.00 and from 14.till there are no more bookings</p> <p>Before coming to the counter window, it is necessary to get a numer from the ticket number machines, which are open from: 8:30-15</p> <p>From 3rd september till 6t October, the office hours can be founded at http://www2.units.it/dida/ordamm/?file=OrariMASTER.inc&pf=yes</p>	<p>Official University Noticeboard (Albo Ufficiale di Ateneo): http://www.units.it/ateneo/albo</p> <p>Disabled Students' Office (Sportello disabili/DSA) http://www.units.it/disabili</p> <p>Foreign Students' Office (access rules) http://www.studiare-in-italia.it/studentistranieri/</p> <p>Policy statemente on Tuition Fees and Financial Benefits (Manifesto tasse, contributi ed esoneri) http://www2.units.it/dida/ordamm/?file=bandi.inc</p> <p>online guide to courses: http://esse3web.units.it/esse3/Guide/Home.do</p>

NOTE: THIS IS NOT AN OFFICIAL TRANSLATION, THE OFFICIAL TEXT IS THE ITALIAN “BANDO DI AMMISSIONE”

ATTACHMENT 1

CERTIFICATIONS OF PROFICIENCY IN ENGLISH (minimum level required =B2) AND OTHER CASES OF EXEMPTION FROM THE ENGLISH TEST

Examinations Board / Examinations	Common European Framework of Reference for Languages (CEFR)		
	B2	C1	C2
Cambridge English Language Assessment (Cambridge ESOL Examinations)	FCE First Certificate in English FCE for Schools	CAE Certificate in Advanced English	CPE Certificate of Proficiency in English
	BEC Business English Certificate Vantage	BEC Business English Certificate Higher	
	BULATS Business Language Testing Service Upper Intermediate 60 - 74	BULATS Business Language Testing Service Advanced 75 - 89	BULATS Business Language Testing Service Upper Advanced 90 - 100
IELTS International English Language Testing System	5.5 - 6.5	7.0 - 8.0	9.0
City & Guilds (Pitman)	ESOL Communicator	ESOL Expert	ESOL Mastery
Trinity College London	ISE II ISE II Ca' Foscari Grades 8 - 10	ISE III ISE III Ca' Foscari Grade 11	ISE IV Grade 12
ETS - TOEFL Test of English as a Foreign Language iBT = internet-based test PBT = paper-based test	iBT 87 - 109	iBT 110 - 120	
	PBT 507 - 557	PBT 560 - 617	PBT 620 - 677
Oxford University Press Oxford Test of English B	score 111-140		
ETS - TOEIC Test of English for International Communication	Listening 400-489; Reading 385-454	Listening 490; Reading 455	
	Speaking 160-199; Writing 150-199	Speaking 200; Writing 200	
Pearson Tests of English	PTE General Level 3	PTE General Level 4	PTE General Level 5
	PTE Academic 59 - 75	PTE Academic 76 - 84	PTE Academic 85
LCCI International Qualifications - EDI	JETSET Level 5	JETSET Level 6	JETSET Level 7
	English for Business Level 3	English for Business Level 4	
	ELSA Advanced High 413 - 441	ELSA Superior 442 - 457	ELSA 458 - 500
British Institutes	B2 vantage: First examination Master in English Language	C1 proficiency: English Diploma Operational	C2 mastery: Master in English Language

FURTHER CASES OF EXEMPTION

The candidates are considered to have reached the required level of English if:

- he/she has obtained a high school diploma or has attended at least one year at a college in a country where English is the teaching language
- he/she has obtained a diploma (final high school diploma or university diploma) in Italy or abroad, at the end of a cycle of studies entirely in English
- he/she has taken a University exam in English at B2 level (it will be necessary to show a university program/syllabus stating clearly that this is the level reached)