Admission procedures for the Master’s Degree Programme with assessment of requisites and personal skills in:

Management Engineering

Faculty of Information Engineering, Informatics and Statistics

LM-31 Class; code to be indicated on Infostud: 29936

Admission requirements
To be admitted to the master’s degree programme in Management Engineering, students must have the necessary curricular requisites and the suitable personal skills.

Curricular requisites
Admission to the master’s degree programme is allowed to bachelors graduates of L-8 and L-9 classes (pursuant to Ministerial Decree no. 270/2004) who have acquired at least 12 ECTS in the following scientific disciplinary sectors:

- ING-IND/16 Manufacturing technology and systems
- ING-IND/17 Mechanical industrial plants
- ING-IND/35 Business and management engineering
- ING-INF/04 Control engineering

For bachelors graduates of other classes, the following curricular requisites are required:

1) at least 81 ECTS in the following scientific disciplinary sectors:
- CHIM/03 General and inorganic chemistry
- CHIM/07 Chemical foundations of technology
- FIS/01 Experimental physics
- FIS/03 Physics of matter
- INF/01 Computer science
- MAT/02 Algebra
- MAT/03 Geometry
- MAT/05 Mathematical analysis
- MAT/06 Probability and mathematical statistics
- MAT/07 Mathematical physics
- MAT/08 Numerical analysis
- MAT/09 Operational research
- SECS-S/01 Statistics
- SECS-S/02 Statistics for the experimental research and technology
- SECS-S/06 Mathematical methods of economics, finance and actuarial sciences
- ING-IND/**
- ING-INF/**
out of which:
2) at least 36 ECTS in the following scientific disciplinary sectors:
   CHIM/03 General and inorganic chemistry
   CHIM/07 Chemical foundations of technology
   FIS/01 Experimental physics
   FIS/03 Physics of matter
   INF/01 Computer science
   ING-INF/05 Information processing systems
   MAT/02 Algebra
   MAT/03 Geometry
   MAT/05 Mathematical analysis
   MAT/06 Probability and mathematical statistics
   MAT/07 Mathematical physics
   MAT/08 Numerical analysis
   MAT/09 Operational research
   SECS-S/01 Statistics
   SECS-S/02 Statistics for the experimental research and technology
   SECS-S/06 Mathematical methods of economics, finance and actuarial sciences

3) at least 12 ECTS in the following scientific disciplinary sectors:
   ING-IND/16 Manufacturing technology and systems
   ING-IND/17 Mechanical industrial plants
   ING-IND/35 Business and management engineering
   ING-INF/04 Control engineering

B-2 level English skills according to the CEFR (Common European Framework of Reference for Languages) are also required. Such skills must be attested by a suitable CEFR English language certificate or by the possession of at least 3 ECTS indicated as "English language qualification" (L-LIN/12 English language and translation scientific disciplinary sector). In lack of the above mentioned qualifications, students will have to undergo an interview for the assessment of their English skills.

The Educational regulations of the study programme establish the curricular requisites necessary for admission to the master's degree programme as well as the criteria and tools to assess the suitability of personal skills (by illustrating, in particular, the programme, performance and assessment procedures of the admission test).

**Personal skills**

For students having the necessary curricular requisites, the suitability of personal skills is ascertained according to the results they obtained in the degree submitted to apply to the master's degree programme and, if required, by means of a special admission test. Students will be admitted to the master's degree programme without having to undergo an admission test if they have the above curricular requisites and if they meet at least one of the following conditions:

- to have achieved a weighted average (with the ECTS) not lower than 24/30 in the exams sat to get the degree;
- to have achieved a grade not lower than 24/30 in each of the exams relating to the following courses (or equivalent):
  - Operational research
  - Economics and business organisation
  - Industrial plants.

In the event that students do not meet any of the above conditions for the assessment of their personal skills, they may apply to undergo the admission test, that consists in answering multiple choices. The test programme corresponds to the examination programme of the following courses of Sapienza master's degree programme in Management Engineering:
- Operational research (12 ECTS)
- Economics and business organisation (9 ECTS)
- Industrial plants (6 ECTS).

Students will have to undergo the test exclusively with regard to the programme of courses in which they obtained a grade lower than 24/30. The admission test ascertains whether the students’ personal skills are sufficient or not. In this latter case, application to the master’s degree programme is not allowed. With reference to each academic year, the admission test is scheduled in October and in January of the following year. The students’ participation in the October session does not preclude their participation in the January session, should their personal skills turn out to be insufficient. Also undergraduate students may undergo the admission test; yet, the latter will be no longer valid if such students are unable to abide by the deadlines prescribed for application in the reference academic year. Further information, including the test schedule, is available at www.ingegneriagestionale.uniroma1.it.

**Admission procedures**

**How to print the paying-in slip**

The application form for the assessment of requisites must be printed from Infostud according to the procedures described at https://www.uniroma1.it/it/pagina/infostud. A paying-in slip will be created, of the amount of € 10, that is at the same time application, self-certification of personal data and privacy disclaimer and shall be paid within one of the following deadlines, at students’ choice:


Payment shall be made at any Italian Unicredit branch or also online, by means of credit card; for further information, please see https://www.uniroma1.it/it/pagina/come-pagare. On the last available day, the online payment must be made within h. 8:30 p.m. The result of the requisite assessment will be communicated to the institutional email address (if available) or to the email address provided on Infostud.

**Students coming from other Italian universities**

Students coming from other Italian universities, before making payment, shall register with the procedure described at the above webpage and submit to segreteriadiatticca@diag.uniroma1.it a self-certification of the degree achieved with the list of the exams taken and of the scientific disciplinary sectors corresponding to the courses, a copy of the € 10 payment receipt and a copy of the identity document, within the same deadline provided for the application for requisite assessment.

Failure to submit the statement of the students’ career or to be successful in the assessment of curricular requisites will impair the application to that specific study programme.

E-mail: segreteriadiatticca@diag.uniroma1.it

The Educational Affairs Office will be closed in August.

Educational Affairs Office
“Antonio Ruberti” Department of Computer, Control and Management Engineering
Via Ariosto no. 25
00185 Rome

**Students coming from foreign universities and holding a pre-acceptance letter**

Students coming from foreign universities and holding a foreign degree, before making payment, shall register with the procedure described at the above webpage and complete
their application by submitting to Hello-Foreign students office the following mandatory documentation:

- original and copy of a valid identity document (for everyone);
- original and copy of the visa issued by the Italian Embassies or Consulates of their latest residence; original and copy of the receipt of application for the residence permit (only for non-EU citizens residing abroad and applying for a visa);
- original and copy of the residence permit (only for non-EU students legally residing in Italy);
- original and copy of the upper secondary school diploma (achieved after at least 12 years of school attendance), translated, legalised and accompanied by a declaration of value issued by the competent Italian Embassies or Consulates of the country in which the title of study has been achieved, or by the Statements of Comparability and Verification issued by CIMEA (http://www.cimea.it/it/index.aspx);
- original and copy of the degree (achieved after at least 15 years of school attendance, out of which at least the last 3 of university), translated, legalised and accompanied by a declaration of value issued by the competent Italian Embassies or Consulates of the country in which the degree has been achieved or by the Statements of Comparability and Verification issued by CIMEA (http://www.cimea.it/it/index.aspx);
- certificate of exams issued by the university, translated, legalised or accompanied by the Statement of Verification issued by CIMEA (http://www.cimea.it/it/index.aspx).

In case of application to bachelor's and/or master's degree programmes entirely taught in English, if the title of study has been issued in English, no translation into Italian will be required, though legalisation will remain mandatory.

The declaration of value or the Statement of Comparability of the degree may be replaced by the Diploma Supplement; for the latter, no translation into Italian will be required, though legalisation will remain mandatory.

The declaration of value of the upper secondary school diploma and of the degree may be replaced by the statements issued by CIMEA (http://www.cimea.it/it/index.aspx), including all the information usually stated in the declaration of value and which are required to assess a title of study.

- receipt of the € 10 payment for the requisite assessment;
- pre-acceptance letter.

In compliance with the provisions issued by the competent authorities for the Coronavirus Emergency, the application procedures, such as the completion, submission and administrative control of mandatory documents will be carried out also online.

NOTICE
Non-EU citizens permanently residing abroad who are applying for a student visa, before starting the above procedure, are required to mandatorily pre-enrol on UNIVERSITALY portal at https://www.universitaly.it/ and to write to “Hello-Foreign students office” to accesso.sapienza@uniroma1.it.
The provisions in force for the 2020-2021 academic year are available at https://www.studiare-in-italia.it/studentistranieri/.

Non-EU candidates permanently residing abroad and applying for a student visa shall undergo an Italian language test in order to apply to a study programme taught in Italian, provided that they are registered to UNIVERSITALY portal.

For the 2020-2021 academic year, the Italian language test will be performed online; for information about test registration, see https://www.uniroma1.it/it/notizia/prova-di-lingua-italiana-le-iscrizioni-di-studenti-esteri.

Foreign students coming from foreign universities without a pre-acceptance letter
Students coming from foreign universities and holding a foreign degree, before making payment, shall register with the procedure described at the above webpage and shall write to Hello-Foreign students office to verificarequisiti.studentistranieri@uniroma1.it by attaching the following documents:

- original and copy of a valid identity document (for everyone);
- original and copy of the visa issued by the Italian Embassies or Consulates of their latest residence; original and copy of the receipt of application for the residence permit (only for non-EU citizens residing abroad and applying for a visa);
- original and copy of the residence permit (only for non-EU students legally residing in Italy);
- original and copy of the upper secondary school diploma (achieved after at least 12 years of school attendance), translated, legalised and accompanied by a declaration of value issued by the competent Italian Embassies or Consulates of the country in which the title of study has been achieved, or by the Statements of Comparability and Verification issued by CIMEA (http://www.cimea.it/it/index.aspx);
- original and copy of the degree (achieved after at least 15 years of school attendance, out of which at least the last 3 of university), translated, legalised and accompanied by a declaration of value issued by the competent Italian Embassies or Consulates of the country in which the degree has been achieved or by the Statements of Comparability and Verification issued by CIMEA (http://www.cimea.it/it/index.aspx);
- original and copy of the certificate of exams issued by the university, translated, legalised or accompanied by the Statement of Verification issued by CIMEA (http://www.cimea.it/it/index.aspx);
- original and copy of the study programmes detailed by discipline, with the indication of the hours of lecture attended and the theoretical and practical activities provided for the achievement of the foreign degree, carrying the original stamp of the university and translated into Italian. For such document, no legalisation is required;

In case of application to bachelor’s and/or master’s degree programmes entirely taught in English, if the title of study has been issued in English, no translation into Italian will be required, though legalisation will remain mandatory.

The declaration of value or the Statement of Comparability of the degree may be replaced by the Diploma Supplement; for the latter, no translation into Italian will be required, though legalisation will remain mandatory.

The declaration of value of the upper secondary school diploma and of the degree may be replaced by the statements issued by CIMEA (http://www.cimea.it/it/index.aspx), including all the information usually stated in the declaration of value and which are required to assess a title of study.
receipt of the € 10 payment for the requisite assessment.

NOTICE
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For the 2020-2021 academic year, the Italian language test will be performed online; for information about test registration, see https://www.uniroma1.it/it/notizia/prova-di-lingua-italiana-le-iscrizioni-di-studenti-esteri.

Hello-foreign students office will forward the submitted documentation to the person in charge at the competent Faculty.

Once requisites have been assessed, the above documents shall be submitted in original and in copy to pay tuition fees.

In compliance with the provisions issued by the competent authorities for the Coronavirus Emergency, the application procedures, such as the completion, submission and administrative control of mandatory documents will be carried out also online.

Graduands
Should the educational regulations of the study programme provide for it, also Sapienza students or students coming from other Italian universities who have not graduated yet will be allowed to apply for requisites assessment, provided that they achieve the degree within January 15, 2021 (for Sapienza students) and within December 18, 2020 (for students coming from other Italian and international universities).

Single exams for the attainment of requisites
Graduates coming from Sapienza or other Italian and international universities and graduands from other Italian universities who wish to apply to a Sapienza master’s degree programme pursuant to Ministerial Decree no. 270/04 and who do not have all the needed curricular requisites, may apply to single courses before applying to the master’s degree programme. The exams taken, if any, must not belong to the bachelor's degree programme, will not contribute to the grade point average and will not be used in case of applications for programme shortening, but may be only added up to the student's career for the above mentioned purposes. All information about when and how to apply to single courses, as well as the relating amounts, is available at art. 41 of the University Programme Manifesto – Student Regulation of 2020 – 2021 academic year.
Further information
The admission procedures required upon completion of the requisite assessment are indicated in art. 8 of the University Programme Manifesto, available at https://www.uniroma1.it/it/pagina-strutturale/studenti.