



SAPIENZA
UNIVERSITÀ DI ROMA

Academic Year 2018-2019

Admission procedures for the Masters Degree Programme

with verification of requirements and of personal preparation in:

Management delle Imprese - Business Management

Faculty of Economics

Class: LM-77; code to be indicated on Infostud: 29854

Admission Requirements

Curricular Requirements

Graduates in the two classes below already meet curricular requirements:

- L-18 (D.M. 270/04) – Economics and business administration
- L-33 (D.M. 270/04) – Economics

Graduates in other Classes must have at least 72 Credits (ECTS/CFU) in the Academic Disciplines (SSD) provided in the tables annexed to the DM. 16 March 2007 for the classes 18 and 33 (AGR/01, from SECS-P/01 to SECS-P/13, M-GGR/02, IUS/01, IUS/04, IUS/05, IUS/06, IUS/07, IUS/09, IUS/10, IUS/12, IUS/13, IUS/14, SECS-S/01, SECS-S/02, SECS-S/03, SECS-S/04, SECS-S/05, SECS-S/06) and/or in the Academic Disciplines (SSD) from MAT/01 to MAT/09 included, INF/01, ING-IND-16, ING-IND/35, ING-INF/03, ING-INF/04 and ING-INF/05, according to the distribution restrictions laid down in the Degree Programme Regulation, described on the website of the Economics Faculty.

https://web.uniroma1.it/fac_economia/manimp

(see application for self-assessment of requirements).

The degree programme Regulation also disciplines the verification methods for students' personal preparation, including the B1 threshold level of English language knowledge. To attend lectures for the subjects taught in English, a preliminary assessment of English language knowledge, that can be certified with the language certificates below, will be carried out:

TOEFL ibt 80; TOEFL pbt 550; TOEIC 730; IELTS 6.5.



Personal preparation

Candidates who meet the above-mentioned requirements must also take a test to have their personal preparation verified in order to enrol in the Business Administration Masters Degree Programme. Candidates whose graduation grade is equal to or greater than 90/110 or candidates who took the GMAT or the GRE tests shall be exempted from the test. The test may be an oral interview or, alternatively, a test with 30 multiple choice questions. The time allowed to carry out the test is 60 minutes. The multiple choice questions are meant to verify the basic knowledge for the subjects of the Business Administration Masters Degree Programme. The academic fields the questions will focus on are: economics, business, finance, mathematical-statistical, law. For each correct answer 1 (one) point will be given, for each wrong answer a penalty of -0,25 points will be given, and for each answer not given and any invalidated answer 0 (zero) points will be given.

The Degree Programme Board determines the admission test procedures (oral interview or written test) and appoints a Selection Board that, having regard to the test results, may decide whether candidates are eligible or not to enrol in the Business Administration Masters Degree Programme.

Students who are not English native speakers and who did not attend a degree programme in English but want to choose the Business Administration English curriculum must provide at least one of these language certificates: TOEFL ibt 80; TOEFL pbt 550; TOEIC 730; IELTS 6.5.

The language certificate must be sent by e-mail to the Degree Programme President within 15 December.

Students who took the GMAT or the GRE tests shall be exempted from providing the language certificate.

Furthermore, non-EU candidates who want to enrol in the Business Administration curriculum taught in English must pre-enrol in the Degree Programme (within 15 April) using the computerized procedure available at:

<http://en.uniroma1.it/study-us/undergraduate/admissions/second-cycle>

Operating procedures

Printing the payment slip

The application for the verification of requirements must be printed from the computerized system, Infostud, following the procedures described at <https://www.uniroma1.it/pagina/infostud>

The system will create a payment slip of the amount of €10 that is, at the same time, application, self-certification of personal details and privacy consent form, the payment for it must be made within one of the dates indicated below:

14 September 2018, 15 October 2018, 14 November 2018, 14 December 2018, 14 January 2019 (date only for graduand students and for Sapienza University of Rome graduates).

The payment must be made at an Italian Unicredit branch.

The results of the applications assessment will be sent at the institutional e-mail account (if activated) or at the e-mail address given on Infostud.

Students coming from other Universities

Before making the payment, students from other Universities must register following the procedure described on the same webpage, and submit to the Student Affairs Office, within the same application deadlines prescribed for the verification of requirements, a self-certification of the educational qualification held, specifying the Degree Programme's Class, the exams taken and the corresponding Academic Disciplines (SSD) for each subject, and a



copy of the proof of payment for the €10 payment slip. Failure to submit the student's previous study plan or a negative result in the verification of curricular requirements leads to not being allowed to enrol in the degree programme.

Students with the invitation letter

Before making the payment, students coming from Universities abroad must register following the procedure described on the webpage and must go to the Office for Students with a Foreign Qualification to complete the enrolment process providing these documents: passport, student visa (for non-EU citizens resident abroad), an uncertified copy of the Upper Secondary School diploma translated in Italian, legalised and with declaration of value, uncertified copy of the academic degree translated and legalised with declaration of value, uncertified copy of the exams list certificate (translated in Italian, if for a degree programme in Italian) to attest the exams taken, translated and legalised, a copy of each subject's detailed program, specifying the number of hours for theoretical and practical educational activities prescribed for obtaining the qualification (translated in Italian if the masters degree programme is in Italian), the proof of payment of the €10 payment slip for the verification of requirements.

Students without the invitation letter

Before making the payment, students from Universities abroad, must register following the procedure described on the webpage and send an e-mail to studentistranieri@uniroma1.it attaching a copy of their passport, student visa (for non-EU citizens resident abroad), exams list certificate (translated in Italian, if for a degree programme in Italian), the academic qualification with declaration of value, the detailed programs for each subject, specifying the number of hours for theoretical and practical educational activities prescribed for obtaining the qualification, the proof of payment of the €10 payment slip for the verification of requirements. The Office for Students with a Foreign qualification will then be in charge of sending the documents to the Representative of the Faculty concerned.

Graduand students

If laid down in the degree programme Regulation, students from Sapienza University of Rome or from other Italian Universities who have not yet graduated, without prejudice to the obligation to gain their degree within 18 January 2019 (for Sapienza University students) and within 21 December 2018 (for students from other Italian Universities), will also be allowed to apply for the verification of requirements.

Single exams to fulfill requirements

Graduates and graduand students from Sapienza University of Rome and from other Italian Universities who want to enrol in a masters degree programme of the D.M. 270/04 academic system at Sapienza University of Rome and who do not meet the related curricular requirements, may register for single courses before enrolling in the masters degree programme with a 75% price reduction for each single course. Any possible exam taken cannot be part of the bachelors degree, is not taken into account to calculate the average grade, and cannot be used for applying for a shortened degree, but is only added to the student's study plan for the above-mentioned purposes. Enrolment procedures for single courses are described in Article 41 of the Manifesto ("Manifesto generale degli studi").

Additional indications

Procedures following the requirements verification are indicated in Article 8 of the Manifesto ("Manifesto Generale degli studi") published on the University website <https://www.uniroma1.it/it/pagina-strutturale/studenti>.