CALL FOR APPLICATIONS FOR ADMISSION TO THE FIRST CYCLE DEGREE PROGRAMMES IN HUMANITIES FOR COMMUNICATION (CLASS L -20) COMMUNICATION AND SOCIETY (CLASS L - 20)

ACADEMIC YEAR 2017/2018

THE RECTOR

HAVING REGARD TO

Law no. 264 of 02 August 1999 regulating access to university programmes;

HAVING REGARD TO

Ministerial Decree no. 270 of 22 October 24, “Amendments to the regulations on the educational autonomy of universities” (Modifiche al regolamento recante norme concernenti l’autonomia didattica degli atenei) approved with Decree of the Minister for Universities and Scientific and Technological Research no. 509 of 3 November 1999;

HAVING REGARD TO

The decisions of the responsible academic boards concerning access to university programmes;

DECREES

A competition for admission to the first cycle degree programmes in Humanities for Communication and in Communication and Society for the 2017/2018 academic year.

Art. 1 - Admission requirements

Applicants with an upper secondary school diploma or equivalent qualification obtained abroad can take the admission exam.

Foreign qualifications are valid if obtained after at least 12 years of schooling. If the local education system provides 11 or 10 years of schooling, the qualification is valid if supplemented by one or two years of university study, respectively, and if all exams scheduled for the years attended have been passed. The years of university study can be substituted by a post-secondary qualification awarded by a non-university higher education institute. Further information about the foreign qualifications valid for access to University is contained in the relevant annual Ministerial provisions, in particular in the attachments 1 and 2, published on the Ministry website: http://www.studiare-in-italia.it/studentistranieri/.
The eligibility of the foreign qualification in any case is assessed by the University having regard to the ministerial instructions on the subject and in implementation of bilateral applicable agreements.

EU and non-EU citizens with qualifications obtained abroad who hold a Residence Permit issued in accordance with art. 26 of law no. 189 of 30 July 2002 have access to university education under the same conditions as Italian students.

Citizens of Norway, Iceland, Liechtenstein, Switzerland, the Republic of San Marino, refugees and beneficiaries of subsidiary protection, personnel serving in foreign diplomatic missions and in international bodies with headquarters in Italy - accredited by the Italian State or the Holy See - as well as their dependent family members (spouses and children only) are considered equivalent to EU citizens.

Non-EU applicants resident abroad access with the procedures and the limitations provided by the mentioned ministerial instructions.

Art. 2 - Number of places available

The number of places available for enrolment on the first year is as follows:

- Degree programme in Humanities for Communication: 250 places plus 10 places reserved for non-EU students resident abroad.
- Degree programme in Communication and society: 250 places plus 10 places reserved for non-EU students resident abroad, plus 5 places reserved for the students of the “Marco Polo” programme.

Art. 3 - Registering for the admission exam and deadlines

Admission exam registration will begin on 17 July 2017 and terminate at 12 noon on 28 August 2017, with no possibility of extension.

To register, applicants must follow the procedure below:

1. Register on the University portal through the page https://www.unimi.it/registrazione/ENG/registra.keb (not required of those already registered on the portal or in possession of University login credentials)
2. Access the online application services using their credentials: http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html;
3. Pay the € 30.00 fee in one of the following ways:
   - using the “MAV” (notice of payment) form generated at the end of the online registration procedure;
   - by credit card (the only accepted payment method for resident abroad applicants).

Without exception and on pain of exclusion, payment must be made by the deadline for registration.
The online admission form cannot be amended, nor it can be completed with additional documentations once it has been submitted.

A receipt (application for admission) is issued at the end of the online enrolment procedure and must be shown to the examining committee on the day of the exam. The receipt is the only document accepted as proof of registration for the admission exam.

Applicants who provide false details or do not meet admission requirements will be excluded from the final ranking list.

Applicants with an upper secondary school diploma obtained abroad must upload their qualification and an eligible certification which demonstrates the final grade and the minimum and maximum possible grades of the system of grades applied (Eg: "Dichiarazione di valore in loco" issued by the Italian Embassy in the country where the qualification was awarded, certificate issued by the school attesting the final grade or the grades of every subjects of the last year of upper secondary school, if the system does not foresee a unique final grade).

Besides online university enrolment, non-EU applicants resident abroad, must also present an application for pre-enrolment to the Italian diplomatic office in their country of origin, in accordance with the methods and deadlines set out in current provisions regarding the enrolment of foreign students in university programmes published on the Ministry of Education, Universities and Research webpage: http://www.studiare-in-italia.it/studentistranieri/.

Art. 4 - Disabled applicants

In order to ensure equal opportunities during the exam, applicants with disabilities who require extra time and/or specific aids - if in possession of a certificate of legal disability and/or acknowledgement of status of handicap under law 104/92 - must provide specific application (available at the following link: http://www.unimi.it/cataloghi/segreterie/Application_disabled.pdf) together with the above-mentioned certificate issued by the National Health Service or accredited specialists or facilities.

The scanned documents must be uploaded during the online admission procedure, by the 28 August 2017.

Art. 5 - Applicants with SLD

To the applicants with a diagnosis of specific learning disabilities (SLD) under law no. 170/2010 is granted an extra time until the 30% more time than that set for the other applicants. The committee will evaluate the received applications and, in order to ensure equal opportunities during the exam, will be able to consent the use of other compensatory tools taking into consideration the type of test to be taken and the type/degree of the candidate’s disability.
To be accorded the abovementioned measures, applicants with SLD must provide specific application (available at the following link: http://www.unimi.it/cataloghi/segreterie/Application_sld.pdf) together with appropriate certification issued by the National Health Service or accredited specialists or facilities (issued no more than three years earlier if the applicant was underage at the time of the issuance of the certification).

The scanned documents must be uploaded during the online admission procedure, by the 28 August 2017.

**Art. 6 - Admission exam schedule and procedure**

The admission exam will take place on 5 September 2017, at the University of Milan, Via Conservatorio 7.

Candidates must arrive at 9 am bearing the valid identity document indicated during exam registration. The 60 minute exam will begin once candidate identification procedures are completed.

During the exam candidates cannot leave the room, use handwritten notes, texts of any kind, calculators or anything else specified before the start of the exam.

The committee and the supervisory staff will ensure that the abovementioned rules are observed and can adopt the necessary measures in case of non-observance of the same. For any matters not covered in this announcement, the provisions on the conduct of public competitions apply.

**Art. 7 - Examining committee**

The examining committee is appointed by the appropriate academic bodies.

During the exam the committee will be assisted by teaching and administrative staff, who will be responsible for supervising and identifying candidates.

**Art. 8 - Examination programme, assessment criteria and ranking list**

For access to the degree programmes in Communication and Society and in Humanities for Communication the exam is set by the University and is the same for the two degree programmes.

The exam consists in a multiple choice questionnaire aimed at ascertaining applicants’ basic knowledge in the areas of linguistic expression, general culture and logic and abstract reasoning skills.

The formulation of the ranking list will also take school results into account, based on the outcome of each applicant’s school leaving examination.

The following weight is assigned to the areas examined:
- School results (grade for upper secondary school qualification): 10%
- Basic knowledge (linguistic expression, new social history): 60%
- Logic skills (basic logic): 30%

The ranking list in order of merit for each degree programme will be based on the score obtained from the sum of the correct answers and on the final school-leaving exam grade. In the event of two or more applicants with the same score, priority will be given to the younger one.

Non-EU applicants residing abroad who do not have a Residence Permit will be placed in separate ranking lists to cover the places reserved.

Art. 9 - Enrolment

9.1 Ranking lists and enrolment of place winners

The ranking list for each degree programme will be published on the University website, at the following page: www.unimi.it - Servizi online SIFA - Graduatorie ammissione corsi di laurea (http://www.unimi.it/hpsifa/nonProfiledPage_100.html) from 11 September 2017.

Publication of the ranking lists constitutes official notification to those concerned.

Based on the number of places available, place winners of the competitions must enrol online by **midday, 18 September 2017**, as indicated on the website http://www.unimi.it/studenti/matricole/77604.htm.

Not enrolling within the prescribed period the candidate will operate an implicit waiver and his place will become available for the following selections in accordance with the order of the ranking list.

9.2 First updating of ranking list

Places left vacant after the deadline for enrolment described in 9.1 are assigned to the next students in the ranking list and will be published on the website www.unimi.it - Servizi online SIFA - Graduatorie ammissione corsi di laurea (http://www.unimi.it/hpsifa/nonProfiledPage_100.html) as of 21 September 2017.

Applicants admitted for the places available must enrol by **12 noon on 28 September 2017**, in accordance with the procedures published at http://www.unimi.it/studenti/matricole/77604.htm.

9.3 Second updating of ranking list

Places left vacant after the deadline for enrolment specified in 9.2 are assigned to the next students in the ranking list and will be published on the website www.unimi.it - Servizi online SIFA - Graduatorie ammissione corsi di laurea (http://www.unimi.it/hpsifa/nonProfiledPage_100.html) as of 2 October 2017.
Applicants who have been assigned a place among those available must enrol by 12 noon, 9 October 2017 following the procedures published at [http://www.unimi.it/studenti/matrice/77604.htm](http://www.unimi.it/studenti/matrice/77604.htm).

Following possible updating of the ranking list will be notified as from 11 October 2017 on the website: [www.unimi.it](http://www.unimi.it) - Servizi online Sifa - Graduatorie ammissione corsi di laurea.

9.4 Applicants with qualifications gained abroad

Applicants with qualifications gained abroad who enrolled online as indicated above must deliver the following documentation (show original and lodge photocopy) to the Ufficio studenti internazionali - Via Santa Sofia 9/1, Milan - by the deadlines indicated above:

- Upper secondary school diploma, translated into Italian, legalized by the authorities in the country where the qualification was issued and carrying a Dichiarazione di valore; or statement of validity issued by ENIC_NARIC centres or by diplomatic missions resident in Italy;
- Certificate of enrolment at university with a list of the exams taken, or certificate of post-secondary education obtained in a non-university higher education Institute if the local education system provides less than 12 years of schooling;
- Certificate of academic eligibility if provided for in the country of origin;
- Any other document stating specific requirements of validity of the title (e.g. Aps for the United States titles, A-level for British titles);
- Valid residence permit (only for non-EU citizens).

Verification of the validity of qualifications gained abroad is conducted on presentation of the official documents. Until then, applicants are admitted to the programme conditionally and may be excluded from the ranking list if they prove not to have the necessary qualifications.

Non-EU candidates resident abroad must sit for and pass the Italian language test organised by the University, as indicated at: [http://www.unimi.it/studenti/foreign_students/23986.htm#c36777](http://www.unimi.it/studenti/foreign_students/23986.htm#c36777).

Art. 10 - Procedure Manager and contacts

Pursuant to law no. 241 of 7 August 1990 the manager of the procedure related to this announcement is Ms. Filomena Cicora (Head of the Auditing and Quality Assurance Systems Development Office).

For any further information regarding the content of the call please use the Infostudenti service ([www.unimi.infostudente.it](http://www.unimi.infostudente.it)) by selecting the category: Test, bandi e graduatorie.

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THE RECTOR
signed Gianluca Vago