CALL FOR APPLICATIONS FOR ADMISSION TO THE FIRST CYCLE DEGREE PROGRAMME IN 
FOREIGN LANGUAGES AND LITERATURE

ACADEMIC YEAR 2018/2019

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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 2004, “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;

DECREE

A selection for admission to the first year of the degree programme in Foreign Languages and Literatures for the academic year 2018/2019.

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 and if allow the admission to University in the country where they have been obtained. Further information about the foreign qualifications and about the access of foreign students to Italian Universities is contained in the relevant Ministerial provisions for the academic year 2018/19, published on the Ministry website http://www.studiare-initalia.it/studentistranieri/ and on http://www.unimi.it/studenti/foreign_students/23798.htm.

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.

For applicants who are interested in studying English as one of the languages of their study plan, it is mandatory to take an English test to prove their knowledge.
Art. 2 - Number of places available

The number of reserved places available for the enrolment in the first year is 650, plus 25 places reserved for non-EU students resident abroad, plus 3 places reserved for the students of the “Marco Polo” programme.

Art. 3 - Registering for the admission exam and deadlines

All applicants must register online between 16 July 2018 and by no later than 2:00 p.m., 24 August 2018, following the procedure below:

1. Register on the University portal through the page [https://www.unimi.it/registrazione/ENG/registra.keb](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](http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html)

3. Applicants must select the degree program and fill in the form online with their personal data:
   - applicants interested in studying English as one of the languages of their study plan must select “FOREIGN LANGUAGES AND LITERATURE (WITH ENGLISH)”
   - applicants who are not interested in studying English must select “FOREIGN LANGUAGES AND LITERATURE (WITHOUT ENGLISH)”

4. 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).

Payment must be made by the deadline for registration, on pain of exclusion.

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 registration procedure and could be requested, together with the receipt of payment, by the examining committee on the day of the exam.

The receipt is the only document accepted as proof of registration for the admission exam.

Any applicant who provides false details or does not meet requirements will be excluded from the exam.

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 submit an application for pre-enrolment to the Italian diplomatic office in their country of origin, as required by the laws governing access of foreign students to university programmes published on the Education Ministry website http://www.studiare-initalia.it/studentistranieri and on the University website http://www.unimi.it/ENG/admission/29528.htm.

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, within the enrolment deadlines.

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, within the enrolment deadlines.

Art. 6 - Admission exam schedule and procedure

The admission exam will take place at 9.00 am on 3 September 2018 at the Settore didattico, Via Celoria 20 and Via Golgi 19. As from 30 August 2018 applicants can consult the University website (http://www.unimi.it/corsi_istituti/ENG/corsiUrla.jsp) to see the room in which the exam will take place.
Candidates must bring the valid identity document indicated in the admission application and the receipt of registration for the exam. Once applicants’ identities have been checked, the exam will start.

During the exam applicants cannot leave the room, use handwritten notes, texts of any kind, mobile phones, smartphones, tablets or anything else specified before the start of the exam. The committee and the supervisory staff will supervise observance of the abovementioned rules and have the right to adopt the necessary measures in cases of non compliance. For provisions not included in the announcement, the rules for public competitions apply.

Immediately after the exam, students who chose English as one of their study languages during the admission procedure (see art. 3.3) also have to sit an **English proficiency test**.

**Art. 7- Examining committee**

The examining committee is appointed by the competent teaching body.

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

**Art. 8 - Examination programme and assessment criteria**

**8.1 Admission Test**

The exam consist in a test aimed at ascertain students’ capacity of comprehension of various types of texts and at verify the possession of a good general cultural level and the aptitude for Humanities. The exam, **exclusively in Italian language**, consists of multiple-choice questions on given passages of text and questions of linguistic-verbal logic, and on general knowledge of current affairs, culture, literature, geography and history, for a total 50 questions. The exam will last for 75 minutes.

Points are assigned as follows:

- Correct answer: 1 point
- No answer, wrong, deleted or illegible: 0 points

The ranking list will also be formulated on the basis of scholastic performance indicated by the candidate’s results in the final secondary school examination, with the following weighting:

- Admission exam results: 75%
- Final secondary school examination results: 25%

In the event of equal point scores, priority is given to the candidate with better admission exam result. In the case of equal scholastic merit, priority is given to the younger candidate.

The possess of certificates of language proficiency in any language offered by the degree programme (French, English, Polish, Portuguese, Russian, Scandinavian, Spanish and German) are not recognised for the purpose of exemption from the test and are not valid documents for admission. Only once students are effectively enrolled in the degree programme do valid
certificates entitle them to concessions regarding examination programmes, as indicated along with a detailed list of matches, on the website: www.lingue.unimi.it/.

In the same way, having obtained credits (CFU) in classes of the degree programme in other Universities or other degree programmes of the University of Milan does not exempt from the obligation to sit for the exam and does not constitute useful title for the admission. Only once students are effectively enrolled in the degree programme, and following the presentation of specific application, the CFU obtained in the previous career will be evaluated and potentially recognized by the competent commission of the degree programme.

8.2 English proficiency test.

English proficiency test consist in exercises of reading comprehension, cloze, grammar and sentence transformation, aimed at ascertain students’ capacity of written comprehension and grammatical, lexical and syntactic capacity. Each exercise is divided into questions for a total of 30 question. Each question has 4 answer and just one is correct. The exam will last 45 minutes.

The English test is passed with at least 23 correct answers on 30 questions.

Art. 9 - Enrolment

The ranking list will be published on the University website, at the following page: www.unimi.it - Online services SIFA - Admission Ranking Lists

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

Candidates will not receive any communication. They must personally consult the enrolment deadlines, scrollings of the ranking lists and every other information published on the webpage of the chosen degree course.

During the enrolment candidates must choose two languages following these criteria:

- if they have passed the English proficiency test, they can freely choose the combination of the languages.
- if they have not passed the English proficiency test, they can choose two languages, but not English.

9.1 Enrolment of place winners

The winners of the competition must enrol online by 2:00 p.m. on 10 September 2018, following the procedure published at the page: http://www.unimi.it/ENG/admission/31190.htm#par111598.

Not enrolling within the prescribed period the candidate will operate an implicit waiver and his place will become available for the following updatings 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 art. 9.1 are assigned to the next students in the ranking list and will be published at the page www.unimi.it - Online services SIFA - Admission Ranking Lists (http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html) as of 11 September 2018, 2 p.m.

Applicants admitted for the places available must enrol by 2 p.m. on 14 September 2018, in accordance with the procedures published at http://www.unimi.it/ENG/admission/31190.htm#par111598.

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 - Online services SIFA - Admission Ranking Lists (http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html) as of 17 September 2018, 2 p.m.

Applicants admitted for the places available must enrol by 2 p.m. on 20 September 2018, in accordance with the procedures published at http://www.unimi.it/ENG/admission/31190.htm#par111598.

Any other possible updating of ranking list will be published as from 21 September 2018 on the University website www.unimi.it - Online services SIFA - Admission Ranking Lists.

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. Further information are available here http://www.unimi.it/ENG/admission/29528.htm.

Non-EU candidates resident abroad can enrol only if they enter in the number of reserved places available and if they have passed the Italian language test.
organised by the University. For more details about the test and the exemptions, please address to http://www.unimi.it/ENG/admission/31192.htm#par3134.

Art. 10 - Deadlines summary

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrolment to the admission test</td>
<td>From 16/07/2018 to 24/08/2018, 2:00 pm</td>
</tr>
<tr>
<td>Admission test</td>
<td>03/09/2018, 9:00 am</td>
</tr>
<tr>
<td>Ranking list publication</td>
<td>05/09/2018</td>
</tr>
<tr>
<td>Enrolment</td>
<td>Within 10/09/2018, 2:00 pm</td>
</tr>
<tr>
<td>Publication of the first updating of the ranking list</td>
<td>11/09/2018, 2 pm</td>
</tr>
<tr>
<td>First updating of the ranking list: Enrolment</td>
<td>Within 14/09/2018, 2 pm</td>
</tr>
<tr>
<td>Publication of the second updating of the ranking list</td>
<td>17/09/2018, 2:00 pm</td>
</tr>
<tr>
<td>Second updating of the ranking list: enrolment</td>
<td>Within 20/09/2018, 2:00 pm</td>
</tr>
<tr>
<td>Following updating of the ranking list</td>
<td>21/09/2018</td>
</tr>
</tbody>
</table>

Art. 11 - Procedure manager and contacts

Pursuant to law no. 241 of 7 August 1990 the manager of the procedure related to this announcement is Ms. Monica Delù (Head of the Students Welcoming Service).

For any further information regarding the content of the call please use the Infostudenti service (www.unimi.infostudente.it) by selecting the category: “Iscrizioni, test e graduatorie”.

Rep. Reg. 21349/18 dell’11/07/2018

LA DIRIGENTE DIVISIONE SEGRETERIE STUDENTI

Emanuela Dellavalle