



Admission procedures undergraduate degree programmes

Interfaculty of BANKING, FINANCE AND INSURANCE SCIENCES – ECONOMICS AND LAW

Undergraduate degree programme in **Business and Finance** (Class L-18)

Academic year 2024/2025

Campus of Brescia

Programme delivered in English

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1. ADMISSION REQUIREMENTS

The following categories are eligible for the undergraduate programme in Business and Finance:

- diploma holders or students about to obtain their diploma enrolled in the school year 2023/2024 in the final year of an **Italian secondary school** in Italy or abroad.
Diploma holders and students about to obtain their diploma enrolled in *European Schools* that issue the European Baccalaureate Diploma or at *German Schools* in Italy that issue a qualification equivalent to the Italian High School Diploma are included in this category.
NOTE: Non-EU applicants needing study visas should contact the International Admissions Office;
- diploma holder candidates from an **Italian four-year secondary school cycle**. In this case, before proceeding, it is necessary to contact the [Student Services](#): the competent teaching structures must define the contents, duration and methods for the fulfilment of the training obligations;
- holders of a **foreign academic qualification**, if recognised as eligible for admission to Italian universities in accordance with the provisions issued by the Ministry of Universities and Research, the Ministry of Foreign Affairs and the Ministry of the Interior.
These candidates will follow dedicated methods and procedures:
<https://international.unicatt.it/ucscinternational-undergraduate-programmes>.

1.1 LANGUAGE REQUIREMENT

To enrol in the Business and Finance programme candidates must have an adequate level of English, at least B2. Applicants must therefore hold one of the following language certificates, achieved as of 1 January 2022:

- Cambridge English: First: FCE - B2
- Cambridge English: Advanced: CAE - C1
- Cambridge English: Proficiency: CPE - C2
- Cambridge English: Business Vantage: BEC - B2
- Cambridge English: Business Higher: BEC - C1
- IELTS with a score of 6 (B2)
- TOEFL IBT with a score of 84 (B2)
- Trinity College London: ISE II (B2)
- Trinity College London: ISE III (C1)
- Trinity College London: ISE IV (C2)
- Pearson: PTE Academic with a score of 46 (B2)

Candidates in the following categories are exempt from having a **language certificate**:

- Candidates who have **attended the fourth year of secondary school in an English-speaking country**.
- Candidates who have taken and passed with a level of B2 or higher the English test, in accordance with the procedures and timeframe indicated in the specific [notice](#).

Candidates must fulfil the language requirement by the deadline for registration to the programme of interest (see *section 3*).

2. NUMBER OF PLACES

There are **60 places** for the undergraduate degree programme in Business and Finance, **10 of which are reserved for candidates with foreign qualifications**.



3. ADMISSION PROCEDURES AND DEADLINES

Places for the undergraduate degree programme in Business and Finance are allocated through **four** admission modalities, as detailed below, with related deadlines:

Table 1

MODALITIES*	DEADLINES FOR APPLICATIONS
1st modality <u>Admission interview</u> for candidates enrolled in the last year of secondary school with a grade point average in the penultimate year of secondary school $\geq 7.5/10$	From 3:00 pm on 16 November 2023 . to 11:59 pm on 9 January 2024 .
2nd modality <u>Merit list</u> for candidates enrolled in the last year of secondary school with a grade point average in the penultimate year of secondary school $\geq 7.5/10$	From 3:00 pm on 15 February 2024 . to 11:59 pm on 3 April 2024 .
3rd modality <u>Merit list</u> for candidates enrolled in the last year of secondary school with a grade point average in the penultimate year of secondary school $\geq 7/10$ and for candidates with a secondary school diploma $\geq 70/100$ (42/60)	From 3:00 pm on 2 May 2024 . to 11:59 pm on 13 June 2024
4th modality <u>Merit list</u> for all candidates with a secondary school diploma	From 3:00 pm on 15 July 2024 . to 11:59 pm on 20 August 2024 .

*Any mode subsequent to the 1st, only takes place if places are still available.

3.1 1ST MODE: ADMISSION INTERVIEW

Interviews are held online in English, via Teams or Skype. The purpose of the interview is to test the candidate's ability to analyse economic phenomena and to analyse his/her skills and motivation.

3.1.1 WHO CAN TAKE THE ADMISSION INTERVIEW

The following applicants must take the admission interview:

- Those enrolled in the school year 2023/2024 in their final year at an Italian secondary school in Italy or abroad, who have obtained an average grade point average of at least 7.5/10 in their penultimate year;
- Those enrolled in the school year 2023/2024 in their final year at European Schools that issue the European Baccalaureate Diploma, considered an equivalent qualification to the Italian High School Diploma, and have obtained an average of at least 7.5/10 in the penultimate year;
- those enrolled in the school year 2023/2024 in their final year at German schools in Italy that have obtained/are obtaining a qualification equivalent to the Italian High School Diploma and have obtained an average of at least 7.5/10 in the penultimate year.

3.1.2 DEADLINES FOR ADMISSION INTERVIEW

Interviews will take place in January 2024. A limited number of places are available for each interview date.



The deadlines for registration and publication of results are given below:

Table 2

DEADLINE FOR APPLICATIONS	INTERVIEWS	RESULTS	PLACE RESERVATION
From 3:00 pm on 16 November 2023 to 11:59 pm on 9 January 2024	From 15 January 2024 to 22 January 2024	29 January 2024	From 29 January 2024 to 12 February 2024

3.1.3 HOW TO REGISTER FOR THE ADMISSION INTERVIEW

To sign up for the admission interview, applicants must use the [Enrolment Portal](#), uploading the required documentation, which is checked and validated by the relevant offices, and selecting the date and time among those available.

The school report, language certificate and average marks must be entered and self-certified by the student, under their own responsibility, as they fill in the application form. In order to participate in the interview session, the school report and the English language certificate must have been duly submitted within the deadlines for admission.

Candidates who have completed the entire penultimate year of upper secondary school abroad must upload the report card of the third-last upper secondary school year to the [Enrollment Portal](#).

The data entered are verified by the competent offices against the documents uploaded (Università Cattolica reserves the right to verify the data declared, in accordance with the regulations in force, DPR 445/2000 and subsequent amendments and additions).

Applicants also interested in the programme delivered in Italian of **Economia dei mercati e degli intermediari finanziari** (Milan campus) must open an application for each programme in the Enrolment Portal and book an admission interview for each one. Candidates then only have to attend the interview booked for the programme delivered in English, i.e. **Business and Finance** (Brescia campus).

Applicants also interested in the English language programme of **Economics of Markets and Financial Intermediaries - Finance** (Milan campus) must open an application for each programme in the Enrolment Portal and book an admission interview for each one. Candidates then only have to attend the interview booked for the programme delivered in English, i.e. **Economics of Markets and Financial Intermediaries - Finance** (Milan campus).

Applicants also interested in the Italian language programme of **Economia dei mercati e degli intermediari finanziari** (Milan campus) and the English language course in **Economics of Markets and Financial Intermediaries - Finance** (Milan campus), must open an application for each programme/profile in the Enrolment Portal and book an admission interview for each one. Candidates, however, only have to attend the interview booked for the English-language profile of **Economics of Financial Markets and Intermediaries - Finance** (Milan campus).

In order to learn about the application procedure for admission interviews, applicants should consult the [Enrolment Portal User Guide](#).

3.1.4 PUBLICATION OF RESULTS

From **29 January 2024**, candidates must access the Enrolment Portal and check the outcome of the interview.

For candidates who have booked an interview for the programme taught in Italian in **Economia dei mercati e degli intermediari finanziari** (Milan campus) and/or the programme taught in English in **Economics of Markets and Financial Intermediaries - Finance** (Milan campus), the result obtained



at the end of the interview for the profile taught in English in **Economics of Markets and Financial Intermediaries - Finance** (Milan campus) will be taken into consideration.

If the outcome of the interview is positive, it is possible to reserve the place from **29 January to 12 February 2024**, in chronological order and **until all places available have been filled**.

Admitted candidates who do not meet the specified deadlines are considered to have withdrawn. These candidates may participate in one of the possible subsequent modalities, if places are available, respecting the enrolment timetable shown in Table 1.

If the interview is unsuccessful, candidates cannot repeat the interview, but may take part in one of the possible subsequent modalities, subject to available places, respecting the application timetable in Table 1.

In case of absence from the interview, candidates may participate in one of the following modalities, subject to available places, respecting the enrolment timetable shown in Table 1.

3.2ND MODALITY: MERIT LIST

On 14 February 2024, a notice will be published on the [programme page](#), indicating the number of possible places available for the second admission modality. This will only be opened if there are places available in the previous modality.

Candidates will participate in a **merit list** based on the average in the penultimate year of secondary school. In the event of a tie, the candidate who obtained the **highest mark in Mathematics** in the penultimate year of secondary school prevails, in descending order. In the event of a further tie, the candidate who obtained the **highest mark in Italian** in the penultimate year of secondary school shall prevail, in descending order. In the event of further tie, the candidate who obtained the **highest grade in the first foreign language** in the penultimate year of upper secondary school prevails, in descending order.

The following applicants are eligible for the 2nd modality ranking:

- those enrolled in the school year 2023/2024 in their final year at an Italian secondary school in Italy or abroad, who have obtained an average grade point average of at least 7.5/10 in their penultimate year;
- those enrolled in the school year 2023/2024 in their final year at European Schools that issue the European Baccalaureate Diploma, which is considered equivalent to the Italian High School Diploma, and have obtained an average of at least 7.5/10 in the penultimate year;
- those enrolled in the school year 2023/2024 in their final year at German schools in Italy that have obtained/are obtaining a qualification equivalent to the Italian High School Diploma and have obtained an average of at least 7.5/10 in the penultimate year.

To participate in the ranking, candidates must use the [Enrolment Portal](#), uploading the required documentation, which is checked and validated by the relevant offices, and open the application from 3:00 pm on **15 February 2024** to 11:59 pm on **3 April 2024**.

In order to be able to participate in the ranking, candidates must correctly upload their English language report card and certification by the application deadline.

Candidates who have completed the entire penultimate year of upper secondary school abroad must upload the report card of the third-last upper secondary school year to the [Enrollment Portal](#).

The data entered are verified by the relevant offices against the documents uploaded. Università Cattolica reserves the right to verify the data declared, in accordance with the regulations in force, DPR 445/2000 and subsequent amendments and supplements.

To learn about the procedure for enrolment in the 2nd modality, candidates must consult the [Enrolment Portal User Guide](#).



By **10 April 2024**, the list of admitted candidates and any waiting list will be published in the GRADUATORIE E LISTE D'ATTESA (ranking and waiting lists) section of the [programme page](#).

Admitted candidates must reserve their place by **11:59 pm on 17 April 2024**.

Admitted candidates who do not respect the deadlines indicated are considered to have withdrawn in favour of any candidates on the waiting list. These candidates may participate in one of the following modalities, if places are available.

Any repechage will be published on 19 April 2024.

3.3 3RD MODALITY: MERIT LIST

On 30 April 2024, a notice will be published on the [programme page](#) stating the number of possible places available for the 3rd admission modality. This is only open if there are places available from the previous modalities.

Candidates participate in a **merit list** that is drawn up on the basis of the average in the penultimate year of secondary school. In the event of a tie, in descending order, the candidate who obtained, in the penultimate year of secondary school, **the highest mark in Mathematics** prevails. In the event of a further tie, the candidate who obtained, in the penultimate year of secondary school, **the highest mark in Italian** prevails, in descending order. In the event of a further tie, the candidate who obtained, in the penultimate year of secondary school, **the highest mark in the first foreign language** shall prevail, in descending order.

The following candidates are eligible for the 3rd modality:

- those enrolled in the school year 2023/2024 in the final year of secondary school in Italy or abroad who have obtained an average of at least 7/10 in the penultimate year or diploma holders who have obtained a high school mark of at least **70/100** (42/60).
- those enrolled in the school year 2023/2024 in their final year at European Schools awarding the European Baccalaureate Diploma, which is considered equivalent to the Italian High School Diploma, and who have obtained an average mark of at least 7/10 in the penultimate year or diploma holders who have obtained a final mark of at least **70/100** (42/60);
- those enrolled in the school year 2023/2024 in their final year at German schools in Italy who have obtained/are obtaining a qualification equivalent to the Italian High School Diploma and have obtained an average of at least 7/10 in the penultimate year, or diploma holders who have obtained a High School Diploma grade of at least **70/100** (42/60);
- diploma holders who obtained a final mark of at least **70/100** (42/60) and with an ongoing, concluded or interrupted career at Università Cattolica or any other university.

Candidates with a current, interrupted or completed university career should consult the procedures relating to transfer from another programme within Università Cattolica, transfer from another university, second degrees or career resumption (see paragraph 8 TRANSFER FROM ANOTHER UNIVERSITY, TRANSFER FROM ANOTHER DEGREE PROGRAMME WITHIN UNIVERSITÀ CATTOLICA, SECOND DEGREE AND RESUMPTION OF CAREER).

In order to participate in the ranking, candidates must use the [Enrolment Portal](#), upload the required documentation, which is checked and validated by the competent offices, and submit their application from 3:00 pm on **2 May 2024** to 11:59 pm on **13 June 2024**.

In order to participate in the interview session, the school report and the English language certificate must have been duly submitted within the deadlines for applications.

Candidates who have completed the entire penultimate year of upper secondary school abroad must upload the report card of the third upper secondary school year to the [Enrollment Portal](#).



The data entered are verified by the relevant offices against the documents uploaded. Università Cattolica reserves the right to verify the data declared, in accordance with the regulations in force, DPR 445/2000 and subsequent amendments and supplements.

To know the procedure for enrolment in the 3rd modality, please consult the [Enrolment Portal User Guide](#).

By **19 June 2024**, the **list of admitted** candidates and any waiting list will be published in the ranking section of the [programme page](#).

Admitted candidates **must reserve** their place by 11:59 pm on **25 June 2024**.

Admitted candidates who do not respect the deadlines indicated are considered to have withdrawn in favour of any candidates on the waiting list. These candidates may participate in one of the subsequent modalities, if places are available.

Any repechage will be published on 27 June 2024.

3.4 4TH MODALITY: MERIT LIST

On 12 July 2024, a notice will be published on the [programme page](#) stating the number of possible places available for the 4th admission modality. This one is only open if places are available from the previous ones.

Candidates participate in a **merit list** that is drawn up on the basis of the average of the penultimate year of secondary school. In the event of a tie, the candidate who obtained **the highest mark in Mathematics** in the penultimate year of secondary school prevails, in descending order. In the event of a further tie, the candidate who obtained **the highest mark in Italian** in the penultimate year of secondary school shall prevail, in descending order. In the event of further tie, the candidate who obtained **the highest grade in the first foreign language** in the penultimate year of upper secondary school prevails, in descending order.

Candidates eligible for the 4th modality ranking are

- diploma holders or those enrolled in the school year 2023/2024 in the final year of an Italian secondary school in Italy or abroad;
- diploma holders or those enrolled in the school year 2023/2024 to the final year of European Schools that issue the Diploma di Licenza Lieceale Europea (European Baccalaureate Diploma), considered an equivalent qualification to the Italian High School Diploma;
- diploma holders or those enrolled in the school year 2023/2024 in their final year at German schools in Italy that have obtained/are obtaining a qualification equivalent to the Italian High School Diploma;
- diploma holders with a current, completed or interrupted career at Università Cattolica or other university.

Candidates who have a university career in progress, interrupted or concluded, must consult the procedures relating to transfer from another programme within Università Cattolica, transfer from another university, second degrees or career resumption (see paragraph 8 TRANSFER FROM ANOTHER UNIVERSITY, TRANSFER FROM ANOTHER DEGREE PROGRAMME WITHIN UNIVERSITÀ CATTOLICA, SECOND DEGREE AND RESUMPTION OF CAREER).

In order to participate in the merit list, candidates must use the [Enrolment Portal](#), upload the required documentation, which is checked and validated by the competent offices, and open the application from 3:00 pm on **15 July 2024** to 11:59 pm on **20 August 2024**.

In order to participate in the merit list, the report card and the English language certificate must be correctly uploaded by the deadline for opening the application.

Candidates who have completed the entire penultimate year of upper secondary school abroad must upload the report card of the third upper secondary school year to the [Enrollment Portal](#).



The data entered are verified by the relevant offices against the documents uploaded. Università Cattolica reserves the right to verify the data declared, in accordance with the regulations in force, DPR 445/2000 and subsequent amendments and supplements.

To know the procedure for enrolment in the 4th modality, please refer to the [Enrolment Portal User Guide](#).

By **23 August 2024**, the **list of admitted** candidates and any waiting list will be published in the ranking section of the [programme page](#).

Admitted candidates must reserve their place by 11:59 pm on **28 August 2024**.

Admitted candidates who do not observe the indicated deadlines are considered to have withdrawn in favour of any candidates on the waiting list. Any repechage will be published on 30 August 2024.

4. PLACE RESERVATION

In order to reserve a place on the programme regardless of modality, candidates must pay the first instalment of the university fees for the 2024/2025 academic year (€1,470) through the [Enrolment Portal](#).

In order to reserve their place, in the event of an internal transfer, transfer from another university, second degree or resumption of their career, candidates must pay the first instalment of their university fees for the academic year 2024/2025 and the secretarial fees and upload the signed application through the [Enrolment Portal](#). The place is reserved when the documentation is valid.

To find out about the procedure for reserving a place, applicants must consult the [Enrolment Portal User Guide](#).

For candidates entitled to exemption from university fees see *paragraph 7*.

5. REGISTRATION

Those who have reserved a place must register by the deadlines indicated in paragraph 5.1, using the Enrolment Portal (see [Enrolment Portal User Guide](#)).

Registration is only possible after a secondary school diploma/qualification has been obtained, which is self-certified by the student in the Application Form.

Final acceptance of the enrolment documentation will in any case take place following subsequent in-depth checks. The student will be notified via e-mail in the event of a negative outcome.

In the event that false or mendacious statements are found in the documentation submitted by candidates, or that false documents are formed or used, without prejudice to the sanctions provided for by the Penal Code and the relevant legislation in force (articles 75 and 76 D.P.R. 445/2000), the latter will be irrevocably barred from completing their enrolment. The University will take steps to recover any benefits granted and will not proceed, except in exceptional cases duly substantiated, to reimburse the fees and contributions paid.

At the same time as enrolment and in any case by the end of November 2024, the student undertakes to submit online the income data and documents via the "Compila redditi" (Fill in Income Declaration) application (accessible from the [Enrolment Portal](#)) required to determine the university contribution and tuition fees for the academic year 2024/2025.

For those enrolled who have taken the English test, the participation fee paid to take the test will be deducted from the total amount of university contributions for the 2024/2025 academic year. For further information, consult the [General University tuition fee regulations for the academic year 2024/2025](#).

5.1 TIMING OF REGISTRATION

For those who have reserved their place by **12 August 2024**, the deadline for registration is **12 September 2024**.



If a place is reserved after **12 August 2024**, the deadline for registration is 30 days from the date the place is reserved.

6. VERIFICATION OF INITIAL PREPARATION (VPI)

The Verification of Initial Preparation (VPI) is a compulsory test for all students enrolled in the first year of the undergraduate degree programme in Economics of Markets and Financial Intermediaries - profile in Finance, regardless of their secondary school leaving qualification.

The test takes place online in English and lasts **45 minutes**. It consists of 20 questions in two subject areas:

- 5 reading comprehension, logic and economic culture questions;
- 15 questions on Mathematics.

The student has only one attempt.

The date of the test is automatically assigned upon enrolment and is published in your personal iCatt page, 'Online secretariat' - 'Appointments' area. The date can be changed, only once, up to 8 days before the set test date.

The test is passed with at least 50% plus one correct answer for each subject area. If this is not the case, Additional Training Obligations (OFAs) will be assigned for Reading comprehension (and logic) and for Mathematics.

Students must attend at least 70% of the Additional Training Obligations lessons and take and pass the compulsory final examination within the first year of the programme. In the event of failure, the student will be enrolled in the first year as a repeating student.

For candidates transferring from another university, transferring to another programme within Università Cattolica, taking a second degree or resuming their university career, admission to a year subsequent to the first will, if they have been considered eligible for admission, in any case certify that they have passed the initial preparation test and, as a result, no OFA will be assigned.

7. CANDIDATES WITH DISABILITIES OR SPECIFIC LEARNING DISORDERS (SLD)

Candidates with disabilities or specific learning disorders (DSA) must upload, in the specific section of their account in the Enrolment Portal User, the disability report or the certificate relating to SLD. They must also send an email to servizi.inclusione-bs@unicatt.it or servizi.dsabes-bs@unicatt.it, **by the dates indicated below**, to communicate their application for the interview.

The application for the interview must necessarily be submitted via the [Enrolment Portal](#).

Table 3

INTERVIEW	DOCUMENTATION DEADLINE
Thursday 18 January 2024 3:00 pm – 3:30 pm ONLINE	9 January 2024

Candidates with disabilities or Specific Learning Disorders (SLD) who intend to request compensatory measures for the Verification of Initial Preparation (VPI) test are required to upload, in the appropriate section of their profile in the Enrolment Portal, their disability report or certificate relating to the SLD and send an email to servizi.inclusione-bs@unicatt.it or servizi.dsabes-bs@unicatt.it, at least 7 days before the date of the assigned test, attaching the "Form requesting compensatory measures and authorisation to process data for candidates with disabilities or Specific Learning Disorders (SLD)" which can be downloaded [here](#) and also available in the "Admissions and enrolments" section of the programme page. For further information, candidates can contact the [Services for Inclusion](#).



Students admitted to the course with a **certified disability equal to or greater than 66% and/or students with a recognised disability pursuant to art. 3, paragraph 1 or paragraph 3, of Law 104/1992, are entitled to total exemption from tuition fees and university contributions** and are required to pay €100 when reserving a place on the course. To obtain the exemption, the disability report must be uploaded in the "Profile" section of the [Enrolment Portal](#).

8. TRANSFER FROM ANOTHER UNIVERSITY, TRANSFER FROM ANOTHER DEGREE PROGRAMME WITHIN UNIVERSITÀ CATTOLICA, SECOND DEGREE AND RESUMPTION OF CAREER

Applicants wishing to transfer from another university, transfer from another programme within Università Cattolica, enrol in a second-degree programme or resume their university career must meet the admission requirements and comply with the above deadlines and procedures using the [Enrolment Portal](#).

These candidates may only participate in the 3rd and 4th admission modalities, depending on the possession of the merit requirements and must follow the deadlines indicated in Table 1.

Currently, only the 1st year of the programme is active, therefore admissions are allowed only to the 1st year.

Candidates, before proceeding, should consult the programme-specific procedures at the following links:.

- Transfer from another university: <https://studenticattolica.unicatt.it/studenti-corsi-e-carriera-trasferimenti>
- Transfer from another degree programme: <https://studenticattolica.unicatt.it/studenti-corsi-e-carriera-passaggio-interno-di-corso-di-laurea>
- Second degree and career resumption: <https://studenticattolica.unicatt.it/studenti-corsi-e-carriera-seconde-lauree-ripresa-carriera>

9. CONTACT

For further information and clarifications, candidates can use the "[Request for information on undergraduate programmes](#)" service or consult the [FAQ](#).

Candidates needing support in using the Enrolment Portal, can use the "Support" button in the Candidates with a foreign qualification can use the "[Contact us](#)" service: https://unicattolica.tfaforms.net/217910?tfa_95=tfa_113.

10. FINAL NOTES AND PERSON IN CHARGE OF THE PROCEDURE

For students enrolled in undergraduate programmes, the 'General regulations for determining university fees for the academic year 2024/25' apply.

Students are required to read any additions, changes, updates to these rules published on the website of Università Cattolica.

Applicants must ensure that they have correctly completed the necessary steps for admission to the programme.

In accordance with law no. 241/1990, the person in charge of the procedure is Gabriele Montoli (Director of Student Career Services Management).

Milan, 27 March 2024