

UNIVERSITA' COMMERCIALE "LUIGI BOCCONI"

Public competition for the admission to the following PhD programs:

- Business Administration and Management
- Economics and Finance
- Public Policy and Administration
- Statistics

The Rector,

in compliance with the law and the rules and regulations of the University,

decrees as follows:

Article 1: PhD Programs

Università Commerciale "Luigi Bocconi" PhD School introduces the XXXI Cycle of the PhD programs for the 2015-2016 academic year. A public competition is held for the admission to the following full time PhD programs:

- BUSINESS ADMINISTRATION AND MANAGEMENT
- ECONOMICS AND FINANCE
- PUBLIC POLICY AND ADMINISTRATION
- STATISTICS

Courses and seminars are held in English.

Students can be authorized by the program Coordinator to temporarily study and do research abroad in private and public bodies and institutions.

The specific subjects and the duration of the PhD programs are listed below:

BUSINESS ADMINISTRATION AND MANAGEMENT:

subjects	SECS P/07 (Business Administration) – SECS P/08 (Management) – SECS P/10 (Business Organisation)
duration	4 years

ECONOMICS AND FINANCE:

subjects	SECS-P/01 (Political Economy) – SECS-P/03 (Public Finance) – SECS-P/05 (Econometrics)– SECS-S/06 (Mathematics for Economics, Actuarial Studies and Finance) – SECS-P/09 (Corporate Finance) – SECS-P/11 (Financial Markets and Institutions) – SECS-P/12 (Economic History)
duration	4 years

PUBLIC POLICY AND ADMINISTRATION:

subjects	SECS-P/01 (Political Economy), SECS-P/03 (Public Finance), SECS-P/06 (Applied Economics), SECS P/07 (Business Administration), SPS/04 (Political Science), SECS/S04 (Demographics)
duration	4 years

STATISTICS:

subjects	SECS/S01 (Statistics) – SECS/S06 (Mathematics for Economics, Actuarial Studies and Finance)
duration	4 years

Candidates applying for a place in the Business Administration and Management PhD program shall specify on the online application (art. 5) their curriculum of choice, Management or Marketing; they can also select the alternative curriculum as a second choice.

Candidates applying for a place in the Economics and Finance PhD program shall indicate on the online application (art. 5) whether they intend to opt for the Economics curriculum or the Finance curriculum.

Students of the PhD in Business Administration and Management and Economics and Finance are allowed to change the curriculum at the end of the first year and before enrolling on the second year, provided they have met the requirements needed to enrol on the second year.

A curriculum will be activated, and the request to change the curriculum will be accepted, if at least 3 students are enrolled on a curriculum.

Art 2: PLACES, REGISTRATION FEES AND FINANCIAL AID

The candidates who have been awarded at least the minimum total points required for admission, as per art. 6, can enrol.

Students can be enrolled to each program in the following ways:

- 1) with fellowship:
 - 1.A – merit-based
 - 1.B – based on merit and financial conditions
- 2) without fellowship and with merit-based tuition waiver up to 100%
- 3) without fellowship and with payment of registration fees.

Note that PhD students are always required to pay regional fees, as per current regulations.

1) With fellowship:

1.A Places with fellowship merit-based:

PhD	Maximum number of places with fellowship in each PhD program	Maximum number of extra places with fellowship available for all PhD programs
Economics and Finance	10	8
Business Administration and Management	9	
Public Policy and Administration	4	
Statistics	4	
	max 27	max 8

The table above shows the maximum number of places with fellowship available in each PhD program; it also indicates that 8 places with fellowship may be available for outstanding students of the four PhD programs. A Board, composed of a representative of each PhD program and the Dean of the PhD School, will award, all or in part, the places and the fellowships according to the students' ranking in the selection.

Fellowships can be increased if more resources are available after the publication of the present call and before the completion of the public competition.

1.B About fellowships based on merit and financial conditions, please refer to art. 10 of the present call.

2) Without fellowship and with merit-based tuition waiver up to 100%

A maximum of 8 places without fellowship are available for the five Bocconi PhD programs, including the PhD program in Legal Studies, with a merit-based tuition waiver up to 100%. All these places or some of them may be awarded to the programs whose candidates are the most deserving. A Board, composed of a representative of each of the five PhD programs and the Dean of the PhD School, will award these places according to the students' ranking in the selection.

3) Without fellowship and with payment of registration fees

Enrolment is open to candidates who have not been awarded a fellowship or a merit-based tuition waiver but have gained at least the minimum points required for admittance in the competition, as per art. 6.

All students without Bocconi fellowship are allowed to receive fellowships by external institutions.

Article 3: REQUIREMENTS

Application can be submitted by Italian and non-Italian citizens who:

- have completed or are completing their graduate studies and
- have at least a B2 (CEFR) level of competence in English.

Graduate qualifications accepted:

- Italian degrees: two-year or four-year graduate degrees
- non-Italian degrees of equivalent Italian standard recognised as such by the Admission Board.

Candidates whose required qualifications are still pending can take part in the selection. If they are selected, they will be admitted conditionally, and will only be enrolled if they obtain the required qualifications by 31st October 2015.

Article 4: DEADLINES

Application opening date	from 1 st October 2014
Application closing date	15 th January 2015
PhD admission' ranking; personal email about admission or non-admission to program	by 16 th March 2015
Enrolment of admitted applicants with fellowship	by 31 st March 2015
Enrolment of replacement applicants with fellowship	(from 1 st April) within 5 days of replacement communication date
Enrolment of applicants with merit-based tuition waiver	(after completing enrolments of students with fellowship) within 5 days of notification
Enrolment of replacement applicants with merit-based tuition waiver	within 5 days of replacement communication date
Enrolment of admitted applicants with payment of registration fees	Applicants can choose between two deadlines: by 31 st March 2015 <u>or</u> after enrolment of applicants with merit-based tuition waiver (within 5 days of notification)
Final enrolment deadline	30 th June 2015

Article 5 APPLICATION

Applications in English shall be made online at <http://www.unibocconi.eu/admissionphd>

In order to complete their application prospective students will have to:

- register in order to obtain Personal ID and password; please note that Bocconi students already have the required credentials;
- enter the information in the spaces provided;
- upload some documents;
- submit the application.

See this link <http://www.unibocconi.eu/admissionphd> for detailed instructions.

Prospective students are responsible for the information they will enter and for the validity of the documents they will upload. The University has the right to verify the information and the validity of the documents provided and exclude the students at any time, also after completion of the enrolment procedure.

The online application procedure will be available from 1st October 2014.

The application closing date is 15th January 2015. This deadline is not negotiable.

Entering data and uploading documents:

Applicants can access the online procedure more than once.

- Entering data:

Applicants will enter data on each section, then click on SAVE for each section; data can be modified and then saved by clicking on SAVE.

- Uploading documents:

Applicants will upload documents on each separate section; if changes are required, an uploaded document can be replaced with a new document, which will be saved automatically, or cancelled if applicants want no document to be uploaded.

If more than one document needs to be uploaded, a zip file is to be created and then uploaded.

Submitting application:

First step:

Applicants will only click on SUBMIT DATA when no changes are needed in the DATA entered on each section. No data changes are allowed after clicking on SUBMIT DATA.

Second step:

Applicants will only click on SUBMIT APPLICATION when no changes are needed in each UPLOADS section. No data and/or uploads can be changed after clicking on SUBMIT APPLICATION.

In summary, applicants will **only** click on SUBMIT DATA and SUBMIT APPLICATION when they have finalised their application.

Applications are completed and can only be assessed after clicking on SUBMIT DATA and SUBMIT APPLICATION.

Prospective students are allowed to apply for more than one PhD program using the same ID and password; however, if they apply for more than one program, separate online procedures shall be used.

Article 6 SELECTION CRITERIA

Admission to each of the programs (art. 1) is decided by the Admission Board, who will evaluate the suitability of the applicants for each program.

The assessment is based on a candidate's:

- curriculum vitae (including English language competence)
- academic records
- international graduate admission tests scores (GMAT or GRE)
- statement of purpose

- up to two reference letters
- other relevant documents (e.g. publications)

The members of the Admission Board are appointed in conformity to “Academic Rules and Regulations of the PhD Programs”.

The assessment criteria are the same for each of the PhD programs:

- a maximum of 40 points for the applicant’s curriculum vitae and academic records;
- a maximum of 30 points for GMAT/GRE;
- a maximum of 20 points for statement of purpose and reference letters;
- a maximum of 10 points for other submitted documents.

The Admission Board may decide to conduct a brief long distance interview in order to gather more information about the student’s qualifications, but no points are awarded for this interview.

A minimum of 50 total points is required for admission to all the above PhD programs.

Article 7 DETAILED INSTRUCTIONS

TYPE OF INFORMATION	REQUIRED ONLINE INFORMATION	DOCUMENTS TO BE UPLOADED
Personal CV	Personal details	<ul style="list-style-type: none"> - copy of international passport; - passport format photo; - full CV (education, work experience, language skills, study/work abroad, other relevant skills and experiences)
English language requirements A B2 (CEFR) competence level of English or above <u>is required</u> to be admitted to all PhD programs	Candidate’s self-certification	English language certifications, if any
Academic records Only applicants with Italian graduate degrees or non-Italian degrees of equivalent standard, recognised as such by the PhD Admission Board, can be admitted to the PhD programs. Applicants who have not achieved a degree are allowed to apply, but they must obtain the degree by 31 st October 2015, or their application will not be considered	University, course of study, type of degree (one-cycle system, two-cycle system)	Documents in English or Italian only <ul style="list-style-type: none"> • Two-cycle system, (3+2 yrs, 3+1 yrs, 4+1 yrs, 4+2 yrs, others): <u>Undergraduate degrees:</u> Transcript of exams <u>and</u> certification of degree awarded and final grade. (* see notes below the table) <u>Graduate degrees:</u> Transcript of exams. If applicant has already been awarded a degree, certification of degree awarded with final grade also required. (*see notes below the table)

		<ul style="list-style-type: none"> One-cycle system (4yrs , 5 yrs, others): Transcript of exams. If applicant has already been awarded a degree, certification of degree awarded with final grade also required (*see notes below the table)
International graduate admission tests score (GMAT/GRE)	<p>GMAT (or GRE) with date and results.</p> <p>Please note that GRE Examinee Score Reports are only available 15 days after the test date. We urge applicants to take the test well in advance as the report must be uploaded before the application closing date</p>	<p>GMAT: official score report or unofficial report</p> <p>GRE: Examinee Score Report</p>
Statement of purpose	---	Short description (max 1200 words) of motivation for enrolment in Bocconi PhD programs, research interests and professional goals
References (up to two reference letters)	<p>Names and email addresses of referees (up to two) chosen by the applicant.</p> <p>Applicants are advised to enter and save referees' names and e-mail addresses well before the deadline, so the referees will have time to write and upload their letters</p>	<p>Referees will be asked to upload their reference letters by 15th January 2015.</p> <p>Applicants can access the online procedure to see whether the reference letters have been uploaded</p>
Other relevant documents (e.g. publications, certifications in foreign languages other than English, etc.)	<ul style="list-style-type: none"> - publications; - certifications in foreign languages other than English; - other programs attended; - other documents 	A maximum of five documents can be uploaded

(*Notes):

Italian and foreign candidates with Italian degrees can self-certify their academic qualification by specifying: date of graduation, University where they graduated, final grade, exams taken and grades achieved. If the program has not be completed, they can self-certify their enrolment to a program, also providing a full list of program exams, exams taken and grades achieved.

Italian and foreign candidates with non-Italian degrees must attach their degree certificate with final grade (if any), a list of exams with grades, or, if the program has not been completed, an enrolment document with a full list of course exams and a list of exams taken and grades achieved.

Documents sent by post, email or fax are not accepted.

Article 8: RESULTS

Successful applicants are admitted to the PhD programs ranked according to merit. The final ranking will be confirmed by decree of the Rector.

By 16th March 2015 each candidate will be sent a personal email to the address provided online in which information about the final outcome of the application will be found.

Each candidate will be able to access the online procedure by using their ID and password and find more information, in particular:

- if they have been admitted to the PhD program: points awarded, ranking and financial conditions;
- if they have not been admitted to the PhD program: points awarded.

The ranking of this public competition is published in compliance with data privacy laws on <http://www.unibocconi.eu/admissionphd> (privacy is granted).

Article 9: ENROLMENT

Winners with fellowship must enrol on the PhD program to which they were admitted by 31st March 2015. They shall provide the following documents:

- a) enrolment form, which can be downloaded from <http://www.unibocconi.eu/admissionphd> ;
- b) signed photocopy of international passport or identity card (for Italian citizens);
- c) Italian or non-Italian degree:
 - c1) Applicants holding an Italian degree are required to self-certify their qualifications as per art.46 D.P.R. 28-12-2000, n.445;
 - c2) Applicants holding a non-Italian degree shall make available the following documents by 1st September 2015:
 - original copy of the graduate degree or certified copy of graduate degree, official translation into Italian and legalization by the competent authorities;
 - for non-EU countries' degrees, "dichiarazione di valore", issued by the Italian Embassy or Consulate of the country where the degree was achieved;
 - for EU countries' degree: diploma supplement in English.

Students enrolled on a PhD program are forbidden to enrol on other University programs, unless they suspend their studies in one of the two programs, as per "Academic Rules and Regulations of Bocconi PhD Programs".

If applicants admitted with fellowship decline their places, replacement applicants will be contacted starting from 1st April 2015. The PhD Administrative Center (CADES) will send them an email to the address provided on their online application. They must subsequently enrol within five days.

After completing enrolments with fellowship, CADES will contact by email applicants admitted with merit-based tuition waiver, who must subsequently enrol within 5 days. If they decline their places, any replacement applicants with merit-based tuition waiver, must subsequently enrol within five days.

After completing the previous enrolments, CADES will contact by email applicants admitted with payment of registration fees, who must subsequently enrol within 5 days and provide the required above-mentioned documents and the receipt of the payment of the first instalment of the registration fees, for the amount of € 1,000.

Students admitted with payment of registration fees can enrol either after the enrolment of students with merit-based tuition waiver has been completed or on any day before 31st March 2015.

Bocconi University will not refund the registration fees paid by a candidate who has declined his or her place, also if the candidate declines the place before the beginning of the program.

The above-mentioned documents and, for paying students, the receipt of the first instalment of the registration fees must be sent by post to:

Università Commerciale "Luigi Bocconi" – Centro Amministrativo Dottorati ed Esami di Stato (CADES) –
Piazza Sraffa, 11 - 20136 Milano.

Please note that the final deadline for enrolment is 30th June 2015.

If students enrolled with fellowship or with merit-based tuition waiver decline their places before the PhD program begins, enrolled replacement students will be offered a fellowship or a merit-based tuition waiver according to their ranking. CADES will contact them by email at the address provided in their application. However, replacements cannot take place after the first-year PhD program has started (1st September 2015).

Article 10 FELLOWSHIPS, REGISTRATION FEES AND FINANCIAL AID

Bocconi PhD Programs Rules and Regulations (<http://www.unibocconi.eu/regulations>) give information about:

- 1) fellowships, merit-based tuition waivers and registration fees;
- 2) financial aid for PhD students (budget for studies and research; remuneration for research activities and teaching assistantship; remuneration for research funded by external bodies and organizations).

In particular:

1) With reference to fellowships, merit-based tuition waivers and registration fees:

Without prejudice to the above-mentioned Rules and Regulations, merit-based fellowships (see art. 2, 1.A of the present call) are awarded to the best ranked students, in relationship to the number of available fellowships.

The fellowships merit-based amount to € 13.838,47 per annum (before social security-INPS contributions), which is above the minimum amount of € 13.638,47, stated by law.

For the period of time spent abroad the fellowship will be increased by 50% of € 13.638,47, the minimum amount stated by law, in proportion to the duration of the stay abroad, which, in any case, cannot exceed a total of 18 months.

Income from the fellowship is tax free.

All PhD students (with fellowship, with tuition waiver and paying students) are required to pay the current annual regional tax of € 140, whose amount may be modified by law at a later date.

If fellowships are granted by non-university institutions, the Admission Board will assign them according to the ranking of the applicants and the field of research agreed upon with each institution.

Fellowships cannot be added on to other fellowships of any kind except those granted to students who are required to spend some time abroad by domestic or foreign institutions.

Fellowships based on merit and financial conditions (art. 2, 1.B of the present call) are managed by ISU Bocconi, as per DPCM (Italian Prime Minister Decree) 9th April 2001, without prejudice to further modifications. Applications shall be sent to ISU Bocconi following the 2015-2016 public competition instructions, which will be published at: www.unibocconi.eu/isu.

Registration fees for students without fellowship amount to € 5,000 for each year and are to be paid as follows:

First year:

	DEADLINE	AMOUNT
1 st instalment	date of enrolment	€ 1,000
2 nd instalment	31 st December	€ 2,000
3 rd instalment	31 st March	€ 2,000

Next years:

	DEADLINE	AMOUNT
1 st instalment	30 th November	€ 1,000
2 nd instalment	31 st December	€ 2,000
3 rd instalment	31 st March	€ 2,000

Bocconi University will not refund the registration fees paid by a candidate, unless he or she replaces another candidate who had been awarded a fellowship or a merit-based tuition waiver.

2) With reference to financial aid:

In compliance with Italian law, a budget for studies and research activities is made available in the 3rd and 4th year of the program.

Moreover, all PhD students may be allowed to work part time, and be remunerated, when doing the following activities:

- research assistantship
- teaching assistantship

Indicatively, the current standards for the academic year 2014-2015 are as follows:

- Research Assistantship: from the first year
- Teaching Assistantship: from the second year, and, more specifically:
 - a maximum 80 hours of TA per semester in the 2nd year;
 - a maximum 160 hours of TA per semester in the 3rd year
 - 4 hours of TA may be replaced by 1 lecturing hour.

These activities must be previously authorized by the PhD Coordinator, as students are above all committed to their PhD research and activities.

Article 11: MORE INFORMATION ON PhD PROGRAMS

More detailed information about:

- PhD program attendance and evaluation
- thesis writing and submission
- final examination

will be found in the Bocconi PhD Programs Rules and Regulations at <http://www.unibocconi.eu/regulations>

Article 12: PRIVACY

All personal data sent to Bocconi University will only be used in the present call and are for internal use only, as per D.Lgs. (Legislative Decree) 30th June 2003 n.196, subsequently complemented and modified.

Article 13: GENERAL RULES AND REGULATIONS

For matters not covered in this call, refer to general PhD rules and regulations and to Bocconi PhD Programs Rules and Regulations published at <http://www.unibocconi.eu/regulations>

Article 14: RESPONSIBILITY FOR THE PROCEDURE

Mr. Gualtiero Valsecchi (tel. no. 02-58362027, e-mail: gualtiero.valsecchi@unibocconi.it) is responsible for the procedure of the call.

Copy of the call is available at <http://www.unibocconi.eu/admissionphd>

Milano, 31st July 2014

D.R. n. 141 / GV.bc

The Rector
Prof. Andrea Sironi