



**CALL FOR APPLICATIONS FOR THE ADMISSION TO THE DOUBLE DEGREE
WITH SKEMA BUSINESS SCHOOL
A.A. 2021/2022**

Art. 1 – Call for applications

1. This call for applications is made for the selection of 12 students meeting the requirements set forth in art. 3 below, for admission to the Double Diploma Program with Skema Business School (hereinafter "Programme") for the 2020/21 academic year

Art. 2 – Description

1. The Double Degree (DD) agreement with Skema Business School gives students the opportunity to benefit from an international educational experience, with the award of a double degree issued by the partner Universities at the end of the study programme
2. Ca' Foscari students enrolled in:
 - a) the Accounting and Finance curriculum complete the master's degree course by taking the Msc in Corporate Financial Management offered by Skema Business School, obtaining the double degree of Laurea Magistrate in Management and Msc in Corporate Financial Management;
 - b) the International Management curriculum complete the master's degree course by enrolling in the Msc in International Business offered by Skema Business School, obtaining the double degree of Laurea Magistrale in Management and Msc in International Business;
 - c) in the Innovation and Marketing curriculum complete their Master's degree by enrolling in the Msc in Marketing and Business Development offered by Skema Business School, obtaining a double degree in Management and Msc in Marketing and Business Development.
3. This experience involves attending courses, taking exams and all the didactic activities required by the study plan at the partner University during the second semester of the second year of the Master's Degree of the 2021/2022 academic year. The exam will be agreed in advanced with the academic coordinator at Ca' Foscari and at the partner University, by completing a Learning Agreement (a document recording the study plan to be followed during the period of international mobility). In addition to taking exams, the students can carry out The exams shall be recognized and uploaded in the students' online booklet

Art. 3 - Eligibility

1. Students enrolled in the academic year 2020/2021 in the first year of the Master's degree in Management programme (all curricula) are eligible to participate in the call for applications.
2. Ca' Foscari students enrolled in the Accounting and Finance curriculum complete their master's degree course by taking the Msc in Corporate Financial Management offered by Skema Business School.

3. Students enrolled in the International Management curriculum complete their master's degree by enrolling in the Msc in International Business offered by Skema Business School.
4. Students enrolled in the Innovation and Marketing curriculum complete their master's degree by enrolling in the Msc in Marketing and Business Development offered by Skema Business School.
5. At the time of departure for the planned mobility programme, the selected students must be duly enrolled at Ca' Foscari University of Venice and up to date with fee payments at this University.
6. At the time of departure students need to have one of these English proficiency language test. TOEFL 570 ITP, 88 IBT, TOIEC 870, or IELTS 6,5.

Art. 4 - Contributions to mobility expenses

1. For the mobility programmes covered by this call, Ca' Foscari University of Venice shall have funds provided by the Ministry of University and Research for the allocation of mobility grants to the selected students.
2. The mobility grants awarded to the selected students will have a monthly amount that will be differentiated according to the student's ISEE (Equivalent Financial Situation Indicator). (see Annex A)
3. The total amount shall be calculated on the basis of the hypothetical arrival and departures dates indicated in the financial contract, which will also include specific information on how the monthly amount is calculated and on the timing of the disbursement.
4. For the purpose of calculating the grant, students must:
 - be in possession of the ISEE within three days of the date of publication of the selection results (see article 5);
 - give formal consent for their ISEE data to be accessed by the Ca' Foscari University of Venice.
5. Should the available funds fail to cover all the grants envisaged, the University reserves the right to decide on possible additions to the fund.
6. The delivery of the full grant is also subject to the achievement of at least 1 credit (CFU) upon returning from the mobility programme.
7. Any additional requirements and fulfilments for obtaining mobility grants shall be specified in the financial contract to be signed, without exception, prior to departure.
8. The pre-financing and the final balance of the grant shall be paid exclusively on the University CartaConto. Students are responsible for activating the card before departure.

Art. 5 - Presentation of Equivalent Financial Situation Indicator (ISEE)

1. To apply for a grant financed with MIUR funds referred to in Art. 4, students must:

- a) be in possession of an ISEE and authorize the Counseling and Welcome Unit to have access to it at the time of accepting the place (deadline: three days from the date of publication of the selection results);
 - b) the ISEE 2021 must be valid for "*prestazioni agevolate per il diritto allo studio universitario*" (benefits for the right to university education), in favour of the applicant, whose tax code must be displayed. This ISEE certificate must be without omissions/non-conformities. To request an ISEE certificate, students must complete the DSU (self-declaration), which includes information on the household unit and on the income and assets of each member of the household, directly from the Online Services section of the INPS website (www.inps.it), or with the help of a Tax Support Centre (CAF) or a qualified professional. In the case of two (or more) students belonging to the same household, the ISEE certificate must include indication that it applies to more than one student, whose tax codes must all be displayed. **Paper and electronic ISEE certification must not be delivered to the University.** The average time of issue for ISEE certificate following the completion of the DSU is **about ten working days**. However, for the purpose of awarding the grant, the date of compilation of the DSU shall apply.
 - c) Pursuant to article 8, paragraph 3 of Legislative Decree no. 68 of 29 March 2012, the financial situation of **foreign students or Italian students residing abroad** is defined through the ISEE, calculated as the sum of the income received abroad and 20% of the assets owned abroad, valued according to the procedures referred to in article 7, paragraph 7 of Legislative Decree no.68 of 29 March 2012. Pending the adoption of the decree referred to in article 7, paragraph 7 of Legislative Decree no. 68/2012, the financial situation of foreign students or Italian students residing abroad is defined through an ISEE/ISPE officially recognised as equivalent, as required by the Memorandum of Understanding concluded on 03/06/2015 between the National Association of Bodies for the Right to University Education (ANDISU) and the CAFs registered to the Register of Tax Support Centres for employees members of the National Council. **Foreign or Italian students residing abroad can have an ISEE officially recognized as equivalent (ISEE parificato) issued by any CAF and must send it to jointdegree@unive.it** when accepting the place (deadline: three days from the date of publication of the selection results).
2. Students who fail to submit the ISEE or do not authorize the Counseling and Welcome Unit to have access to it shall be officially assigned to category no.7.
 3. Please note that the ISEE 2021 is only available starting from January 2021.

Art. 6 - Procedures and deadlines for the submission of applications

1. To submit an application, students must fill in the designated Google form <https://forms.gle/Z11ncns9J4ceux7h7> by **30/06/2021 12:00 p.m.** The application, completed electronically in all parts, does not need to be signed.
2. Candidates must attach to the application form, within the Google Form
 - Self-certificate of enrolment to the Master's degree including the transcript of records
 - Motivational letter (in English)
 - Curriculum Vitae in the European format (in English)
 - Copy of a valid ID card or passport (only for EU citizens)
 - Copy of a valid passport (for non-EU citizens)
 - Copy of a valid residence permit (in the case of a non-EU citizen with legal residence in Italy)
3. Candidates with physical or learning disabilities are invited to contact the Counseling and Welcome Unit well in advance of the deadline for the call, in order to receive information on the services provided by the partner Universities.
4. Erroneously filled in and incomplete applications, as well as applications received after the deadline for each programme shall not be considered.
5. For information, please contact the Counseling and Welcome Unit, International Office, e-mail: jointdegree@unive.it or the Educational Programmes Office of the Department of Management international.management@unive.it.

Art. 7 - Evaluable qualifications

1. A committee composed by representatives of the Department of Management will make the selection.
2. The academic career, the motivational letter and an interview aimed at assessing the personal attitudes of the candidate will be evaluated.
3. The career will be evaluated on the basis of the weighted average of the grades.
4. The first 15 candidates based on the list published on the website dedicated to the double degree program of the university will be admitted to the interview by July 1, 2021.
5. The final score of each candidate will be calculated as follows:
 - a) 50% to the academic career and motivational letter
 - b) 50% to the interview

In case of equal score, preference will be given to the candidate who has acquired a greater number of CFUs.

Art. 8 - Selection of applications and ranking

1. The interview will be held remotely on 02/07/2021 starting from 09.00 a.m. and according to the modalities communicated to applicants via e-mail in the days after the deadline for the application.
2. The ranking list will be drawn up according to the score obtained by each candidate. The first 4 students in the ranking for each curriculum will be declared "winners", while all students who have passed the selection will be considered eligible.
3. In case there are not enough candidates for a curriculum, the vacancies will be made available for students enrolled to other curricula according to the decision of the committee.
4. The ranking lists will be published on 08/07/2021 on the on the website dedicated to the double degree program. Any postponement of the publication of rankings will be communicated via a notice on the aforementioned page.
5. Candidates are responsible for checking the ranking lists published on the dedicated page of each DJD programme on the website of the University.

Art. 9 - Accepting the place

1. "Winners" must accept the place by 12/07/2021 by writing an e-mail to international.management@unive.it
2. The planned mobility period cannot be changed, unless for reasons of force majeure or specific notices by Ca' Foscari University of Venice or by the host university.
3. Reserves will be contacted via email only in the event of withdrawal by the winners. Only in this case, they must accept the place according to the methods and deadlines communicated via email. It should be noted that, in the event of withdrawal by the winners, reserves may be notified from the day following the deadline for acceptance of place to the deadline for the nominations defined by the partner universities. The reserves are advised to check their university e-mails frequently, since the deadlines for accepting places may be shortened.
4. In the event that the host University requires registration and/or additional documentation (e.g. language certification in confirmation of self-certified information), winners shall be obliged to comply with such requirements under the terms established by the host University, under penalty of exclusion. The students shall be responsible for verifying the administration and documentary requirements of the host university.
5. The final acceptance of the candidate on the basis of the ranking drawn up by Ca' Foscari University of Venice is, in any case, up to the host university.

Art. 10 - Status of the winners and mobility

1. Students admitted by the host university shall maintain the status of students of Ca' Foscari and, at the same time, shall have access to all the services that the host University offers to its students. In particular, for most programmes, students shall be exempted from paying the tuition fees of the host university and shall be granted access, according to the established procedures, to the canteen and accommodation services and anything else provided by the

university. The partner university may require students to pay fees for compulsory orientation activities, for health insurance, or for other services. Students must get informed to this regard autonomously.

2. The period for conducting the mobility is from January 2022 to December 2022.
3. Where necessary, the departing students shall be responsible, at their own expense, for applying for entry visas and buying any international insurance (health or other) required by the host university. The host university also have the right to request medical certificates of good health and/or financial certifications attesting the possession of sufficient maintenance funds to cover the agreed study period. It is recommended to keep all documentation justifying the costs incurred.
4. Students with non-European citizenship must make sure that they have a valid residence permit in Italy for the purpose of applying for a visa for the country of destination. For more information, please contact the Counseling and Welcome Unit at the following email address: immigrationteam@unive.it
5. During the mobility period, students cannot participate in Ca' Foscari exam or degree sessions, unless specifically decided at departmental level.
6. Any interruption and resumption of mobility programmes shall be considered only for documented reasons of force majeure.
7. Students are obliged to comply with all the mobility procedures communicated via e-mail by the Counseling and Welcome Unit.
8. The mobility activities referred to in this call shall not be guaranteed if the countries of destination will be in high risk conditions, as ascertained by the competent authorities.
9. Please note that mobilities will not be guaranteed in case of proved causes of force majeure impeding the regular implementation of the mobility itself. In case of unforeseen events taking place after the start of the mobility, which could compromise the prosecution of the experience, students will be sent communications and instructions by Ca' Foscari University and eventually by the partner university.

Art. 11 – Responsible person for the procedure

1. The responsible person for the procedure, pursuant to and for the purposes of Law no. 241/1990, is the Department Executive Officer, - dott.ssa Sonia Pastrello
2. For information, contact the Management Department's Educational Programmes Office (dott.ssa Alessia Bego, tel 0412349216 fax 041 234 8701 e-mail: international.management@unive.it)

Art. 12 - Privacy Statement

1. Any personal data provided by the candidate are processed in accordance with the provisions of the applicable national and community legislation (Legislative Decree 196/2003 and Regulation (EU) 2016/679) for the sole purposes of completing the selection procedure. For more details, please view the information annexed to this call.
2. Providing personal data is compulsory for the purpose of assessing the requirements for the selection procedure.

Venice, 17/06/2021

Signed
The Director of the Department of Management
Prof. Anna Comacchio

Signed
The Department Executive Officer
Dott.ssa Sonia Pastrello

Annexes: 1

Annex A: Amount of MIUR Scholarships (DR N 942/2019 prot. n. 0054813 - 20/09/2019).

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Fascia	ISEE	Importo minimo mensile
1	ISEE \leq 13.000	€ 500
2	13.000 < ISEE \leq 21.000	€ 450
3	21.000 < ISEE \leq 26.000	€ 400
4	26.000 < ISEE \leq 30.000	€ 350
5	30.000 < ISEE \leq 40.000	€ 300
6	40.000 < ISEE \leq 50.000	€ 250
7	ISEE > 50.000	€ 200