



Università
Ca' Foscari
Venezia



Master's degree in *Data Analytics for Business and Society (LM-91)*

Call for Applications – Spring selection Academic Year 2021/2022

The **5** moves to ensure you keep your place

Get all the information

- Read the Call carefully!

Register for the test

- Fill in the test registration application and pay the pre-registration fee.
- You can find procedures and deadlines in art. 4

Sit the test

- The test will take place online on the morning of **Thursday 13 May 2021**, find all the technical information in this call.

Accept the place

- The ranking will be published on **26 May 2021**: check your position and, if you have been **admitted**, accept your place by **31 May 2021** by filling in the **pre-enrolment application** and paying the fee. If you are **not admitted**, check from **4 pm on 8 June 2021** for the repechage list.
- You can find procedures and deadlines in art. 8

Enrolled students

- From **1 to 30 July 2021**, complete the enrolment application and pay the first instalment of tuition and fee payments.
- You can find procedures and deadlines in art. 9



Meet the deadlines

If you fail to comply with all the deadlines and instructions in the Call, you will not be able to enrol: to avoid this risk, enter them immediately in your calendar on your smartphone or tablet!

If you are a candidate with an international qualification, visit the apply.unive.it platform for more information.

Art. 1. Purpose of the call and general principles

1. This call governs the enrolment procedures for the first year of the Master's degree programme in *Data Analytics for Business and Society* at the Ca' Foscari University of Venice for the Academic Year 2021/2022.
2. Once enrolment in the Master's degree programme has been completed, suspension for enrolment in another degree programme, outgoing transfer and internal transfer are not allowed for the first year of the course.
3. The personal data provided by candidates¹ will be processed, in paper or electronic form, according to the regulations in force and included in the information available on the University website page: <https://www.unive.it/pag/34663>.
4. Candidates will be guaranteed access to the documents, in accordance with the provisions of Italian Law 241/1990 and subsequent amendments.
5. Candidates are advised not to wait until just before the deadlines governed by this call to complete the admission procedures for the degree programme in question. The University shall accept no liability for any malfunctions due to technical problems and/or overload of the communication line, and/or systems, or for any errors attributable to the actions of third parties, unforeseeable circumstances and force majeure.

Art. 2. Places available

⚠ Spring selection of 13 May 2021

1. There are **25** places available in the spring selection.
2. There are a **total of 65** places available for enrolment in the first year of the Master's degree programme in *Data Analytics for Business and Society*.
3. With respect to the total number of places indicated above, **5 places** are reserved for non-EU international students who need a visa to enter Italy for long-term stays and meet the requirements set forth in the M.I.U.R. notice – Prot. No. 1291 of 16 May 2008. Different selection procedures are envisaged for this category of students. Further information can be found in the course sheets on the portal dedicated to applications from students with international qualifications: apply.unive.it.
4. The registration of non-EU students residing abroad (in possession of the requirements set out in the M.I.U.R. note - Prot. No. 1291 of 16 May 2008) and of students with a qualification obtained abroad **is subject** to the evaluation of academic qualifications, via the special online procedure available on apply.unive.it.

Art. 3. Admission requirements

1. Except as provided for in the following paragraph, admission is subject to possession of one of the following academic qualifications:
 - degree;
 - degree under the old university system (before Ministerial Decree 509/1999) or university diploma;
 - for students with a qualification obtained abroad: at least a three-year degree, subject to evaluation of the studies completed by the competent Educational Board.
2. Those who are not in possession of the qualifications referred to in the previous paragraph may also participate in the selection, **provided they graduate before enrolling on the Master's degree programme**, according to the deadlines outlined in this call.
3. Admission to the Master's degree programme covered by this call is also subject to possession of adequate personal preparation and specific curricular requirements is also required, as specified in art.10 below.
4. EU and non-EU applicants with a degree obtained abroad must necessarily undergo a preliminary online evaluation on the apply.unive.it platform. Further information on procedures and deadlines can be found on the " Preliminary evaluation for international students" web page available at the following link: <https://www.unive.it/pag/12520/>

Art. 4. Admission procedure

⚠ Check that all phases of the online pre-enrolment procedure have been completed correctly and pay the pre-enrolment fee of €30.00 on 4 May 2021. Applications submitted after the deadline or using methods other than those foreseen by this article shall not be considered.

4.1. Online pre-enrolment

- a) Online pre-enrolment can be performed on the university website **from 15 March 2021** and must be completed by **12 noon 4 May 2021**. The online procedure is divided into two phases:
 - **registration** on the University website (www.unive.it/registrazione or www.unive.it/registrazione). Those who already possess access credentials to the Reserved Area, either for being former students or for having applied to other University programmes or courses, will not be required to register.
 - **access to the reserved area** of the www.unive.it website, which can take place according to three options depending on the candidate's status:
 - those who have a student number and a password (as former students of the University) will be able to log in with these credentials;
 - candidates of Italian nationality, or currently residing in Italy, who do not have a student number and

¹ From now on, for the sake of simplicity, the text of this call shall use the male gender to indicate the people to whom it is addressed, even if they include both genders.

password, must log in with SPID. To obtain SPID, visit <https://www.spid.gov.it/>;

o candidates of a nationality other than Italian who are not currently in Italy and who do not have a student number and a password may request access credentials via the link www.unive.it/nospidaccess;

- **enrolment for the admission test**, by logging in to the Reserved Area of the website www.unive.it and selecting **Admission test** inside the Reserved Area. To perform this procedure, in particular:
 - o candidates must enter the details of a valid identification document and upload a copy (identity card, passport or driving licence);
 - o the pre-enrolment fee payment button will be displayed (see point 4.2);
 - o candidates must enter their academic results as indicated in point 4.3 below;
 - o candidates must print the receipt for enrolment for the admission test which shows the pre-enrolment number that will be used in the final ranking publication. The pre-enrolment procedure is completed only by printing the pre-enrolment receipt.

b) Candidates must also upload:

- signed self-certification of degrees with exams, or of enrolment with exams for undergraduates (which includes: University of graduation, degree class and programme, graduation date and mark, exams taken with relative subject area and weight in credits and mark);
- professional and academic CVs;
- where held, a recognized language certificate attesting to at least level B2 in English or the special self-certification form in cases of exemption. The list of recognized certificates and exemptions are published on the dedicated page (www.unive.it/language-requirements);

c) Once the online procedure has been completed, candidates shall receive a confirmation email at the email address provided during registration.

d) Once the pre-enrolment procedure has been completed, no changes can be made.

e) In the event of difficulties in completing the pre-enrolment procedure, candidates can request support from the Enrolment Area, on the page: www.unive.it/fagsforstudents.

f) Non-EU students residing abroad and students with a qualification obtained abroad must **also** have had their academic qualifications assessed via the special online procedure (apply.unive.it).

4.2. Pre-enrolment fee

a) The payment function is activated at the end of the online pre-enrolment procedure: candidates will see a “payments” button for the guided payment procedure.

b) The pre-enrolment fee of €30.00 must be paid after completing the online pre-enrolment procedure (see point a above). For candidates residing abroad, payment must be made by online card payment.

c) Forms of payment other than those indicated above are not accepted.

d) The pre-enrolment fee shall not be refunded under any circumstances.

4.3. Academic results to be entered in the online pre-enrolment procedure

a) For the purposes of the ranking referred to in art. 7, candidates must enter in the online pre-enrolment procedure:

The weighted average of the exam marks achieved up to the moment of pre-enrolment.

4.4. Support for candidates with disabilities and candidates diagnosed with specific learning disabilities (DSAs)

a) The test is organised by the University taking into account the individual needs of candidates with disabilities, in accordance with Italian Law no. 104/1992 and subsequent amendments and students with DSAs pursuant to Italian Law no. 170/2010.

b) Should candidates with a disabilities or specific learning disabilities wish to use individualized methods for performing the admission test, they must submit a specific request, attaching the relevant medical certification. Requests shall be assessed on the basis of the documentation submitted. In particular:

- candidates with disabilities may take the admission test with the use of the necessary assistance and additional time in relation to their specific disability;
- candidates with a learning disability diagnosis, as defined by Italian Law no. 170/2010, may take advantage of additional time (+30%) compared to that allocated for the admission test. In the case of particularly serious certified conditions, further measures may be taken to ensure equal opportunities in the performance of the tests themselves.

c) Candidates must submit their request for assistance during the online pre-registration; in particular, they must:

- state the disability/disorder type and percentage;
- include notes on the specific nature of the assistance requested;
- attach a certification/diagnosis attesting to the declared disability/disorder in .PDF format. The learning disability diagnosis must have been issued no more than 3 years previously by a NHS facility or by a specialist or facility accredited by the NHS.

d) In order to ensure the provision of the service, it is preferable that candidates requesting assistance pre-register by **27 April 2021**.

e) For additional information, please contact the University Disability and Learning Disability Service by writing to disabilita@unive.it

Art. 5. Admission test

5.1. Test topic and score

- a) The test, which shall be held in English, shall last 60 minutes and consist of 50 questions aimed at testing:
 - knowledge of mathematics: 15 questions
 - knowledge of economics (elements of microeconomics and macroeconomics and business economics): 20 questions;
 - knowledge of elements of statistics: 15 questions;
2. Points shall be awarded as follows: 1 point for every correct answer; 0 points for every unanswered question; - 0.33 points for every incorrect answer.

Art. 6. Online admission test procedure

6.1. Method and time of convocation

- a) The admission test shall be held online in the afternoon of Thursday 13 May 2021.
- b) The following software equipment and connection are required of the candidate to take the test:
 - A PC (Windows 8 or later versions, or LINUX) or a MAC (MAC-OS 10.14 or later versions) equipped with a webcam and a microphone; use of GOOGLE CHROME (81.0 or later versions) as a browser is mandatory.
 - An internet connection with a minimum upload and download speed of 1.5 Mbps. In any case, qualification for the test is subject to a system check during the days leading up to the test, in which the candidate shall be asked to check their equipment and connection in the test environment.
 - A smartphone or tablet (Android v.4.1 or later versions – iOS v.8 or later versions) equipped with a cam. Use of Wi-Fi is also recommended. During the procedure, you shall be asked to download an APP to your smartphone/tablet (34MB) from Google Play or App Store (depending on whether you are using a smartphone running Android or iOS).The Tablet can ONLY be used to replace the Smartphone, not the PC (or MAC).
- c) Candidates shall take the test in virtual classrooms that shall be supervised remotely by the classroom stewards.
- d) During the test, it shall not be possible to carry any devices other than those listed above, headphones or earphones. It shall not be possible to talk, go to the toilet and consult books, texts or web pages.
- e) The room where the candidates shall take the test must be sufficiently well lit, and only the candidates who have to take the test may be present in the room.
- f) The entire test shall be recorded, with the possibility for the board to view it even after the test has taken place.
- g) A few days after the closing date of the pre-registration procedure, candidates shall receive a notification by e-mail at the address indicated during registration, indicating the procedures for the test and the exact time of convocation.
- h) Candidates are invited to check that they have entered their e-mail address correctly when registering and also to check the SPAM box.
- i) The guidelines for the test procedure can also be viewed in a special video that can be reached from the website www.unive.it/degree/em14 under the menu *Enrol>Admission*.

Art. 7. Rankings

1. Candidates shall only be included in the ranking of the Master's Degree for which they have correctly pre-enrolled, following the procedures described in Article 4 above. The results of the admission test shall be matched with the pre-enrolment number obtained during the selection process.
2. The merit rankings of those admitted shall be drawn up exclusively on the basis of the score obtained in the test. In the event of a tie, precedence shall be given to the candidate with the highest weighted average marks in the exams taken. In the event of a further tie, priority shall be given to the youngest candidate.
3. The University shall not notify candidates in writing or by telephone.
4. The ranking list shall be published on the University website (www.unive.it) on **26 May 2021**; said ranking list can be found following these steps: *Academics and services> Bachelor's and Master's degrees*, selecting the chosen degree programme, then selecting *Enrol> Evaluation results*. The University shall not notify candidates in writing or by telephone.
5. The ranking shall also highlight the personal preparation, the minimum curricular requirements for admission to the Master's Degree referred to in this call and the **mandatory** language skills required, as specified in Article 10 below.
6. The status of eligible non-winner refers to the ranking for the selection that is the subject of the present call and does not grant any right of access to the positions that will be made available in the following selection round

Art. 8. Acceptance of places and rankings

8.1. Acceptance of the place

- a) a) Candidates classified for admission in the ranking must accept the place through the dedicated online procedure by **31 May 2021**.
- b) The acceptance procedure consists of two steps:
 - compilation of the online pre-enrolment application
 - payment of the pre-enrolment fee of €200.00. This fee is non-refundable, even in the event of failure to enrol;
- c) **Compilation of the online pre-enrolment application:** candidates must log in to the Reserved Area of the website based on the mode used for the enrolment procedure and select **Immatricolazione> corsi ad accesso programmato**. After choosing the degree programme, candidates must upload a passport-size photograph in .JPG format and a copy of an identity document in order to complete the enrolment application procedure.

- d) **Payment of the pre-enrolment fee:** at the end of the pre-enrolment application, the candidate will see a "payment" button through which they can obtain instructions for making the payment.
- e) Candidates classified for admission in the ranking who do not accept the place in the manner indicated above shall be considered to all intents and purposes to have withdrawn from application.
- f) Any places vacated following withdrawal shall be made available via *repechage*, according to the methods indicated below.

8.2. *Repechage and ranking procedure*

- a) On **8 June 2021 at 4 pm**, a notice will be published on the University website with the number of places still available.
- b) Eligible candidates interested in the assignment of a place must submit an application from **8 to 9 June 2021**, by selecting the appropriate option in their reserved area under "Admission tests".
- c) On **15 June 2021 at 4 pm**, the *repechage* rankings will be published on the University website.
- d) Candidates admitted to the second place lists must accept the place in the manner indicated in paragraph 8.1 above by **17 June 2021**.
- e) On **22 June 2021**, a notice will be published on the University website with the number of places that may still be available and the procedures for accepting places for candidates still in a useful position in the *repechage* rankings.

8.3. *Withdrawal*

- a) Candidates in a suitable position on the admission ranking list who do not accept the place in accordance with the above terms and conditions will be considered to have withdrawn their application but may participate in the next selection procedure by repeating all the stages of the application process.

Art. 9. *Enrolment*

9.1. *Deadlines for enrolment*

- a) Candidates who have successfully accepted the place in the manner indicated above must enrol, under penalty of removal from the ranking, between **1 July and 30 July 2021**, according to the procedures described below.
- b) Only candidates who have graduated by **30 July 2021** will be able to enrol.

9.2. *Enrolment procedure*

- a) Enrolment may only be performed according to the procedures outlined below.
- b) The enrolment procedure consists of two steps:
- compilation of the online pre-enrolment application;
 - payment of the first instalment of tuition and fee payments.
- c) **Updating of enrolment application:** candidates must log in to the Reserved Area of the website in the same way as for the pre-enrolment procedure and select "Immatricolazione" (Enrolment) and click on "Modifica domanda" (Edit application). Candidates must upload:
- language certificate attesting to at least level B2 in English or the special self-certification form in cases of exemption;
 - disability certification for students with degree of disability of 66% or more, with the right to exemption from university fees, or with degree of disability of between 50% and 65%, with the right to reduced fees;
 - for students with academic qualifications achieved abroad, any documentation that the candidate was unable to produce during the assessment of admission requirements through the specific online procedure www.unive.it;
 - any other documents useful for enrolment;
 - self-certification of degree with exams, only for those who participated in the selection as undergraduates.
- d) **Payment of the first instalment of tuition and fee payments:** candidates must log in to the Reserved Area of the website following the procedure used for the pre-enrolment procedure and select **Immatricolazione (Enrolment)**. Candidates will see a "payments" button for the guided payment procedure. The first instalment of tuition and fee payments will be deducted from the pre-enrolment fee paid upon acceptance of the place.
- e) Students who are entitled to do so may pay the already reduced amount of the first instalment in accordance with the administrative provisions at www.unive.it/tuitionfees.
- f) Once the first instalment is paid and enrolment has been completed, this amount cannot be refunded in any circumstances.
- g) Non-EU students residing abroad and students with a qualification obtained abroad must also have had their academic qualifications assessed via the special online procedure and must enrol within the deadlines given in art. 7. For information, please contact the Welcome Department (welcome@unive.it).

9.3. *Completion of enrolment*

- a) Updating academic qualification information and paying the first instalment **do not lead to the automatic enrolment** of the student. Enrolment will be completed within **seven working days** following payment and notified via email.

Art. 10. *Verification of the requirements for admission to the Master's degree programmes*

1. Admission to a Master's degree programme is subject to candidates possessing adequate personal preparation and specific curricular requirements that **must** be possessed at the time of enrolment. Procedures for checking and recovering the requirements can be found on the University's website: www.unive.it/degree/em14 >Enrol> Admission.
2. Personal preparation is understood to mean the acquisition of adequate knowledge and expertise in the disciplines:

business or statistical-mathematical economics at the level typically achieved in the degree courses of classes L-8 Information engineering, L-9 Industrial engineering, L-18 Economics and Business Management, L-31 Computer science and technology, L-33 Economics, L-41 Statistics.

Students with degrees in the degree classes listed above, or in the corresponding degree classes of the old system who have been awarded a degree mark of at least 95/110, are normally already considered to be in possession of adequate personal preparation.

3. For admission to the Master's degree programme covered by this call, the minimum curricular requirements for admission to verification of personal preparation are 60 credits in the following academic disciplines (of which at least 12 in economic and business subjects and at least 12 in statistical and mathematical subjects):

- business subjects: SECS-P/07, 08, 09, 10, 11;
- economics subjects: SECS-P/01, 02, 03, 05, 06;
- statistical and mathematical subjects: MAT/02, 03, 05, 06, 08, 09 SECS-S/01, 03, 06;
- computer science subjects: INF/01, ING-INF/05

4. Admission to the Master's degree programme covered by this call requires level B2 English at the time of enrolment.

Art. 11. Transfers, Internal Transfers, Enrolment with credit transfer

1. Transfers from other universities and internal transfers to the first year of the Master's degree programme covered by this call are not permitted. Transfers to other universities are not permitted once enrolment in the first year of the course has been completed.

2. The procedures and deadlines for enrolment with credit transfer are available on the University website page: www.unive.it/degree/em14 >Enrol> Admission.

For
information

- Call Centre: www.unive.it/callcentre
- Economics campus: www.unive.it/economic-campus

Venice, 15 March 2021

The Rector
Tiziana Lippiello