INTERNATIONAL STUDENT DESK – EXCHANGE FACT SHEET 2014-2015

Università Bocconi is considered one of Europe's leading educational institutions in Economics, Management, Finance and Law. ***The Financial Times ranked*** *our business school* ***8th in Europe,*** *the MSc in International Management and the MSc in Finance* ***12th and 8th worldwide*** *and the full-time MBA* ***31st worldwide and 11th in Europe.***
QS World University *ranked Bocconi* ***31st worldwide and 7th in Europe*** *for Accounting & Finance,* ***20th worldwide and 5th in Europe*** *for Economics & Econometrics. Bocconi is a member of two important international exchange networks, the Partnership in International Management (PIM) and The Global Alliance in Management Education (CEMS). In addition to these networks Bocconi has bilateral agreements with over 200 top-ranked partner schools worldwide and exchanges more than 1200 students every year.*

EXCHANGE SEMESTER TIMELINE

	FALL	SPRING
Exchange students online nomination	March 10 - May 6, 2014*	September 23 - October 22, 2014
Online application period for: - Housing - Italian Language Crash Course - Italian Follow-Up Course	May 15 - June 4, 2014	October 29 - November 11, 2014
Online course selection	August 19 - 28, 2014	January 8 - 15, 2015
Add/drop period	September 11 - 18, 2014	February 17 - 25, 2015
Italian Language Crash course teaching	September 1 - 13, 2014	January 30 - February 7, 2015
Italian Follow-Up course teaching	September 25 - November 25, 2014	February 19 - April 30, 2015
Lecture period	September 8 - December 5, 2014	February 9 - May 15, 2015
Exam period	December 9 - 20, 2014 January 8 - February 7, 2015	May 18 - 30, 2015 June 4 - July 11, 2015
Earliest Departure Date**	December 21, 2014	May 31, 2015
Transcripts available	early February	July

*Partner universities can nominate students for both semesters during this period.
**The earliest date by which at least one official exam date for each course is scheduled. Students may take exams at Bocconi only during the official examination sessions and we strongly suggest that departures are not planned before this date.
The complete and detailed Academic Calendar for exchange students is available at: **www.ir.unibocconi.eu/calendar**

LEARNING EXPECTATIONS

Educational Offer: Università Bocconi offers 7 Bachelor programs, 10 Master of Science programs, 1 Integrated Master of Arts in Law and a World Bachelor in Business. Included in the above educational offer, 3 Bachelor and 8 Master of Science programs are taught entirely in English:

- International Economics and Management (Bachelor)
- International Economics and Finance (Bachelor)
- International Politics and Government (Bachelor)
- Management
- International Management
- Marketing Management
- Accounting, Financial Management and Control
- Finance
- Economics and Management in Arts, Culture, Media and Entertainment
- Economic and Social Sciences
- Economics and Management of Innovation and Technology

Language of Instruction: Italian or English.
Course Load: exchange students are expected to select min. 2 up to max. 5 courses per semester.
The Università Bocconi credit system is ECTS equivalent: 1 Bocconi credit corresponds to a 25-hour workload (of which 8 lecture hours). The average workload for exchange students is 4 courses per semester and classes run approximately 11 weeks per semester.
Exchange students may decide to substitute one Bocconi course with a research project under the mentorship of a Bocconi faculty member.
Course Selection: carried out by students online. Exchange students can choose from a wide range of courses offered in English (over 100) each semester. The complete educational offer (in English and Italian) is available at: **www.ir.unibocconi.eu/coe**
Basic course descriptions can be accessed by clicking on the course title or at: **www.unibocconi.eu/courses**
Course Restrictions: undergraduate students can select courses at the undergraduate level only (codes 30xxx and some 50xxx), while graduate students can select courses both at the undergraduate and graduate level (codes 20xxx and 50xxx).

Class attendance: as a general rule, class attendance is not mandatory. Students are encouraged to discuss attendance requirements with lecturers, since exam rules for attending vs. non-attending students may change.
Exams: exams must be taken during official examination sessions and may only be taken at Bocconi. Students need to officially register for exams on official dates in order to allow the grade registration. The exam format may vary: even though exams are usually written, some courses may have an oral exam; the format might also include assignments and midterm exams. Since each course may be different, we suggest that students carefully read the final detailed syllabus of the course, usually made available at the beginning of the semester and always discuss those details with the lecturer.
Grading: grading is essentially based on the result of the final exam. In some courses, the final grade might be the result of different elements such as group work, assignments, essays and class participation. Students should always clarify with the lecturer the exam rules as well as the weight of class discussions and assignments (e.g. group work) on the final grade.
Transcripts: an electronic pdf file is emailed directly to the International Office of the partner universities at the end of each semester. Hard copies can be mailed upon request. For further information: **www.ir.unibocconi.eu/exchangetranscript**

PLAN YOUR STAY

Expected Arrival Date: students should be present on Bocconi campus in time for the Orientation Meeting or - at the latest - before classes begin. Students attending the Italian Language Crash Course should reach Milan by the starting date of the course, since attendance is mandatory.
Visa: non-EU students should apply for a multiple entry study visa at the Italian Consulate in their home country as early as possible. They must apply for and obtain their visa prior to their arrival in Italy. We suggest that students begin their visa application process well in advance since it could take some time to obtain. Please refer to: **www.esteri.it/visti/index_eng.asp**
Health Insurance: Università Bocconi does not require international students to have health insurance to complete enrollment in the exchange program. Nevertheless, all non-EU students must have health insurance coverage with international validity while studying in Italy in order to be approved for the permit of stay. EU students are required to have the European Health Insurance Card (if in force) or a similar private insurance policy with international validity to benefit from health service coverage.
Approximate Living Costs

- Housing: between 500 (shared bedroom in private apartments) and 900 euros per month.
- Food: a complete meal at the university canteen is approx. 4 euros (reduced rate for exchange students).
- Transportation: the student travel card monthly recharge costs approx. 20 euros for students under 26 and approx. 35 euros for students over 26. Further information about the student travel card will be provided upon arrival.

BOCCONI SERVICES & FACILITIES

Internet Access: exchange students have access to internet through a wireless university network. The wireless connection is operational on a large area of the campus. IT labs connected to the university network and printers are also available to students.
yoU@B - Student Diary: this tool is a tailor-made planner accessible via the web, displaying lecture timetables, classroom allocation, the exams calendar and exam results. It may also contain important notices from Bocconi services, the International Student Desk (ISD box) and links for registration to extracurricular activities.
Library: exchange students can access a comprehensive library and borrow books free of charge.
Language Center: exchange students can access the multimedia language laboratory, which offers up-to-date language teaching tools and multimedia language learning software.
Career Service: students can access the Placement Library and the services provided by the Career Service in order to look for internship opportunities, get ready for job interviews and take advantage of a personal consulting service.
Campus Life: an office which organizes and promotes cultural, sporting and recreational activities on campus and around the city. Campus Life activities allow students to enrich their knowledge, discuss issues regarding current events and cultivate new interests. In addition, **Bocconi Sport Team** aims to encourage students' passion for sports.
Health: a nursing service is available on campus Mondays through Fridays.
Virtual tour of the Bocconi Campus at: **www.unibocconi.eu/virtualcampus**

INTERNATIONAL STUDENT DESK

The International Student Desk (ISD) *is the Bocconi office committed to helping incoming exchange students make the most of their stay on campus. The ISD dedicated staff offers exchange students a series of tailored services and activities to help them acclimate to the new surroundings during the beginning of their program and support them throughout their stay.*
Housing Support: exchange students can apply for accommodation in Bocconi Residence Halls through the ISD Housing Office. Bocconi Residence Halls close during summer and winter breaks. More details are available at: **www.ir.unibocconi.eu/housingisd**
For further information contact: **housing.isd@unibocconi.it**
Academic Advising: academic advisors are available to help exchange students build their study plan and assist them with any academic related matters.
Orientation Program: a series of meetings organized at the beginning of each semester, providing useful information on relocation in Milan as well as the ISD services and activities

- Orientation meeting (mandatory for exchange students)
- Permit of stay sessions

Welcome Activities: at the beginning of each semester the ISD offers various welcome activities

- Welcome Desk
- Bocconi Welcome Kit
- University Tours
- Guided Tours of Milan
- Welcome Cocktail

Italian Language Courses: the ISD organizes optional courses in order to help exchange students get familiar with Italian

- Italian Language Crash Course: an intensive course scheduled before the beginning of Bocconi classes. Levels from beginner up to advanced
- Italian Language Follow-Up Course: scheduled throughout the semester. Levels from pre-elementary to intermediate.

Attendance is mandatory for students taking part in these courses. Further details available at: **www.ir.unibocconi.eu/itacourse**