

ADMISSION TO INDIVIDUAL COURSES – ACADEMIC YEAR 2020/2021
(IULM University Regulations, art. 20)

In accordance with article 20 of the IULM University Regulations, the following categories of students may enrol on individual courses:

1. **Italian, EU and non-EU university students legally residing in Italy** who need to take and pass examinations in subjects not included in the study plans followed for their degree course, may apply directly through the Students Office (segreteria.studenti@iulm.it) by filling out the appropriate form and attaching an identity document by **15 September 2020** for courses to be held in the first semester, and by **1 February 2021** for courses to be held in the second semester. The applications will be examined and approved by the Faculty Boards.
2. **Non-EU university students not residing in Italy** who need to take and pass examinations in subjects not included in the study plans followed for their degree course, must send documentation related to their foreign transcript of records and any certificates to admission@iulm.it for a preliminary assessment of their qualifications. Following the issue of the letter of acceptance by the University, they may submit a request for enrolment at Italian Diplomatic Missions by August 2020 for courses to be held in the first semester, and by December 2020 (on the dates that will be published in the *Procedures for the entry, stay and enrolment of foreign/international students on higher education courses in Italy*) for courses to be held in the second semester, accompanied by certification of qualifications (transcript of records, degree certificate, supplement etc.). The consular authorities will send by e-mail (a certified PEC e-mail where possible) an Excel sheet containing the names of the applicants and the details of their transcripts, or other translated and legalized documents from the foreign University, or any other documentation to demonstrate interest in attending the Individual Course from applicants not enrolled in foreign universities. Candidates must submit the documentation together with an application form to be filled in at the Students Office by **15 September 2020** for courses to be held in the first semester, or by **1 February 2021** for courses to be held in the second semester. The applications will be examined and approved by the Faculty Boards.
3. **any interested persons who are not enrolled on a University Course but who possess the necessary qualifications and apply in order to continue their studies, pursue their cultural enrichment, or enhance their professional skills:** they may apply directly through the Students Office (segreteria.studenti@iulm.it) by filling out the appropriate form and attaching an identity document by **15 September 2020** for courses to be held in the first semester, and by **1 February 2021** for courses to be held in the second semester. The applications will be examined and approved by the Faculty Boards.

Only applicants who have graduated with a first level degree or with a degree awarded under the old university system may be admitted to individual courses activated on Master's degree courses.

It is possible to enrol on courses that correspond to no more than 24 CFU credits per academic year – with the exception of graduates who need to attend courses and pass examinations in disciplines not included in the study plans of their degree course as required by the regulations in force, for admission to open competitions or for access to specialization programmes - and take the relevant exams starting from the first session after the conclusion of the teaching and in any case **within the academic year of enrolment**.

The costs for enrolment on individual courses for the academic year **2020/2021** are:

- **€ 250.00** for a course worth 3 CFUs
- **€ 450.00** for a course worth 6 CFUs
- **€ 800.00** for a course worth 9 CFUs or 12 CFUs or for attending an annual course

Enrolled students may obtain a certificate of enrolment showing the courses chosen and, where appropriate, attended.

Finally, the Academic Senate deliberates that the above regulations be applied to Bachelor's Degree courses and Master's Degree courses, and, in the case of University Masters courses, delegates this possibility and the related regulations regarding fees and management to the evaluation of the Director of the Masters Courses.

All the above mentioned categories wishing to attend the courses as **auditors** (i.e. without taking the final exam) can apply to the Students Office (segreteria.studenti@iulm.it). It is not possible to attend workshops (foreign language courses and workshops) or University Masters courses as auditors.

Milan, 15 May 2020