



HOW TO SUBMIT THE STUDY PLAN

Bachelor's Degree Courses – academic year 2022/2023

The study plan must be compiled on your personal page in the Online Services, in the section “SCELTA INSEGNAMENTI” (Choice of courses)

- **from 11 October to 21 November 2022** with the options selected appearing on the 'libretto' from 28 November 2022
- **from 1 to 15 March 2023** with the options selected appearing on the 'libretto' from 24 March 2023

by students who are **regularly enrolled and up to date with fee payments for the academic year 2022/23**.

In order to avoid timetable clashes, it is advisable to choose from the recommended options for your course and year (and your specific curriculum, for some courses). It is also recommended that you check the course timetable before making your choice.

For requests for assistance or clarifications, please write to the following email address: pianodistudio@iulm.it specifying your name, surname, student ID number and degree course. The request must be sent exclusively through your institutional e-mail account @studenti.iulm.it

Under no circumstances will requests for compiling the study plan be accepted that are submitted

- outside the windows for online compilation
- during examination sessions

INSTRUCTIONS FOR COMPILING THE STUDY PLAN

- **First-year** students do NOT have to compile the study plan, with the exception of students enrolled in the first year of the Bachelor's degree course in ARTS, MEDIA, CULTURAL EVENTS and LANGUAGES, CULTURE AND DIGITAL COMMUNICATION who can enter OPTIONAL courses up to a maximum of 18 CFUs on the dates set for the academic year 2022/23. **The optional courses may be selected from your own**



degree programme and from other Bachelor's degree courses activated on any year of the course;

- **second-year** students must compile their study plan up to a maximum of 18 CFUs on the dates set for the academic year 2022/23. **The optional courses may be selected from your own degree programme and from other Bachelor's degree courses activated on any year of the course;**
- **third-year** students must compile their study plan up to a maximum of 18 CFUs on the dates set for the academic year 2022/23. **The optional courses may be selected from your own degree programme and from other Bachelor's degree courses activated on any year of the course.**

BACHELOR'S DEGREE COURSE IN CORPORATE COMMUNICATION AND PUBLIC RELATIONS

Students enrolled in the Bachelor's Degree Course in Corporate Communication and Public Relations (second and third year) must enter optional courses preferably held in English.

International students enrolled in the SECOND YEAR must compulsorily include the course in ITALIAN LANGUAGE AND CULTURE as a second foreign language.

BACHELOR'S DEGREE COURSE IN COMMUNICATION, MEDIA AND ADVERTISING

Students in their third year for the academic year 2022/2023 who have taken/entered the Advertising Workshop in their 'libretto' as an option when compiling their study plan online must enter the MUSIC FOR THE MEDIA WORKSHOP as a core course for the third year. They will not be able to enter the Advertising Creativity Workshop as a core course.

INTERNSHIPS

Students in the Faculty of Communication who are interested in including an internship in place of an optional course must send the final certificate issued by the Internship Office to segreteria.studenti@iulm.it explicitly requesting recognition of the internship as an optional course and subject to entering the "internship" option when completing the study plan online. It is possible to replace an optional subject with an internship only once and for only one optional examination. It is not possible to enter an internship in place of an optional subject for degree courses that provide for internships as a compulsory course element. The regulations are published at this [link](#)



WORK EXPERIENCE

Students in the Faculty of Communication who are interested in entering work experience in place of an optional course must follow the specific [Regulations](#)

THIRD FOREIGN LANGUAGE

STUDENTS IN INTERPRETING AND COMMUNICATION: Students interested in taking courses in the language and culture of a third foreign language must apply using the specific form (available in this section) after checking that it does not clash with the timetable of the language workshops. The form must be sent to pianodistudio@iulm.it from 11 October to 21 November 2022.

As these are one-year courses, no requests for the inclusion of the third language will be accepted in the second period for compiling the study plan (March 2023).

STUDENTS IN OTHER BACHELOR'S DEGREE COURSES: Students interested in taking courses in the language and culture of a third foreign language must apply using the specific form (available in the section "piano di studi e comunicazioni" in myiulm on the degree course page) and send it to pianodistudio@iulm.it from 11 October to 21 November 2022.

As these are one-year courses, no requests for the inclusion of the third language will be accepted in the second period for compiling the study plan (March 2023).

WORKSHOPS WITH LIMITED NUMBER OF ENROLMENTS

Please refer to the specific regulations published on the myiulm page of your course in the section "piano di studi e comunicazioni" for entering workshops with a limited number of enrolments. Admitted students will be able to enter courses with a limited number of enrolments by filling out the study plan online exclusively during the opening periods specified above.



STUDENTS 'FUORI CORSO'

Students enrolling 'fuori corso' for the academic year 2022/23 and who need to change their study plan must be duly enrolled for the academic year 2022/23 and consequently pay the 'fuori corso' enrolment fee by the deadline of 28 February 2023.

First year 'fuori corso': it is possible to enter up to 18 CFUs from the optional courses activated for the academic year 2022/23.

From the second year 'fuori corso': students must be regularly enrolled for the academic year 2022/23. For requests for modifications please write to pianodistudio@iulm.it

Milano, 4 August 2022