

Rome, December 10th, 2018

Call for Applications - Mobility 2019-20

This call is open to LUISS students enrolled in the **1st year** of the **Master's Degree in Corporate Finance** during the academic year 2018-19.

PROGRAM	DESTINATION	AVAILABLE SLOTS
Fordham Gabelli School of Business (Summer Term 2019)	New York, USA	6
Tilburg School of Economics and Management	Tilburg, Netherlands	2

**Applications can be submitted
 from January 7th until February 1st, 2019 at 12.00**

A. GENERAL RULES

Selected students will have the possibility to attend courses and take their respective exams both at LUISS and at the partner university. If compliant with both universities' rules and conditions, as for credits envisaged, attendance, deadlines, academic integrity, etc., participating students will receive two degrees, which will be issued according to each university's procedures.

For the DD with Tilburg: Selected students will spend abroad the 2nd year of the Master's Degree in Corporate Finance, during the a. y. 2019-20 and will be registered at LUISS during their stay at the partner university. They will not be required to pay additional tuition fees at the partner university, but they will continue paying fees to LUISS.

For the DD with Fordham: Selected students will spend abroad the Summer Term 2019 and will be registered at LUISS during their stay at the partner university. Selected students will be required to pay additional tuition fees to the Fordham University and they will continue paying tuition fees to LUISS.

All expenses related to the participation in the program, notably transport, accommodation and food, administrative expenses, costs associated with securing a visa, medical/health/accident insurance, books and personal expenses, will be borne by students. Furthermore, students must comply with all the regulations of the receiving university in order to obtain its Degree.

Selected students are required to read and understand the study plan and its rules. These are to be considered binding to the successful completion of the double degree program.

Exams passed at the partner university during the mobility period will be transferred to the LUISS career according to the DD study plan. It is not possible to request an official renounce of the grades registration.

Selected students for the program with Tilburg could receive an Erasmus+ grant, depending on the European Commission annual fund for Erasmus+. Further information will be available in Summer 2019.

B. SPECIFIC PROGRAM RULES

B.1. DD with Tilburg School of Economics and Management

Please note that the first LUISS graduation session available for students taking part in this program may be on July (if possible) or in October/November, depending on the availability of the Transcripts of Records.

B.2. DD Fordham Gabelli School of Business

A minimum average grade of B is required for the four transfer courses taken at LUISS to be transferred to the MSGF degree. The minimum accepted grade is B- as long as the other transfer courses make the average grade stay above B. The transfer courses are specified in the study plan.

C. COMPATIBILITY WITH OTHER INTERNATIONAL PROGRAMS

C.1. Compatibility among the DD Programs

Eligible students are allowed to apply to the Call for applications for all the above-mentioned DD Programs but will rank the programs according to their preferences at the moment of application. Please note that this preference is completely binding and cannot be changed after the application has been correctly submitted.

Students will be selected for only one DD within their list of preferences and will be removed from the selection procedures of the other DD program.

Students who are not selected for any DD can remain in the waiting list of more than one DD. If they are recalled from the waiting list of any program (regardless of their preference) and they confirm their participation, they will be subsequently removed from the other waiting lists.

Refusal or missing confirmation of the DD selection in compliance with the rules explained in paragraph I Acceptance implies the official withdrawal from all the DD programs for the a. y. 2019-20.

Students who have already been selected for a DD during the final year of the Bachelor's degree cannot apply to these programs.

C.2. Compatibility with QTEM program

Students are allowed to apply to this Call for Applications and to the QTEM program¹. Should they be selected and confirm their participation to QTEM within the established deadline, they will be automatically excluded from the DD programs they have applied for.

If selected students do not confirm their participation to QTEM they will remain eligible for the DD they have applied for.

C.3. Compatibility with the International Student Exchange program

Eligible students are **allowed to apply** to these programs and the International Student Exchange program.

¹ For further information on the QTEM program rules and eligibility please refer to the relevant Call for Applications.

Students applying to both Calls who will be selected for a DD must confirm their participation to the DD within the established deadline as detailed in paragraph I. Acceptance.

If selected students confirm their participation to the DD, they will be automatically excluded from the selection for the International Student Exchange program and will be removed from the candidates list.

If selected students do not confirm their participation to the DD according to the rules explained in paragraph I. Acceptance, they will remain eligible for the International Student Exchange program.

D. AVAILABLE SLOTS

The total number of available slots for the a.y. 2019-2020 is:

Fordham Gabelli School of Business	6
Tilburg School of Economics and Management	2

E. REQUIREMENTS

Eligible students can apply if, within the official extraordinary Winter exam session of the a. y. 2018-19 (December 2018 - February 2019), they comply with the requirements for each DD they intend to apply to specified in the Appendix 1 by the application deadline.

Students will be able to participate only if they are in regular time frame and have no pending administrative issues with LUISS.

F. APPLICATION PROCEDURE

Applications can be submitted **from January 7th until February 1st, 2019 at 12.00**

In order to apply, students must complete the application form and upload the required attachments in the web self-service area of the LUISS website. Only applications accompanied by all documentation and received by the application deadline will be considered.

G. SELECTION

An Academic Commission nominated by the Dean of the Department of Business and Management will select students on the basis of a non-disputable evaluation.

The eligible candidates will be ranked after the analysis of their academic performance (credits², weighted average grade, and English language proficiency, each weighting 50%, 30% and 20%). The academic performance will be calculated on the basis of the data available to the Student Office by the end of the Winter exam session 2018-19. Candidates are responsible to check its accuracy in due time.

² Please note that the academic performance will take into account all credits registered by the end of the Winter exam session 2018-19 (including ERS Lab and Internship/Project Work). Please note that free additional courses are not included in the academic performance.

The English language proficiency will be assigned according to the following table:

Language levels	Cambridge	IELTS	TOEFL IBT	Other
C2, C2.2, C2A, C2M, C2.1, C2B, C2S	CPE, CAE grade A	8.00 - 9.00	120 - 105	
C1, C1.3, C1A, C1.2, C1M, C1.1, C1S, C1B	CAE grade B, C FCE grade A	7 - 7.5	104 - 91	Bachelor's degree totally taught in English; International Secondary School Diploma.
B2, B2.6, B2++, B2+2, B2A, B2.5, B2+, B2+1, B2.4	FCE grade B	6.5	90 - 75	
B2.3	FCE grade C	5.5 - 6	74 - 65	

In case of ex aequo, previous international mobility experiences, internship experiences, curriculum vitae and knowledge of other languages will be considered.

Only for the DD with Fordham

The Academic Commission will evaluate the applications on a case by case basis and will select students upon analysis of the academic performance. In case a candidate is not considered suitable for the program, the student will not be selected regardless of the number of available slots.

H. PUBLICATION OF RESULTS

The selection results will be communicated by e-mail to the applicants **by February 25th, 2019** (TBC).

I. ACCEPTANCE

Selected students will be required to confirm their acceptance through written notification within one working day from the publication of results.

In case of refusal or missing notification by the deadline, the following candidate in the waiting list will be recalled. Recalled students will be required to confirm their participation by written notice within one working day.

Every refusal received after the established deadline will be transferred to the Vice Rector for Teaching who will evaluate its motivations with the Dean of the Department and the Director of Teaching, Research and Employability, and will inform the Graduation Commission of those refusals deemed not properly motivated.

J. ADDITIONAL POINTS

The participation in a DD program will provide additional points to the Final Grade of the Master's Degree, according to [LUISS rules](#).

K. FURTHER INFORMATION

International Development Office

email: international@luiss.it

phone: 06 8522 5657

L. DATES TO REMEMBER

Application Deadline	February 1 st , 2019 at 12.00
Selection Results	By February 25 th , 2019 TBC
Confirmation of participation	Within one working day

APPENDIX 1: REQUIREMENTS

	TILBURG SCHOOL OF ECONOMICS AND MANAGEMENT	FORDHAM GABELLI SCHOOL OF BUSINESS
EXAMS	at least 2 exams among core courses	
WEIGHTED AVERAGE GRADE	equal to or above 26/30	n/a
ENGLISH LANGUAGE¹	<p>B2.3 level in English language certificate:</p> <ul style="list-style-type: none"> • TOEFL min. 65/120 IBT • IELTS min. 5.5 • Cambridge: CPE; CAE; FCE-First Certificate in English min. grade C • Accademia linguistica Trinity School di Roma² • LUISS University Language Center • International Secondary School Diploma totally taught in English • Bachelor's Degree totally taught in English 	

¹ The mentioned certificates should not be older than three years.

In case a LUISS student does not have an English language level issued by the LUISS Language Center (CLA) and does not hold one of the requested certificates, the student has also the possibility to take an ad hoc, free of charge test at the *Accademia Linguistica Trinity School di Roma* (Via dei Mille, 35) before January 24th, 2019. To register, please send an email to the CLA (cla@luiss.it, cc International Development Office international@luiss.it) no later than January 18th, 2019, at 13:00. During the test the use of dictionary or other translation tools is not permitted. For further information about the test and the language level as stated by LUISS, please contact the CLA cla@luiss.it.

² This is a fee-paying assessment test, which shall be reserved autonomously by the student. The test can be taken at any moment before the application deadline. The test is available also for students holding other language certificates and/or a CLA language level.

APPENDIX 2: ATTACHMENTS REQUESTED IN THE APPLICATION **(all documents must be in English and in PDF)**

The attachments must be readable, scanned and not photographed, and named as follows:
DOCUMENT_SURNAME_PROGRAM (e. g.: PASSPORT_ROSSI_TILBURG).

1. English Language Certificate
2. Curriculum Vitae;
3. ID Card or Passport, valid for the destination selected;
4. Motivation letter in English (one for each program) to be addressed to the International Development Office;
5. Photo in JPG Format;
6. Other certificates (optional).



**Please note that the APPLICATION must be completed
through the web self-service.**
Please also see **HOW TO COMPLETE THE ONLINE APPLICATION**