



CALL FOR APPLICATIONS FOR DOUBLE DEGREE PROGRAMS

| PROGRAM | DESTINATION | MASTER'S DEGREE / MAJOR | MOB. YEAR |
|---|-----------------|--|-----------------------------------|
| Cass Business School / Corporate Finance | London, UK | Corporate Finance | 2 nd year (2020-21) |
| Fudan School of Management / DDIM | Shanghai, China | Management / all majors Corporate Finance | 1 st year (2019-20) |
| Université Paris- Dauphine / Business Transformation | Paris, France | Management / major International Management | 2 nd year (2020-21) |
| Université Paris- Dauphine / International Business | Paris, France | Management / major International Management | 2 nd year (2020-21) |

Applications can be submitted from April 1st until 18th, 2019 at 16.00

This call is open to:

- Students enrolled in the final year of the Bachelor’s Degree in the academic year 2018-19¹;
- Graduates in a Bachelor’s Degree¹, who have not graduated before the Summer Graduation Session of the a. y. 2016-17 (July 2017) and who have not enrolled yet in a Luiss Master’s Degree at Luiss.

All DD candidates must be able to enroll in the applicable Luiss Master’s Degree. Please note that non-Luiss candidates will have to secure the possibility to enroll in the Luiss Master’s Degree separately by following the procedures contained in the [Graduates Admission website](#).

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.

Selected students will spend abroad the 1st or the 2nd year of the Master’s Degree during the a. y. 2019-20 or 2020-21, depending on each program², and will be registered at Luiss during their stay at the partner university. They will not

¹ For the DDIM Program: only applications from students enrolled or graduated in Economics, Finance, or Management will be accepted.

² For further information about the mobility structure, see the table in page 1. Please note that the mobility structure for each program is defined and cannot be changed.

be required to pay additional tuition fees at the partner university, but they will continue paying 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.

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 registration.

Selected students for the programs with Cass Business School could receive an Erasmus+ grant, depending on the European Commission annual fund for Erasmus+. Further information will be available in Summer 2020.

B. SPECIFIC PROGRAM RULES

B.1. DDIM with Fudan

Only applications from students enrolled or graduated in Economics, Finance, or Management will be accepted.

Applications from students or graduates holding only Chinese citizenship cannot be accepted.

B.2. DD programs with Université Paris-Dauphine

During their mobility period, students will be enrolled in the Apprenticeship Track. As such, students will combine courses at the partner university with work in a firm. Apprenticeship is compulsory to obtain the Master's Degree issued by Paris Dauphine and, even though Paris Dauphine will provide substantial support, students are the sole responsible to secure an apprenticeship position. Selection procedures are autonomously conducted by the firms and both universities are not to be held responsible for failure to be hired for an apprenticeship. In such a case, selected students will be subsequently removed from the DD with Paris Dauphine and will spend their 2nd year of the Master's Degree at Luiss, obtaining thus only the Luiss Master's Degree in Management.

Applications from students or graduates holding a non-EU citizenship cannot be accepted due to the Apprenticeship Contracts Law in France.

Due to the apprenticeship calendar, students taking part in these programs might not be able to graduate in the first available Luiss graduation session (July 2021) and will be able to do so be in October/November 2021.

The selection results are considered provisional until selected students:

- Complete all academic activities included in their study plan for the 1st year of the Master's Degree before the end of the Summer exam session of the a. y. 2019-20³;
- Participate in the placement event organized by Dauphine in Paris in May or June 2020⁴;
- Write and submit a preparatory thesis, coordinated by a Luiss professor, by March or April 2020 (further information to be provided in September 2019).

³ Depending on the enrollment calendar at Dauphine, students might not be able to make use of the whole exam session. Selected students are required to check these constraints with the International Development Office in due time.

⁴ Final date to be communicated in due time.

These rules apply to both programs held in collaboration with Université Paris-Dauphine: Business Transformation and International Business.

B.3. DD with Cass Business School

Please note that the first Luiss graduation session available for students taking part in this program will be in October/November 2021. Students need to present the Business research project at Cass in September 2021, in compliance with the terms defined by Cass Business School.

Selected students must provide an IELTS certificate with a minimum score of 7 (minimum writing score of 6,5), valid for the mobility year 2020-21, by December 2019.

C. COMPATIBILITY WITH OTHER INTERNATIONAL PROGRAMS

C.1. Compatibility among the DD Programs of this Call for Applications

Eligible students are allowed to apply all DD Programs included in this Call for Applications and 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 programs, including the waiting lists. Therefore, students are strongly encouraged to select and rank only DD programs that they are genuinely interested in.

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 included in this Call for Applications.

C.2. Compatibility with DD Programs in other Call for Applications

Eligible students are allowed to apply to this Call for Applications and the Call for Applications for DD Programs in the Department of Political Science. Students are required to respect the instructions on the compatibility among DD programs as specified in each Call.

Students may be selected for one DD Program in each Call for Applications. In case the student confirms one program, he/she will be removed from the list of selected students of the other DD program.

C.3. Compatibility with the QTEM or the International Student Exchange program

Selected students for a DD program in this Call for Applications are not allowed to apply to the QTEM program, other DD programs open to students enrolled in the 1st year of the Master's Degree or the International Student Exchange program during the a.y. 2019-20.

Students or graduates who have been selected for the QTEM program for the mobility 2019-20 are not allowed to apply to this Call for Applications.



D. AVAILABLE SLOTS

| | |
|---|----|
| Cass Business School / Corporate Finance | 2 |
| Fudan School of Management / DDIM | 15 |
| Université Paris-Dauphine / Business Transformation | 5 |
| Université Paris-Dauphine / International Business | 5 |

E. REQUIREMENTS

Eligible students and graduates can apply if they comply with the requirements for each DD specified in the Appendix 1 by the application deadline.

The following requirements are valid for all DD programs:

- Candidates must be able to enroll to the Luiss Master's Degree and Major (if applicable) indicated in the table on page 1 in compliance with the [Admission Procedure for LUISS Master's Degree](#).
- Graduates must not have graduated before the Summer Graduation Session of the a.y. 2016-17 (July 2017).
- Luiss students will be able to participate only if they have no pending administrative issues with Luiss.
- Only for the DDIM with Fudan School of Management: Students enrolled in the final year of the Bachelor's Degree in the a.y. 2018-19 must graduate by the Summer Graduation Session of the a.y. 2018-19 (July 2019).

E.1. English language requirements

- Students are allowed to submit the English language certificate by April 29th, 2019, by email to international@luiss.it. Students are however required to submit their applications with all the other required documents by the application deadline (April 18th, 2019 at 16.00).
- The English-language certificates listed in the Appendix 1 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 test at the Trinity School (Accademia Linguistica, Via dei Mille, 35) before April 11th, 2019. To register, please send an email to CLA (cla@luiss.it, cc International Development Office international@luiss.it) no later than April 5th, 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 CLA cla@luiss.it.
- Students not eligible to take the ad hoc test mentioned above but interested in submitting a certificate issued by the Trinity School are allowed to do so but must note: 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.

F. APPLICATION PROCEDURE

Applications can be submitted from April 1st until 18th, 2019 at 16.00.

Luiss students must complete the application form and upload the required attachments in the web self-service area of the Luiss website⁵.

⁵ Students are required to read carefully the Application guidelines in the Appendix 4 of this Call for Applications.



Graduates and non-Luiss students must send the application form duly filled out and signed in PDF format, with the required attachments, to the International Development Office (international@luiss.it). The application form can be found in the Appendix 3 of this Call for Applications.

Only applications accompanied by all documentation and received by the application deadline will be considered⁶.

In case of doubts about the documents to upload or to get further information about the requested documents, students are invited to contact the International Development Office before the application deadline.

G. SELECTION

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

The selection follows a 2-step process:

Step 1: The eligible candidates will be ranked after the analysis of their academic performance (weighted average grade and English language proficiency, each weighting 60% and 40%).

The weighted average grade considered for this selection procedure will be the one registered by the application deadline⁷. Candidates are responsible to check its accuracy in due time.

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 | |

The Academic Commission will rank eligible candidates and summon all or part of the candidates to the interview. Please note that it is mandatory to confirm via email the attendance to the interview and applicants who fail to do so can be excluded from the interview.

Step 2: An interview for each program, to be held in the Viale Romania Campus⁸ in mid-May 2019, will be carried out in English and/or Italian by member/members of the Academic Commission and the International Development Office. Taking into consideration the academic performance (Step 1), the CV and the motivation letter, the interview

⁶ Except for the English language certificate, which can be submitted until April 29th, 2019.

⁷ The registration of the exams taken during the international mobility programs during the 1st semester of the a.y. 2018-19 depends primarily on the Partner universities timing.

⁸ For those students who are unable to attend the interview in person, a Skype interview can be arranged.

will analyze the motivation, the academic background⁹, and the previous academic or professional experiences¹⁰ of the candidate and is a key part of the selection process.

The International Development Office reserves the right to request further details or documents to applicants.

The candidates will be selected and ranked by the Academic Commission after the interview (Step 2). As a result of the interview and the analysis of the additional required documents, the Commission has the right to revise the ranking in the Step 1 and to exclude a candidate if not considered suitable for the program.

H. PUBLICATION OF RESULTS

The selection results will be communicated by e-mail to the applicants by May 10th, 2019 (this date may be subject to change).

The selection results are considered provisional until selected students comply with the requirements specified in the paragraph E. Requirements and the Appendix 1 and to enroll in the applicable Master's Degree in the a.y. 2019-20.

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 and Research, and will inform the Graduation Commission of those refusals deemed not properly motivated.

J. ADDITIONAL POINTS

The participation in a DD program will provide one additional point 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

For more information about each DD program, visit its official webpage:

- [Cass Business School / Corporate Finance](#)
- [Fudan School of Management / DDIM](#)
- [Paris Dauphine / Business Transformation](#) and [International Business](#)

⁹ The academic background of students enrolled or graduated in a Bachelor's Degree from a field other than Economics, Finance, Management, or Marketing will be analyzed by the Commission on a case by case basis.

¹⁰ Other topics could be decided by the Academic Commission.

**L. DATES TO REMEMBER**

| | |
|-------------------------------|--|
| Start of Application | April 1 st , 2019 at 13.00 |
| Application Deadline | April 18 th , 2019 at 16.00 |
| Selection Interview | Mid-May, 2019 Viale Romania Campus |
| Selection Results | By May 10 th , 2019 ¹¹ |
| Confirmation of participation | Within one working day from the selection results notification by e-mail |

¹¹ This date may be subject to change



APPENDIX 1: REQUIREMENTS

| | FUDAN SCHOOL OF MANAGEMENT International Management / Corporate Finance | PARIS DAUPHINE Business Transformation | PARIS DAUPHINE International Business | CASS BUSINESS SCHOOL |
|--|--|---|--|----------------------------------|
| BACHELOR GRADUATION AND ENROLLMENT | Students: Bachelor’s Degree Graduation by the Summer Session of the a.y. 2018-19 (July 2019), only for the DDIM with Fudan School of Management. Graduates: Bachelor’s Degree Graduation not before the Summer Session of the a.y. 2016-17 (July 2017) Able to enroll to the Master’s Degree and major indicated in the table on page 1, in compliance with the Admission Procedure for LUISS Master’s Degrees | | | |
| WEIGHTED AVERAGE GRADE¹² | equal to or above 26,50 | equal to or above 25,00 | | equal to or above 27,50 |
| CREDITS | at least 128 ECTS¹³ | | | |
| FINAL BACHELOR GRADE | n/a | | | equal to or above 105/110 |
| ENGLISH LANGUAGE | equal to or above B2.3 level in English language certified by one of the following: <ul style="list-style-type: none"> • TOEFL min. 65/120 IBT • IELTS min. 5.5 • Cambridge: CPE, CAE, FCE min. grade C; • Accademica linguistica Trinity School di Roma • Luiss University Language Center • International Secondary School Diploma • Bachelor’s Degree totally taught in English (obtained or ongoing) | | equal to or above C1 level in English language certified by one of the following: <ul style="list-style-type: none"> • TOEFL min. 91/120 IBT • IELTS min. 7 • Cambridge: CPE, CAE, FCE min. grade A; • Accademica linguistica Trinity School di Roma • Luiss University Language Centre • International Secondary School Diploma totally taught in English • Bachelor’s Degree totally taught in English (obtained or ongoing) | |
| OTHER REQUIREMENTS | | To be obtained by June 2020 <ul style="list-style-type: none"> • Equal to or above B2 level in French language¹⁴ • At least 6 months of professional experience¹⁵ | | |

¹² For applicants studying or graduated abroad: the weighted average grade will be calculated by the International Development Office with a specific grade conversion table.

¹³ Only for LUISS students who took part in an international mobility programme during the 1st semester of the a. y. 2018-19 for whom the grades have not yet been registered into their student careers: the number of credits considered will take into account those obtained during the 1st semester mobility period according to the documents provided in the application (please see Appendix 2 for further details).

¹⁴ Certified by any International of University certificate

¹⁵ The professional experience, which includes internships, may have been completed also before the Master’s Degree and must be certified and relevant to the study plan. In case of doubts, please contact the International Development Office (international@luiss.it)

APPENDIX 2: ATTACHMENTS REQUESTED IN THE APPLICATION

(all documents must be in English and in PDF)

The attachments must be in PDF format readable, scanned and not photographed, and named as follows: DOCUMENT_SURNAME (e. g.: PASSPORT_ROSSI).

FOR LUISS STUDENTS



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

- English Language Certificate, or self-declaration printed from the web self-service;
- Curriculum Vitae;
- ID Card or Passport, valid for the destination selected;
- Motivation letter (one for each program) addressed to the International Development Office;
- Photo in JPG Format;
- Most recent transcript of records, or self-declaration printed from the web self-service;
- Recommendation Letter (only for the DDIM with Fudan)¹⁶;
- Internship certificate/s (only for DD with Dauphine - optional);
- French Language Certificate (only for DD with Dauphine - optional)

Only for students taking part in an international mobility programme during the 1st semester of the a. y. 2018-19 for whom the grades have not yet been registered into their student careers:

- A self-declaration by the student indicating the exams passed at the partner university and the proposed recognition in the Luiss student career;
- Print-out/Screenshot of exams passed at the partner university during the mobility program, if available

These documents will only be used for this selection process. For the formal recognition of credits and grades into the Luiss student career please refer to the relevant procedure of the Student Exchange Office.

FOR GRADUATES AND NON-LUISS STUDENTS

- Application form;
- Latest transcript of records including the weighted average grade, credits and grades obtained, or self-declaration (only for students);
- Transcript of records with indication of the Bachelor's Degree final grade, the weighted average grade and the list of exams, or self-declaration (only for graduates);
- English Language Certificate;
- ID Card or Passport, valid for the destination selected;
- Motivation letter (one for each program) addressed to International Development Office;
- Curriculum Vitae;
- Recommendation Letter (only for the DDIM with Fudan)¹³;
- Photo in JPG Format;
- Internship certificate/s (only for DD with Dauphine - optional);
- French Language Certificate (only for DD with Dauphine - optional)

¹⁶ The Recommendation Letter can be submitted one day before the selection interview by email to international@luiss.it