



## **Dedicated guidelines for transfer from another university, transfer to another degree programme within Università Cattolica, second degree and resumption of career**

Faculty of ECONOMICS

Undergraduate degree programme in **Economics and Management** (*class L-18*)

Academic Year 2025/2026

MILAN Campus

Programme delivered in ENGLISH

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## 1. RULES AND DEADLINES FOR ADMISSION TO THE DEGREE PROGRAMME

Candidates can transfer to Università Cattolica from another university, transfer to another programme within Università Cattolica, enrol in a second-degree programme, resume an interrupted university career, by applying for a degree programme at the same or lower level as the programme of origin **from 13 January and by 31<sup>st</sup> October 2025**.

Admission to the **Economics and Management** programme requires passing an **admission test**. The tests and enrolment take place on the dates shown in the table below:

Table 1

ADMISSION TEST SESSION*	REGISTRATION	PUBLICATION OF RESULTS
<b>6 – 7– 8 FEBRUARY 2025</b>	from 13 January 2025 to 29 January 2025	17 February 2025 3:00 p.m.
<b>31 MARCH – 1 – 2 APRIL 2025</b>	from 26 February 2025 to 20 March 2025	14 April 2025 3:00 p.m.
<b>28 – 29 MAY 2025</b>	from 29 April 2025 to 20 May 2025	9 June 2025 3:00 p.m.
<b>17 JULY 2025</b>	from 23 June 2025 to 10 July 2025	25 July 2025 3:00 p.m.
<b>9 SEPTEMBER 2025</b>	From 28 July 2025 to 3 September 2025	16 September 2025 3:00 p.m.
<b>23 SEPTEMBER 2025</b>	From 8 September 2025 to 18 September 2025	30 September 2025 3:00 p.m.

*\*Admission tests, on the dates following the first session shall be carried out only if places are still available.*

For more information about the admission test and obtaining eligibility, candidates must see the **Program Admission Procedures** at the following [link](https://www.unicatt.it/corsi/triennale/economics-and-management-milano/admissions-and-applications.html):

<https://www.unicatt.it/corsi/triennale/economics-and-management-milano/admissions-and-applications.html>.

Only candidates who have passed one of the following exams in English (for at least 8 ECTS) are **exempt** from taking the admission test:

- Fundamentals of management (sds: SECS-P/07);
- Microeconomics



- (sds: SECS-P/01);
- Fundamentals of law  
(sds: IUS/01 and/or IUS/04);
- Mathematics  
(sds: SECS-S/06 and/or MAT/05).

Transfers from other Universities, transfers from programmes within Università Cattolica, second degrees or resumption of careers from **Italian degree programmes taught in English** are accepted.

Applicants with a foreign qualification and/or foreign academic background should refer to the relevant deadlines and procedures in section 6 APPLICANTS WITH INTERNATIONAL STUDY BACKGROUND.

## 2. APPLICATION FOR ADMISSION TO THE PROGRAMME AND PLACE RESERVATION

To submit an application for admission (application for enrolment) to the **Economics and Management** programme, candidates must use the [Enrolment Portal](#).

After having passed the admission test or one of the exams included in the test exemption list, candidates must submit the Application Form via the Enrolment Portal, starting from 17<sup>th</sup> February 2025 and no later than 31<sup>st</sup> October 2025.

The place is reserved after making the necessary payments (first instalment and secretarial fees) and when the documentation submitted is validated by the Student Services.

**Applications from eligible first-year candidates are accepted in chronological order until all places available have been taken.**

In order to learn how to use of the Enrolment Portal, see the Enrolment Portal User guides at the links below:

- Transfer from another university: <https://studenticattolica.unicatt.it/studenti-corsi-e-carriera-trasferimenti>
- Transfer from another degree programme: <https://studenticattolica.unicatt.it/studenti-corsi-e-carriera-passaggio-interno-di-corso-di-laurea>
- Second degree and career resumption: <https://studenticattolica.unicatt.it/studenti-corsi-e-carriera-seconde-lauree-ripresa-carriera>

## 3. EXAM VALIDATION AND COMPLETION OF THE PROCEDURE

After reserving a place, the competent Teaching Unit assesses the student's previous university career in order to recognise exams for the new degree programme. Candidates coming from another university are requested to provide copies of the course syllabuses they have taken in PDF format, by sending them to [domanda.istruttoria-mi@unicatt.it](mailto:domanda.istruttoria-mi@unicatt.it), indicating Faculty and Degree Programme in the subject line. Course programmes must contain information regarding subject details, bibliography and reference lecturers. The Student Services communicate the outcome of



the assessment with the Letter of Approval on the Enrolment Portal. The Letter of Approval indicates the year of admission and the validated exams.

For admission to any year after the first it is necessary to have:

- **At least 40 ECTS** validated for admission to the **2<sup>nd</sup> year of the programme.**
- **At least 80 ECTS** validated for admission to the **3<sup>rd</sup> year of the programme.**

Only exams taken on degree courses taught in English, are validated.

Candidates admitted to a year subsequent to their first year must sit all the exams included in their study plan, including any exams not taken/validated relating to years prior to the year of enrolment.

All students with a previous academic career will benefit from ad hoc deadlines for the submission of the Study Plan and the tax return, which will allow it to be processed in the 10 days immediately following the completion of registration / enrolment.

PLEASE NOTE: exams taken in specialising university master's won't be recognised.

We also inform you that the University's Didactic Regulations require that the Faculty's Didactic Commission recognises the highest possible number of ECTS according to the criteria established by the regulations of the study programmes, possibly also through interviews aimed at verifying the knowledge possessed.

Anyway, in order to obtain the degree, at least 50% of the required ECTS (excluding the final examination) must be earned at Università Cattolica del Sacro Cuore.

Further specific indications for Transfer from another University and Transfer from other programmes within Università Cattolica are given below.

### **3.1. SPECIFICATIONS FOR TRANSFER FROM ANOTHER UNIVERSITY**

After reserving a place, candidates can sit further exams until the start of the transfer procedure at the university of origin. It is advisable to respect the deadlines set by both universities.

**The competent Teaching Unit will assess the exams taken and recorded only after having received the Leave of Absence form from the university of origin.**

### **3.2. SPECIFICATIONS FOR TRANSFER FROM A PROGRAM WITHIN UNIVERSITÀ CATTOLICA**

After reserving a place, it is possible to sit other exams of the programme of origin until the start of the Transfer procedure, which takes place by clicking on the "**Proceed with the transfer**" function in the Enrolment Portal **from the 1<sup>st</sup> October and by 31<sup>st</sup> October 2025.**

**The competent Teaching Unit will only assess exams that have been taken and recorded before the start of the Transfer procedure.**



### 3.3. SPECIFICATIONS FOR SECOND DEGREE

To enrol for a second degree, the undergraduate degree and/or graduate degree and 1<sup>st</sup> and 2<sup>nd</sup> level specialising Master's must be obtained by **31<sup>st</sup> December 2025**.

### 4. CANDIDATES WITH DISABILITIES OR WITH SPECIFIC LEARNING DISORDERS (SLD)

Candidates who need compensatory measures to take the admission test must file a request via the [Enrolment Portal](#), uploading the certification issued by the competent medical commission in their area, proving the type of disability and/or the degree of recognised handicap and/or specific learning disorder, in the DOCUMENTATION CERTIFYING SEN/SLD/DISABILITY section. This documentation must be uploaded by the deadline for enrolment in the test (see paragraph 1 RULES AND DEADLINES FOR ADMISSION FOR THE DEGREE PROGRAMME).

The request is examined by an Assessment Committee, which assigns compensatory measures on the basis of the uploaded documentation.

The allocation of compensatory measures is not guaranteed in the case of documentation that is outdated or does not comply with current regulations or is not submitted in accordance with the instructions provided or after the deadline for registration for the test.

For further information, please consult the link: <https://studenticattolica.unicatt.it/inclusione-prove-di-ammissione-vpi-e-ofa>.

### 5. VERIFICATION OF INITIAL PREPARATION (VPI)

The admission test includes the Verification of Initial Preparation (VPI).

Candidates scoring between 4 and 6 in the Mathematics subject area will be required to take an **OFA** (Additional Educational Obligation) consisting and coinciding in a preliminary course in Mathematics. Candidates must attend this course and pass the final examination within the first year of the programme. In the event of failure, the student will be enrolled in the first year as a repeating student.

Candidates who transfer from another university, change programme within Università Cattolica, take a second degree or resume their university career and are exempt from the admission test, upon passing one of the four exams listed in paragraph 1 RULES AND DEADLINES FOR ADMISSION TO THE DEGREE PROGRAMME, are automatically recognised as having passed the initial admission test and, as a result, no OFA will be assigned.

### 6. CANDIDATES WITH AN INTERNATIONAL STUDY BACKGROUND

Candidates with a **degree** from a **secondary school in Italy** with a **university career** in progress, concluded or interrupted at a **foreign university**, must take the admission test by submitting a request through the Enrolment Portal, according to the deadlines indicated in Table 1.



The evaluation of the foreign career is carried out only in case the admission test is successful. Please write to the International Admissions Office at [international.admissions@unicatt.it](mailto:international.admissions@unicatt.it), within June 30<sup>th</sup> 2025, enclosing the following documents:

- Official certification of passed exams with indication of marks and related credits, with a legend to interpret the information;  
NOTE: the certificate must be updated to the latest version of exams
- The syllabi of courses attended;
- The certificate with indication of the teaching language of the degree programme;

Candidates with a degree from a **foreign secondary school** and with a **university career** in progress, concluded or interrupted at **Università Cattolica** or any other **Italian university**, must follow the above-mentioned procedures using the Enrolment Portal. Within a week from the deadline for registration to the admission test (see Table 1), candidates must send to [international.admissions@unicatt.it](mailto:international.admissions@unicatt.it):

- A copy of the degree obtained;
- The school report card from the last two years of secondary school;
- A copy of the residence permit (for non-EU candidates only).

Candidates with a degree from a **foreign secondary school** and with a **university career** in progress, concluded or interrupted at a **foreign university** are required to follow the procedures described here: <https://international.unicatt.it/>.

## 7. CONTACTS

For more general information, candidates have to refer to:

- [iCatt](http://icatt.unicatt.it) at the link <http://icatt.unicatt.it> "Information Request" section, for **candidates from Università Cattolica**.
- <https://www.unicatt.eu/enrolment-enrolling-in-the-undergraduate-or-integrated-degree-programs> for **candidates from other universities**.
- Candidates who need help in using the Enrolment Portal can use the "Support" button within the same Portal.