

**UNIVERSITA' COMMERCIALE "LUIGI BOCCONI"**

**Public competition for the admission to the following PhD programs:**

- **Business Administration and Management**
- **Economics and Finance**
- **Public Policy and Administration**
- **Statistics**

The Rector,

in compliance with the law and the rules and regulations of the University<sup>1</sup>,

decrees as follows:

**Article 1: PhD PROGRAMS**

The 2017-18 PhD offer of Università Commerciale "Luigi Bocconi" includes (among others) the following full-time PhD programs (XXXIII Cycle):

- **BUSINESS ADMINISTRATION AND MANAGEMENT**
- **ECONOMICS AND FINANCE**
- **PUBLIC POLICY AND ADMINISTRATION**
- **STATISTICS**

A public competition is held for the admission.

Courses and seminars are offered in English.

Students can be authorized by the Program Director to temporarily study and do research abroad in private and public bodies and institutions.

Disciplinary fields and duration of the PhD programs are listed below:

**BUSINESS ADMINISTRATION AND MANAGEMENT:**

disciplinary fields	SECS P/07 (Business Administration) – SECS P/08 (Management) – SECS P/10 (Business Organisation)
duration	4 years

<sup>1</sup> - Ministerial Decree (8 February, 2013 n. 45) and Ministerial Guidelines (24 March, 2014) regarding accreditation of Programs and Universities

- Bocconi PhD Rules and Regulations (published on Bocconi website)  
 - Rectoral Decree (14 October, 2004 n. 7966) regarding Bocconi PhD School  
 - Deliberations of the PhD School Council (1 July, 2016), Academic Council (7 July), Faculty Council (14 July) and University Board (25 July, 2016) regarding programs to be offered in 2017-18

## ECONOMICS AND FINANCE:

disciplinary fields	SECS-P/01 (Political Economy) – SECS-P/03 (Public Finance) – SECS-P/05 (Econometrics)– SECS-S/06 (Mathematics for Economics, Actuarial Studies and Finance) – SECS-P/09 (Corporate Finance) – SECS-P/11 (Financial Markets and Institutions)
duration	4 years

## PUBLIC POLICY AND ADMINISTRATION:

disciplinary fields	SECS-P/01 (Political Economy), SECS-P/03 (Public Finance), SECS P/07 (Business Administration), SPS/04 (Political Science), SECS/S04 (Demography)
duration	4 years

## STATISTICS:

disciplinary fields	SECS/S01 (Statistics) – SECS/S06 (Mathematics for Economics, Actuarial Studies and Finance)
duration	4 years

Candidates applying for a place in the PhD in **Business Administration and Management** shall specify in the on-line application (art. 5) their preferred curriculum, i.e. Management or Marketing. They can also select the other curriculum as second choice.

Candidates without a top ranking position may not be placed in their preferred curriculum, but rather in the other curriculum in order to balance the number of students per curriculum.

Candidates applying for a place in the PhD in **Economics and Finance** shall indicate on the online application (art. 5) whether they intend to opt for the Economics curriculum or the Finance curriculum.

Students of the PhD in **Business Administration and Management and Economics and Finance** are allowed to change the curriculum at the end of the first year and before enrolling in the second year, provided they have met the requirements needed to enroll in the second year.

A curriculum will be activated, and the request to move to the other curriculum will be accepted, if at least 3 students are enrolled in a curriculum.

With reference to the PhD in **Public Policy and Administration**, prospective students who are interested in **Health Economics** issues and that meet specific eligibility requirements (eligibility criteria: see Art. 3) can submit their application for:

- Public Policy and Administration
- and/or
- Public Policy and Administration + European Health Economics<sup>2</sup>

Information on the “Improving Quality of Care in Europe” H2020- MSCA-ITN\_2016 Project (“Marie Skłodowska-Curie”), which funds the European Health Economics Program, is published on the Euraxess site:

<http://ec.europa.eu/euraxess/index.cfm/jobs/jobDetails/34104464>.

<sup>2</sup> Program in partnership among 6 Universities (Bocconi included) and funded under the project “Improving Quality of Care in Europe” H2020- MSCA-ITN\_2016 (Marie Skłodowska-Curie Project).



Detailed information on the Public Policy and Administration + European Health Economics Program is published on the Bocconi PhD School site:

<http://www.unibocconi.eu/admissionphd>

## Art 2: PLACES, TUITION FEES AND FINANCIAL AID

Enrollment is open to candidates who have been awarded at least the minimum total points required for admission, as per art. 6.

The enrollment of the qualified candidates takes place under one of the following conditions:

- 1) **with fellowship:**
  - 1.A) based on merit  
or
  - 1.B) based on merit and financial conditions
- 2) without fellowship but **with merit-based tuition waiver** covering up to 100% of tuition fees
- 3) **with payment of tuition fees** (without fellowship and without waiver).

Note that PhD students are always required to pay the regional tax, as per current regulations (amount of regional tax: see Art.11).

### 1) With fellowship:

#### 1.A Places with fellowship merit-based:

PhD	Maximum number of places with fellowship in each PhD program	Maximum number of extra places with fellowship available for all PhD programs (pool)
Economics and Finance	10	9
Business Administration and Management	9	
Public Policy and Administration	4	
Statistics	4	
	max 27	max 9

The table above shows the maximum number of places with fellowship available in each PhD program; it also indicates that 9 places (pool) with fellowship may be available for outstanding students of the four PhD programs. A Board, composed of a representative of each PhD program and the Dean of the PhD School, will award, all or in part, pool's places and the fellowships according to the students' ranking in the selection.

The number of fellowships can be increased on condition that new funds are made available by external donors after the publication of the present call and before the publication of results of the public competition.

- 1.B For information about fellowships based on merit and financial conditions, please refer to art. 11 of the present call.

### 2) With tuition waiver:

A maximum of 4 places with tuition waiver are available for the five Bocconi PhD programs, including the PhD program in Legal Studies. All these places (or some of them) may be awarded

to the programs whose candidates are the most deserving. A Board, composed of a representative of each of the five PhD programs and the Dean of the PhD School, will award these places according to the students' ranking in the selection.

Two Early Stage Researchers (ESR) can be admitted to the European Health Economics Program. They will be also admitted to the PhD in Public Policy and Administration. They will benefit from tuition waiver for the duration of the PhD program (4 years) and will be awarded a three-year fellowship (amount of fellowship: see Art 11) for their participation in the European Health Economics Program. The tuition waiver granted to the ESRs are additional to the above mentioned 4 tuition waivers.

### 3) With payment of tuition fees:

Enrollment is open to candidates who have not been awarded a fellowship or a merit-based tuition waiver but have gained at least the minimum points required for admittance in the competition, as per art. 6.

All students without Bocconi fellowship are allowed to receive fellowships by external institutions.

## Article 3: REQUIREMENTS

Applications can be submitted by Italian and non-Italian citizens who:

- have completed or are completing their graduate studies and
- have at least a "proven" B2 (CEFR) level of competence in English.

Graduate qualifications accepted:

- Italian degrees: second cycle (graduate) degrees;
- non-Italian degrees of equivalent Italian standard recognised as such by the Admission Board.

Candidates whose Italian or non-Italian qualifications are still pending on the application date can take part in the selection and will be admitted conditionally.

They must be awarded the required qualifications by 31<sup>st</sup> October 2017, under penalty of forfeiture, and produce the relevant certifications by 10<sup>th</sup> November 2017.

In order to participate in the European Health Economics Program additional eligibility requirements must be met.

Candidates:

- must not have resided or carried out their main activity (work, studies, etc.) in Italy for more than 12 months in the last 3 years
- must have a maximum of 4-year (full time equivalent) "post lauream" research experience
- must not have already been awarded a PhD.

## Article 4: SELECTION DEADLINES

Application opening date	3 <sup>rd</sup> October 2016
Application closing date	16 <sup>th</sup> January 2017 1 <sup>st</sup> February for Statistics
PhD admission ranking; personal email about admission or non-admission to program	by 14 <sup>th</sup> March 2017



Article 5: APPLICATION
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Applications in English shall be made online at <http://www.unibocconi.eu/admissionphd>.

In order to complete their application prospective students will have to:

- register in order to obtain Personal ID and password;  
please note that Bocconi students already have the required credentials;
- enter the information in the spaces provided;
- upload some documents;
- submit the application.

Detailed instructions can be found at <http://www.unibocconi.eu/admissionphd>.

Prospective students are responsible for the information they will enter and for the validity of the documents they will upload. The University has the right to verify the information and the validity of the documents provided and exclude the students at any time, even after completion of the enrollment procedure.

The online application procedure will be available from 3<sup>rd</sup> October 2016.

The application closing date is 16<sup>th</sup> January 2017 for Economics and Finance, Business Administration and Management, Public Policy and Administration; 1<sup>st</sup> February 2017 for Statistics. This deadline is not negotiable.

#### Entering data and uploading documents:

Applicants can access the online procedure more than once.

- Entering data:  
Applicants will enter data on each section, then click on SAVE for each section; data can be modified and then saved by clicking on SAVE.
- Uploading documents:  
Applicants will upload documents on each separate section; if changes are required, an uploaded document can be replaced with a new document, which will be saved automatically, or cancelled if applicants want no document to be uploaded.  
If more than one document needs to be uploaded, a zip file is to be created and then uploaded.

#### Submitting application:

##### First step:

Applicants will only click on SUBMIT DATA when no changes are needed in the DATA entered on each section. No data changes are allowed after clicking on SUBMIT DATA.

##### Second step:

Applicants will only click on SUBMIT APPLICATION when no changes are needed in each UPLOADS section. No data and/or uploads can be changed after clicking on SUBMIT APPLICATION.

In summary, applicants will **only** click on SUBMIT DATA and SUBMIT APPLICATION when they have finalized their application.

Applications are completed and can only be assessed after clicking on SUBMIT DATA and SUBMIT APPLICATION.

In order to close the application and be evaluated, the following documents (sections: personal details, language requirements; academic records) are strictly required:

- personal CV;
- documentary evidence of English language competence (except English native speakers): international certification, university or high school studies in English, ...;
- academic curriculum;
- copy of the international passport;
- passport format photo.

Documents of the remaining sections contribute to increasing the score in the final ranking.

Prospective students are allowed to apply for more than one PhD program using the same ID and password; however, if they apply for more than one program, separate online procedures shall be used.

Therefore, the prospective students who apply for both standard Public Policy and Administration Program and Public Policy and Administration + European Health Economics Program shall apply twice (double data entering and double upload of documents).

#### Article 6: SELECTION CRITERIA

Admission to each of the programs (art. 1) is decided by the Admission Board, who will evaluate the suitability of the applicants for each program.

The assessment is based on a candidate's:

- curriculum vitae;
- academic records;
- international graduate admission tests scores (GMAT or GRE);
- statement of purpose;
- up to two reference letters;
- other relevant documents (e.g. publications).

The members of the Admission Board are appointed in conformity to "Academic Rules and Regulations of the PhD Programs".

The assessment criteria are the same for each of the PhD programs:

- a maximum of 40 points for the applicant's curriculum vitae and academic records;
- a maximum of 20 points for GMAT/GRE;
- a maximum of 30 points for statement of purpose and reference letters;
- a maximum of 10 points for other submitted documents.

The Admission Board may decide to conduct a brief long distance interview in order to gather more information about the student's qualifications, but no points are awarded for this interview.

A minimum of 50 total points is required for admission to all the above PhD programs



Article 7: DETAILED INSTRUCTIONS

TYPE OF INFORMATION	REQUIRED online INFORMATION	DOCUMENTS TO BE UPLOADED All documents have to be in English, except for those regarding the academic curriculum (that can be in Italian) and publications that can be in any language.
<b>Personal CV</b>	Personal details	<ul style="list-style-type: none"> <li>- copy of international passport (second best: identity document duly translated);</li> <li>- passport photo (JPG format);</li> <li>- full CV (education, work experience, language skills, study/work abroad, other relevant skills and experiences).</li> </ul>
<b>English language requirements</b>  A B2 (CEFR) competence level of English or above <u>is required</u> to be admitted to all PhD programs	Evidence of competence: <ul style="list-style-type: none"> <li>- Recognized international English language certification;</li> <li>- University or secondary school studies in English;</li> <li>- internal English exam in a Bocconi degree program;</li> <li>- English native speaker.</li> </ul>	Documentary evidence: <ul style="list-style-type: none"> <li>- in case of international language certification: the list of recognizable certifications is available in the online application procedure;</li> <li>- in case of secondary school studies in English: high school certificate;</li> <li>- in case of University studies or internal English exam in a Bocconi degree program: no upload is required (info are available in section “academic curriculum”);</li> <li>- in case of English native speaker: no upload is required.</li> </ul>
<b>Academic records</b>  Only applicants with Italian graduate degrees or non-Italian degrees of equivalent standard, recognised as such by the PhD Admission Board, can be admitted to the PhD programs.	University, name of degree, field of study, type of degree (one-cycle system, two-cycle system)	Documents in English or Italian <ul style="list-style-type: none"> <li>• Two-cycle system, (3+2 yrs, 3+1 yrs, 4+1 yrs, 4+2 yrs, others):</li> </ul> <u>Undergraduate degrees:</u> Transcript of exams <u>and</u> certification of degree awarded and final grade. (* <b>see notes below the table</b> )

Applicants who have not achieved a degree are allowed to apply, but they must obtain the degree by 31 <sup>st</sup> October 2017, or their application will not be considered		<p><u>Graduate degrees:</u></p> <p>Transcript of exams. If the applicant has already been awarded a degree, the certification of the degree awarded with final grade is also required. (*see notes below the table)</p> <ul style="list-style-type: none"> <li>One-cycle system (4yrs , 5 yrs, others): Transcript of exams. If the applicant has already been awarded a degree, the certification of the degree awarded with final grade is also required (*see notes below the table)</li> </ul>
<b>International graduate admission tests score (GMAT/GRE)</b>	<p>GMAT (or GRE) with date and results.</p> <p>Please note that GRE Examinee Score Reports are only available 15 days after the test date.</p> <p>We urge applicants to take the test well in advance as the report must be uploaded before the application closing date (Jan 16; Feb 1 for Statistics)</p>	<p>GMAT: official score report or unofficial report</p> <p>GRE: Examinee Score Report</p>
<b>Statement of purpose</b>	---	Short description (max 1200 words) of motivation for enrollment in Bocconi PhD programs, research interests and professional goals
<b>References (up to two reference letters)</b>	<p>Names and email addresses of referees (up to two) chosen by the applicant.</p> <p><b>Applicants are advised to enter and save referees' names and e-mail addresses well before the deadline, so the referees will have time to write and upload their letters</b></p>	<p>Referees will be automatically asked to upload their reference letters by 16<sup>th</sup> January 2017 (1<sup>st</sup> February for Statistics)</p> <p>Applicants can access the online procedure to see whether the reference letters have been uploaded</p>
<b>Other relevant documents (e.g. publications, certifications in foreign</b>	<ul style="list-style-type: none"> <li>- publications;</li> <li>- certifications in foreign languages other than</li> </ul>	<p>A maximum of five documents can be uploaded</p> <p><b>NB: Candidates interested in</b></p>



languages other than English, etc.)	English; - other programs attended; - other documents.	the European Health Economics Program shall complete and upload their eligibility questionnaire that can be found on the Bocconi website <a href="http://www.unibocconi.eu/admissionphd">http://www.unibocconi.eu/admissionphd</a>
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(\*Notes):

Candidates must upload the certification of their degrees specifying: name of degree, home University, date of graduation, final grade (if any), exams taken and grades achieved.

If the candidates have not completed their graduate studies, they must upload documents certifying: enrollment in a degree program, their full study plan, exams taken and grades achieved.

Only for Italian and foreign candidates with Italian degrees self-certification is allowed.

Documents sent by post, email or fax are not accepted.

#### Article 8: RESULTS

Successful applicants are admitted to the PhD programs ranked according to merit. The final ranking will be confirmed by decree of the Rector.

Rankings for Public Policy and Administration and for Public Policy and Administration + European Health Economics Program are dealt with separately.

By 14<sup>th</sup> March 2017 each candidate will be sent a personal email to the address provided online in which information about the final outcome of the application will be found.

Each candidate will be able to access the online procedure by using their ID and password and find more information, in particular:

- if they have been admitted to the PhD program: points awarded, ranking and financial conditions;
- if they have not been admitted to the PhD program: points awarded.

The ranking of this public competition is published in compliance with data privacy laws on <http://www.unibocconi.eu/admissionphd> (privacy is guaranteed).

#### Article 9: ENROLLMENT DEADLINES

Enrollment of admitted applicants with fellowship	by 24 <sup>th</sup> March 2017
Enrollment of replacement applicants with fellowship	within 7 days of replacement communication date
Enrollment of applicants with merit-based tuition waiver	Applicants can choose between two deadlines: by 24 <sup>th</sup> March 2017 <u>or</u> after completing enrollment of students with fellowship (within 7 days of notification)
Enrollment of replacement applicants with merit-based tuition waiver	within 7 days of replacement communication date

Enrollment of admitted applicants with payment of tuition fees	Applicants can choose between two deadlines: by 24 <sup>th</sup> March 2017 <u>or</u> after completing enrollment of applicants with merit-based tuition waiver (within 7 days of notification)
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Admitted applicants (with fellowship, with merit-based tuition waiver and with payment of tuition fees) will receive an email where they will be offered to enroll by 24<sup>th</sup> March 2017.

Applicants admitted with fellowship must enroll by 24<sup>th</sup> March 2017.

If they do not enroll by that date, they will automatically be considered as declining the offer.

Candidates admitted with fellowship who intend to decline the offer should decline it well before the 24<sup>th</sup> March 2017 to allow replacement applicants to receive their offer as soon as possible.

Applicants admitted with tuition waiver and those admitted with payment of tuition fees can choose between enrolling by 24<sup>th</sup> March 2017 or when they are informed about replacement.

If applicants admitted with fellowship or with tuition waiver decline the offer, replacement applicants that have already enrolled (with tuition waiver or with payment of tuition fees) will be informed of their status change.

Moreover, applicants enrolled with payment of tuition fees who change their status, will be informed that the first installment payment will be refunded.

Enrollments are expected to end by the end of May.

If students enrolled with fellowship or with merit-based tuition waiver decline the offer, after the end of enrollments and before the PhD program begins, a further round of replacements will take place for the benefit of students enrolled with tuition waiver and with payment of tuition fees.

Replacements of candidates with fellowship or tuition waiver are not allowed after the beginning of the first year of the program (1<sup>st</sup> September 2017).

#### Article 10: ENROLLMENT PROCEDURES

Enrollment takes place online (ENROLLMENT Section), using the ID and password provided at registration.

The following documents must be uploaded:

- 1) enrollment form, filled out and signed (the form can be downloaded from the online procedure);
- 2) only for enrolled students who had been admitted with payment of tuition fees: copy of receipt of first installment payment (€1,000)

Students enrolled in a PhD program are forbidden to enroll in other University programs, unless they suspend their studies in one of the two programs, as per "Academic Rules and Regulations of Bocconi PhD Programs".



Certification attesting the awarding of the degree<sup>3</sup> is required to definitively finalize the enrollment.

Certification can be:

- uploaded when enrolling via online procedure
- delivered to CADES (by 10<sup>th</sup> November 2017).

In particular:

- + Italian degrees: certification issued by the awarding Italian University or self-certification;
- + non-Italian degrees:
  - UE countries: certification in English issued by the awarding University;
  - non-EU countries: 1) certified translation into Italian of the degree 2) legalization issued by the competent authorities 3) “dichiarazione di valore” issued by the Italian Embassy or Consulate of the country where the degree was awarded.

## Article 11: FINANCIAL ASPECTS

Bocconi PhD Programs Rules and Regulations (<http://www.unibocconi.eu/regulations>) give information about:

- 1) fellowships, merit-based tuition waivers and tuition fees;
- 2) financial aid for PhD students (budget for studies and research; remuneration for research activities and teaching assistantship; remuneration for research funded by external bodies and organizations).

In particular:

### 1) With reference to fellowships, merit-based tuition waivers and tuition fees:

Without prejudice to the above-mentioned Rules and Regulations, **merit-based fellowships** (see art. 2, 1.A of the present call) are awarded to the best ranked students, in relationship to the number of available fellowships.

The fellowships merit-based amount to € 13.838,47 per annum (before social security-INPS contributions), which is above the minimum amount of € 13.638,47, stated by law.

For the period of time spent abroad the fellowship will be increased by 50% of € 13.638,47, the minimum amount stated by law, in proportion to the duration of the stay abroad, which, in any case, cannot exceed a total of 18 months.

Income from the fellowship is tax free.

All PhD students (with fellowship, with tuition waiver and paying students) are required to pay the current annual regional tax of € 140, whose amount may be modified by law at a later date.

If fellowships are granted by non-university institutions, the Admission Board will assign them according to the ranking of the applicants and the field of research agreed upon with each institution.

<sup>3</sup> Name of degree program, level, University, graduation date, final grade (if any).

Fellowships cannot be added on to other fellowships of any kind except those granted to students who are required to spend some time abroad by domestic or foreign institutions.

**Fellowships based on merit and financial conditions** (art. 2, 1.B of the present call) are managed by ISU Bocconi, as per DPCM (Italian Prime Minister Decree) 9<sup>th</sup> April 2001, without prejudice to further modifications. Applications shall be sent to ISU Bocconi following the 2017-2018 public competition instructions, which will be published at: [www.unibocconi.eu/isu](http://www.unibocconi.eu/isu).

**Tuition fees for students without fellowship and without tuition waiver** amount to € 5,000 for each year and are to be paid as follows:

First year:

	DEADLINE	AMOUNT
1 <sup>st</sup> installment	date of enrollment	€ 1,000
2 <sup>nd</sup> installment	31 <sup>st</sup> December	€ 2,000
3 <sup>rd</sup> installment	31 <sup>st</sup> March	€ 2,000

Next years:

	DEADLINE	AMOUNT
1 <sup>st</sup> installment	30 <sup>th</sup> November	€ 1,000
2 <sup>nd</sup> installment	31 <sup>st</sup> December	€ 2,000
3 <sup>rd</sup> installment	31 <sup>st</sup> March	€ 2,000

Bocconi University will not refund the tuition fees paid by a candidate, unless they replace another candidate who had been awarded a fellowship or a merit-based tuition waiver.

## 2) With reference to financial aid:

In compliance with Italian law, a budget for studies and research activities is made available in the 3<sup>rd</sup> and 4<sup>th</sup> year of the program.

Moreover, all PhD students may be allowed to work part time, and be remunerated, when doing the following activities:

- research assistantship;
- teaching assistantship.

Indicatively, the current standards for the academic year 2016-2017 are as follows:

- Research Assistantship: from the second year (as an exception, during the first year, subject to Dean's approval)
- Teaching Assistantship: from the second year, and, more specifically:
  - a maximum 160 hours of TA per year in the 2<sup>nd</sup> year;
  - a maximum 320 hours of TA per year in the 3<sup>rd</sup> year;
  - 4 hours of TA may be replaced by 1 lecturing hour.

These activities must be previously authorized by the PhD Director, as students are above all committed to their PhD research and activities.

The two European Health Economic Program Early Stage Researchers will be awarded a three-year Marie Skłodowska-Curie fellowship, as follows: living allowance (about € 31,000 gross per year),



mobility allowance (€ 600 per month), and a family allowance (€ 500 per month for the researchers who move to Italy with their partner and/or children).

#### Article 12: MORE INFORMATION ON PhD PROGRAMS

More detailed information about:

- PhD program attendance and evaluation;
- thesis writing and submission;
- final examination

will be found in the Bocconi PhD Programs Rules and Regulations at <http://www.unibocconi.eu/regulations>.

#### Article 13: PRIVACY

All personal data sent to Bocconi University will only be used in the present call and are for internal use only, as per D.Lgs. (Legislative Decree) 30<sup>th</sup> June 2003 n.196, subsequently complemented and modified.

#### Article 14: GENERAL RULES AND REGULATIONS

For matters not covered in this call, refer to general PhD rules and regulations and to Bocconi PhD Programs Rules and Regulations published at <http://www.unibocconi.eu/regulations>.

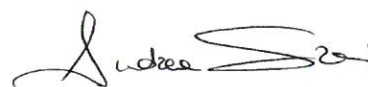
#### Article 15: RESPONSIBILITY FOR THE PROCEDURE

Mr. Gualtiero Valsecchi (tel. no. 02-58362027, e-mail: [gualtiero.valsecchi@unibocconi.it](mailto:gualtiero.valsecchi@unibocconi.it)) is responsible for the procedure of the call.

Copy of the call is available at <http://www.unibocconi.eu/admissionphd>.

Milano, 1 Agosto 2016

D.R. n. 92 / GV.bc



The Rector  
Prof. Andrea Sironi