Regulations for admission to the Degree Courses in Economia Aziendale (i.e. Business Administration), in Business & Management (English-medium program), in Management dell’Informazione e della Comunicazione Aziendale (i.e. Business Information and Communication Management) of the Department of Management and in Economia (i.e. Economics) of the Department of Economic, Social, Mathematical and Statistical Sciences - Academic Year 2021/22 (hereinafter the «Regulations»).

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SECTION I – General provisions

Art. 1 – Available places
1. The present Regulations govern the procedure for admission to the three-year degree courses of the Department of Management and the Department of Economic, Social, Mathematical and Statistical Sciences for the 2021/22 academic year.

2. With a subsequent Call, the University of Turin will open two Application Periods, for a total number of places (divided by administrative category) of:
Art. 2 – Definitions

1. For the purposes of these Regulations and all the procedures connected with them, the following terms or expressions, with capital first letter, have (in the singular or plural respectively unless specified otherwise) the following meanings:
   a. Announcement: the announcement published with a decree of the Rector of the University of Turin opening the Examination Periods;
   b. CIVAL Commission: the Interdepartmental Supervisory Commission on access to the three-year degree courses pursuant to art. 35;
   c. Degree Courses: Degree Courses in Economia Aziendale, Business & Management, Management dell’Informazione e della Comunicazione Aziendale of the Department of Management and in Economia of the Department of Economic, Social, Mathematical and Statistical Sciences;
   d. Degree Course: unless specified otherwise, one of the Degree Courses;
   e. Call for application: each procedure for admission to one of the degree courses of the Department of Management and of the Department of Economic, Social, Mathematical and Statistical Sciences in accordance with the Regulations, as governed by arts. 13-19;
   f. Application Period: each time period or time frame during which each eligible Candidate may participate in the Examinations following the procedures and the times described in Arts. 13-19;
   g. Candidates with an Italian academic qualification: people of any citizenship, in possession of an Italian academic qualification;
   h. Italian/EU or not EU legally residing Candidates  with a foreign academic qualification: people in possession of a foreign academic qualification with Italian citizenship or citizenship of a European Union Member State or a country of the European space (Norway, Iceland, Liechtenstein, Switzerland and the Republic of San Marino) or non-European Union country legally residing in Italy;
   i. Candidates with a non-EU foreign academic qualification residing abroad: people in possession of a foreign academic qualification, with non-EU and non-EU equivalent citizenship who reside abroad;
   j. «Marco Polo» Programme Chinese Candidates: people who meet the requirements established by the «Marco Polo» governmental agreement;
   k. Candidates with disabilities or with specific learning difficulties: people belonging to one of the categories as per letters g., h., i., j., k. who are – on the date of submission of the application for TOLC-E or English TOLC-E – possess a certification of disability pursuant to the law no. 104 of 5th February 1992, or with a percentage disability of 50% or above or a SLD certification pursuant to the law no. 170 of 8th October 2010;
   l. Candidates: unless specified otherwise, people belonging to the categories under letters g., h., i., j., k.;
   m. TOLC-E and English TOLC-E: CISIA OnLine Test for access to the degree courses in economics and in the statistics and social sciences area promoted and provided, in Italian (TOLC-E) or in English (English TOLC-E), by Consorzio Interuniversitario Sistemi Integrati per l’Accesso (CISIA) [Interuniversity Consortium of Integrated Systems for Access], as described and regulated in the website www.cisiaonline.it;

Art. 3 - Exemptions

1. No exemptions are provided in relation to the procedures for participation in the Announcement as per Art. 1.
2. In particular, all Candidates must follow the admission procedure described in the present Regulations and in the Announcement, even in the case of partial recognition of the Italian or foreign academic qualification.

Art. 4 – Procedure for admission to the Degree Courses
1. The procedure for admission to the Degree Courses consists of the following two phases:
   a. Phase 1: the TOLC-E or English TOLC-E admission test is taken at any of the centres and on any date in the validity period indicated by art. 6 and according to the procedures described in arts. 7-11;
   b. Phase 2: registration, during the Application Periods, to one of the Calls for application which will be announced by University of Turin for the Department of Management and for the Department of Economic, Social, Mathematical and Statistical Sciences according to the procedures described in arts. 13-19 for the purposes of formation of the classification list for admission to the individual Degree Courses according to the procedures described in arts. 20-22;
2. Note that the call for application procedure does not require the Candidate to take part in any further selection test, as the Candidate must have taken the TOLC-E or English TOLC-E admission test before applying. The application procedure shall result in the creation of a classification list among all the applicants for each Degree Course and based on the score obtained in the TOLC-E or English TOLC-E admission tests.

Art. 5 – Enrolment
1. Once the classification list has been drawn up, enrolment of the Candidates shall be carried out according to the procedures described in arts. 24-29.

SECTION II – Provisions concerning the TOLC-E or English TOLC-E admission tests

Art. 6 – TOLC-E or English TOLC-E test period
1. Candidates interested in taking part in the Calls for application must take the TOLC-E test (in Italian) or the English TOLC-E (in English) administered by the CISIA consortium.
2. Candidates who wish to apply for the English-medium Degree Course in Business & Management are required to sit the English TOLC-E. Candidates who wish to compete for the Italian-medium Degree Course in Economia Aziendale, for the Italian-medium Degree Course in Management dell’Informazione e della Comunicazione Aziendale and for the Italian-medium Degree Course in Economia are required to sit the TOLC-E.
3. The results of the TOLC-E or English TOLC-E taken in the time periods specified in articles 14 and 16 are valid for the purposes of the Calls put out in accordance with the present Regulations.

Art. 7 – Repeating the TOLC-E or English TOLC-E admission tests
1. Candidates may sit the TOLC-E and/or the English TOLC-E more than once and according to the limitations specified in the TOLC Regulation.
2. If a Candidate has taken the TOLC-E and/or the English TOLC-E several times, for the purposes of each Call and creation of the related classification list, the result of the latest TOLC-E or the latest English TOLC-E taken by the term of closure of the registration for each Call will be taken into consideration – according to whether the Candidate chooses to compete with the score of the TOLC-E and/or the English TOLC-E as better specified in arts. 15 and 17 – regardless of the fact that the score attained may be lower than the one previously achieved.

Art. 8 – Procedure for taking the TOLC-E and/or English TOLC-E admission tests
1. The registration procedure, the costs, the methods for accreditation, participation and taking the TOLC-E or the English TOLC-E are described on the website www.cisiaonline.it to which all Candidates interested in taking part in the Call shall refer.
2. The University of Turin is not involved, either as a legal entity or through its internal divisions of the Department of Management and the Department of Economic, Social, Mathematical and Statistical Sciences, in the procedures for registration, accreditation and administration of the TOLC-E or the English TOLC-E, which pertain exclusively to the CISIA consortium, and therefore does not accept any liability for malfunctioning, technical problems, delays or other events which, by invalidating the participation or the result of the TOLC-E or the English TOLC-E or the possibility of obtaining the result with the procedures and times established by CISIA, make it impossible, delay or impede to complete one’s registration for the Calls.
Art. 9 – Characteristics of the TOLC-E and/or English TOLC-E admission tests
1. The website [www.cisiaonline.it](http://www.cisiaonline.it) is solely responsible for all information and rules related to the TOLC tests. All Candidates are required to consult the above-mentioned website and in particular the section of the TOLC Regulation containing the only official and updated information. In the event of differences between what is specified here and on the website [www.cisiaonline.it](http://www.cisiaonline.it), the latter will prevail.
2. The [Syllabi](http://www.cisiaonline.it) of the TOLC-E and the English TOLC-E are available and always updated on the website [www.cisiaonline.it](http://www.cisiaonline.it).

Art. 10 – Dates and administration rules of the test
1. When registering, each Candidate shall choose which TOLC to sit (the TOLC-E or the English TOLC-E) and on which date.
2. The administration rules are determined solely by the CISIA consortium and described in the TOLC Regulations published on the [www.cisiaonline.it](http://www.cisiaonline.it) website, which is understood to be referenced here in full, in every part. In any case, if not permitted from the rules, the Candidate is not allowed to bring into the test bags or rucksacks, books or notes, paper, mobile phones and other electronic instruments, and anything else that will be communicated prior to commencement of the test. Candidates who do not comply with the above-mentioned provisions or who have copied the test wholly or partly are excluded from the test and the result is invalidated.
3. The Chairperson of the CIVAL Commission is delegated to determine and communicate to the CISIA consortium the dates when the TOLC shall be held. Said dates will be entered by the TOLC Reference person in the calendar published on the website [www.cisiaonline.it](http://www.cisiaonline.it).
4. If, for any reason, the Candidate is not present on the day and at the place and time established for the test, according to the TOLC Regulations, the Candidate will be considered definitively absent. Said absence does not prevent the Candidate from re-registering to sit the test on one of the subsequent dates, starting from the day following that of the test for which s/he was registered, during the calendar year and without having to pay the fee again, as established in the TOLC Regulations.
5. The CIVAL Commission and the invigilators ensure observance of the provisions indicated in the present Regulations and in the TOLC Regulations and are entitled to adopt the necessary provisions to this end.
6. Invigilation shall be performed according to the provisions of Arts. 11, 13 and 15 of the Presidential Decree no. 487 of 9th May 1994, and in any case according to the TOLC Regulations.
7. The provisions concerning public competitive examinations will apply to all matters not covered by the present Regulations.

Art. 11 – Candidates with disabilities or specific learning difficulties
1. Candidates with disabilities or specific learning difficulties (SLD, “DSA” in Italian), when registering in the TOLC area of the CISIA portal, must fill out the specific form, upload the disability or SLD certificate and specify the supports needed to take the TOLC-E or the English TOLC-E according to The TOLC Regulations published on the website [www.cisiaonline.it](http://www.cisiaonline.it).
2. The Chairperson of the CIVAL Commission is delegated to notify the CISIA consortium of the name and reference persons of the Office responsible for the management of procedures enabling Candidates with disabilities or with specific learning difficulties to sit the TOLC-E or the English TOLC-E in Turin. This information will be communicated by the CISIA consortium to every Candidate with disability or with specific learning difficulties at the time of registration, under the terms of the TOLC regulations.
3. For Candidates with disabilities or with specific learning difficulties who wish to sit the TOLC-E and/or the English TOLC-E in Turin, the following certificates are valid for university entrance:
   - for Candidates with disabilities: the disability certificate pursuant to law no. 104, of 5th February 1992, or the certificate of disability with percentage disability of 50% or above;
   - for Candidates with specific learning difficulties, the certification of specific learning difficulties pursuant to law no. 170 of 8th October 2010, (reference ICD-10 code F81 and/or name of the disorder), as indicated by the MIUR [Ministry of Education, University and Research] in the Guidelines attached to the Ministerial Decree 5669/2011, which must be issued by the National Health Service or by specialists or accredited facilities, if required by the Regional Authorities; it will be the responsibility of the Candidate to submit appropriate written documentation proving accreditation of the above-mentioned specialists or accredited facilities with the National Health Service, if not explicitly indicated in the certification; the diagnoses carried out by private (non-accredited) specialists must be validated by the National Health Service in order to be accepted. The date of issue must not exceed 3 years, at the time of the pre-registration.
   For year 2021, due to the COVID emergency, according to decree no. 9838 dated 14.04.2020, certifications not updated are valid. The Candidates must send the updated certification as soon as possible.
   Certifications issued after the age of 18 are valid regardless of the date.
   Holders of EES (Special Educational Needs) or BES (Special Learning Needs) certificates that do not indicate the presence of specific learning difficulties are not entitled to request extra support, as these certificates are not recog-
nised by current university entrance regulations. The following tools are not permitted in any case: dictionaries, books of formulas, periodic table of elements, conceptual maps, PDAs, smartphones and other similar tools.

4. The CIVAL Commission as per Art. 35, which decides whether to accept each application, is entitled to avail itself of the support of a Technical Panel of experts for evaluating the validity of the certifications submitted and the appropriateness of the requests for support and/or additional time.

5. Candidates with disabilities or specific learning difficulties resident in foreign countries must submit their certification of the status of disability or learning difficulty (such status must be recognised by Italy’s regulations) issued in their country of residence, accompanied by a sworn translation in Italian or English.

Art. 12 - Helpdesk

1. For information and assistance in relation to any aspect connected with or depending on the TOLC-E and the English TOLC-E admission tests, each Candidate can read the information and FAQ's section in the website www.cisiaonline.it and must refer exclusively to the CISIA Help Desk service (http://helpdesk.cisiaonline.it/).

SECTION III – Calls for applications announced by the University of Turin

Art. 13 – Number and opening periods of the Calls

1. The University of Turin will announce, for the purposes of enrolment in the first year of the Degree Courses, in two separate Application Periods, two Calls for each Application Period.

   In each Application period, a Candidate who:

   - has taken only the English TOLC-E, may only submit an application to apply for the Degree Course in Business & Management, as described below;
   - has taken only the TOLC-E, may only submit an application to apply for the Degree Course in Economia Aziendale, the Degree Course in Management dell’Informazione e della Comunicazione Aziendale or the Degree Course in Economia, as described below;
   - has taken both the English TOLC-E and the TOLC-E may participate in both calls and submit two separate applications.

2. In the First Application Period, all the places indicated in Art. 1 solely for the category Candidates with an Italian academic qualification and Italian/EU or not EU legally residing Candidates with a foreign academic qualification are announced and the application or applications shall be submitted in the period from 1st June 2021 to 15th June 2021 inclusive, at the times indicated in the Announcement.

3. In the Second Application Period, the following places are announced:

   a. for the category of Candidates with an Italian academic qualification and Italian/EU or not EU legally residing Candidates with a foreign academic qualification, the remaining places in each category after the procedures for enrolment and repechage relative to the First Call, and
   b. for the categories of Candidates with a non-EU academic qualification resident abroad and Chinese Candidates on the «Marco Polo» Programme, all the places indicated in Art. 1, and the application or applications for participation shall be submitted in the period from 16th August 2021 to 6th September 2021 inclusive, at the times indicated in the Announcement.

Art. 14 – Requirements and procedures for submittal of applications to take part in the First Call

1. Candidates with an Italian academic qualification and Italian/EU or not EU legally residing Candidates with a foreign academic qualification are entitled to submit an application to take part in the Calls in the First Application Period pursuant to Art. 13, provided that:

   a. they have obtained a secondary school diploma in Italy or with another educational qualification obtained abroad and recognized as equivalent according to the current law, or are enrolled in the last year of secondary school and expect to obtain their diploma in the school year 2020/21;
   b. they have taken the TOLC-E or the English TOLC-E between January 1st 2020 and June 14th 2021;
   c. they have obtained a minimum score of 12 points in the TOLC-E or in the English TOLC-E, without prejudice to the additional learning requirement as per art. 30.

2. All the requirements indicated in the preceding paragraph must be held simultaneously. If one or both of the requirements in letters a. and b. are not met, the Candidate will not be entered on the classification lists, even if the application procedure was completed correctly, and will be indicated as «Annulled»; if the requirement in letter c. is not met, the Candidate will not be entered on the classification lists, even if the application procedure was completed correctly, and will be indicated as «Rejected».
3. **Italian/EU or not EU legally residing** Candidates with a foreign academic qualification must also comply with the requirements and procedures specified in art. 19.

4. The application to take part in the Call is submitted exclusively online via the website www.unito.it.

5. For the purposes of submittal of the application, the following instructions must be followed:

   - **If you have never been a student at the University of Turin**, you are required to register with the University portal. The instructions and procedure for registration can be found on the portal www.unito.it;

   - **If you have already been a student at the University of Turin**, click on the "login" button in the top right-hand corner of the home page of www.unito.it using the credentials (username and password) provided at the time of registration with the portal;

   - once Candidates have obtained their credentials and accessed their personal area, they can complete their application or applications to take part in the Call according to the procedures described in the website www.unito.it.

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**Art. 15 – Choice of Degree Course in applications submitted in the First Application Period**

1. At the time of submittal of the application or applications to take part in the Call in the first Application Period, Candidates must indicate the Degree Course they wish to apply for according to the following rules:

   a. Candidates who took only the TOLC-E or else they also took the English TOLC-E but wish to take part in the Call with the score obtained in the TOLC-E may only apply for one of the following three (Italian-medium) Degree Courses: 1. Degree Course in *Economia Aziendale*; 2. Degree Course in *Management dell’Informazione e della Comunicazione Aziendale*; 3. Degree Course in *Economia*;

   b. Candidates who took only the English TOLC-E or else they also took the TOLC-E but wish to take part in the Call with the score obtained in the English TOLC-E may only apply for the (English-medium) Degree Course in Business & Management.

   c. Candidates who took both the English TOLC-E and the TOLC-E and wish to take part in the Call with both scores must submit both applications separately as indicated in letters a. and b. above.

2. In the case of failure to comply with the provisions of the preceding paragraph (for example, by indicating that they wish to apply for the Degree Course in Business & Management with the TOLC-E score, or by indicating that they wish to apply for one of the Degree Courses in *Economia Aziendale*, *Management dell’Informazione e della Comunicazione Aziendale* or *Economia* with the English TOLC-E score), Candidates will not be included in the classification lists and will be classified as «Annulled», even if they correctly completed the application procedure.

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**Art. 16 – Requirements and procedures for submittal of applications in the Second Application Period**

1. Candidates are entitled to submit an application to take part in the Calls in the Second Application Period, as per art. 13, provided that:

   a. they did not take part in any of the Calls in the First Application Period, or else they were not in a suitable position in the classification lists of the Calls in the First Application Period, or else they decided not to enrol or did not enrol within the terms and according to the procedures referred to in Arts. 24-27;

   b. they obtained a secondary school diploma in Italy or another educational qualification abroad recognized as equivalent according to the current law;

   c. they took the TOLC-E between 1st January 2020 and 3rd September 2021.

2. The requirements indicated in the preceding paragraph must be held simultaneously. If one or more of the requirements in letters a., b. and c. are not met, Candidates will not be inserted on the classification lists and will be classified as «Annulled», even if they completed the application procedure correctly.

3. No minimum score is established to take part in the Calls in the Second Application Period, without prejudice to the additional learning requirement as per art. 30.

4. **Italian/EU or not EU legally residing** Candidates with a foreign academic qualification, Candidates with a non-EU academic qualification resident abroad and «Marco Polo» Programme Chinese Candidates must also comply with the requirements and procedures referred to in Arts. 18 and 19.

5. The application must be submitted exclusively online via the website www.unito.it.

6. For the purposes of submittal of the application, the following instructions must be followed:

   - **If you have never been a student at the University of Turin**, you are required to register with the University portal. The instructions and procedures for registration can be found on the portal www.unito.it;

   - **If you have already been a student at the University of Turin**, click on the "login" button in the top right-hand corner of the home page of www.unito.it using the credentials (username and password) provided at the time of registration with the portal;

   - once Candidates have obtained their credentials and accessed their personal area, they can complete their application or applications to take part in the Call according to the procedures described in the website www.unito.it.
Art. 17 – Choice of Degree Course in applications submitted in the Second Application Period

1. At the time of submittal of the application or applications to take part in the Call in the Second Application Period, Candidates must indicate the Degree Course or Degree Courses they wish to apply for according to the following rules:
   a. Candidates who took only the TOLC-E, or else they have also taken the English TOLC-E but wish to take part with the score obtained in the TOLC-E may only apply for one or two of the following (Italian-medium) Degree Courses: 1. Degree Course in Economia Aziendale; 2. Degree Course in Management dell’Informazione e della Comunicazione Aziendale; 3. Degree Course in Economia;
   b. Candidates who took only the English TOLC-E, or else they also took the TOLC-E but wish to take part in the Call with the score obtained in the English TOLC-E may only apply for the (English-medium) Degree Course in Business & Management;
   c. Candidates who took both the English TOLC-E and the TOLC-E and wish to take part in the Call with both scores must submit both applications indicated in letters a. and b. above.

2. In the case of failure to comply with the provisions of the preceding paragraph (for example, by indicating that they wish to apply for the Degree Course in Business & Management with the TOLC-E score, or by indicating that they wish to apply for one of the Degree Courses in Economia Aziendale, in Management dell’Informazione e della Comunicazione Aziendale, in Economia with the English TOLC-E score), Candidates will not be included in the classification lists and will be classified as «Annulled», even if they correctly completed the application procedure.

3. Once a Candidate has completed the application procedure, the order and choice of preferences can no longer be changed and will remain binding for the purposes of creation of the subsequent classification list as established in art. 22.

Art. 18 – Further requirements and procedures for submittal of applications to take part in the Calls for Candidates with a non-EU foreign academic qualification resident abroad and «Marco Polo» Programme Chinese Candidates

1. Candidates with a non-EU academic qualification resident abroad and “Marco Polo” Programme Chinese Candidates may submit their application exclusively in the Second Call (pursuant to Art. 16 of this Regulation), on the basis of the specific contingent reserved to them.

2. These Candidates may only submit their application if they possess a communication of eligibility for registration obtained following the assessment procedure Apply@Unito reserved to all Candidates with a foreign academic qualification, according to the specific deadlines published on the University portal.

3. Candidates who do not meet one or more requirements, even if they correctly completed the application procedure, will not be included in the classification lists and will consequently be classified as «Rejected».

Art. 19 – Further requirements and procedures for submittal of applications to take part in the Calls for Italian/EU or not EU legally residing Candidates with a foreign academic qualification

1. Italian/EU or not EU legally residing Candidates with a foreign academic qualification may submit their application to take part in the Calls of both the First Application Period and the Second Application Period (pursuant to Arts. 14 and 16 of the present Regulation).

2. These Candidates may only submit an application if they have received notice of a positive outcome following the assessment procedure Apply@Unito reserved to all Candidates possessing a foreign academic qualification, according to the specific deadlines published on the University portal.

3. Candidates who do not meet one or more requirements, even if they correctly completed the application procedure, will not be included in the classification lists and will consequently be classified as «Rejected».

SECTION IV – Classification lists

Art. 20 – Creation of classification lists from the Calls in the First Application Period

1. After closure of the First Application Period pursuant to Art. 13, paragraph 2, the classification lists are drawn up solely for the following category of Candidates with an Italian academic qualification and Italian/EU or not EU legally residing Candidates with a foreign academic qualification, according to the following rules:
   a. each classification list contains only the Candidates who submitted an application to take part in the Call for the Degree Course to which the classification list refers and took the TOLC-E or English TOLC-E in the time frame indicated in articles 14 and 16;
b. each classification list is drawn up taking account exclusively of the score achieved in the TOLC-E or in the English TOLC-E in accordance with the following rules;
   o for TOLC-E: the score obtained in the questions on Logic, Reading Comprehension and Mathematics is considered; the score obtained in Assessment of English Language is not considered to create the classification list;
   o for English TOLC-E: the score obtained in the questions on Logic, Reading Comprehension and Mathematics is considered;

c. the nature and score of the high-school diploma are not relevant and are not taken into consideration to this end;

d. should Candidates obtain the same overall score, priority is given to the Candidate who has obtained the highest total score in the questions in the Mathematics Section, or (if the parity still persists), in the questions in the Logic Section, or (in the case of further parity), in the questions in the Reading Comprehension Section; finally, in case of permanent parity, priority is given to the younger Candidate;

e. each classification list will indicate the numerical position of each Candidate specifying with the word «Admitted» Candidates who are in a suitable position to enrol in the Degree Course they applied for; «Not admitted» indicates Candidates whose position, at that moment and without prejudice to the repechage established by art. 27, is below the maximum number of places offered;

f. Candidates who submitted only one application pursuant to Art. 15, letter a. or letter b, and obtained a score that allows them to enrol may enrol on the Degree Course for which they are classified as «Admitted»;

g. Candidates who submitted both the applications as per Art. 15, letter a. and letter b. and obtained a score that allows them to enrol on only one of the two classification lists may enrol on the Degree Course for which they are classified as «Admitted» or wait to be classified as «Admitted» also on the other classification list, as a result of the repechage procedures. However, Candidates who do not enrol where they are classified as «Admitted» and are not chosen in the repechage procedure on the other classification list may no longer enrol for any of the Degree Courses after the deadlines for enrolment have passed;

h. Candidates who submitted both the applications as per Art. 15, letter a. and letter b. and obtained a score that qualifies them for both Degree Courses for which they have submitted an application may choose to enrol on one of the two Degree Courses only and may no longer enrol on the other one.

Art. 21 – Publication of classification lists from the Calls in the First Application Period

1. The classification lists from the Calls of the First Application Period are published online by posting on the Official University Notice Board on the website www.unito.it by 16th July 2021. Said publication equates to a notification for all legal purposes. No personal communication is sent to the Individual Candidate.

2. In compliance with the current GDPR, in the classification lists published on the Official Notice Board the first name and surname of the Candidate are not specified; only the provisional pre-enrolment number assigned to each Candidate and his/her date of birth, along with the score obtained, are indicated. The status («Admitted», «Not admitted», «Annulled», «Rejected») and the changes to the status resulting from repechage are only visible in the Candidate’s personal page myunito of the website www.unito.it.

3. If, due to technical problems or for other reasons, it is not possible to proceed with the publicati on of the classification lists by the date indicated, the new publication date will be promptly notified on the website www.unito.it.

Art. 22 – Creation of classification lists from the Second Application Period

1. After closure of the Second Application Period pursuant to Art. 13, paragraph 3, the classification lists are drawn up according to the following rules:

a. For each Degree Course three separate classification lists are drawn up for the following categories of Candidates:
   o Candidates with an Italian academic qualification and Italian/EU or not EU legally residing Candidates with a foreign academic qualification;
   o Candidates with a non-EU foreign academic qualification resident abroad;
   o «Marco Polo» Programme Chinese Candidates;

b. each classification list contains only the Candidates who have submitted an application to take part in the Call for the Degree Course to which the classification list refers and who belong to the category to which the classification list refers;

c. each classification list is drawn up taking account exclusively of the score obtained in the TOLC-E or in the English TOLC-E in accordance with the following rules:
   o for TOLC-E: the score obtained in the questions on Logic, Reading Comprehension and Mathematics is considered; the score obtained in Assessment of English Language is not considered to create the classification list;
d. the nature and score of the high-school diploma are not relevant and are not taken into consideration for this purpose;
e. should Candidates obtain the same overall score, priority is given to the Candidate who has obtained the highest total score in the questions in the Mathematics Section, or (if the parity still persists), in the questions in the Logic Section, or (in the case of further parity), in the questions in the Reading Comprehension Section; finally, in case of permanent parity, priority is given to the younger Candidate.
f. each classification list will indicate the numerical position of each Candidate;
g. Candidates who choose to apply with an English TOLC-E score for the Business & Management degree course pursuant to Art. 17, letter b, and are in a position that allows them to enrol will be classified as «Admitted» and may immediately enrol pursuant to Arts. 24-26; otherwise, they will be classified as «Not admitted» and will be unable to enrol on any of the degree courses;
h. Candidates who choose to apply with a TOLC-E score for only one of the degree courses in Economia Aziendale, Management dell’Informazione e della Comunicazione Aziendale or Economia pursuant to Art. 17, letter a, and are in a position that allows them to enrol will be classified as «Admitted» and may immediately enrol pursuant to Arts. 24-26; otherwise, they will be classified as «Not admitted» and will be unable to enrol on any of the degree courses;
i. Candidates who choose to apply with the TOLC-E score for two of the degree courses in Economia Aziendale, Management dell’Informazione e della Comunicazione Aziendale or Economia pursuant to Art. 17, letter a, and are in a position to enrol both for the degree course indicated as the first preference and for the degree course indicated as the second preference will be classified as «Admitted» on the classification list of the first degree course, and their position on any degree course indicated as the second preference will be classified as «Annulled» (even if better);
j. Candidates who choose to apply with the TOLC-E score for two of the degree courses in Economia Aziendale, Management dell’Informazione e della Comunicazione Aziendale or Economia pursuant to Art. 17, letter a, and are in a position to enrol only for the degree course indicated as the second preference will be classified as «Admitted» on the classification list of the second degree course, and will be indicated as «Not admitted» on the classification list of the degree course indicated as the first preference; in this case, if they are in a position to enrol for the degree course indicated as the first preference after the repechage procedure, their position will be reclassified as «Admitted» and they can enrol in accordance with Art. 27;
k. Candidates who have submitted both the applications as per Art. 17, letter a. and letter b. and are in a position to enrol in only one of the two access procedures may enrol on the degree course or in one of the two degree courses for which they are classified as «Admitted» or wait until they are once again classified as «Admitted» on the classification list of the other procedure as well, as a result of the repechage procedure. However, Candidates who do not enrol where they are classified as «Admitted» and have not been chosen in the repechage procedure for the other classification list will be unable to enrol on any degree course after the deadlines for enrolment have passed;
l. Candidates who have submitted both the applications as per Art. 17, letter a. and letter b. and are in a position on the classification list for both access procedures for which they have submitted applications may choose to enrol on one of the degree courses for which they are classified as «Admitted» and will no longer be able to enrol on any other;
m. places which, at the end of the enrolment and repechage procedures, are not covered by Candidates with a non-EU foreign academic qualification resident abroad and by «Marco Polo» Programme Chinese Candidates can be assigned to complete the classification list of Candidates with an Italian academic qualification and Italian/EU or not EU legally residing Candidates with a foreign academic qualification.

2. The following examples illustrate the rules in letters h., i. j. k. l.:

Example 1) (letter h)
A Candidate who has expressed the following order of preference:
1st preference: degree course in Management dell’Informazione e della Comunicazione Aziendale;
2nd preference: NONE;
and who is “Not admitted” to the degree course in Management dell’Informazione e della Comunicazione Aziendale cannot be admitted to any other degree course, as they have not indicated a second preference.

Example 2) (letter i)
A Candidate who has expressed the following order of preference:
1st preference: degree course in Economia Aziendale;
2nd preference: degree course in Management dell’Informazione e della Comunicazione Aziendale;
and who is «Admitted» to the classification list for the degree course in Economia Aziendale (1st preference), must necessarily enrol in this degree course and the 2nd preference, even if suitably positioned in the classification list, is automatically «Annulled».

Example 3) (letter j)
A Candidate who has expressed the following order of preference:
1st preference: degree course in Management dell’Informazione e della Comunicazione Aziendale;
2nd preference: degree course in Economia Aziendale;

and who is “Admitted” on the classification list of the degree course in Economia Aziendale (2nd preference), but is “Not Admitted” to the degree course in Management dell’Informazione e della Comunicazione Aziendale (1st preference) may enrol on the degree course in Economia Aziendale (2nd preference), or not enrol; in any case, the Candidate will remain on the classification list of their first preference to await the repechage procedure and, if chosen, may enrol according to the times and procedures indicated below.

However, if the Candidate does not enrol on the degree course in Economia Aziendale (2nd preference) and is not chosen in the repechage procedure, they will not be able to enrol on any degree course.

Example 4) (letter k)
A Candidate who has submitted an application both for the (English-medium) degree course in Business & Management and for the other (Italian-medium) degree courses expressing the following order of preference:
1st preference: degree course in Management dell’Informazione e della Comunicazione Aziendale;
2nd preference: degree course in Economia Aziendale;

and who is “Admitted” on the classification list of the degree course in Business & Management and is “Not admitted” in both degree courses in Management dell’Informazione e della Comunicazione Aziendale and Economia Aziendale may enrol on the degree course in Business & Management or not enrol; in both cases, the Candidate will remain on the classification lists of the degree courses in Management dell’Informazione e della Comunicazione Aziendale and Economia Aziendale while awaiting the repechage procedure and, if chosen, may enrol according to the times and procedures indicated below.

However, if the Candidate does not enrol on the degree course in Business & Management and is not chosen in the repechage procedure, s/he will not be able to enrol on any degree course.

Art. 23 – Publication of classification lists from the Second Application Period
1. The classification lists relative to Calls of the Second Application Period are published online by posting on the Official University Notice Board on the website www.unito.it within the terms that will be established by the University and in the Announcement as per Art. 1. Said publication is equivalent to a notification for all legal purposes. No personal communication is sent to the individual Candidate.
2. In compliance with the current GDPR, the classification lists published on the Official Notice Board do not contain the first name and surname of the Candidate but only the provisional pre-enrolment number assigned to each Candidate and his/her date of birth, along with the score obtained. The status («Admitted», «Not admitted», «Annulled») and the relative changes to it resulting from repechage can be seen only in the personal page myunito of the website www.unito.it.
3. If, due to technical problems or for other reasons, it is not possible to proceed with publication of the classification lists by the date indicated, the new publication date will be promptly notified on the website www.unito.it.

SECTION V – Enrolment

Art. 24 – Terms of enrolment
1. Candidates who have a high-school diploma obtained in Italy or another academic qualification obtained abroad and recognised by current regulations and who have «Admitted» status in the classification list of a Degree Course can proceed with enrolment in the relevant Degree Course in the following periods:
   a. classification lists from the Calls of the First Application Period: from 19th July 2021 to 21st July 2021 at 15.00h (CET);
   b. classification lists from the Calls of the Second Application Period: within the terms that will be established by the University and in the Announcement as per Art. 1.
2. After 15.00h on the day of expiry, it will no longer be possible to access the on-line enrolment procedure.

Art. 25 – Enrolment procedure
1. The enrolment procedure is accessible exclusively via the on-line procedure available on the personal page myunito of the website www.unito.it and only in the time period specified in art. 24.
2. Under penalty of invalidation, all Candidates with «Admitted» status in the classification list of a Degree Course must:
   a. access their personal page myunito of the website www.unito.it;
   b. fill in the enrolment application attaching a file with passport photo, scanned ID document and tax ID number;
c. print the enrolment application with the relevant payment slip for payment of the first instalment of the university fees;
d. provide for payment of the first instalment of the university fees by and no later than the deadline indicated via the PagoPA circuit. The payment will be acquired by the university in accordance with the times required for processing the procedure.

3. It is the responsibility and duty of every Candidate to carefully read the Regulations concerning university fees and contributions of the University of Turin.

4. For all purposes, the enrolment is definitive only when the first instalment of the university fees has been paid.

5. After payment of the first instalment of the university fees, each Candidate must complete the enrolment by uploading the signed and scanned enrolment application and the scanned receipt for payment of the first instalment of the university fees.

6. For detailed information on the on-line enrolment procedures and steps for switching/transferring from another programme, please refer to Arts. 32-34 and the website www.unito.it.

Art. 26 – Enrolment procedure for Candidates who have obtained a diploma or other equivalent educational qualification abroad

1. Notwithstanding the provisions of Art. 25, the Announcement of Art. 1 may indicate different enrolment methods for Candidates who have «Admitted» status in the classification list of a Degree Course and who have obtained a diploma or other equivalent educational qualification abroad.

Art. 27 – Repechage, reallocation of places and enrolment

1. If, after expiry of the term for enrolment relative to each Call, the places announced for the individual categories are not fully covered, the repechage procedure is implemented with reallocation of places according to the procedures and times indicated below.

2. For the classification lists of the First Application Period, only one repechage will be carried out on 23rd-26th July 2021.

For the classification lists of the Second Application Period, successive repechage procedures are carried out in accordance with the terms that will be established by the University and in the Announcement as per Art. 1.

3. During the repechage period, all Candidates with «Not admitted» status in a Degree Course must check, by consulting daily their personal page myunito on the website www.unito.it, whether they have moved up in the classification list resulting in a change in their status from «Not admitted» to «Admitted».

4. In this case, under penalty of invalidation, all Candidates who have an «Admitted» status in the classification list for a Degree Course must, by and no later than 15.00h (CET) on the day of closure of the repechage procedures:
   a. go to their personal page myunito on the website www.unito.it;
   b. fill in the enrolment application attaching a file with passport photo, scanned ID document and tax ID number;
   c. print the enrolment application with the relevant payment slip for payment of the first instalment of the university fees;
   d. provide for payment of the first instalment of the university fees by and no later than the deadline indicated via the PagoPA circuit. The payment will be acquired by the university in accordance with the times required for processing the procedure in accordance with the Regulations for university fees and contributions of the University of Turin.

5. It is the responsibility and duty of every Candidate to carefully read the Regulations concerning university fees and contributions of the University of Turin.

6. For all purposes, the enrolment is definitive only when the first instalment of the university fees has been paid.

7. After payment of the first instalment of the university fees, each Candidate must complete the enrolment by uploading the signed and scanned enrolment application and the scanned receipt for payment of the first instalment of the university fees.

Art. 28 – Repechage, reallocation of places and enrolment for Candidates who have obtained a diploma or other equivalent educational qualification abroad

1. Notwithstanding the provisions of Art. 27, the Announcement of Art. 1 may indicate different enrolment methods for Candidates who, due to repechage, have «Admitted» status in the classification list for a Degree Course and who have obtained a diploma or other equivalent educational qualification abroad.
Art. 29 – Position and rights of Candidates who do not enrol
1. All Candidates who have «Admitted» status in the classification list of a Degree Course and do not enrol and/or pay the first instalment of the university fees within the terms and according to the procedures established in these regulations and in the Announcement as per Art. 1 are considered to have withdrawn and cannot in any way be included in the repechage procedures even if places remain vacant at the end of the enrolment operations.
2. Failure to enrol after the Calls of the First Application Period does not preclude the Candidate from taking part in the Calls of the Second Application Period or calls announced in the following years.
3. If places remain vacant and there are no other Candidates in the classification list suitable for filling said places, the Candidates as per the preceding paragraph who are still interested in enrolment can submit a re-admission application to the email address direzione.didattica@unito.it by and no later than 5 working days after complete depletion of the classification list (for this purpose please consult the website www.unito.it).

SECTION VI – Additional Learning Requirements (OFA)

Art. 30 – Minimum threshold for Additional Learning Requirements
1. All Candidates enrolled in one of the Degree Courses and who took part in the Calls of the Second Application Period with a TOLC-E score or an English TOLC-E score lower than 4 in the Mathematics questions will be required to follow some extra courses defined as Additional Learning Requirements, according to the procedures that will be subsequently notified, with mandatory attendance.
2. The course will be followed by a test, which has to be passed in order to sit the curricular examinations.

SECTION VII – Course transfers and switches from other Degree Courses

Art. 31 – Types of switches or transfers
1. The transfer or switch to a Degree Course included among those with places subject to Call in accordance with Art. 1 of these Regulations can be made:
   a. from another three-year degree course at the University of Turin (internal switch: arts. 32 and 33);
   b. from a three-year degree course at another university (transfer: art. 34).

Art. 32 – Internal switch between Degree Courses held in Italian
1. The internal switch of a Candidate enrolled in a three-year degree course at the University of Turin is not allowed during the year and require the Candidate to take the TOLC-E or the English TOLC-E according to the procedures and terms indicated in arts. 6-11 and to submit an application to take part in the Call according to the procedures and terms indicated in arts. 13-19.
2. The course switch is accepted only if the Candidate is suitably positioned in the classification list.
3. In this case, by the deadlines established for enrolment in the first year, the Candidate shall go to the Candidate Secretarial Offices to regularise his/her position.
4. The Candidate may be admitted to the 2nd year of the 2020/21 or to the 3rd year of the 2019/20 cohort according to the number of university credits recognized.

Art. 33 – Internal switch between a Degree Course held in Italian and a Degree Course held in English
1. If the switch as per art. 32 is from a Degree Course held in Italian to the (English-medium) Degree Course in Business & Management, the Candidate must sit the English TOLC-E in accordance with the procedures and terms indicated in arts. 6-11 and submit a Call application in accordance with the procedures and terms indicated in arts. 13-19.
2. The course switch is accepted only if the Candidate is suitably positioned in the classification list.
3. The Candidate may be admitted to the 2nd year of the 2020/21 cohort or to the 3rd year of the 2019/20 cohort according to the number of university credits recognized and within the limits of available places.

Art. 34 – Transfer
1. The switch of a Candidate enrolled in a three-year degree course at the University of Turin other than one of those specified in letter a. of art. 31 and transfer from a three-year degree course of another university require the Candidate to take
1. After enrolment in the first year of the degree course, the Candidate can request:
   a. the recognition of any university credits obtained during the degree course of origin;
   b. to be entered in the second year of the chosen degree course. This request will be met only if the Candidate obtained at least 30 university credits in the obligatory subjects of the first year and within the limit of available places;
   c. to be entered in the third year of the chosen degree course. This request will be met only if the Candidate obtained at least 60 university credits in the obligatory subjects of the first and second year and within the limits of available places.

3. Evaluation of the Candidate’s previous university career is carried out by the Teaching Commission of the degree course.

SECTION VIII – Interdepartmental commission for supervision of access to three-year degrees (CIVAL) and person in charge of procedures for calls and creation of classification lists

Art. 35 – Interdepartmental Commission for Supervision of Access to three-year degree Courses (CIVAL)

1. The Interdepartmental Commission for supervision of access to three-year degree courses (CIVAL) is appointed in accordance with the resolutions of the Council of the Department of Management and the Council of the Department of Economic, Social, Mathematical and Statistical Sciences and it is composed of the following members:
   - Prof. Stefano Cerrato – Department of Management (Chair);
   - Prof. Massimo Cane – Department of Management (Coordinating Secretary and TOLC reference person);
   - Prof. Luigi Bollani – Department of Economic, Social, Mathematical and Statistical Sciences (standing member);
   - Prof. Noemi Oggero – Department of Management (standing member).

2. The CIVAL Commission exercises the functions and prerogatives attributed by the present regulations with reference to the procedures for the Call and creation of the Classification Lists.

Art. 36 - Person in charge of the procedure

1. The Person in charge of the administrative procedure in relation to the procedures for the Call, creation of the Classification Lists and enrolment will be indicated in the Announcement as per Art. 1.

SECTION IX – Final provisions

Art. 37 – False declarations in documents and self-certifications

1. The provisions of law punishing the submittal of documents or self-certifications containing false, misleading or incomplete declarations are applicable.

2. If false, misleading or incomplete declarations are found in a document or in a self-certification, the CIVAL Commission can exclude the Candidate from the Call or remove him/her from the classification list or, if already enrolled, declare the forfeiture of said enrolment.

Art. 38 – Data protection

1. Pursuant to arts. 13 and 14 of the GDPR – EU reg. 27th April 2016, no. 2016/679, the personal data provided by each Candidate will be collected at the University of Turin – Educational Services (“Direzione Didattica e Servizi agli Studenti” Administrative Division”), for the purposes of management of the Call and subsequent creation of the classification lists and will be processed in hard copy and/or via an automated database.

2. The provision of said data is mandatory for the purposes of verifying the requirements for taking part in the Call and managing it.
3. Provision of the data necessary for application of the law concerning assistance for persons with disabilities (law of 5th February 1992, no. 104.) and the law concerning special learning difficulties (law of 8th October 2010, no. 170) is optional and is designed solely to ensure the adoption of adequate measures to guarantee equal conditions during sitting of the test. Said data will be processed in hard copy and/or via an automated database.

4. The necessary data for sitting the TOLC-E and the English TOLC-E are gathered and under the responsibility of the CISIA consortium.

5. If the CIVAL Commission wishes to avail itself of external parties for the activities pertaining to it, the data and the necessary information will be sent and processed by said parties in compliance with the law on the protection of personal data.

6. With regard to filing and storage times, it is specified that the master file of candidates who submitted applications to take part in the Calls can also be kept by the University for historical interest. The data concerning classification lists or reports are kept indefinitely.

7. If the data subjects believe that their data have been processed unlawfully, they are entitled to apply to the Control Authority to lodge a complaint.

8. The data subjects can exercise their rights, pursuant to arts. 11, 12, 15, 17, 18, 20 of the GDPR.

9. The Data Controller is the University of Turin, with head office in Via Verdi 8 10124 Turin, Italy.

Contacts: Switchboard +39 011 6706111, certified email: ateneo@pec.unito.it.

10. The Legal Representative is the Rector for the time being of the University of Turin.

11. The Data Protection Officer– DPO can be contacted at the following email address: rpd@unito.it.

12. Without prejudice to any modifications to these regulations that may be required by the competent Authorities.

**Final provision: In the event of any ambiguity or inconsistency in the English translation of the present regulations, the Italian text will prevail.**