



Università
Ca' Foscari
Venezia

Master's degree in *Data Analytics for Business and Society (LM-91)*

Call for Applications – Summer selection Academic Year 2023/2024



The **4** moves to ensure you keep your place

Get all the information

- **Read** the Call carefully!

Register for the test

- **Fill in** the test registration application and **pay** the pre-registration fee
- You can find procedures and deadlines in art. 4

Sit the test

- The test will take place on the morning of Wednesday **26 July 2023**, you can find all the technical information in this call

Accept the place

- the **ranking** will be published on **10 August 2023**: **check** your position and whether you have been **admitted**; accept the place by **22 August 2023 by filling out** the enrolment form and paying the first instalment of the fees. If you have **not been admitted**, **check** the results of possible ranking changes due to withdrawals from **4 pm on 29 August 2023**
- You can find procedures and deadlines in art. 8, 9 and 10



Meet the deadlines

If you fail to comply with all the deadlines and instructions in the Call, you will not be able to enrol: to avoid this risk, enter them immediately in your calendar on your smartphone or tablet!

If you are a candidate with an international qualification, visit the apply.unive.it platform for more information.

Art. 1. Purpose of the call and general principles

- a) This call governs the enrolment procedures for the first year of the Master's degree programme in *Data Analytics for Business and Society* at the Ca' Foscari University of Venice for the Academic Year 2023/2024.
- b) Once enrolment in the Master's degree programme has been completed, suspension for enrolment in another degree programme, outgoing transfer and internal transfer are not allowed for the first year of the course.
- c) The personal data provided by candidates will be processed, in paper or electronic form, according to the regulations in force and included in the information available on the University website page: <https://www.unive.it/pag/34663>.
- d) Candidates will be guaranteed access to the documents, in accordance with the provisions of Italian Law 241/1990 and subsequent amendments.
- e) Candidates are advised not to wait until just before the deadlines governed by this call to complete the admission procedures for the degree programme in question. The University shall accept no liability for any malfunctions due to technical problems and/or overload of the communication line, and/or systems, or for any errors attributable to the actions of third parties, unforeseeable circumstances and force majeure.

Art. 2. Places available

⚠ Summer selection of 26 July 2023

- a) There are **40** places available in the summer selection.
- b) There is a total of **65** places available for enrolment in the first year of the Master's degree programme in *Data Analytics for Business and Society*.
- c) The places made available in the spring selection, not assigned or assigned to candidates who fail to enrol by 31 July 2023, shall be made available in the summer selection.
- d) Of the total number of places indicated above, **5** places are reserved for non-EU international students who need a visa to enter Italy for long-term stays and meet the requirements set forth in the M.I.U.R. notice – Prot. No. 1291 of 16 May 2008. Different selection procedures are envisaged for this category of students. Further information can be found in the course sheets on the portal dedicated to applications from students with international qualifications: apply.unive.it.
- e) The enrolment of non-EU students residing abroad (in possession of the requirements set out in the M.I.U.R. note - Prot. No. 1291 of 16 May 2008) and of students with a qualification obtained abroad is subject to the evaluation of academic qualifications, via the special online procedure available on apply.unive.it.

Art. 3. Admission requirements

- a) Except as provided for in the following paragraph, admission is subject to possession of one of the following academic qualifications:
 - degree;
 - degree under the old university system (before Ministerial Decree 509/1999) or university diploma;
 - for students with a qualification obtained abroad: at least a three-year degree, subject to evaluation of the studies completed by the competent Educational Board.
- b) Those who are not in possession of the qualifications referred to in the previous paragraph may also participate in the selection, provided they graduate before enrolling on the Master's degree programme, according to the deadlines outlined in this call.
- c) Students with a qualification obtained abroad must necessarily undergo a preliminary online evaluation on the apply.unive.it platform. Further information on procedures and deadlines can be found on the "Preliminary evaluation for international students" web page available at the following link: www.unive.it/pag/12520/
- d) Admission to the Master's degree programme covered by this call is also subject to possession of adequate personal preparation and specific curricular requirements, as specified in art. 11 below.

- e) Enrolment also requires possession of at least level B2 in English. The list of recognised certificates and exemptions are published on the dedicated page (www.unive.it/language-requirements).

Art. 4. Admission procedure

⚠ Check that all phases of the online pre-enrolment procedure have been completed correctly and pay the pre-enrolment fee of €30.00 by 12 noon on 12 July 2023. Applications submitted after the deadline or using methods other than those foreseen by this article shall not be considered.

4.1. Online pre-enrolment

- a) Online pre-enrolment can be performed on the university website from 7 June 2023 and must be completed by 12 noon on 12 July 2023. The online procedure is divided into two phases:
- **registration** on the University website (www.unive.it/registrazione or www.unive.it/registration). Those who already possess access credentials to the Reserved Area, either for being former students or for having applied to other University programmes or courses, will not be required to register.
 - **access to the reserved area** of the www.unive.it website, which can take place according to three options depending on the candidate's status:
 - ✓ those who have a student number and a password (as former students of the University) will be able to log in with these credentials;
 - ✓ candidates of Italian nationality, or currently residing in Italy, who do not have a student number and password, must log in with SPID. To obtain SPID, visit <https://www.spid.gov.it/>;
 - ✓ candidates of a nationality other than Italian who are not currently in Italy and who do not have a student number and a password may request access credentials via the link www.unive.it/nospidaccess;
 - **enrolment for the admission test**, by logging in to the Reserved Area of the website www.unive.it and selecting **Admission test** inside the Reserved Area. To perform this procedure, in particular:
 - ✓ candidates must enter the details of a valid identification document and upload a copy (identity card, passport or driving licence);
 - ✓ candidates must enter their academic results as indicated in point 4.2 below;
 - ✓ the pre-enrolment fee payment button will be displayed (point 4.3);
 - ✓ candidates must print the receipt for enrolment for the admission test which shows the pre-enrolment number that will be used in the final ranking publication. The pre-enrolment procedure is completed only by printing the pre-enrolment receipt.
- b) Candidates must also upload:
- signed self-certification of degrees with exams, or of enrolment with exams for undergraduates (which includes: University of graduation, degree class and programme, graduation date and mark, exams taken with relative subject area and weight in credits and mark);
 - professional and academic CVs;
 - where held, a recognized language certificate attesting to at least level B2 in English or the special self-certification form in cases of exemption. The list of recognized certificates and exemptions are published on the dedicated page (www.unive.it/language-requirements);
- c) Once the online procedure has been completed, candidates shall receive a confirmation email at the email address provided during registration.
- d) Once the pre-enrolment procedure has been completed, no changes can be made.
- e) In the event of difficulties in completing the pre-enrolment procedure, candidates can request support from the Enrolment Unit, on the page: www.unive.it/faqsforstudents.
- f) Students **with qualification obtained abroad**, for whom admission is governed by this call, must also have had their academic qualifications assessed via the special online procedure (apply.unive.it). For further information please contact the Welcome Unit (welcome@unive.it).

4.2. Academic results to be entered in the online pre-enrolment procedure

- a) For the purposes of the ranking referred to in art. 7, candidates must enter in the online pre-enrolment procedure the weighted average of the marks for exams taken up to the time of the pre-enrolment for the selection (for the calculation of the weighted average, the marks "30/30 cum laude" shall be calculated as 30).

4.3. Pre-enrolment fee

- a) The payment function is activated at the end of the online pre-enrolment procedure: candidates will see a “payments” button for the guided payment procedure, which can be made exclusively through PagoPa system.
- b) The pre-enrolment fee of €30.00 must be paid after completing the online pre-enrolment procedure (see previous point a). For candidates residing abroad, the only accepted payment method will be online payment by credit card.
- c) Forms of payment other than those indicated above are not accepted.
- d) The pre-enrolment fee shall not be refunded under any circumstances.

4.4. Support for candidates with disabilities and candidates diagnosed with specific learning disabilities (DSAs)

- a) The test is organised by the University taking into account the individual needs of candidates with disabilities, in accordance with Italian Law no. 104/1992 and subsequent amendments and students with DSAs pursuant to Italian Law no. 170/2010.
- b) Should candidates with disabilities or specific learning disabilities wish to use individualized methods for performing the admission test, they must submit a specific request, attaching the relevant medical certification. Requests shall be assessed on the basis of the documentation submitted. In particular:
 - candidates with disabilities may take the admission test with the use of the necessary assistance and additional time in relation to their specific disability;
 - candidates with a learning disability diagnosis, as defined by Italian Law no. 170/2010, may take advantage of additional time (+30%) compared to that allocated for the admission test. In the case of particularly serious certified conditions, further measures may be taken to ensure equal opportunities in the performance of the tests themselves.
- c) Candidates must submit their request for assistance during the online pre-registration; in particular, they must:
 - state the disability/disorder type and percentage;
 - include notes on the specific nature of the assistance requested;
 - attach a certification/diagnosis attesting to the declared disability/disorder in .PDF format. The learning disability diagnosis must have been issued no more than 3 years previously by a NHS facility or by a specialist or facility accredited by the NHS.
- d) In order to ensure the provision of the service, it is preferable that candidates requesting assistance pre-register by 5 July 2023.
- e) For additional information, please contact the University Disability and Learning Disability Service by writing to inclusionone@unive.it

Art. 5. Admission test

5.1. Test topic and score

- a) The test, which shall be held in English, shall last 60 minutes and consist of 50 questions aimed at testing:
 - knowledge of mathematics: 15 questions
 - knowledge of economics (elements of microeconomics and macroeconomics and business economics): 20 questions;
 - knowledge of elements of statistics: 15 questions;
- b) Points shall be awarded as follows: 1 point for every correct answer; 0 points for every unanswered question; 0 points for every incorrect answer.

Art. 6. Online admission test procedure

6.1. Method and time of convocation

- a) The admission test shall be held online in the morning of Wednesday 26 July 2023.
- b) The following software equipment and connection are required of the candidate to take the test:
 - a PC (Windows 8 or later versions, or LINUX) or a MAC (MAC-OS 10.14 or later versions) equipped with a webcam and a microphone; use of GOOGLE CHROME (81.0 or later versions) as a browser is mandatory;
 - an internet connection with a minimum upload and download speed of 1.5 Mbps. In any case, qualification for the test

is subject to a system check during the days leading up to the test, in which the candidate shall be asked to check their equipment and connection in the test environment;

- a smartphone or tablet (Android v.4.1 or later versions – iOS v.8 or later versions) equipped with a cam. Use of Wi-Fi is also recommended. During the procedure, you shall be asked to download an APP to your smartphone/tablet (34MB) from Google Play or App Store (depending on whether you are using a smartphone running Android or iOS).
 - the Tablet can ONLY be used to replace the Smartphone, not the PC (or MAC);
- a) Candidates shall take the test in virtual classrooms that shall be supervised remotely by the classroom stewards.
 - b) During the test, it shall not be possible to carry any devices other than those listed above, headphones or earphones. It shall not be possible to talk, go to the toilet and consult books, texts or web pages.
 - c) The room where the candidates shall take the test must be sufficiently well lit, and only the candidates who have to take the test may be present in the room.
 - d) The entire test shall be recorded, with the possibility for the board to view it even after the test has taken place.
 - e) A few days after the closing date of the pre-registration procedure, candidates shall receive a notification by e-mail at the address indicated during registration, indicating the procedures for the test and the exact time of convocation.
 - f) Candidates are invited to check that they have entered their e-mail address correctly when registering and also to check the SPAM box.
 - g) The guidelines for the test procedure can also be viewed in a special video that can be reached from the website www.unive.it/degree/em14 under the menu *Enrol > Admission*.

Art. 7. Rankings

- a) Candidates shall only be included in the ranking of the Master's Degree for which they have correctly pre-enrolled, following the procedures described in article 4 above. The results of the admission test shall be matched with the pre-enrolment number obtained during the selection process.
- b) The merit rankings of those admitted shall be drawn up exclusively on the basis of the score obtained in the test. In the event of a tie, precedence shall be given to the candidate with the highest weighted average marks in the exams taken. In the event of a further tie, priority shall be given to the youngest candidate.
- c) The ranking list shall be published on the University website (www.unive.it) on 10 August 2023; the ranking list can be found following these steps: *Academics and services > Bachelor's and Master's degrees*, selecting the chosen degree programme, then selecting *Enrol > Evaluation results*. The University shall not notify candidates in writing or by telephone.
- d) The ranking shall also highlight the personal preparation, the minimum curricular requirements for admission to the Master's Degree referred to in this call and the **mandatory** language skills required, as specified in article 11 below.

Art. 8. Acceptance of places and rankings

8.1. General principles

- a) The enrolment procedure includes the enrolment of selected students and a round of repechage for any places still available.
- b) Candidates who fail to enrol according to the deadlines and procedures provided for in this article forfeit the right to enrol.

8.2 Acceptance of the place

- a) Candidates who are selected must enrol in the manner described in art. 10 from 10 to 22 August 2023.
- b) Candidates classified for admission in the rankings who fail to enrol in the required manner shall be considered to all intents and purposes to have withdrawn from application.
- c) Any places vacated following withdrawal shall be made available via repechage, according to the methods indicated below. Candidates not already enrolled, including successful candidates and those who had not accepted the vacancy by the deadline defined under point a) are entitled to submit a request for repechage.

8.3 Repechage and ranking procedure

- a) On 29 August 2023 at 4 pm, a notice will be published on the University website with the number of places still available.
- b) Eligible candidates interested in being assigned a place must submit a repechage application from 29 to 30 August 2023, selecting the dedicated option within the reserved area under the item "Admission test".
- c) The repechage rankings shall be published on the university website on 5 September 2023 at 4 pm.
- d) Candidates admitted to the repechage rankings must accept the place according to the procedure indicated in art. 10 above by 7 September 2023.
- e) On 13 September 2023, a notice shall be published on the University website showing the number of places still available and the procedures for accepting places for candidates still classified for admission in the repechage list.

8.4 Withdrawal

- a) Candidates in a suitable position on the admission ranking list who do not accept the place in accordance with the above terms and conditions will be considered to have withdrawn their application.

Art. 9. Acceptance of place and enrolment of students graduating in the autumn session of academic year 2022/2023

9.1. Deadlines for enrolment

- a) Candidates who are graduating in the autumn session of the academic year 2022/2023, and who classified for admission in the rankings, must accept the position using the dedicated online procedure within the deadlines set out in art. 8 above.
- b) The enrolment procedure consists of two steps:
 - compilation of the online pre-enrolment application;
 - payment of the pre-enrolment fee of €200.00. This fee is non-refundable, even in the event of failure to enrol.
- c) **Compilation of the online pre-enrolment application:** candidates must log in to the Reserved Area of the website following the procedure used for the pre-enrolment procedure and select *Immatricolazione ai corsi ad accesso programmato*. After choosing the degree programme, candidates must upload a passport-size photograph in .jpg format and a copy of their identity document to complete the enrolment application procedure.
- d) **Payment of the pre-enrolment fee:** Candidates graduating in the autumn session **are not required to pay the total amount** of the first installment of tuition and fees, automatically generated by the system after the pre-enrolment application. The payment of the €200.00 pre-enrolment fee, reserved only for candidates graduating in the autumn session, must be made exclusively through PagoPA online system by connecting to the University website page www.unive.it/pagamenti-programmati-magistrali. The remaining amount of the first installment of tuition and fees, from which the pre-enrolment fee will be automatically deducted, should be paid only at the time of enrolment..
- e) Candidates classified for admission in the ranking who do not accept the place in the manner indicated above shall be considered to all intents and purposes to have withdrawn from application.

9.2. Completion of enrolment

- a) Candidates graduating in the autumn session of the academic year 2021/2022 who have correctly accepted the place must complete their enrolment, once they have obtained their degree, in the period between **3 October** and **19 December 2023**, according to the procedure described in art. 10 below.

Art. 10. Enrolment

10.1. Enrolment procedure

- a) Enrolment may only be performed according to the procedures outlined below.
- b) The enrolment procedure consists of two steps:
 - compilation of the online pre-enrolment application;
 - payment of the first instalment of tuition and fee payments.

- c) **Compilation of the online enrolment application** by the deadlines referred to in art. 8 above: candidates must log in to the Reserved Area of the website following the procedure used for the pre-enrolment procedure and select *Immatricolazione ai corsi ad accesso programmato*. After choosing the Master's degree programme, candidates must upload a passport-size photograph in .JPG format and the following documents:
- recognised language certificate attesting to at least level B2 in English or self-certification in cases of exemption;
 - signed self-certification of degree with exams, only for those who participated in the selection as undergraduates;
 - disability certification for students with degree of disability of 66% or more, with the right to exemption from university fees, or with degree of disability of between 50% and 65%, with the right to reduced fees;
 - for students with academic qualifications achieved abroad, any documentation that the candidate was unable to produce during the assessment of admission requirements through the special online procedure available at apply.unive.it;
 - in the case of a non-EU students residing in Italy, a copy of the residence permit;
 - any other documents useful for enrolment.
- d) **Payment of the first instalment of tuition and fee payments:** candidates must log in to the Reserved Area of the website Area using the username and password assigned at the end of the registration procedure and select *Immatricolazione (Enrolment)*. Candidates will see a "payments" button for the guided payment procedure through the PagoPa system.
- e) Students who are entitled to do so may pay the already reduced amount of the first instalment in accordance with the administrative provisions available at www.unive.it/tuitionfees
- f) Once the first instalment is paid and enrolment has been completed, this amount cannot be refunded in any circumstances.
- g) Non-EU students residing abroad and students with a qualification obtained abroad must also have had their academic qualifications assessed via the special online procedure and must enrol within the deadlines given in art. 8. For information, please contact the Welcome Department (welcome@unive.it).

10.2. Completion of enrolment

- a) The completion of the enrolment application and the payment of the first instalment mean that the place has been accepted but **do not imply automatic enrolment**. Enrolment will be completed within **seven working days** by the Enrolment Department and notified via email.

Art. 11. Verification of the requirements for admission to the Master's degree programmes

- a) Admission to a Master's degree programme is subject to candidates possessing adequate personal preparation and specific curricular requirements that must be possessed at the time of enrolment. Procedures for checking and recovering the requirements can be found on the University's website: www.unive.it/degree/em14 > *Enrol* > *Admission*.
- b) Personal preparation is understood to mean the acquisition of adequate knowledge and expertise in the disciplines: business or statistical-mathematical economics at the level typically achieved in the degree courses of classes L-8 Information engineering, L-9 Industrial engineering, L-18 Economics and Business Management, L-31 Computer science and technology, L-33 Economics, L-41 Statistics.
- c) Students with degrees in the degree classes listed above, or in the corresponding degree classes of the old system who have been awarded a degree mark of at least 95/110, are normally already considered to be in possession of adequate personal preparation.
Students who fail to achieve the minimum degree mark required in the classes indicated or who have an academic qualification in different degree, shall be evaluated by the Board in terms of professional and academic CVs.
- d) For admission to the Master's degree programme covered by this call, the minimum curricular requirements for admission to verification of personal preparation are 60 credits in the following academic disciplines (of which at least 12 in economic and business subjects and at least 12 in statistical and mathematical subjects):
- business subjects: SECS-P/07, 08, 09, 10, 11;
 - economics subjects: SECS-P/01, 02, 03, 05, 06;
 - statistical and mathematical subjects: MAT/02, 03, 05, 06, 08, 09 SECS-S/01, 03, 06;
 - computer science subjects: INF/01, ING-INF/05.
- e) English language proficiency at the B2 level is required for admission to the Master's degree programme in Data Analytics for Business and Society. Exemption is granted to candidates who have been awarded one of the certificates listed or meet

the exemption requirements described on the dedicated web page (www.unive.it/language-requirements). Students who fail to certify B2 proficiency in English **will normally not be eligible for matriculation**.

If the enrolment deadlines of the winners do not allow any possibility of recovering any missing language requirement, the opportunity of a conditional enrolment may be granted. Students can be enrolled, paying the tuition fee, even in the absence of linguistic requirement, provided that it has to be recovered **by 25 September 2023**. In case of failure to recover the requirement, the tuition fee **will not be refunded in any circumstances** and the procedure will be closed ex officio.

Art. 12. Transfers, Internal Transfers, Enrolment with credit transfer

- a) Transfers from other universities and internal transfers to the first year of the Master's degree programme covered by this call are not permitted. Transfers to other universities are not permitted once enrolment in the first year of the course has been completed.
- b) The procedures and deadlines for enrolment with credit transfer are available on the University website page: www.unive.it/degree/em14 > Enrol > Admission.

For information

- **Call Center:** www.unive.it/callcenter
- For further information on admission and enrolment procedure, **Enrolment Unit:** <https://www.unive.it/pag/20065/>
- For information and clarification about financial aid, **Financial Aid Unit:** <https://www.unive.it/pag/20068/>
- For information on enrolment with ECTS accreditation, **Economic Campus:** <https://www.unive.it/economic-campus>

Ca' Foscari University will be closed for holiday from 12 to 20 August 2023: telephone, email or face-to-face answering services will not be guaranteed during this period.

Venice, 24 May 2023

The Rector
Prof. Tiziana Lippiello