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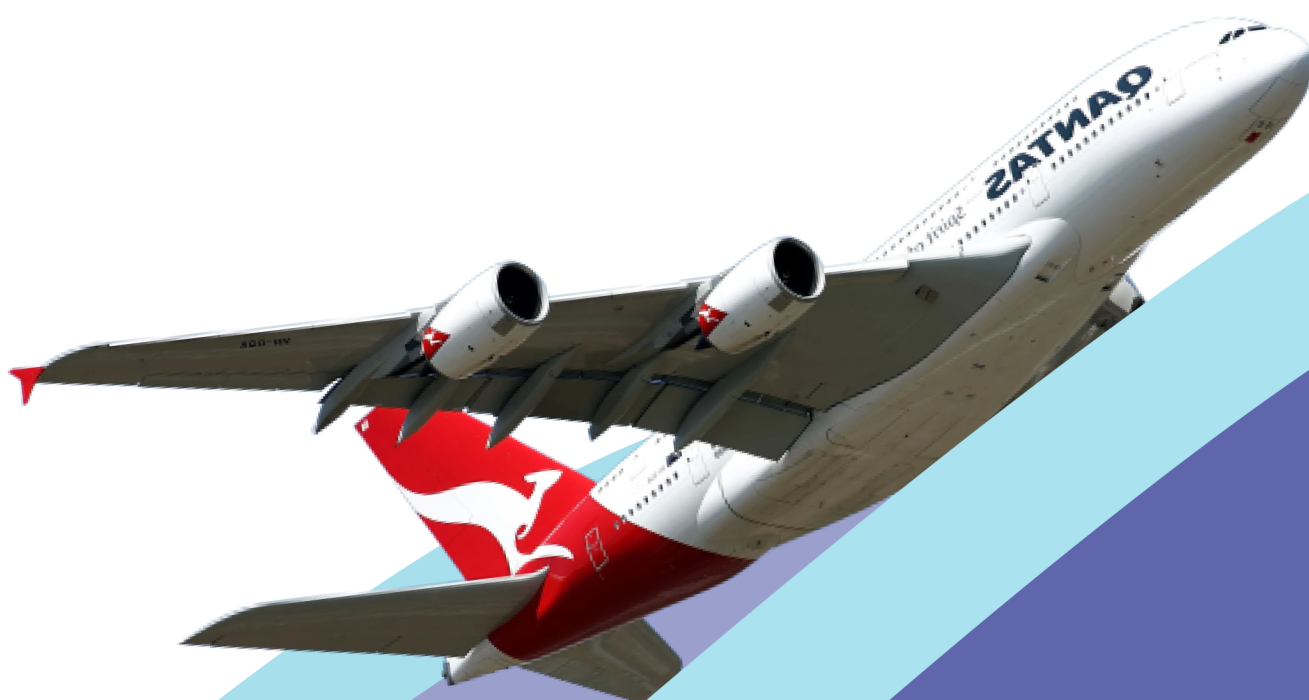
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EXCHANGE 101: **EVERYTHING YOU NEED TO KNOW** **ABOUT GRADUATE EXCHANGE**

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2022-2023 Edition



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DISCLAIMER: The following guide is based on elaborations made by students of official documents provided by the Bocconi University through its university platforms. Therefore, it is not intended to be a substitute for any official material. For any cases not reported here or in the official documents, it is strongly recommended to refer to the Study Abroad Office of the Market & Partners Management, which is responsible for managing the Exchange Program.

WHAT IT IS

This guide aims to simplify the understanding of the entire selection process for an Exchange Program, which allows students to spend and study for a semester abroad at one of Bocconi's 280 partner universities in over 55 countries and 5 continents. Students involved in this project are exempt from paying fees at the partner university, but they will be responsible for travel, accommodation, and living expenses during the period abroad, as well as any additional expenses.

Please note that from Monday, February 20th to Tuesday, February 28th, 2023 (excluding weekends), three advisors will be available to provide more information on the Exchange Program 2023/2024, in ten-minute slots per student. To book an appointment, go to You@B and select "International Programs" from the side menu, then "Individual meetings."

REQUIREMENTS

For each destination, there are minimum requirements, while for some destinations, additional requirements must be met (e.g., minimum GPA, language requirements), which are specific to each destination and vary among different universities (there are partners that do not require additional requirements).

ACADEMIC REQUIREMENTS

MINIMUM REQUIREMENTS

All students regularly enrolled in the first year of the master's degree program, with at least 16 credits registered in their academic career and a minimum weighted average of 22/30, are eligible for the Exchange Program. The calculation of the minimum GPA and credits includes all exams officially registered by February 4th, 2023, which is the end of the regular exam session.

Please note that only exams taken during the regular session will be considered; courses divided into modules will be considered separately for the purpose of calculating the exchange score (therefore, it is necessary to consider the "weighted average" on the You@B App); for students who have changed their course, exams from the new course that are not part of the Study Plan of the first year (first semester) will NOT be taken into consideration.



ADDITIONAL REQUIREMENTS

In addition to the minimum requirement, some universities require that the student meets certain academic requirements to be admitted (e.g. minimum GPA). These details are accurately indicated in the specific page of the destinations and in the official Brochure provided by Bocconi University. If a student does not meet an additional requirement requested by the selected universities as a destination, these destinations will be removed from the application and there will be no possibility to replace them.

LANGUAGE REQUIREMENTS

For the official reference, use this link:

https://www.unibocconi.eu/wps/wcm/myconnect/bocconi/sitopubblico_en/navigation+tree/home/programs/current+students/services/international+relations/bocconi+students/graduate+school/study+abroad/what/exchange+program/graduate+language+requirements/

MINIMUM REQUIREMENTS

It is mandatory, in order to be assigned to one of the chosen destinations or to be placed on the waiting list, to meet a minimum language requirement. The minimum level required is, for English, B2 level for Master of Science students. For other languages (Spanish, French, German, or Portuguese), the minimum level required is B1.

To meet the minimum English language requirement, one must:

- Have passed the internal English exam at Bocconi with a grade of 25/30 or higher;
- or
- Be a student in a degree program taught in English;
- or
- Have a high school diploma or a bachelor's degree in the required language;
- or
- Have citizenship in a country where English is the first language, and it is possible to present your passport as a minimum requirement;
- or
- Having previously completed an Exchange Program;
- or
- **Present an English language certification**, valid at the time of the application recognized by the Bocconi Language Center and uploaded during the Exchange Program application phase.

International certification exam

English Language Certification	Minimum Score accepted
CPE (Certificate Proficiency English)	C1 Pass
CAE (Certificate Advanced English)	B2 Pass (176)
FIRST (Certificate First English)	B2 gen – B (176)
BEC VANTAGE (Business English Certificate Vantage)	B2 bus – B (176)
BEC HIGHER (Business English Certificate Higher)	B2 bus Pass (176)
IELTS ACADEMIC/Online	overall ≥ 6.5 no part lower than 5.5
TOEFL IBT / Home Edition	86-87



ATTENTION: TOEFL and IELTS must have been achieved a maximum of 2 years before the application deadline, while all other certifications must have been achieved a maximum of 3 years before the application deadline. The certifications must be at least level B2.

During the application phase, it will be sufficient to upload a screenshot of the scores achieved and the certification will not be mandatory. Therefore, it will also be possible to upload the provisional IELTS certificate as long as the screenshot clearly shows the results of each sub-band, the overall result, the reference number of the certificate, the name and surname, and the day the exam was taken. Please note that the host university, if someone is accepted, may require the official IELTS certificate to be sent immediately after the nomination (April 2023), so it is essential that the official certificate be available as soon as possible.

How to meet the additional minimum language requirement for other languages:

The minimum requirement is considered fulfilled if the student is properly enrolled in the Language Program of the respective language (for German, Spanish, and French) at the time of the application phase. However, the language exam must be taken before departure, otherwise the student will be excluded from the program. If the student has not passed and recorded the exam in the academic record book, they will no longer be eligible to leave and automatically excluded from the program, except for exceptional cases to be reported to the Study Abroad Office. In place of the internal exam, a valid certification recognized by the Language Center can be converted, just like in the case of the English language.

The minimum requirement can also be met by:

- Presenting a certification recognized by the Bocconi Language Center during the application phase. The certification must be valid at the time of the application and must have been obtained no more than three years before the selection phase. The level of the certification must be at least B1;

or

- Through a secondary school diploma or a Bachelor degree in the requested language;

or

- If one has citizenship in a country where one of the other languages is the first language, one can present their passport as a minimum requirement;

or

- By having previously completed an Exchange program.

NOTE: The need to upload a minimum requirement for another language does not imply that courses are necessarily taught in the language of the host country (e.g. a French university that teaches courses in English).



ADDITIONAL INFORMATIONS

Some partner universities require the satisfaction of additional language requirements (e.g., minimum score on IELTS or TOEFL certification). The additional requests are specified in the brochure with the destinations for the year 2023/2024.

EXCHANGE: WHERE DO I GO? HOW DO I CHOOSE? HOW AM I SELECTED?

SCORING

The ranking for the Exchange Program is based on merit, and the score is calculated by considering:

- Student's weighted average (WA) of academic credits: 50%
- Number of credits obtained (NC) divided by the maximum number of credits that can be obtained (MAX NC): 20%
- Final grade of the Bachelor degree: 30%

The formula is as follows:

$$\left[\left(\frac{\text{Student WA} \times (\text{WA of all MSc programs} / \text{WA of student's MSc program})}{31} \right) \times 0.5 \right] + \left[\left(\frac{\text{Student NC} \times (\text{average NC of all MSc programs} / \text{average NC of student's MSc program})}{\text{MAX NC of student's MSc program}} \right) \times 0.2 \right] + \left[\left(\frac{\text{Final degree grade of the Bachelor program}}{111} \right) \times 0.3 \right]$$

The score is then multiplied by a thousand.

MULTIPLIERS

To equate different degrees, there are two respective multipliers to consider. These multipliers can be greater or less than 1 (thus they can lower or raise the score), based on the average of the master's degree course and based on the number of credits achieved by students in the same course, considering only first-year students. It is not possible to estimate these multipliers, which are updated from year to year.



DESTINATIONS 2023/2024

The destinations for the year 2023/2024 are available here. The brochure specifies information for each destination:

Number of places available
N.B for some destinations there are places reserved for some degree courses, it is specified below the slot number

Bocconi minimum language requirement

University ID code

Indicates the periods available and their duration to make the Exchange

Non-binding indication that does not prevent students from other courses from applying

Additional language requirement Host university

Additional academic requirement

Students on these courses cannot apply

For some universities, it is possible to view a preliminary list of courses offered

United Kingdom - London		
London School of Economics and Political Science Department of Management		
CODE	SLOTS	LANGUAGE
1754	6	English
N.B *		
TERM/S	SLOTS FOR EACH TERM	ADDITIONAL LANGUAGE REQUIREMENTS
Sep 2023 - Dec 2023	3	TOEFL 100 (listening 24, reading 25, writing 27, speaking 24); IELTS 7.0 (listening 7.0, reading 7.0, writing 7.0, speaking 7.0); CPE 185 (listening 185, reading 185, writing 185, speaking 185); CAE 185 (listening 185, reading 185, writing 185, speaking 185); TOEFL Home Edition 100 (listening 24, reading 25, writing 27, speaking 24); IELTS Online 7.0 (listening 7.0, reading 7.0, writing 7.0, speaking 7.0)
Jan 2024 - Mar 2024	3	
RECOMMENDED FOR CLEAM, BIEM		ADDITIONAL ACADEMIC REQUIREMENTS Min. GPA required: 27/30
NOT AVAILABLE FOR BESS, BIEF-Econ		
NOTES Erasmus scholarship not available for this school. This school does not accept applications from students who hold UK citizenship or with a partial Education background in UK (see the note available in the frontpage of this brochure)		
WEBSITE		COURSE CATALOGUE

*N.B.: For some universities, the slots are necessarily divided based on available periods. In the example reported here, the 6 slots are divided into 3 slots per semester. Logically, four people cannot depart in the first period and two in the second, as could happen in a university where there is no constraint on the division of periods. In descending order of classification in the ranking, students can choose the departure period during the acceptance phase (therefore, the student ranked first for a destination with a slot constraint will be the first to choose the departure period). In exceptional cases, if students express a greater preference for Term 2 (the second period), the partner university may be flexible in the assignment.

France - Paris

Université Paris 1 Panthéon-Sorbonne
École de Management

CODE	SLOTS	LANGUAGE
F PARIS001 (ATS-1828)	3	French
TERM/S Sep 2023 - Jan 2024 Jan 2024 - May 2024		
RECOMMENDED FOR CLEAM, BIEM		NOT AVAILABLE FOR BESS, BIEF-Econ
WEBSITE		

N.B this is the case of a destination with a minimum language requirement other than English, such destinations do not appear to students who do not have French in their curriculum

For some destinations, due to student visa requirements, it may be necessary to achieve a minimum number of credits during the exchange period.



APPLICATION

The application for the exchange must be submitted from March 1st, 2023 to March 7th, 2023 at 3:00 pm. The application can be freely modified or cancelled during the application days, always respecting the deadline. For the ranking, the last application saved in the system by the deadline will be taken into consideration. A dedicated section on the application process with video tutorials and explanations will be made available on the Bboard platform by the opening date of the exchange call.

The application procedure is divided into several phases:

- I. **Opening of the call on You@B:** to access the application, it is necessary to access the personal You@B agenda, click on the "Blue dot" and then select "International mobility" in the drop-down menu on the right.
- II. **Applying to the correct call:** a page with various international mobility calls will open. To select the call dedicated to graduate students, it is important to select the "EXCHANGE PROGRAM" option. It will then be necessary to select the "magnifying glass" under the "Apply" section with the title "A.Y. 2023/2024 - EXCHANGE PROGRAM". On the next page, you will need to click on the "Registration to the call" option at the bottom left.
- III. **Satisfying language requirements:** if the student has not satisfied the minimum language requirement in their academic career, and is unable to upload any certification to satisfy it for exchange purposes, they will not be able to access the destinations taught in the respective language. To satisfy the minimum or additional language requirement required in the brochure by the destination university, it will be necessary to upload the certificate in the Application section. After entering the data, it will be necessary to confirm it before proceeding to the next step.
- IV. **Destination selection:** based on the presented minimum language requirements, it will now be possible to choose a maximum of ten destinations in order of preference (where destination 1 is the most preferred).
- V. **Confirmation and completion:** to complete the application procedure, it will be necessary to confirm your choices through the red button at the bottom left. Subsequently, there will be a page confirming the correct submission of the application, and the student will need to print the receipt of registration to the program as proof of completion.

During the application phase, the student cannot indicate universities reserved for degree courses different from their own and cannot indicate universities in countries where they hold citizenship.

RANKING

The ranking is valid for the academic year in question. Students are assigned to universities, with ranking lists being considered and according to the order of preference expressed during the application phase, and depending on the number of available places for each destination. If a partner university has slots reserved for specific degree courses, students in these courses will have priority in the assignment. In the absence of



candidates belonging to degree courses with reserved slots, the ranking will follow the normal ranking order. If two students achieve the same score in the ranking and it is necessary to assign the last available place for a university, the preference order expressed will be used as a criterion for selection. In case of the same expressed preference, priority will be given to the student who first completed the registration procedure.

OUTCOME AND ACCEPTANCE

In April 2023, at the time of publication of the rankings, students receive a confirmation email and can view their assignment through Punto Blu. Within three to five days of publication, the student must confirm acceptance of the destination via Punto Blu. Following acceptance, it is the student's responsibility to follow the bureaucratic procedures for obtaining the visa, the necessary documentation to spend a period of exchange, and complete the application at the foreign university.

WITHDRAWAL

If a student decides to refuse the assigned destination, they must communicate their decision following the information specified on the website or in the selection email received at the institutional address. If the student decides to refuse at a later time, they must communicate by replying via email to the address from which they received the selection results, indicating the reasons for statistical purposes. If a student withdraws, they cannot be assigned to other destinations and within the current academic career, they cannot go abroad as a Free-Mover student and cannot participate in other mobility calls until the end of the Master's degree.

EXCLUSION

A student may be excluded from the Exchange Project if they are sanctioned with a disciplinary measure that includes exclusion. Exclusion is also provided in the case of no response following the selection. The consequences provided are the same as those resulting from withdrawal.

WAITING LIST

Non-selected students are placed on different waiting lists for the destinations for which they have applied, if they have the necessary requirements for departure to those destinations. In case of withdrawals, they may be contacted by the Study Abroad Office in order of ranking position for acceptance. If a student on the waiting list were to withdraw, they would be excluded from the program and removed from other waiting lists.



SCHOLARSHIPS

ERASMUS

Students selected for the Exchange Program at a university in Europe participating in the Erasmus program are automatically beneficiaries of the related scholarship. The allocation of the contribution is linked to the availability of funds provided by the Erasmus National Agency. The amount of the contribution differs, with a minimum of 250 euros per month up to a maximum of 350 euros per month, based on the geographic location of the destination, and is as follows:

Group 1 higher living costs	Group 2 medium living costs	Group 3 lower living costs
Denmark, Finland, Iceland, Ireland, Luxembourg, Sweden, Lichtenstein, Norway	Austria, Belgium, Germany, France, Greece, Spain, Cyprus, Netherlands, Malta, Portugal	Bulgaria, Croatia, Czech Republic, Estonia, Latvia, Lithuania, Hungary, Poland, Romania, Serbia, Slovakia, Slovenia, Former Yugoslav Republic of Macedonia, Turkey
€ 350	€ 300	€ 250

For more information, please refer to this link:

https://www.unibocconi.eu/wps/wcm/myconnect/bocconi/sitopubblico_en/navigation+tree/home/programs/current+students/services/international+relations/restricted+area/restricted+area+-+home/erasmus/erasmus

SCHOLARSHIPS FOR INTERNATIONAL MOBILITY

Scholarships for international mobility are available. More information is available at this link:

https://www.unibocconi.eu/wps/wcm/myconnect/bocconi/sitopubblico_en/navigation+tree/home/programs/current+students/services/funding/2022-23+isu+bocconi+scholarship+integrations



RECOGNITION OF EXAMS TAKEN ABROAD

In order for the Exchange Program to be recognized and included in the Bocconi study plan, the student must convert at least 1 exam.

RECOGNIZABLE EXAMS

The student can convert a number of exams up to a maximum of 30 Bocconi credits (therefore, for example, up to a maximum of 5 exams worth 6 Bocconi credits each). The student cannot convert exams in disciplines already taken at Bocconi and recorded in the academic record, exams in computer science, prohibited courses and specific mandatory courses for other degree programs taken abroad.

PRE-AUTHORIZATION

Before choosing the courses to attend at the foreign university, the student may, subject to the timing of Bocconi University, request pre-authorization for the conversion of the foreign course to a Bocconi course.

Note: In the case of optional exams, it is possible to convert exams even without a Bocconi equivalent, as long as the number of Bocconi credits is respected. Authorization for conversion is requested through You@B by selecting "International Programs" from the left menu and then "Recognition of exams taken abroad", and attaching the website or syllabus of the course to be converted. If this conversion has already been made in the last two years, this procedure can be avoided.

CREDITS AND GRADES

The Bocconi credit system is based on the ECTS (European Credit Transfer and Accumulation System). With regard to courses with correspondence, the exam is recorded in the academic record with the corresponding number of Bocconi credits. For exams without correspondence, they are recorded in the academic record in place of optional exams with an equivalent number of credits (6 CFU).

The grade conversion tables provide a one-to-one correspondence between foreign grades and Bocconi grades. The selected student can view the conversion table of the destination university at Punto Blu, after accepting the assigned place and within the deadline of the exchange semester.

UPON RETURN...

After receiving the official transcript from the foreign university, the student can proceed to convert the grades on You@B by indicating which courses from the transcript they intend to convert. Note: This procedure can only be performed once; therefore, no modifications can be made after registration.



Resources:

- Graduate language requirements:
https://www.unibocconi.eu/wps/wcm/myconnect/bocconi/sitopubblico_en/navigation+tree/home/programs/current+students/services/international+relations/bocconi+students/graduate+school/study+abroad/what/exchange+program/graduate+language+requirements/
- Exchange Program Guide
<https://www.unibocconi.eu/wps/wcm/myconnect/7cd26501-2b17-4656-9fce-f7d0bdf34bac/Guide+to+the+Exchange+Program-22-23.pdf?MOD=AJPERES&CVID=nXI7NGZ>
- B-in-TOUCH
- Previous Exchange results:
https://www.unibocconi.eu/wps/wcm/myconnect/Bocconi/SitoPubblico_EN/Navigation+Tree/Home/programs/current+students/Services/International+Relations/Restricted+area/RestrictedArea

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