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# **FREE MOVER 101: EVERYTHING YOU NEED TO KNOW TO APPLY FOR THE FREE MOVER PROGRAM**

Written by  
**Pier Bianco, Sara D'Apice,  
Maria Mazza, Giuseppe Bendicente**

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Reviewed by  
**Benedetta Lentini**



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This guide has no intention of substituting the material published by the University, that has to be considered the only official source of news on this topic.

Questa guida non è concepita in sostituzione al material rilasciato dall'Università, che è da considerarsi l'unica fonte ufficiale di notizie sull'argomento.

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## 1.0. WHAT IT IS

Do you wish to study abroad for a semester but you haven't been accepted in the Exchange program? Don't worry, all is not lost! The exchange program has been created as a multilateral agreement between universities to give students the opportunity to study abroad without paying the foreign school's fees, but it's not the sole option!

More and more students, indeed, decide to take part in the **Free Mover** Program (also called Fee-paying Visiting Student / Independent Student / Contract Student), which allows you to spend a semester abroad without, however, any sort of financial aid. The main differences between the Free Mover student and the Exchange student concern:

- **Fees:** The Free Mover student, differently from someone taking part in the Exchange program, will have to pay the foreign university's fees, and will have complete freedom with respect to the study plan to follow (that has to be, however, agreed on by Bocconi). The fees to pay vary from one university to the other, and they might consist of a sole amount for the whole semester or depend on the number of courses you attend or exams you take (for example, the price for some universities might be of €100-€150 per CFU, but once again this varies on the school).
- **The admission process**, which is freely defined by the host universities, is free from any responsibility or involvement by Bocconi.
- **Scholarships:** not provided for Free Mover students.

Regarding exams, they can be sat in the same modality that Exchange students have to follow, and once back in Italy they'll be converted according to the learning agreement previously entered into with Bocconi.

Bocconi students interested in taking part in the Free Mover program can do so for a semester of their 3<sup>rd</sup> year in the case of Undergraduate students, during their 2<sup>nd</sup> year in the case of Graduate applicants or the 5<sup>th</sup> year for students of the Law school. Our university has a list of Schools, exclusively belonging to its international network and therefore also offered for the Exchange program, that allow Bocconi Free Mover applicants.

It is important to note how students who have been accepted into the exchange program and have refused their spot are not able to apply as free movers in their current study cycle.

## 2.0. REQUISITES

### 2.1. UNDERGRADUATE

#### WHO CAN APPLY?

Undergraduate students enrolled - in the a.y. 2023-2024 - in their 2<sup>nd</sup> year of study if:

- They satisfy both academic/language requirements below;
- They are not selected for the exchange program 2024-2025, DD Peking 2024-2025;
- They are on the waiting list for the exchange program and can apply for the Free-Mover Semester, but if they apply for this initiative, their name will be removed from the waiting list by the Study Abroad staff.



Students who withdrew from the exchange program cannot apply for the Free-Mover Semester.

Undergraduate students interested in the Free Mover program must demonstrate the following before their departure:

**Being currently enrolled in the correct year of study:** students have to be regularly enrolled in the 2<sup>nd</sup> year and will complete the semester abroad during the 1<sup>st</sup> or 2<sup>nd</sup> semester of their 3<sup>rd</sup> year.

**CFUs:** students must have registered at least 60% of the CFU of the 1<sup>st</sup> year of study (within the February exam session – the rules are the same as the Exchange program), both if they plan on leaving in the fall or during spring.

**Language requirements:**

- **English:** level B2
- **Language of instruction of the Host**, if different from English: level B1

The language of selection indicated by Università Bocconi in the Exchange Program destinations is also to be considered compulsory for free movers.

**Additional language requirements:**

- No Bocconi additional language requirements
- Each hosting school has its own requirements, which must be investigated and fulfilled by the applicant.

Furthermore, each foreign School has its own additional requirements, that might be for example Academic (ex. GPA > 27...).

## 2.2. GRADUATE

### WHO CAN APPLY?

Graduate students enrolled - in the a.y. 2023-2024 - in their 2<sup>nd</sup> year of study if:

- They satisfy both academic/language requirements below;
- They are not selected for the exchange program 2024-2025, DD and CEMS 2024-2025;
- They are on the waiting list for the exchange program and can apply for the Free-Mover Semester, but if they apply for this initiative, their name will be removed from the waiting list by the Study Abroad staff.

Students who withdrew from the exchange program cannot apply for the Free-Mover Semester.

Graduate students interested in the Free Mover program must demonstrate the following before their departure:



**Being currently enrolled in the correct year of study:** students have to be regularly enrolled in the 1<sup>st</sup> year and will complete the semester abroad during the 1<sup>st</sup> or 2<sup>nd</sup> semester of their 2<sup>nd</sup> year.

**CFU:** students must have at least 16 CFU registered (within the February exam session – the rules are the same as the Exchange program), both if they plan on leaving in fall or during spring.

**Language requirements:**

- **English:** level B2 (if obtained with the exam, the minimum grade must be of 24/30) or higher
- **Language of instruction of the Host,** if different from English: level B1

The language of selection indicated by Università Bocconi in the Exchange Program destinations is also to be considered compulsory for free movers.

**Additional language requirements:**

- No Bocconi additional language requirements
- Each hosting school has its own requirements, which must be investigated and fulfilled by the applicant.

Furthermore, each foreign School has its own additional requirements, that might be for example Academic (ex. GPA > 27...).

## 2.3. LAW SCHOOL (CLMG)

### WHO CAN APPLY?

The Free Mover program is incompatible both with the Exchange program and with the Themis and Double Degree Law programs. Furthermore, during the year of the experience spent abroad, it's incompatible with the Moots offered and allows the conversion of at most 5 exams.

Law students interested in the Free Mover program must demonstrate the following before the departure:

**Being currently enrolled in the correct year of study:** students have to be regularly enrolled in the 4<sup>th</sup> year and will complete the semester abroad during the 1<sup>st</sup> or 2<sup>nd</sup> semester of their 5<sup>th</sup> year.

**CFU:** students must have 100% of their 1<sup>st</sup> year CFU, 60% of their second year's and 60% of their 3<sup>rd</sup> year CFU registered (within the February exam session – the rules are the same as the Exchange program), both if they plan on leaving in fall or during spring.



### Language requirements:

- **English:** level B2 (if obtained with the exam, the minimum grade must be of 24/30) or higher
- **Language of instruction of the Host**, if different from English: level B1

The language of selection indicated by Università Bocconi in the Exchange Program destinations is also to be considered compulsory for free movers.

### Additional language requirements:

- No Bocconi additional language requirements
- Each hosting school has its own requirements, which must be investigated and fulfilled by the applicant.

Furthermore, each foreign School has its own additional requirements, that might be for example Academic (ex. GPA > 27...).

**Students who** are on the waiting list for the exchange program can apply for the Free-Mover Semester, but if they apply for this initiative, their names will be removed from the waiting list by the Study Abroad staff.

Students who withdrew from the exchange program cannot apply for the Free-Mover Semester.

## 3.0. DESTINATIONS AVAILABLE AND DESTINATIONS NOT AVAILABLE

The universities that you can find in the pdf document “Possible Destinations” are the ones that have accepted Bocconi Free Mover applicants in the past. However, **this doesn't guarantee that these Schools will accept students this academic year.**

([https://drive.google.com/file/d/1Dz\\_SFEYbUxTMgaKAzIRG4SX432b9YHJ\\_/view](https://drive.google.com/file/d/1Dz_SFEYbUxTMgaKAzIRG4SX432b9YHJ_/view))

The schools that, on the other hand, don't accept Free Mover applicants are listed in this other document.

(<https://drive.google.com/file/d/1v8pn8Z5m26tz1P4QAFvPiMLGcN6EYIYS/view>)

These two docs refer to the previous academic year, 23-24.

The section “Faculty/School” indicated the faculty available in each partner university. For example, if you find written “Faculty: Law,” it means that the destination is only available to Law students, even if it might also be offered to Undergraduate applicants for the Exchange program.



The section “Level” indicates if the partner Schools accept Undergraduates, Graduates, or both Bocconi students.

Furthermore, it’s highly recommended to verify, for each country, the competent Government website for information about Visa. These are to be considered the official source of updated information on Visa issuance procedures in each country.

International students or students with dual citizenship might not be able to apply for destinations in those countries (it’s highly recommended to verify this in the relevant brochure).

The aforementioned list of universities is to be considered the official one, and any other destination must be approved ex-ante, case by case, by the Study Abroad Office.

The request to add a new School, to be sent together with a motivational letter and informative material, must be presented before the application on the foreign university website and must be sent to the Study Abroad Office through B in Touch.

## **IMPORTANT!**

Differently from students selected for the Exchange program, Free Movers will have to contact themselves the foreign University to ask for study plans, deadlines, fees, and all the other information necessary to finalize the enrollment procedure. Students will have to bear all the travel and accommodation expenses, as well as the university fees both in Italy and abroad. It’s highly recommended to take out health insurance to cover the whole period abroad.

## **4.0. HOW TO APPLY**

The application procedure is divided into 3 phases

- 1. BOCCONI INTERNAL PROCEDURE (EARLY MAY)**
- 2. APPLICATION PROCEDURE ON THE FOREIGN UNIVERSITY’S WEBSITE**
- 3. ACCEPTANCE AND COMMUNICATION TO BOCCONI**

### **4.1. BOCCONI INTERNAL PROCEDURE (EARLY MAY)**

**IMPORTANT PREMISE:** This application is not an official confirmation of participation in the program but rather an “authorization” to apply to the foreign School. This happens so that Bocconi can control and limit the number of people that are allowed to take part in the program.

Each school (undergraduate, graduate and law) has its own application, that will be accessible on You@B → Punto Blu → International Mobility → Mobility Exam Notices, and each foreign university has reserved 10 spots per school (10 undergraduates, 10





**graduates and 10 law students in case of a destination open to all 3 schools).**

NB: the number of 10 students at most per school includes both those leaving during the 1<sup>st</sup> semester and those spending the 2<sup>nd</sup> semester abroad (10 for the whole year!).

In the case of students waitlisted for the Exchange program, when applying for a Free Mover semester they will be removed from the waitlist by the Study Abroad staff.

## **PUNTO BLU APPLICATION**

The 2024-2025 Free Mover application usually opens on **6<sup>th</sup> May at 12.00 p.m. (Italian time)**.

It's highly recommended not to make any binding financial commitment before having the Punto Blu official confirmation for the desired destination.

The selection procedure is on a first come first served basis and doesn't depend on merit. Once the 10 spots per school are taken, it won't be possible to apply to that destination anymore.

On the opening application day, you'll be able to access the procedure on Punto Blu:

ENG: International Mobility > Mobility Exam Notices [Free Mover]

Click on "Apply", read carefully and confirm the mandatory prerequisites and select the destination. Once the Punto Blu application has been sent, you will be able to view/print the application receipt that includes the time of completion.

The Study Abroad office will, shortly after, send you a follow-up email with one of the following outcomes:

- It's possible to proceed with the application on the Partner School website, and this happens if you are one of the first 10 students to complete the request on Punto Blu
- It's not possible to proceed with the application, and this happens if you are NOT one of the first 10 students. The time (hh:mm:ss) to take into consideration is the one available to you in the application receipt. In this case, students can complete another application for a different university available on Punto Blu.
  - If a destination is not displayed on Punto Blu, it means that it has already reached the 10 maximum students.
  - If a student cancels his/her application for a destination he had been chosen for, his slot will become available again.
  - Once Bocconi authorization has been received, you can move to Phase 2

## **4.2. APPLICATION PROCEDURE ON THE FOREIGN UNIVERSITY'S WEBSITE**

The student is now required to independently contact the chosen University for admission.

Usually, the form is available online, searching key words such as UNIVERSITY NAME + FREE MOVER/VISITING STUDENTS.





## Es. UNIVERSITAT POMPEU FABRA (BARCELONA, SPAIN) VISITING STUDENTS PROGRAM

<https://www.upf.edu/web/incoming/visiting-students>

Once the right webpage has been found, you must follow the instructions provided and send all the required documentation.

**Here is a list of documents that are usually requested by foreign Schools:**

**(Each university has its own different rules; this list is purely indicative)**

- LANGUAGE CERTIFICATE
- ACADEMIC TRANSCRIPT: there are two types of transcripts, an official one that you can download from cert@B (left side of the menu on you@B), has a cost of €33,00 and will be sent to you after one day, and an unofficial one, downloadable from Punto Blu → Administrative Area → Certifications → Unofficial Academic Transcript (free!).
- ID CARD / PASSPORT
- PHOTOCARD
- CURRICULUM VITAE
- REFERENCE LETTER WRITTEN BY A PROFESSOR

### 4.3. ACCEPTANCE AND COMMUNICATION TO BOCCONI

Once received the formal acceptance letter from the foreign university, the student will have to access again its application on Punto Blu and upload the acceptance letter and the language certificate (if required) to finalize the process **within one week of departure**.

NB: For some universities, it might be required to complete Phase 2 BEFORE Phase 1. Some Schools, indeed, set in April as the deadline for the Fall semester departures, and because of this, it's highly recommended to check these deadlines either on the foreign University website or on <https://www.wearefreemovers.com/universities/>.

After completing the enrollment procedure and uploading all the required documents, students have to inform the Study Abroad office through B in Touch.

The Study Abroad office will verify that the student has all the academic and linguistic requirements expected from Bocconi, and will send a notification when the recognition platform will be available on You@B.

The Study Abroad office can approve or not the request based on eligibility criteria. Only after having received the official confirmation through B in Touch, students can participate in the Free Mover Semester.



## 5.0 RECOGNITION OF EXAMS TAKEN ABROAD

In order for the Free Mover program to be recognized as part of the Bocconi study plan, students have to convert at least 1 exam and at most 5. The recognition of the Free Mover program does NOT grant you the 1 extra point on the undergraduate graduation grade (that can be obtained either by taking part in the EXCHANGE program or by converting an internship).

### 5.1. CONVERTIBLE EXAMS

As previously said, students can convert at most 5 exams, independently of the number of CFU they consist of. However, students can't convert exams already taken in Bocconi, IT Exams and some specific classes depending on the course you attend at Bocconi (for example, Business Law for CLEAM students).

### 5.2. PRIOR AUTHORIZATION

Before choosing which courses of the foreign university to attend, the student can request prior authorization to convert the foreign course into a Bocconi course within Bocconi University deadlines.

NB: In the case of optional exams, it is possible to convert exams even without Bocconi correspondence, as long as the number of Bocconi credits is respected. Authorization to convert is requested on You@B, by selecting "International Programs" ® "Recognition of exams taken abroad" from the menu on the left and attaching the website or syllabus of the course to be converted. This procedure can be avoided if this conversion has already been done in the last two years.

### 5.3. CFUs AND GRADES

The Bocconi credit system is based on the ECTS (European Credit Transfer and Accumulation System). As regards courses with correspondence, the exam is added to the academic career with the corresponding number of credits in Bocconi. For non-corresponding exams, they are inserted in the career in replacement of optional exams with the equivalent number of credits (6 credits).

The grade conversion tables provide a unique correspondence between foreign 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 end of the Free Mover semester.



## 5.4. UPON RETURN...

After receiving the official transcript of the foreign university, the student can proceed to convert the grades on You@B indicating which courses in the transcript he intends to convert.

NB: This procedure can only be performed once; therefore, no changes can occur after registration.

## 6.0. FEES

As previously mentioned, the Free Mover Program fees vary depending on the chosen university. For more detailed information, you can check on the foreign School page on the website <https://www.wearefreemovers.com/universities>, where you can also find the deadlines to follow for the application. We have here indicated the fees for some of the most popular destinations among Bocconi students:

IE University (Madrid, Spain) : starting from €11,400

Universitat Pompeu Fabra (Barcelona, Spain) : starting from €3,470

Universidade Catolica Portuguesa (Porto, Portugal) : starting from €275

NOVA School of Business and Economics (Lisbon, Portugal) : starting from €2,000

Universidad Torcuato di Tella (Buenos Aires, Argentina) : starting from €6,400

Singapore Management University (Singapore, Singapore) : starting from €11,400

Yonsey University (Seoul, South Korea) : starting from €4,200

Disclaimer: It's important to remember that the prices here indicated and found on the wearefreemovers website (for unverified institutions) are **indicative**. It's highly recommended to check prices and official deadlines from the foreign Schools themselves, as often the fees to pay vary depending on the number of courses you take or the credits obtained.



## 7.0. WEAREFREEMOVERS: ADDITIONAL INFO

wearefreemovers is a website that provides guidance and resources to students interested in studying abroad independently, outside of organized mobility programs, for a semester or a full academic year.

Offerings on the platform include:

- **University Finder:** An intuitive search tool that connects students with a vast network of over 500 top-tier educational institutions worldwide, facilitating the selection of a study destination that aligns with their academic and personal preferences. Moreover, the recently launched university partnership program allows students to have a more personal experience on the platform. Partner universities offer a more comprehensive premium page, in which you can see, in addition to the basic information, video and photos of the campus, testimonials, campus map, and many more detailed information regarding application requirements.
- **Insurance, Accommodation, Language Test, and Money Transfer Finders:** the specialized finders are tailored to the unique needs of free movers. Modeled on the success of the University Finder, these new tools offer comprehensive listings of insurance packages, housing options, language test preparation and application for the TOEFL exam (soon will be directly provided by our collaborator ETS Global Education), and money transfer options. They are designed to simplify and enhance the decision-making process for students. With intuitive filters and detailed comparisons, you can effortlessly identify the best insurance coverage and living arrangements for your study abroad semester, ensuring a well-prepared and worry-free experience.

We extend our gratitude to our partners who enable students to access our portal with a comprehensive array of offerings.

- **Guides:** A collection of in-depth articles covering crucial topics such as the application process, credit recognition, language certification requirements, and country-specific information to ensure a well-informed and seamless study abroad experience.
- **Credit and Grade Conversion Tools:** Unique resources designed to assist students in translating their academic achievements across different international credit systems and grading scales, ensuring their overseas studies are recognized and valued by their home institutions.

Visit the website for more information: <https://www.wearefreemovers.com/>.



## 8.0. RESOURCES

- **FREE MOVER LAW SCHOOL (CLMG)**  
[https://www.unibocconi.eu/wps/wcm/connect/bocconi/sitopubblico\\_en/navigation+tree/home/programs/current+students/services/international+relations/bocconi+students/school+of+law/study+abroad/what/free+mover+semester/free-mover+semester\\_monzini+2008+12+03+10+25](https://www.unibocconi.eu/wps/wcm/connect/bocconi/sitopubblico_en/navigation+tree/home/programs/current+students/services/international+relations/bocconi+students/school+of+law/study+abroad/what/free+mover+semester/free-mover+semester_monzini+2008+12+03+10+25)
- **FREE MOVER GRADUATE**  
[https://www.unibocconi.eu/wps/wcm/connect/bocconi/sitopubblico\\_en/navigation+tree/home/programs/current+students/services/international+relations/bocconi+students/graduate+school/study+abroad/what/free+mover+semester/how+to+collect+info\\_edauthor+2008+06+24+05+09](https://www.unibocconi.eu/wps/wcm/connect/bocconi/sitopubblico_en/navigation+tree/home/programs/current+students/services/international+relations/bocconi+students/graduate+school/study+abroad/what/free+mover+semester/how+to+collect+info_edauthor+2008+06+24+05+09)
- **FREE MOVER UNDERGRADUATE**  
[https://www.unibocconi.eu/wps/wcm/connect/bocconi/sitopubblico\\_en/navigation+tree/home/programs/current+students/services/international+relations/bocconi+students/undergraduate+school/study+abroad/what/free+mover+semester](https://www.unibocconi.eu/wps/wcm/connect/bocconi/sitopubblico_en/navigation+tree/home/programs/current+students/services/international+relations/bocconi+students/undergraduate+school/study+abroad/what/free+mover+semester)
- **PREVIOUS YEARS DESTINATIONS**  
<https://www.unibocconi.eu/wps/wcm/connect/db17f26f-a188-4754-a596-00e0b1f23804/POSSIBLE+DESTINATIONS+22-23+web+May+20220517.pdf?MOD=AJPERES&CVID=o3Nyz3f>
- **DESTINATIONS NOT AVAILABLE LAST YEAR**  
<https://www.unibocconi.eu/wps/wcm/connect/dc7e800f-5592-4bf2-95fc-99ba84bf5882/Partners+which+DONT+accept+FreeMovers+from+Bocconi+2021-22+WEB+20220523.pdf?MOD=AJPERES&CVID=o3NEA8k>
- **WEAREFREEMOVERS**  
<https://www.wearefreemovers.com/>

**For questions or doubts contact:**

Pier Bianco +39 3463533877 @pierbianco  
Sara D'Apice +39 3396269620 @saradapice  
Maria Mazza +39 3487319848 @mariamazza\_

