



## Call for Applications Mobility a. y. 2024/2025: Double Degree Program (DD) for Bachelor's Degree in Scienze Politiche

This call is open to Luiss students enrolled in the 2<sup>nd</sup> year of the Bachelor's Degree Scienze Politiche during the academic year 2023-2024.

Program	Destination	Available Slots
<a href="#">Scienze della Pace con Pontificia Università Lateranense (PUL)</a>	Rome, Italy	7

**Applications can be submitted from 8 January 2024 until 14 February 2024 at 5:00 PM**

Application Deadline	By 14 February 2024 at 5.00 PM
Selection Results	By 26 February 2024
Confirmation of participation	Within one working day

### 1. General Rules

Selected students will have the possibility to attend courses at the partner university during the mobility and have the credits recognized on their Luiss career at the end of the third year. If compliant with both universities' rules and conditions, as for credits envisaged, attendance, deadlines, academic integrity, etc., participating students will receive two degrees, which will be issued according to each university's procedures.

Selected students will spend the 3<sup>rd</sup> year of the Bachelor's Degree in Scienze Politiche, during the a.y. 2024/2025 and will be registered at Luiss during their stay at the partner university. They will not be required to pay additional tuition fees at the partner university, but they will continue paying fees to Luiss.

All expenses related to the participation in the program, notably transport, accommodation and food, administrative expenses, costs associated with securing a visa, medical/health/accident insurance, books and personal expenses, will be borne by students. Furthermore, students must comply with all the regulations of both universities in order to obtain the two Degrees.



Selected students are required to read and understand the study plan and its rules. The study plan can be found in the webpage of each DD program (in pdf, towards the end of the webpage). Please refer to the table in page 1 of the present Call for Applications for the links to the webpage. The study plan and its rules are to be considered binding to the successful completion of the double degree program. Once selected, students are required to carefully read and sign the document “General Understanding on Mobility for Double Degrees and Structured Exchanges”. Exams passed at the partner university during the mobility period will be transferred to the Luiss career according to the DD study plan. It is not possible to request an official renounce of the grades registration.

While every effort will be made to provide students with complete, accurate and timely information, Luiss reserves the right to change, amend, modify or revoke the aforementioned program. Luiss is not responsible for any cancellation or modification due to events beyond its control. If the program is cancelled or modified for these reasons, Luiss will inform all interested students in a timely manner.

## **2. Requirements**

Students will be able to participate only if they comply with the requirements listed in the summary in point 2.3 (“Summary of requirements by program”), respect the agreed timeframes and have no pending administrative issues with Luiss

### **2.1 Weighted average grade**

The weighted average grade will be calculated based on the data available to the Student Office by 19 February 2024.

### **2.2 Exams**

Students must have the required credits registered by 19<sup>th</sup> February 2024.

Students are strongly encouraged to pass all exams taught during the 1<sup>st</sup> and 2<sup>nd</sup> year, ahead of the mobility year.

### **2.3 Summary of requirements**



PROGRAM	WEIGHTED AVERAGE GRADE	EXAMS
Scienze della Pace con Pontificia Università Lateranense (PUL)	Equal to or above 27/30 by 19 <sup>th</sup> February 2024	At least 67 credits by 19 <sup>th</sup> February 2024

### 3. Application procedure

Applications can be submitted from 8 January to **14 February 2024** at 5:00 pm. To apply, students must complete the application form and upload the required attachments in the web self-service area of the Luiss website<sup>1</sup>. Only applications accompanied by all documentation and received by the application deadline will be considered. Students are encouraged to apply well in advance of the application deadline.

In case of doubts about the documents to upload or to get further information about the requested documents, students are invited to contact the International Development Office ([international@luiss.it](mailto:international@luiss.it)) before the application deadline.

Furthermore, students that might require compensatory tools or dispensatory measures during the mobility are invited to get in contact with the International Development Office ([international@luiss.it](mailto:international@luiss.it)) before applying to the program, in order to get more information on the special provisions guaranteed in the selected destination.

#### 3.1 Attachments requested in the online application

Please note that the application must be completed through the web self-service. Students are required to follow the Application Instructions which are uploaded in the Useful Documents section of the webpage of each program.

To be considered, the attachments must be in PDF, readable, scanned (not photographed), named as follows:

DOCUMENT\_SURNAME\_DDPROGRAM (e. g.: ID\_ROSSI\_PONTIFICIA)

#### List of the Attachments:

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<sup>1</sup> Students are required to carefully read the Application Instructions published in the program webpage.



1. Curriculum Vitae (in English or in Italian).
2. ID Card or Passport.
3. A motivation letter in English or in Italian using the template provided by the International Development Office. The template can be found in the “**useful documents**” section of every program web page.  
The document is prepared in the form of guidelines, considering the specific content required for selection. You are required to state the reasons for applying to the programme. Once completed, the motivational letter must be uploaded on Web Self Service as a pdf file.
4. Other certificates (optional).

#### 4. Compatibility with the International Student Exchange program

Eligible students are allowed to apply to this program and the International Student Exchange program.

Students applying to both Calls who will be selected for the DD must confirm their participation to the DD within the established deadline as detailed in paragraph “7. Acceptance”.

If selected students confirm their participation to the DD, they will be automatically excluded from the selection for the International Student Exchange program and will be removed from the candidates list.

If selected students do not confirm their participation to the DD according to the rules explained in paragraph “7. Acceptance”, they will remain eligible for the International Student Exchange program.

#### 5. Selection

Eligible candidates will be ranked after the assessment of their academic performance and other relevant criteria, as reported in the tables below. The academic performance will be calculated on the data available to the Student Office by 19 February 2024. Candidates are responsible to check its accuracy in due time.

Criterion	Percentage	Details
Registered ECTS credits	60%	The academic score will take under consideration all registered credits valid towards one’s degree. Credits must be registered <b>by 19 February 2024</b> . Please note that additional courses (corsi liberi) will not be taken into consideration
Weighted GPA	40%	Starting from the minimum valid grade (18/30)

### **5.1 Ex aequo**

In case of ex aequo, curriculum vitae, personal statement, and other optional certificates will be considered. The students may be requested to send documents proving their experiences as declared in the CV.

## **6. Communication of results**

In compliance with current provisions on personal data protection, rankings will not be published. Students will be informed of the result of their own application only. Information such as other candidates' position in the ranking will not be disclosed.

Selected students will receive the communication via-email by 26 February 2024 (date may be subject to change) on their Luiss student e-mail account. Thus, students are strongly invited to check their Luiss email account every day while the selections are ongoing.

## **7. Acceptance**

Selected students will be required to confirm their acceptance through written notification within one working day from the communication of results.

In case of refusal or missing notification by the deadline, the following candidate in the waiting list will be recalled. Recalled students will be required to confirm their participation by written notice within one working day.

Every refusal received after the established deadline will be transferred to the Deputy Rector for Bachelor's Degrees Programs who will evaluate its motivations with the Dean of the Undergraduate School and the Director of Academic Services & Global Learning, and will inform the Graduation Commission of those refusals deemed not properly motivated.

## **8. Additional points**

The participation and successful completion of a DD program will provide additional points to the Final Grade of the Bachelor's Degree, according to [Luiss rules](#).



## 10. Useful Contacts

### 10.1 For generic queries:

International Development Office

email: [international@luiss.it](mailto:international@luiss.it)

### 10.2 For program related queries:

<u>Program</u>	<u>Contact person</u>	<u>Email address</u>	<u>Telephone number</u>
<a href="#">Scienze della Pace con Pontificia Università Lateranense (PUL)</a>	Elena Salemi	<a href="mailto:esalemi@luiss.it">esalemi@luiss.it</a>	+39 06 85225954

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