



Call for Applications Mobility a. y. 2025/2026 for Stanford International Honors Program (SIHP) – Summer Term

This call is open to Luiss students enrolled in the 2nd year of the following Bachelor's Degree in the academic year 2024/2025:

- Economia e Management
- Economics and Business
- Scienze Politiche
- Management and Computer Science
- Politics: Philosophy and Economics
- Business Administration

Program	Destination
Stanford Summer Term	California, USA

Applications can be submitted from 8 until 24 January 2025 by 5:00 PM.

Deadline to apply	24 January 2025 at 5.00 PM
Selection Results	By 21 February 2025
Confirmation of participation	Required within one working day

1. General Rules

Selected students will have the possibility to attend courses at Stanford in the Summer 2025 (June – August 2025), after finishing the 2nd year at Luiss. Students will be registered at Stanford for 8 weeks and will be required to pay all fees directly to Stanford, apart from the normal tuition fees at Luiss. All expenses related to the participation in the program, will be borne by students. Furthermore, students must comply with all the regulations of the host university during their study period at Stanford.

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. Specific program rules

Students have to reach a minimum amount of 8 Stanford Units. If they pass these units, they will be recognized on the Luiss study plan in accordance with Luiss regulations.

Students may enroll in more than 8 units, but additional tuition fees will incur.

Students will be allowed to change or drop out of the courses by the end of June, after an ad hoc Stanford and Luiss Academic Coordinators approval.

Please note that the study plan could change upon the arrival at Stanford.

3. Compatibility with other International Programs

The calendar at Stanford does not permit students presently attending the Structured Exchange with Utrecht to participate to the SIHP.

The calendar at Stanford might be incompatible with some academic calendars of Erasmus and Exchange Partners. Students interested to both programs are urged to check academic calendars accordingly.

4. Tuition and fees

For Summer Session 2025, tuition will be:

- \$9,261 for 8 units with a tuition reduction of 20% (IHP discount) already included;
- \$ 3,272 for 8 weeks living in a shared residence on campus. IHP students must live on campus;
- \$ 1,953 for the dining plans which are required for all students living on campus during the Summer Quarter;
- \$ 1,905 for the Health Insurance (Cardinal Care). All students enrolled in courses at Stanford are required to have health insurance. The University will automatically enroll students in Stanford's Cardinal Care health insurance plan for Summer Quarter. Students are able to waive this fee with proof of acceptable alternative coverage that offers benefits comparable to those provided under Cardinal Care;
- \$261 for the Campus Health Services Fee. All registered students are required to pay a quarterly fee to cover the costs of services provided by Stanford's Vaden Health Center. This fee is required for all students and cannot be waived;
- \$160 dot the I-20 Fee. This fee covers the cost of processing a student's I-20 and is paid to Bechtel International Center as part of the acceptance process;
- \$125 for the Document Fee. This one-time university fee offsets the cost of maintaining student records, processing transcripts requests, and other Registrar Office related services;



- \$97 for House Dues. This fee is used toward activities and events put on by residential staff at the residence hall;
- \$94 for the Technology Fee. This covers the cost of an in-room network connection and a landline with phone with local telephone service;
- \$30 for the Mail Service Fee. This fee is required for all residential students at Stanford and covers use of Stanford Package and Mailing Services to receive packages during summer.

Please note that the above-mentioned fees might be subject to change and will be confirmed in the next months.

5. Requirements

Eligible students can apply if by 17th February 2025 they have passed a minimum of 38 credits.

- Students enrolled in the Bachelor's Degree in Economia e Management, Economics and Business and Management and Computer Science are required to have passed the exam Mathematics 1.
- Students enrolled in the Bachelor's Degrees in Economia e Management and Scienze Politiche are required to present one of the following certificates¹:
 - Test of English as a Foreign Language (TOEFL) - Minimum score of 100
 - International English Language Testing System: Academic (IELTS: Academic) - Minimum overall band score of 7.0
 - Cambridge Assessment English - Minimum score of 180 on the Cambridge English Advanced, CEFR Level C1
 - Duolingo - Minimum score of 120
 - Pearson Test of English Academic (PTEA) - Minimum score of 70
 - SAT (Evidence Based Reading and Writing) - Minimum score of 660
 - ACT (English) - Minimum score of 29

For the selection process of this call, the English level achieved in the admission test will not be considered.

Students in Economics and Business, Politics, Philosophy and Economics, Management and Computer Science and Business Administration, **are not required** to present an English certificate.

Students will be able to participate only if they have no pending administrative issues with Luiss.

¹ The mentioned certificates should not be older than two years from the start of the program (June 2025).



6. Application procedure

Applications can be submitted from 8 January until 24 January 2025 at 5:00 PM. In order to apply, students must complete the application form and upload the required attachments in the web self-service area of the Luiss website. 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) before the application deadline.

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

6.1. Attachments requested in application

Please note that the application must be completed through the web self-service. Please note that only PDF documents will be accepted. Documents other than PDF will not be read by the system and, as a consequence, will not be evaluated. Please also see How to complete the online Application instructions.

The attachments must be **readable, scanned and not photographed, and named as follows:**

DOCUMENT_SURNAME_PROGRAM (e. g.: PASSPORT_ROSSI_STANFORD).

1. Certificate of proficiency of the English Language;
2. Curriculum Vitae;
3. Passport²;
4. One motivation letter in English explaining your reasons for pursuing the program. The letter should include:
 - your personal reasons for applying
 - the academic reasons that make you a good fit for the program
 - examples of soft skills that make you a suitable candidate (e.g. real life examples of proactivity, adaptability, problem solving skills).

The letter should be approx. 500 words.
5. Other certificates that could benefit you application (optional).

² Students commit to renew their passport should the expiration date not cover the whole mobility period and depending on the partner university's requests.



7. Selection

An Academic Commission nominated by the Dean of the Undergraduate School will select students on the basis of a non-disputable evaluation and create the four different rankings, one for Economics and Business, one for Economics and Management, one for Management and Computer Science, one for Business Administration, one for Scienze Politiche and one for Politics, Philosophy and Economics.

The eligible candidates will be ranked after the analysis of their academic performance (credits and weighted average grade, each weighting 60% and 40%). The academic performance will be calculated on the basis of the data available to the Student Office by 17th February 2025. Candidates are responsible to check its accuracy in due time.

After the selection, students will be required to present to their Academic Coordinator possible study plans for their approval (please note that for some courses there are pre-requirements). Students can choose 2 or 3 courses at Stanford for 8 Units: this list will be confirmed and published on the Luiss website.

7.1. Privacy Notice

We encourage all applicants to review the Appendix 1, which includes important information about the privacy notice. Understanding these guidelines will help you stay informed about how your data is handled and protected throughout your studies.

8. 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 e-mail by 21 February 2025 on their Luiss student e-mail account (date may be subject to change). Thus, students are strongly invited to check their Luiss email account every day while the selections are ongoing.

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

9. Additional points

The participation in this program will provide additional points to the Final Grade of the Bachelor's Degree, according to Luiss rules.



10. Useful Contacts

For generic queries

International Development Office
 email: international@luiss.it

For program related queries

Program	Contact person	Email Address	Telephone Number
<u>Stanford Summer Term</u>	Manfredi Mineo	mmineo@luiss.it	+39 06 85225685

Published on 2nd December 2024.

Appendix 1 – Privacy Notice

Privacy notice pursuant to art. 13 Reg. 2016/679/EU

Introduction

This privacy notice describes the characteristics of the processing undertaken by Luiss in relation to the personal data provided by those who intend to apply for selection procedures for the present Call for Applications and highlights their statutory rights in this regard.

The privacy notice is periodically updated to take account of regulatory developments and new methods of processing personal data.

What personal data do we collect?

The Controller collects and processes the following personal data:

- identification data (name, surname, passport, photograph);
- contact details (permanent address, current address, e-mail address and telephone number);
- documents (e.g. English language certifications, motivational letter);
- curriculum vitae.

Why do we collect your data and why is their processing lawful?

The Controller collects and processes the data subject's personal information in pursuit of the following purposes:

- to allow the data subject to send their candidacy and thus participate in the selection for the profile sought (the legal basis of the processing lies in the performance of a task of public interest or connected to the exercise of public authority pursuant to art. 6, par. 1, lett. e) of Reg. 2016/679/EU, and in the pre-contractual and contractual relation between the data subject and the Data Controller);
- to manage, from an administrative point of view, the selection of candidates based on the assessment of the merit and the curriculum of the data subject (the legal legitimacy of the processing lies in the performance of a task of public interest or connected to the exercise of public authority pursuant to art. 6, par. 1, lett. e) of Reg. 2016/679/EU, and in the pre-contractual and contractual relation between the data subject and the Data Controller).

How does the Controller process your personal data and how long is the data stored for?

The data subject's personal data are processed both on paper and electronically (servers, cloud database, software, etc.).

The Controller stores the data subject's data for a period consistent with what the law prescribes and having regard to the time required to correctly achieve the purposes stated above.

To whom do we communicate your personal data?

- **internally**

The personal data of data subjects can be accessed solely by the University's employees and other personnel to provide the data subjects with the requested services and limited solely to the data necessary to that end, in particular:

- administrative staff;
- academic staff;
- collaborators.

Our employees and other personnel have been informed and trained regarding the importance of observing the rules and principles governing the processing of personal data.

- **externally**

The Controller shares the personal data of registered students with some suppliers that play a role in providing the services requested and that have been specifically appointed as external Processors to that end. Suppliers that access data do so in compliance with applicable data protection law and the instructions given by the Controller.

The Data Controller does not share the personal data of data subjects to external parties, except in cases where it is required by law or by an Authority:

- if it is necessary on grounds of national security;
- for reasons of general interest;
- on foot of a request made by public authorities.

Are your data transferred abroad?

The data of the interested party are not transferred outside the European Economic Area. In the eventuality that this transfer is necessary the institutes provided for by Title V of the GDPR will be applied.

What are your rights as a data subject and how can you exercise them?

The European Union's General Data Protection Regulation (GDPR) grants data subject specific rights, in particular, regarding access to data, rectification of data, objection to processing of data for commercial purposes or automated processing of data, erasure of data, restrictions on processing of data and portability of data. Data subjects are also entitled to seek redress through the Data Protection Authority.

Any data subjects wishing to exercise their statutory rights may, without formality, send an e-mail to privacy@luiss.it or write to the Controller Luiss Guido Carli at Viale Pola 12, 00198 Rome, Italy, setting out their request and furnishing the information necessary to identify them.

The contact details of the Data Protection Officer (DPO) can be viewed on the Controller's website at www.luiss.it.