



**UNIVERSITÀ
DI TORINO**

Dipartimento di
Management
"Valter Cantino"

This document highlights the main elements of “Academic Regulations of Bachelor Degree in Business & Management” of University of Torino. Please note that the official document is written in Italian and is published on the website www.business-administration.unito.it. To the extent any translated part or element of this document conflicts with the Italian version, the Italian version controls and will prevail in case of legal controversies.

DM DIPARTIMENTO DI
MANAGEMENT
VALTER CANTINO

Università degli Studi di Torino
Department of Management "Valter Cantino" ...
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**UNIVERSITÀ
DI TORINO**

Bachelor degree in

BUSINESS & MANAGEMENT

(Class: L-18)

ACADEMIC REGULATIONS

Academic year 2023/2024

ARTICLE 1 - Functions and structure of the degree course.

1. The bachelor degree course (CdL) in Business & Management, within class L-18 (class of degrees in Science of Economics and Business Management), takes place at the University of Turin. The bachelor degree course in Business & Management is organized according to the provisions related to the class of degrees in Science of Economics and Business Management (class L-18) referred to in the Ministerial Decree of March 16, 2007 (*Official Journal No. 155, 6-7-2007 Ordinary Supplementary Dossier No. 153/ O.J. No. 157, 9-7-2007 Ordinary Suppl. Doss. No. 155*).
2. The bachelor degree course in Business & Management has the “Valter Cantino” Department of Management as its Department of reference and belongs to the School of Management and Economics.
3. The relevant teaching system is the Council of the Degree Course in Business & Management (Consiglio di corso di Laurea in Business & Management), hereinafter referred to as CCL.
4. These Regulations (drawn up in compliance with the outline approved by the Academic Senate), in accordance with the University Teaching Regulations (RDA), the Department Teaching Regulations and the University Regulations on the Relations among Schools, Departments and Degree Courses, govern the teaching organization of the Degree Course as far as not defined by the aforementioned regulations. The didactic organization of the Degree Course, with its specific educational objectives and the general framework of educational activities drawn up in accordance with the model of the ministerial Database, is set out in Annex 1, which constitutes an integral part of these Regulations. The Council of the Department of Management “Valter Cantino” reserves the right to regulate specific aspects of the teaching organization through *ad hoc* Regulations.
1. These Regulations are adjusted every year to the public Education Offer and they are accordingly linked to the group of students enrolling for the first time in the Bachelor in Business & Management in the academic year of their enactment.
5. The main campus and logistical support facilities for teaching and laboratory activities are normally those of SAA S.c.ar.l., a limited-liability consortium company subject to the direction and coordination of the University of Turin (formerly, the School of Business Administration), without prejudice to the possibility that some teaching may be borrowed from (or take place at) other degree courses of the University of Turin. Teaching activities and internships may be carried out at other teaching and scientific facilities of the University of Turin, as well as at external public or private entities under specific agreements and conventions.

Website: www.business-management.unito.it



ARTICLE 2 - Specific educational objectives, occupational and professional outlets.

1. The educational objectives and the occupational and professional outlets are included in the RDA given in Annex 1, which may be amended according to the procedures provided for amendments to RDAs.

ARTICLE 3 - Admission requirements and testing methods.

1. Admission to the Bachelor Degree in Business & Management is reserved for students with a high school diploma or other equivalent qualification obtained abroad, recognized as eligible under current laws, with adequate knowledge of English (minimum level: B2).
2. The Bachelor Degree in Business & Management in the academic year 2023/2024 has a limited number. Aspiring students **shall take** the CISIA Online Test (in English the **TOLC-E Test**) and then participate in one of the public competitions for admission to the degree programs (the competitions do not require any additional test or exam).
3. All information is posted on the Degree Course website in the “Applying” Section, under “Admission Requirements”.

ARTICLE 4 - Duration of the degree course

1. The normal duration of the course is three years. In order to obtain the degree, the student must acquire at least 180 CFUs (learning credits), according to the indications contained in the chart of educational activities and credits of the three-year curriculum included in the Didactic Regulations of the Course, as regulated in the RDA.
2. The average amount of learning effort, made in one year by a student engaged full-time in these undergraduate studies, is conventionally set at 60 credits. Part-time enrollment is also possible, according to the rules established by the University.
3. The credits corresponding to each educational activity are acquired by the student with the passing of the exam (in whatever form it is organized), carried out in the manner established in Article 7 of these Regulations, in accordance with the University Teaching Regulations as well as the Regulations of the relevant Departments.
4. Those enrolled in the Degree Course in Business & Management do not lose their student status: in the event of long interruption (five years) of the learning activities, the latter may be reactivated upon evaluation by the CCL of persisting knowledge in relation to the educational credits accrued before the interruption; in any case, even in the absence of long interruptions, if the final degree is not obtained within a period of time equal to twice the normal duration of the course, all credits accrued up to that time will be subject to verification of the related persisting knowledge.

ARTICLE 5 - Educational activities, teachings, curricula and faculty.

1. The degree program does not contemplate many curricula. The didactic organization of the Degree Course is given in Annex 1.
2. The curriculum is described in Annex 2, which is updated every year.

ARTICLE 6 - Types of educational activities

1. The educational activities of the various academic fields are divided into teachings, according to a program divided into three teaching periods, approved by the CCL and published in the



- “Manifesto degli studi” (Student Guide). The articulation of modules and the duration of courses are established according to the guidelines of the relevant department. Educational activities (lectures and exams) take place according to the start date and the schedule established annually in accordance with the provisions of Article 7 paragraph 6 below, within the ordinary period of lectures fixed in accordance with Article 23 paragraph 1 of the University Teaching Regulations.
2. The teaching activities are carried out in the form of classroom lectures and tutorials (also delivered by distance communication tools), seminars, language laboratory, internship activities, tutoring activities and any other forms of educational activities oriented to the achievement of educational goals. They are held in English.
 3. The courses are usually 35 hours for 5 credits, 42 hours for 6 credits, 63 hours for 9 credits and 70 hours for 10 credits, with 50 percent of time devoted to lectures, tutorials, seminars or similar activities, and the remaining 50 percent to personal study or other individual activities.
 4. The Degree Course, in addition to its educational activities, may organize external workshops and internships in cooperation with Italian or foreign public and private institutions, as the need requires and the concrete availability and the opportunity allow; they must be approved each time by the Council of the Degree Course and take place under the responsibility of a faculty member of the Degree Course.
 5. In accordance with the RDA, students in the Degree Course are required to do an internship, which is consistent with the educational objectives of the Course, worth 15 credits (1 credit = 25 hours). Undergraduate students may obtain **up to 15 credits** for internships, *stages*, etc., that are consistent with the Course’s educational objectives. It is possible, however, to obtain additional credits up to a maximum of 24 CFUs (12+12), which will determine the degree grade. It is not possible to include an additional internship among the activities chosen by the student.
 6. Within the framework of increasing integration between Italian and foreign university institutions, the possibility of substituting educational activities carried out in the Degree Course with other teachings of Italian or foreign universities is envisaged. This will take place within the framework of international agreements and programs, inter-university conventions, or specific agreements proposed by the Degree Course, approved by the Council of the Department of Management “Valter Cantino” and adopted by the competent academic body, with other university institutions or similar institutions of cultural relevance.

ARTICLE 7 - Exams and other tests

1. For each educational activity, there is a concluding assessment at the end of the period in which the activity took place. For educational activities divided into modules, however, the final assessment is unitary and collegial. By passing the exam or assessment, the student achieves the CFUs attributed to the educational activity in question.
2. Final assessments may consist of oral examination or written assignment or written or oral report on the activity performed or written test with open-ended or multiple-choice questions or laboratory test or computer exercise. The method of the final assessment, which may include more than one of the ways indicated above, and the possibility of conducting midterm assessments *in itinere* are indicated before the beginning of each academic year by the teacher in charge of the educational activity. The method by which the assessment is carried out must be the same for all students and respect what was decided at the beginning of the academic year.
3. The exam period is set at the beginning of the academic year. The exam period for each academic year ends on April 30 of the following calendar year.



4. The exam sessions begin at the end of the teaching activities of each course.
5. The exam schedule includes **five sessions**, distributed over the academic year as follows:
 - a. 1 session at the end of the teaching activities of each course
 - b. 4 sessions, one for each exam period (winter, spring, summer, fall)
6. Sessions are five in the three years immediately following the cancellation of a course. From the fourth year following such cancellation, the sessions are reduced to three (1 in the winter period, 1 in the spring or summer period, 1 in the fall period).
7. The calendar of educational activities (lectures and exams) is established annually by the Council of the Department of Management “Valter Cantino” upon proposal of the Director of the Department, after consultation with the relevant teaching committee.
8. The schedule of classes and exams is established by the Director of the Department or his delegates in accordance with the provisions of the Regulations of the Degree Course, after consultation with the relevant *Monitoring and Review Committee* and the professors concerned.
9. The exam schedule is communicated well in advance. Publicity of class schedules and exam sessions is ensured in the widest possible ways and means. The same applies to all other teaching activities, including the hours of availability of professors and researchers.
10. If, for a justified reason, an exam session has to be rescheduled or an educational activity cannot be carried out, the lecturer shall give timely notice to the students and the head of the teaching faculty for appropriate action and in accordance with existing regulations.
11. Exam dates, once published, cannot be moved up under any circumstances; exams are held according to an approximate timing established by the lecturer on the day of the exam.
12. The time frame between two consecutive exam sessions is at least ten days.
13. Examination committees for exams are appointed by the Director of the Department or, by his or her delegation, by the Chairperson of the CCL. They are composed of at least two members and are chaired by the official professor of the course, or the professor indicated in the appointment provision. It is possible to operate with subcommittees, when there are sufficient members. All students, upon request, have the right to be examined also by the Chairperson of the examination committee. Members other than the Chairperson may be other professors, researchers, and scholars expert in the subject. Recognition as scholar expert in the subject is decided by the Department Council upon proposal of the CCL.
14. A student may appear for the same exam a maximum of three times for each academic year, even consecutively. Those enrolled in the exam may withdraw before the written test is handed in without any consequences for their personal record and their final degree.
15. The Chair of the Committee informs the student of the outcome of the test and its evaluation before the official declaration of the result; until such declaration, the student may withdraw from the exam without consequences for his or her personal record and his or her final degree. His or her presence at the exam session must still be registered.
16. In determining the order in which students are to be examined, special consideration is given to the needs of working students.
17. Examination committees follow an evaluation system with grades ranging – in case of overall positive evaluation – from a minimum of 18 points up to a maximum of 30 points. Evaluation *cum laude* may be unanimously granted if the final grade is 30. In case of positive grade, the student still has the option of rejecting it within the time frame established by the procedure. Once the grade is registered, it cannot be rejected nor the exam repeated.
18. The exam of an integrated teaching should be done as follows:
Integrated teachings with total CFUs less than or equal to 10:



- The different modules into which the teaching is divided must, as a rule, be taken together.
- Only when modules are delivered in different semesters, the student will have the opportunity to take a midterm exam in December on the syllabus of the module delivered in the first semester and a second partial exam in May on the syllabus of the module delivered in the second semester. The exam result may be registered if the student passes and accepts the assessments of both partial exams. On all other exam sessions, the modules should be taken together instead.
- The lecturers in charge of the two modules shall give due consideration to the need to organize a joint exam, when defining the exam methods.

Integrated teachings with more than 10 total CFUs:

- **The student must pass the examination of both modules** within the last available exam session of the relevant academic year, otherwise the grade of any single module already passed will be invalid.
- The registration of the grade related to both modules will take place within the last available exam session of the relevant academic year, otherwise the grade of any single module already passed will be invalid.
- The final grade will consist of the weighted average of the grades achieved in the two modules.

19. The exams are public and the announcement of the final grade is public.

20. Traineeships do not determine an evaluation in points (up to 30), but a judgment of suitability.

ARTICLE 8 - Final examination and foreign language.

1. Credits related to the final examination (3 CFUs in total) are acquired through the writing of a paper in English of **maximum 15/20** pages written under the guidance of a supervisor, on topics related to the subjects studied in the bachelor's degree among those for which the student has acquired CFUs. No defense will take place.
2. The supervisor of the *Degree Thesis* may be an official professor of the degree course who teaches the subject of the Degree Thesis or a professor or researcher pertaining to the School of Management and Economics and belonging to the scientific field of the subject of the Degree Thesis. In the case of a contract professor, the subject must be the one assigned by the contract.
3. The degree will be conferred by a Commission of at least 3 faculty members, followed by a collective ceremony for each session. The Departmental Teaching Regulations specify how the Commission is formed.
4. The degree thesis will be evaluated with a score between 0 and 3. The final evaluation will be also composed of an additional score calculated from the average of the curriculum grades as follows:
 - Average up to 91/110: no increase;
 - Average from 92/110 to 96/110: 3-point increase;
 - Average from 97/110 to 101/110: 4-point increase;
 - Average from 102/110 and above: 5-point increase.

There is also a variable bonus for students who graduate in time (that is, who have been enrolled in the degree program for no more than three academic years, or four years of which two full time and two part time) in the various graduation sessions, and specifically:

- 3-point increase for those graduating in the summer session;
- 2-point increase for those graduating in the fall session;
- 1-point increase for those graduating in the winter session.



- Commissions may award a maximum of one hundred and ten points; if the final grade is at least 111, degree *cum laude* is unanimously granted.
5. There are three graduation sessions:
 - summer (in the months of June and/or July);
 - fall (in the months of October and/or November);
 - winter (in the months of March and/or April).
 6. The schedule of undergraduate examination sessions is determined annually in agreement with the School of Management and Economics.

ARTICLE 9 - Enrollment and attendance at courses.

1. Those who meet the requirements to enroll in a degree course, or who already hold a university degree, may enroll in the courses taught at the University. Enrollment procedures are set out in the Student Regulations of the University of Turin.
2. Attendance at the course is mandatory.

ARTICLE 10 – Mandatory sequence, Attendance Requirements.

10.1 – Attendance requirements

Attendance at the various educational activities is compulsory, unless optional attendance is indicated.

The methods to verify compulsory attendance, where applicable, are established annually by the Degree Course and made known to students.

10.2 – Mandatory sequence

The student is required to follow the sequence of courses and related exams, as they are placed in the years and semesters and with reference to what is indicated in this regard by the “Manifesto degli Studi”.

- a) Passing the exam of Financial Accounting and Business Administration (MAN0512) must precede the exam of any other teaching in SSDs from SECS-P/07 to SECS-P/11.
- b) Passing the exams of Microeconomics (MAN0259) and Macroeconomics (MAN0269) must precede the exam of any other teaching in SSDs from SECS-P/01 to SECS-P/06.
- c) Passing the exams of Private Law (MAN0260) and Public Law for Economics (MAN0520) must precede the exams of any other teaching named with IUS.

Failure to comply with the sequences specified in the preceding paragraph will result in the invalidity of the exam taken before the propaedeutic one.

ARTICLE 11 - Career Plan

1. The CCL determines annually in these Regulations and in the “Manifesto degli Studi” the recommended educational paths, also specifying the scope of the students’ autonomous choices.
2. The student submits his or her career plan, in accordance with the constraints set forth in the Ministerial Decree relating to the class in question, in the manner provided for by the “Manifesto degli Studi”.
3. The career plan may be articulated over a longer duration for part-time students, or over a shorter



duration in the case of exceptionally high educational performance in terms of the number of credits earned in previous academic years.

4. The career plan that does not adhere to the recommended educational paths but conforms to the educational system is submitted to the CCL for approval.
5. Resolutions under Subsection 4 shall be made within 40 days after the deadline for submission of career plans.

ARTICLE 12 - Recognition of credits in case of transitions, transfers and second degrees

1. Unless otherwise provided, the Council proposes to the competent Council of the Department whether or not to recognize academic credits and degrees earned in other universities, also within the framework of exchange programs. For the recognition of exams taken in degree courses other than the Business & Management Course of the University of Turin, in relation to the transfer of students from another degree course or from another university, the CCL will validate the exams taken **in English**, by expressly indicating the type of educational activity, the subject field, the scientific sector and the number of CFUs covered in its own teaching system, as well as the year of the course in which the student is placed, based on the number of validated exams; in the case of equivalent exams, they must be declared as such through a specific resolution, including, if necessary, the carrying out of interviews to verify the actual knowledge obtained. The non-recognition of credits shall be always justified. Students coming from undergraduate courses of the same class, delivered in English, are assured the recognition of 50% of the credits accrued in their home institution in accordance with the curriculum, the field and the nature of the original teaching.
2. The maximum number of credits that can be recognized is determined by Teaching System of the Degree Course.
3. For exams not included in the scientific fields indicated by the Teaching System of the Degree Course or exceeding the limits set forth in Paragraph 2 above, at the student's request the Commission of the Degree Course may recognize up to a **maximum of 12 credits as "Educational Activities chosen by the Student"**, if these were delivered in English.
4. It will be possible to recognize credits obtained in "Further Educational Activities" (M.D. 270/04, Art. 10, c. 5, d), up to a maximum of **12 credits**, which fall under the activities chosen by the student, if they were delivered in English.
5. Except for the case of people coming from other Degree Courses in Class L-18, the number of recognized credits may not exceed the maximum limit of 30 percent, unless justified by the CCL.
6. In the case of a student who already holds a university degree of the same level, the recognition of credits will be reviewed and approved each time by the Student Practices Committee of the degree course.

ARTICLE 13 - Teachers

The faculty members of the degree course include all the holders of official teachings, included in the curriculum. The list of lecturers is updated annually and indicated on the WEB page of the [Degree Course](#).

For the purpose of verifying the possession of the teaching requirements for initial accreditation, pursuant to DM Dec. 23, 2013, No. 1059, as adjusted and modified by DM Jan. 30, 2013, No. 47, the



teachers are identified as listed in the ministerial database and SUA form.
The list will be updated annually, increasing the number of teachers as defined in the aforementioned decree.

ARTICLE 14 - Orientation, tutoring

Study advising tutoring is carried out by faculty members of the degree course. Forms of active tutoring may also be provided, especially aimed at aiding first-year students, also within the framework of the verification of the students' minimum requirements and the recovery of the so called "educational debt". Tutorial activity in view of writing the degree thesis is carried out primarily by the supervising professor. For job placement and career guidance tutoring, students in this degree course can use the special facilities (OTP) activated at the School of Management and Economics and at the place hosting the degree course.

The names of those responsible for guidance and tutoring activities will be posted on the Degree Course website.

ARTICLE 15 - Quality Assurance and Monitoring and Review Commission.

1. The President of the Degree Course is the Head of the Quality Assurance and of the monitoring and review processes; he may appoint his Delegate as contact person for the Quality Assurance.
2. A Monitoring and Review Commission is established within the CCL. It is composed of the President of the Degree Course acting as Coordinator, his or her Quality Assurance Delegate, if any, and students and faculty members, appointed by the Council respectively from among the students enrolled in the Degree Course, upon proposal of the student representatives, and from among the faculty members who make up the Council. The Commission shall be composed of no less than four members. In the composition of the Commission, equality must be favored, ensuring a student participation of at least 25%, and in any case of not less than 2 people. The Commission shall be permanent and serve for three academic years. If a member resigns or is terminated for any cause, the Commission shall be replenished by the Council during the immediately following meeting. The appointment of the successor shall also expire at the end of the three-year term.
3. The main functions of the Commission are as follows:
 - discussion between teachers and students;
 - self-evaluation and drafting of the Annual Monitoring and Cyclical Review of the Degree, including monitoring of the proposed improvement actions;
 - investigation of issues related to the effectiveness and functionality of teaching activities (including the control of teaching forms), curricula, tutoring and services provided to students; investigation on the indicators of the Degree Course and on the opinion of students, whose dissemination is adequately taken care of by the Commission;
 - to support the Course Chair in preparing and updating the SUA-CdS form information;
 - connection with other educational services and facilities for problems within the Commission's jurisdiction.
4. The Commission meets at the end of the teaching periods and at the due dates for its various activities (no less than twice a year).
5. Members of the Monitoring and Review Commission cannot be members of the Joint Teaching Commission (of the Department or of the School) of reference of this Degree Course.



ARTICLE 16 - Self-evaluation procedures

1. Annual Monitoring and Cyclical Review are periodic and planned self-evaluation processes that aim to monitor the educational activities and to verify the adequacy of the learning objectives that the Degree Course has set for itself, the correspondence between the objectives and the results, and the effectiveness of the way the Course is managed. In order to take all appropriate corrective and improvement actions, the Annual Monitoring and the Cyclical Review identify the causes of any critical issues by providing concrete corrective actions along with the time, manner and persons responsible for their implementation.
2. The Course Chair oversees the drafting of the Annual Monitoring and Cyclical Review, which are prepared and discussed collegially.
3. The Course Chair submits the Annual Monitoring and Cyclical Review for approval to the Course Council, which takes responsibility for it.

ARTICLE 17 - Board

As stipulated in the University Statute, the Board of the Degree Course in Business & Management is established. It is entrusted with ordinary management tasks identified by the Council of the Degree Course.

ARTICLE 18 - Other Commissions.

The CCL may establish temporary or permanent committees, with investigative and/or advisory duties, or with operational duties delegated by the Council. Permanent committees may be delegated specific deliberative functions (relating, for example, to student careers) according to rules and types set forth in the Regulations of the Degree Course. Against the deliberations of the committees, however, it is possible to appeal to the CCL.

ARTICLE 19 - Amendments to the Regulations.

2. The teaching regulations of the degree course are approved by the Council of the Department, for each relevant department, upon the proposal of the CCL. For interdepartmental degree courses, in the event of persistent disagreement between the departments involved, approval is referred to the Academic Senate, which acts upon the favorable opinion of the Board of Directors.
3. The teaching regulations of the degree courses are adjusted every year to the public Education Offer. Accordingly, they are linked to the group of students enrolling for the first time in the Bachelor in Business & Management in the academic year of their enactment.

ARTICLE 20 - Transitional rules

1. Students who, at the time of start of the Bachelor in Business & Management, are already enrolled in a pre-existing course are entitled to opt for enrollment in the new course. The CCL determines the credits to be assigned to the teachings provided by the former educational courses and, where necessary, evaluates in terms of credits the careers of students already enrolled; it establishes the individual study path to be assigned for the completion of the career plan.



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Annex no. 1

RDA

Annex No. 2

STUDY PLAN.