

Disclaimer: the following is a translation of the Bando (call for application) for international applicants. It has merely informational purposes but no legal value. The only official source is the original Italian call available at the web pages: [Dipartimento di Scienze politiche, della Comunicazione e delle Relazioni internazionali](#) or [International Relations](#).

2021/2022 ACADEMIC YEAR CALL FOR APPLICATION

FOR THE ADMISSION TO THE DOUBLE MASTER'S DEGREE PROGRAMME IN INTERNATIONAL RELATIONS, *CURRICULUM "INTERNATIONAL POLITICS AND ECONOMIC RELATIONS"* AT THE UNIVERSITY OF MACERATA (ITALY) AND IN *"INTERNATIONAL PUBLIC AND BUSINESS ADMINISTRATION"* AT THE MOSCOW STATE INSTITUTE OF INTERNATIONAL RELATIONS (RUSSIA)

THE DEPARTMENT OF POLITICAL SCIENCE, COMMUNICATION AND INTERNATIONAL RELATIONS

considering that, according to Ministerial Decree 270/04, art. 3, and "On the basis of specific agreements, Italian Universities can issue Degree in conjunction with other Italian or foreign Universities";

having regard to the agreement of cooperation signed on 15.01.2014 and its subsequent amendments and integrations between the University of Macerata (Italy) and the Moscow State Institute of International Relations (MIGMO University) aimed at enabling students to achieve the double Master's degree in International Relations (LM-52) curriculum "International Politics and Economic Relations" at the University of Macerata (Italy) and in "International Public and Business Administration" at the Moscow State Institute of International Relations (Russia).

Having regard to the Delibera Council Department of Political Science, Communication and International Relations on February 12th, 2021.

ANNOUNCES

Art 1 - Subject

For the 2021-2022 academic year, the Department of Political Science, Communication and International Relations announces the selection of eligible students for the DOUBLE MASTER'S DEGREE in "International Relations, curriculum International Politics and Economic Relations" (IPER) - University of Macerata (Italy) and "International Public and Business Administration" (IPBA) at the Moscow State Institute of International Relations (Russia).

Art 2 - Course description

Selected students, duly enrolled in the master's degree program in International Relations, curriculum IPER, shall take basic courses required for the "IPER" program at Unimc during the first year, and then shall spend the second year at MGIMO in order to take the courses in

the “IPBA” programme. The list of basic courses that students must pass during the first year at Macerata (lessons: September 2021 – May 2022) and during the second year in Moscow (lessons: September 2022 – May 2023) are set out in the annexed table (**annex n. 1**).

Students can enter the second year of the programme at MGIMO only in case of passing all examinations provided in the curriculum of the master programme of the first year at the Unimc. Students failing to pass the mandatory examinations in the first year are automatically excluded from the program.

Moreover, in order to attain the double master’s degree, students are required to do an internship in Moscow during the second year of the programme. The internship must last 60-90 days, in order to awarding the equivalent Russian value of 21 ECTS.

Students may attend other courses, after the authorization of the coordinators of the double master’s degree programme, offered by both Universities, even if they are not required by their study plan; these exams will be included in the final transcript as extra-curricular courses. These are not included when final grade marks are calculated.

At the end of the study period, the host University shall list to the University partner the exams taken by the students.

Before leaving (August/September 2022) students are required to be regularly enrolled in the second year at Unimc.

Art. 3 - Requirements and documents for participating in the selection process

The following applicants can take part in the selection process:

- a. Graduated applicants holding a first level degree which allows direct accessⁱ to the master’s degree programme in “International Relations, curriculum International Politics and Economic Relations” (LM-52); in this case, the applicant is required to submit, with the application form, the self-certification of the academic qualification, in order to enrol to “International Relations, curriculum International Politics and Economic Relations” (LM-52),
- b. Graduated applicants holding a first level degree which does not allow direct access to the master’s degree programme in “International Relations, curriculum International Politics and Economic Relations (LM-52)”: the applicant is required to submit, with the application form, the self-certification of the academic qualification and of the exams passed, in order to the correct evaluation of access requirements to the master’s degree programme in “International Relations, curriculum International Politics and Economic Relations” (LM-52),
- c. Students graduating in a first level degree which allows the direct access^{i i} to the master’s degree programme in “International Relations, curriculum International Politics and Economic Relations”(LM52) who are going to graduate no later than 31th December 2021: in this case, the student is required to submit, with the application form, the self-certification of the enrolment in a first level degree and of the graduating status,

- d. Students graduating in a first level degree which does not allow direct access to the master's degree programme in "International Relations, curriculum International Politics and Economic Relations"(LM52) who are going to graduate no later than 31th December 2021: in this case, the student is required to submit, with the application form, the self-certification of the enrolment in a first level degree and of the graduating status exams and a list of the exams passed, and also of the exams to be taken, in order to the correct evaluation of access requirements to the master's degree programme in "International Relations, curriculum International Politics and Economic Relations" (LM-52).

The following documents are required for participating in the selection process:

1. Application form (**filled only by the on line application form, see art.4**);
2. Self-certification of the possession of the requirements for participation, set out in this article, points a), b), c), d) , depending on own student status;
3. Valid identification document;
4. Language certificate or other adequate documentation in order to certificate the minimum knowledge of English language: B2 level, according to the Common European Framework of Reference for Languages;
5. Declaration of the completion of 15 years of schooling, as required by current Russian law regulating the enrollment procedure at the Moscow State Institute of International Relations;
6. Updated curriculum vitae, in English version, duly signed and dated;
7. language certificate or other adequate documentation in order to certificate the knowledge of russian language (if any).

Art. 4 - Procedure for submitting the application

Candidates must complete the application to participate in the selection only and exclusively online ([application form](#)), using the procedure that will be made available in the appropriate sections of the [Dipartimento di Scienze politiche, della Comunicazione e delle Relazioni internazionali](#) or [International Relations](#).

The service will be active **until 12th of July 2021, h. 12:00 (Italian timezone)**.

Applications received in ways and times different from those requested in this announcement will not be accepted. The candidate is responsible to verify the correct conclusion of the application filling procedure: complaints will not be accepted for any malfunctions in the IT system due to the lack of such verification. Once the application to participate in the selection has been completed and confirmed, the data entered by the candidate can no longer be changed.

Art. 5 - Selection procedure and assessment criteria

The Selection will be made by a Board appointed by the Head of the Department of Political Science, Communication and International Relations. It consists of the assessment of the academic qualification and other qualifications listed in the *curriculum vitae*.

The final ranking is based on the score achieved by each applicant. The maximum score is 20 points. The knowledge of the russian language constitutes a preferential requirement.

For the graduate applicants, the evaluation of the degree mark is made as follows:

Degree mark, for a maximum of 10 points

- with a mark lower than 100/110: 1 point
- with a mark from 100 to 103/110: 3 points
- with a mark from 104 to 105/110: 6 points
- with a mark from 106 to 107/110: 7 points
- with a mark from 108 to 109/110: 8 points
- with a mark 110/110: 9 points
- with a mark of 110 cum laude/110: 10 points.

For the graduating applicants, the evaluation is based on a weighted average of the exams taken as follows:

Average of the exams taken for a maximum of 10 points:

- with an average of less than 26/30: 1 point
- with an average of 26/30: 4 points
- with an average of 27/30: 7 points
- with an average of 28/30: 8 points
- with an average of 29/30: 9 points
- with an average of 30/30: 10 points.

Study and cultural qualifications (master's program, postgraduate courses, other degree in related subjects), language qualifications (certificates or diplomas issued by relevant institutions for english and/or russian language), listed in the CV, will be evaluated for a maximum of 10 points. Only those courses organized and managed directly by University institutions will be taken into consideration.

In the event of applicants obtaining the same scores, the final ranking will be defined on the basis of the following criteria of priorities:

1. First level degree final mark (highest) / weighted average of the exams taken (highest);
2. Age of the applicant (youngest).

Art. 6 - Announcement of the ranking

The final ranking of the admitted students will be published on the website of the [Dipartimento di Scienze politiche, della Comunicazione e delle Relazioni internazionali](#) or [International Relations](#) on the 15th of July 2021.

The announcement of the ranking on the website of the Department is the only official communication to all the applicants and/or winners.

In order to confirm the acceptance, selected applicants must send an e-mail to vittorio.carloni@unimc.it within **21th of July 2021 h. 12.00 p.m. (Italian time zone)**.

In the absence of such acceptance, the applicant will be excluded and the admission will be granted to the applicant ranking next in the list.

In case of renunciation, the next winner will be duly informed.

Art. 7 – Enrollment process

- a) Graduate applicants are required to enroll to the master's degree course in "International Relations, curriculum International Politics and Economic Relations" (LM-52), according to the procedures for enrollment in any course of the University of Macerata, **no later than 30th September 2021 (unless otherwise stated by the University)**;
- b) Graduating applicants who have not yet obtained a first level degree, are required to proceed to pre-enrollment in the master's degree course in "International Relations, curriculum International Politics and Economic Relations" according to the procedures for enrollment in any course of the University of Macerata, **no later than 30th September 2021 (unless otherwise stated by the University)** and then to complete the enrollment to the degree course **within 10 days** from the attainment of the first level degree, no later than **December 31th, 2021** (unless otherwise stated by the University).

Students will be required to pay the tuition fees in accordance with the administrative student guide a.y. 2021-2022 published on the website of the University and will be admitted to the partner University on a reciprocal basis.

Candidates who have a place on the ranking list will be considered to have withdrawn if they fail to enroll within the aforementioned time limits: in this case the admission will be granted to the applicant ranking next in the list.

Art. 8 - Appointment of the responsible person for the procedure and access to the documents

According to the relevant rules, Dott. Vittorio Carloni (vittorio.carloni@unimc.it) is appointed as the responsible for the selection procedure.

Applicants have the right to access documents of the selection procedure according to the procedure required by the law in force.

Art. 9 - Information on the treatment of personal data

The University of Macerata and the Department of Political Science, Communication and International Relations will use the personal data provided by the applicants, exclusively for the purpose of this Selection Call and will be treated in compliance with all relevant privacy law (with or without the use of informatics systems).

In compliance with the relevant and applicable rules, applicants have the right to access personal data, to obtain updating, rectification or, where interested therein, integration of the data and blocking of the data that has been processed unlawfully.

The owner of the personal data is the Department of Political Science, Communication and International Relations, Via Don Minzoni, 22/A – 62100 Macerata.

Art. 10 - Final dispositions

For what not specified above, this call shall be governed by the current Italian laws. The call, the presentation of the course, the requirements of access to the course, the application forms for admission to the selection and registration are published in the websites of the [Dipartimento di Scienze politiche, della Comunicazione e delle Relazioni internazionali](#) or [International Relations](#)

Such publication is the official notification to the parties concerned all the effects and consequences of the law.

Every official communication to the applicants will be sent exclusively to the e-mail address written in the on line application form.

Macerata, June 8th,2021

f.to The Head of the Department
Prof. Emmanuele Pavolini

CONTACT AND FURTHER INFORMATION:

- Prof. Benedetta Giovanola (benedetta.giovanola@unimc.it), Coordinator of Double Degree
- Dott. Vittorio Carloni (vittorio.carloni@unimc.it), Office of Department - SPOCRI.
- Dott.ssa Giuliana Carassai (giuliana.carassai@unimc.it) Office of Department - SPOCRI

ⁱ First level degree (L-36) in Political Science and International relations, or four-years degree in Political Science (previous system) or legally recognized equivalent qualification obtained abroad.

Informations about admission requirements in “International Relations, curriculum International Politics and Economic Relations”, see this [link](#).

ⁱ¹ Graduating in in Political Science and International relations, or four-years degree in Political Science (old organization) or legally recognized equivalent qualification obtained abroad.

Informations about admission requirements in “International Relations, curriculum International Politics and Economic Relations”, see this [link](#).