



Academic Year 2021/2022

## Competition Notice

### **Master in European Studies: EU Institutions and Public Policy Master universitario di primo livello Director: Prof. Giovanni Orsina**

- Having regard to the Independent Statutes of Luiss – Libera Università Internazionale degli Studi Sociali Guido Carli issued by Rector’s Decree No. 7 of 19 July 2011, published in Official Gazette of the Italian Republic (General Series) No. 179 of 3 August 2011;
- Having regard to art. 9 of the University Academic Regulations of Luiss Guido Carli;
- Having regard to the decisions by the Academic Senate and Executive Committee;
- Having regard to art. 16 of D.P.R. n. 382 of 11 July 1980;
- Having regard to art. 1, 16 e 17 of D.P.R. n. 162 of 10 March 1982;
- Having regard to the Law n. 241 of 7 August 1990;
- Having regard to art. 6 of Law n. 341 of 19 November 1990;
- Having regard to art. 1 of Law n. 4 of 14 January 1999;
- Having regard to D.M. n. 270 of 22 October 2004.
- Having regard to Rector’s Decree n. 194 of 29 July 2021;

The second edition of the Master in European Studies: EU Institutions and Public Policy, Master Universitario di Primo Livello (hereafter, “Master”) is established for the academic year 2021/2022.

#### **Art. 1 – Description of Master**

The Master is managed by the School of Government – Luiss Guido Carli – located at Via di Villa Emiliani 14, 00197 Rome.

The Master lasts one academic year. Combining theoretical and practical approaches, the Master will enable students to understand the political, economic and cultural dynamics among the EU actors, as well as between the EU and external actors, while getting an excellent preparation for a career with many of these actors, such as Institutions, Organizations and private employers. The MES program main features:

- practical training for EPSO selection procedures
- trainings in Policy Advice, EU Programming
- a special Simulation Exercise on Negotiation and Decisionmaking processes in EU institutions
- training in Academic Methodology and Communication

- seminar-style teaching approach with a small class of max. 25 students
- a particular focus on the political and economic problems of the Mediterranean Area
- international environment, with students from many countries
- full access to the facilities of one of Italy's best ranked higher education institutes
- excellent academic competency and experience provided by an international faculty
- strong professional links and networking activities amidst regular meetings with EU professional experts and practitioners
- access to national and international institutions based in Rome

### **Art. 2 – Academic Structure**

The Master requires a comprehensive academic effort of 1500 hours, which includes 300 teaching hours, 900 hours for personal study and 300 hours devoted to the Master's thesis. This comprehensive effort corresponds to 60 ECTS.

Lessons are held in blended form, both in presence and in live-streaming. Should new health issues arise, teaching activities will continue in the appropriate forms.

Upon reaching the required number of enrolled students, classes will start in October 2021 and finish by June 2022.

The academic program is divided into single subject modules. At the end of each module, students will be tested with a final mark expressed in 30 points (18 being the minimum).

Students are required to attend all mandatory teaching hours as indicated in the academic program. Should they miss more than 20% of the required teaching hours, they will not complete the Master and, therefore, will not receive the final title. There are no justified absences, except for some cases that will be individually evaluated by the Administrative Management at the express request of the Master course's Director.

Should a student miss teaching hours, fail tests at the end of each single subject module or is responsible of academic and professional misconduct, the Director of the Master can decide, at her unquestionable judgement, his/her suspension or exclusion. In both cases tuition fees will not be returned. Having completed their mandatory teaching hours, students will work on a Master's thesis based on a topic selected among those examined in the single subject modules.

Upon successful completing all academic requirements, students receive a final grade expressed on a grading scale of 110 points. This final grade combines the results of the tests of each single subject module and that of the Master's thesis. If the highest mark is obtained, the Commission may unanimously decide to award honours and, possibly, a special mention.

### **Art. 3 – Stage**

The Career Services of Luiss Guido Carli creates opportunities of stage through formal agreements and regular interactions with private and public organisations. However, it does not guarantee a stage to all students of the Master. A stage, moreover, does not count towards the 60 ECTS.

Candidates for a stage are independently selected by hosting organisations. Should an organisation offer a stage to a student, it needs to sign a "Training and Professional Orientation Agreement" (convenzione di formazione e orientamento) with Luiss Guido Carli as required by the Italian legislation.

Stage is not an employment contract with the hosting organisation nor does it give rise to claims for future financial compensations or hiring. It can be carried out in one of the structures already affiliated with the University, or in another structure indicated by the student to be affiliated, subject to the authorisation of the Master's Director.

### **Art. 4 – Number of participants and Academic Calendar**

The number of participants of the Master is limited. The Master is activated with 10 enrolled students. Classes are held during the weekdays, depending on a scheduled calendar.

### **Art. 5 – Admission Criteria**

In order to take part to the admission procedure, applicants are required to have a second cycle

undergraduate degree or an equivalent degree by a foreign university (for details see Articles 7 and 8 of this Notice).

As mandated by Article 142 of Testo Unico 1592/33 and Luiss Academic Regulations, students cannot be enrolled simultaneously in other undergraduate, graduate or Ph.D. programs and Specialisation Schools at Luiss Guido Carli or any other university.

Students at the final year of their undergraduate degree can be admitted, with reserve, provided they complete their academic requirements within the extraordinary session (March/April 2022) of the academic year 2020/2021.

#### **Art. 6 – Application Procedures**

Applications are submitted online through the Luiss official website, by the deadline indicated, under penalty of exclusion from the selection.

Applicants need to attach the following documents:

- Copy of an identity document (passport or National ID Card where applicable);
- Photocopy of academic transcripts with details of exams, grades and academic credits; candidates with foreign degrees need to refer to Article 8 of this Notice;
- Curriculum vitae et studiorum (CV);
- Additional documents to be evaluated for the admission.
- Upon uploading these documents, students receive an email confirming the safe submission of their application.

#### **Art. 7 – Selections and Admission**

Admission to the Master is dependent upon the positive evaluation of the curriculum vitae et studiorum (CV) and English language skills, as well as an interview. It is possible, in particular cases, to be interviewed over the phone or videoconference. Selections are undertaken by a Committee appointed by the Director of the Master.

Applicants will be invited for an interview via email sent to the address indicated in their application. Similarly, the result of their selection procedure (admission, exclusion or reserve) will also be communicated by email.

An enrolment form and full payment instructions is sent to all admitted students. The original enrolment form needs to be returned to the Secretariat of the Luiss School of Government. Still, it is possible to anticipate the enrolment form electronically via email.

#### **Art. 8 – Admission of foreign students or students with a degree by a foreign University**

Upon their admission, students with a foreign university degree need to contact the Italian Consulate or Embassy close to their residency in order to comply with the requirements set by the Italian Ministry of University and Research (Ministero dell'Università e Ricerca).

Academic titles of foreign universities need to be legally translated in Italian and accompanied by a Statement of Equivalent Value (Dichiarazione di Valore in loco) issued by the local Italian Consulate or Embassy. The Statement of Equivalent Value should show the full number of school years and certify the official accreditation of the foreign university issuing the academic degree presented with the application.

As an alternative to the Statement of Equivalent Value, students need to produce documentation to Luiss that is deemed necessary for evaluating the academic degree presented with the application. These documents may include, inter alia, certificates with exams and credits and, if adopted, diploma supplements. Where needed, foreign students admitted to the Master need to contact their local Italian Consulate for their student visa.

### **Art. 8.1 – Admission of students who have not completed their undergraduate studies at the moment of the application.**

Those Italian candidates who have not completed their undergraduate studies at the moment of the application are admitted “with reserve”. Full registration will only be granted when students at Italian universities present official certification of the completion of their academic requirements within the extraordinary session (March/April 2022) of the academic year 2020/2021.

Foreign graduating candidates, instead, must submit the documentation indicated in Article 8 of this Notice by the deadlines indicated by Luiss.

Failure to comply with this article will make it impossible for the candidate to obtain the final title of Master in the academic year of reference. He/she will still be responsible for the full payment of the tuition fee.

### **Art. 9 – Enrolment**

Tuition fee of the Master is set at EUR 8000.

Students can avail of a 10% EB discount applying before a set date as stated on the webpage of the Course.

Students are required to pay the tuition fee according to the full instructions received at the time of their admission. Payments can be made by accessing a dedicated page of the Luiss website (Web Self Service).

Credentials for accessing this service will be provided to the student by email.

***Enrolment in the Master is completed after the receipt of the original enrolment form duly signed and the payment of the tuition fee. It is possible to anticipate the enrolment form via email to the School of Government – Luiss Guido Carli.***

The tuition fee is non-refundable unless the Master is not activated due to the lack of enrolled students. Students can also decide to withdraw from the course prior to the start of the Master, as indicated in Article 10. In both cases, Luiss’s Administration will reimburse all funds paid until that moment.

Luiss Guido Carli will issue an invoice in the name of the participants for each payment of the tuition fee.

### **Art. 10 – Withdrawal**

Admitted students can withdraw from the Master only before the official start of the academic program set by the Director of the Master and communicated by Luiss as to offer the place to a candidate in the “reserve” list.

Withdrawals need to be communicated in writing to the Director of the Master and the Secretariat of the School of Government Luiss Guido Carli.

Any request for withdrawal after the start date of the academic program does not exonerate from the payment of the entire amount of the tuition fee.

### **Art. 11 – Financial Aid**

In order to facilitate their attendance of the Master, students can apply to loans (Prestiti d’ Onore) offered by various financial institutions that have stipulated agreements with Luiss Guido Carli. For more information visit the Luiss’s University website.

### **Art. 12 – Awarding of the title**

The awarding of the degree is subject to passing exams of each single subject module, the positive evaluation of the Master’s thesis, as well as the attendance of at least 80% of teaching hours. Finally, students should also have completed the payment of the tuition fee and return all the necessary documentation required to complete the registration for the Master.

### **Art. 13 – Protection of Personal Data**

Luiss - Libera Università Internazionale degli Studi Sociali Guido Carli, as Controller, collects and processes data subjects’ information in full compliance with the general principles and rules laid down by the law governing the protection of personal data (Legislative Decree No. 196/03 and Regulation (EU) No. 2016/679). The processing is required to correctly manage the procedures inherent in the call for applications in relation

to the Master in European Studies: EU Institutions and Public Policyas well as associated and ensuing obligations: the characteristics of the processing are communicated through a privacy notice given to the data subjects, who are also requested to consent to the processing of their data should it prove necessary in relation to the aims pursued by the Controller.

Data subjects may at all times exercise their statutory rights (concerning, for example, access to data, rectification of data, erasure of data, restrictions on processing of data and portability of data) by contacting the Controller Luiss Guido Carli at Viale Pola 12, 00198 Rome, Italy, e-mail [privacy@luiss.it](mailto:privacy@luiss.it) .

#### **Art. 14 – Students’ obligations**

Master’s students are required to meet all the commitments undertaken at the moment of being admitted to the Master.

They are also required to:

- Observe respectful behaviors during all teaching hours and exams
- Respect of other students and the premises of Luiss Guido Carli

The violation of the aforementioned obligations may involve disciplinary actions without the prejudice to any further legal action.

Students are also expected to comply with the requirements associated to the monitoring of attendance of all teaching hours and to be on time.

For more information:

<http://sog.luiss.it/> Luiss

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## Annex

ACADEMIC YEAR  
2021/2022

**Master in European Studies: EU Institutions and Public Policy**  
**Master universitario di primo livello**  
**Director: Prof. Giovanni Orsina**  
**Academic Program**

To obtain the 60 ECTS for the Degree in European Studies: EU Institutions and Public Policy the student must fulfill:

- 5 Core courses (20 ECTS);
- 7 Elective courses out of those offered (28 ECTS);
- Trainings and Simulation Exercises (8 ECTS);

In addition, a Final Master Dissertation must be submitted by the end of the term (30 September), for a total of 4 ECTS. The academic program<sup>1</sup> is structured as follow:

### 1st Semester

<b>Core Courses</b>	<b>Ssd</b>	<b>Hours</b>	<b>ECTS</b>
European Politics in the 20th century	M-STO/04	20	4
European Macroeconomics	SECS-P/01	20	4
European Institutions	IUS/14	20	4
Policies and Policymaking in the EU	SPS/04	20	4
Challenge to European Democracy	IUS/14	20	4

<b>Elective courses</b>	<b>Ssd</b>	<b>Hours</b>	<b>ECTS</b>
Security and Migration in the Mediterranean Area	SPS/04	20	4
Business and Economics in the Mediterranean Area	SECS-P/01	20	4
History of South European Enlargements	M-STO/04	20	4

<b>Policy Lab</b>		<b>Hours</b>	<b>ECTS</b>
Learning Policy Advice		20	2

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<sup>1</sup> The Academic Program might change on the bias of the Director's decisions.

## 2<sup>nd</sup> Semester

<b>Elective Courses</b>	<b>Ssd</b>	<b>Hours</b>	<b>ECTS</b>
Digital Europe, Data Protection and Cyber Security	SECS-P/01	20	4
European Environment and Climate Policies	SECS-P/01	20	4
Employment and Social Affairs in the EU: Legal and Policy Dimensions	SPS/08	20	4
Energy Policy	SPS/04	20	4
Cohesion Policy	IUS/14	20	4
Eurozone Economic Policies and Governance	SECS-P/01	20	4
EU Competition Law and Policies	IUS/04	20	4

<b>Policy Lab</b>		<b>Hours</b>	<b>ECTS</b>
E.P.S.O.		20	2
Simulation Exercise: Negotiation and Decisionmaking in European Institutions (febbraio)		20	2
EU programming: financial, economic, design and management aspects (febbraio)		20	2