



FREIE UNIVERSITÄT BOZEN  
LIBERA UNIVERSITÀ DI BOLZANO  
FREE UNIVERSITY OF BOZEN - BOLZANO

Fakultät für  
Wirtschaftswissenschaften

Facoltà di  
Economia

School of  
Economics and Management

Study Manifesto

## **BACHELOR IN ECONOMICS AND MANAGEMENT SCIENCES**

2009/2010 Academic year

Subject to change

24.07.2009

## EDUCATIONAL OBJECTIVES AND STUDY REGULATIONS

The main aim of the course is to create professionals, experts and economists whose multilingual academic training will allow them to operate successfully in the private and public sectors both at home and abroad.

The degree course comprises 180 credits (Credit Points = CP) and has a duration of three years. Every year of the course is subdivided into two semesters. The course requires students to undertake a period of compulsory work experience. Guidelines can be requested from the School.

This course offers a choice of the following majors:

- Economics and Management
- Business studies
- Tourism Management (in Bruneck/Brunico)
- Sport- and Event Management (in Bruneck/Brunico)

For the majors "Economics and management" and "Business studies", the interdisciplinary focus of the degree course promotes the acquisition of knowledge and skills concerning cultural and social phenomena that characterise economics and management in a national and international context. The course plan includes a compulsory work placement.

The major in "Tourism Management" aims to train students to become managers and specialists able to take on positions of responsibility in private and public structures and organisations dealing with the research, management and planning of tourist activities and policies.

The major in "Sport and Event Management" aims to create managers and professionals able to respond to the demands put upon them by the challenges offered by international event organisation.

## LANGUAGES USED IN TEACHING

The languages used in teaching are German, Italian and English with a focus on English. The individual courses are held in just one of the three official languages though the lecturer reserves the right to use the other two languages for certain parts of the course. In any case the final examination must be held in the official language of the course. Students are unable to take exams in a language until they have certified, as an admission requirement, their knowledge of that language.

## CAREER OPPORTUNITIES

Students of the major in "Economics and Management" will be particularly suited to managerial positions in companies and financial institutions as well as in public administration. The undergraduate degree also provides the base for continued academic study and admission to the Master in "Global Management and Markets".

The main aim of the major in "Business Studies" is to provide students with a solid theoretical basis, so that they can find a job as an accountant, administrative consultant or company economist. The undergraduate degree also provides a basis for students to work as freelance accountants, management consultants or to undertake research in economics or management studies.

At the conclusion of the major in "Tourism Management" the opportunities for employment are available in the following areas: the hotel sector, holiday resorts, travel agencies, tour operators, air companies, leisure facilities, thermal spas, congress organisation and facilities, local tourist offices, tourist information offices, firms engaged in the transport of tourists, tourist associations and consortiums, tourist advice bureaux and the management of museums.

At the conclusion of the major in "Sport and Event Management" career opportunities are available in various areas such as: congress and event management, management of cultural events, event organization agencies, consultancy and market research, sports equipment industry, tourism and leisure industry, sports management, management of sports centres/associations, promotion of sports events/sports professionals, management of structures/institutions offering sports-related services.

## ADMISSION REQUIREMENTS

For the academic year 2009/2010, the Free University of Bozen/Bolzano sets the total of the available study places for the Bachelor in Economics and Management Sciences as follows:

	1st session		2nd session		Total	
	EU citizens	non-EU citizens	EU citizens	non-EU citizens	EU citizens (and citizens given parity of treatment)	non-EU citizens (resident abroad)
Economics and Management	65	3	35	1	100	4
Business Studies	20	1	10	1	30	2
Tourism Management	36	1	19	1	55	2
Sport and Event Management	23	1	12	1	35	2

Candidates are eligible to enrol in the Bachelor if they possess the following qualifications:

- a) diploma from a five-year high school course;

- b) diploma from a four-year high school course, with or without a certificate attesting that they have successfully completed a one-year complementary course; if there is no document to certify this complementary course, the Exam Commission reserves the right to evaluate the overall suitability of the candidate and impose any academic debits which would need to be paid off by the end of the first year.;
- c) degree (irrespective of their secondary school qualifications);
- d) qualifications equivalent to those in points a), b) and c).

Candidates with qualifications from abroad are eligible to enrol if they have successfully completed their secondary school studies and have obtained a secondary school diploma. This should have been obtained after 12 years of school. In the event that the qualification was achieved at the end of a school career that lasted less than 12 years, the candidate must observe the Ministry's regulations. If in the country of origin an aptitude test is used for university admission, the candidate must present a certificate detailing this. There are special ministerial admission requirements for some qualifications (American High Schools, British and Greek qualifications for example).

Concurrent enrolment at several universities or in several courses at the same university is not allowed.

### **SELECTION PROCEDURE AND ADMISSION RANK LIST**

The selection procedure consists in the evaluation of a **dossier**, written in German, Italian or English, by an application committee. This dossier must be sent by every student together with their pre-enrolment form. The dossier is composed of following documents:

- study curriculum: copy of the report cards with marks for all subjects from the third-last and second-last years of secondary school(\*). If these years were not spent in a school in Italy, Austria or Germany, it is also necessary to enclose a document issued by that secondary school detailing the range of marks awarded and the mark from which is generally considered a pass, as well as the highest mark available;
- official translation of the report cards into English, Italian or German if needed;
- a personal statement letter that is no longer than one side of typed A4, in which the candidate explains why he/she would like to enrol for this degree programme;
- language certificates recognised by the language centre (for English, Italian or German - .in order to be admitted the student must certify at least one of the three languages

(\* ) In case of candidates originating from countries with a school system different from the Italian one and therefore not disposing of the report cards with marks for all subjects from the third-last and second-last years of secondary school, the committee reserves the right to evaluate other report cards which are not from the third-last or the second-last year of secondary school handed in by the candidate. In the case of Italian or foreign candidates in possession of a university degree, the committee can also consider the average mark of the passed university exams.

The results of this selection procedure will be published as two rank lists for enrolment: one for EU citizens (and citizens given parity of treatment) and one for non-EU citizens resident abroad. In the event of equal marks, the older candidate will have precedence.

The admission rank list is formed after evaluation of the dossier submitted by the candidate. The percentage is divided as follows:

- a) **70%** mark average of the third and fourth year of secondary school  
The marks in behaviour, religion and physical education will not be considered.
- b) **20%** certified language knowledge  
The following points will be attributed:  
1 language: 10 points  
2 languages: 20 points  
3 languages: 30 points
- c) **10%** motivational letter  
Max 10 points.

The rank lists will be published on the School's notice boards as well as on the Free University of Bozen - Bolzano's website ([www.unibz.it](http://www.unibz.it)).

In addition, non-EU citizens resident abroad will have to pass a compulsory Italian language assessment test. Further information is available on the website [www.unibz.it](http://www.unibz.it).

## LANGUAGE KNOWLEDGE

Language knowledge can be certified through:

- the secondary-school leaving exam(s), if undertaken in one of the three languages;
- A pass in the language assessment tests administered by the University's Language Centre (contact details are indicated on the last page of this Manifesto), which are held on:
  - a) **7<sup>th</sup> April 2009** (and following days) for the candidates of the first session. Enrolment for the test takes place in the pre-enrolment application.
  - b) **11<sup>th</sup> June 2009** (and following days): Enrolment for the test must be done directly at the Language Centre. This date is reserved for those who have not yet applied for pre-enrolment and it is therefore not available for the candidates of the first session.
  - c) **26<sup>th</sup> August 2009** (and following days) for the candidates of the second session. Enrolment for the test takes place in the pre-enrolment application. The candidates of the first session can also sit this test by enrolling directly at the Language Centre.

The tests are held in Bozen-Bolzano in the University main building.

In the selection procedure only the language tests passed before the publication of the admission rank lists will be evaluated. The tests passed thereafter will not be considered for the evaluation, but will pay off formative debits.

The test results will be published at the Language Centre and on [www.unibz.it](http://www.unibz.it);

- the following certificates:

	EXAMINATION – ESAME – PRÜFUNG	LEVEL LIVELLO NIVEAU	GRADE/SCORE VOTAZIONE BENOTUNG
<b>ENGLISH</b>			
Cambridge ESOL	First Certificate in English - FCE		A – C
Cambridge ESOL	Certificate in Advanced English – CAE		A – C
Cambridge ESOL	Certificate of Proficiency in English - CPE		A – C
Cambridge ESOL	Business English Certificate – BEC Vantage		A – B
ETS of Princeton, NJ	Test of English as a Foreign Language - TOEFL		550 Paper/213 Computer/80 Internet*
British Council/IELTS Australia/Cambridge ESOL	International English Language Testing System – IELTS (general & academic)		Minimum band scores: 6.0
<b>ITALIANO</b>			
Università per Stranieri di Perugia	Certificato di Conoscenza della Lingua Italiana (CELI)	3, 4, 5	Superato
Università per Stranieri di Siena	Certificazione di Italiano come Lingua Straniera (CILS)	2, 3, 4	Superato
Università di Roma	Università di Roma Tre – Certificazione IT	C2	Superato
Provincia di Bolzano	Esame di bilinguismo	A	Superato
<b>DEUTSCH</b>			
Goethe Institut	Goethe-Zertifikat	B2, C1	Bestanden
Goethe Institut	Kleines Sprachdiplom - KDS		Bestanden
Goethe Institut	Großes Sprachdiplom - GDS		Bestanden
Goethe Institut	Zentrale Oberstufenprüfung – ZOP		Bestanden
Österreichisches Sprachdiplom Deutsch- ÖSD	Mittelstufe – M		Bestanden
TestDaF-Institut, Hagen	TestDaF	3, 4, 5	Bestanden (alle Prüfungsteile)
Deutsche Kultusministerkonferenz	II. Stufe - Deutsches Sprachdiplom der Kultusministerkonferenz - DSD		Bestanden
Hochschulen	Deutsche Sprachprüfung für den Hochschulzugang – DSH		Bestanden
Provinz Bozen	Zweisprachigkeitsprüfung	A	Bestanden

\* only valid for two years after sitting the test

If a candidate cannot certify knowledge of any of the three teaching languages (English, German, Italian), he/she will not be allowed to continue enrolment procedures for any course at the School of Economics and Management.

Students who cannot provide certification of one or two teaching languages and are high enough up the rank list, can enrol, but will have to attend a compulsory one-year course in the language(s) specified at the Language Centre. Students must attend at least 75% of the total course. Once the language test has been passed, students are allowed to enrol for the second year of their course with all the admission criteria fulfilled.

Attendance of the language course does not provide credit points.

## PRE-ENROLMENT

There are two pre-enrolment sessions: February – April, June – August.

Pre-enrolling in the first session allows the admitted candidate to:

- have a place at the Free University of Bozen - Bolzano guaranteed in advance;
- have a greater chance of obtaining accommodation in a student residence (if applied);
- take advantage of the student discount for a summer language course.

**PS: Those who pre-enrol for a major of the Bachelor in Economics and Management Sciences in the first session cannot pre-enrol for the same major in the second session. They can, however, pre-enrol for other majors or other undergraduate courses.**

The application for pre-enrolment, which is possible for maximal two degrees/majors as well, must be done through the website [www.unibz.it](http://www.unibz.it). Those who do not have an Internet access can use the computers provided for this purpose by the Free University of Bozen - Bolzano (either in Bolzano or in Bressanone). The form must be filled in online and must be printed out entirely and signed. It must be handed in or sent by post to the Student Secretariat of Bozen - Bolzano no later than:

- **3rd April 2009, 12:00 midday for the 1<sup>st</sup> session**
- **21st August 2009, 12:00 midday for the 2<sup>nd</sup> session**

**The date of the postmark will not be taken into consideration.** Postal service shipping can take a very long time. The candidate must insure an early delivery of the documents! Applications that arrive after the deadline, or by e-mail or fax cannot be taken into consideration. In case of incomplete applications, the Commission can decide to exclude the candidate from the admission procedure.

The following documents must be enclosed with the pre-enrolment form:

- a passport-size colour photo;
- a photocopy of a valid identity card or passport (front/back);
- the dossier (see section entitled "Selection procedure")

In the event that the candidate wishes to pre-enrol for more than one programme, an application form and accompanying documentation must be completed for each degree course. Evaluation can then only take place from the documentation presented with the application form by the candidate. In order to avoid long queues, it is recommended that the delivery of the documents does not take place in the last few days before the deadline.

Please notice that Non EU-citizens resident abroad can apply for one course only!

**Candidates with qualifications from abroad** must also deliver – at the latest upon enrolment – the **declaration of equivalent value**, together with authenticated photocopy of secondary school (or equivalent) certificate and an official translation into Italian (a translation is not necessary for qualifications obtained in a German-speaking country). The declaration of equivalent value is issued by the Italian consulate or embassy abroad and confirms that the qualification obtained by the candidate would grant him/her entry to a similar university course in the country in which the qualifications were achieved. The declaration must be applied for as soon as possible since it can often require long processing times.

**Non EU candidates with valid residence permit for Italy** (for one of the reasons observed in article 39, paragraph 5 of the legislative decree of 25.07.1998, n. 286) apply directly to the University, as described above. A copy of the valid residence permit must be enclosed with the pre-enrolment form.

**Non-EU candidates resident abroad** must carry out the enrolment procedures both through the Italian authorities (consulate or embassy) in the country in which they obtained or are to obtain their academic qualifications and directly with the university. The deadlines imposed by the Italian Ministry of Universities and Research ([www.study-in-italy.it](http://www.study-in-italy.it)) must be respected. Should candidates not follow this procedure with their local Italian consulate, the application that they delivered direct to the university will be declared null and void. The Italian authorities abroad are the only ones able to accept and send applications to the university.

## HOW CANDIDATES OF THE FIRST SESSION ARE GUARANTEED A PLACE ON THE COURSE

Those candidates who have been admitted through the rank lists will have to pay the first instalment of university fees (€ 575.00) and deliver the receipt to the Student Secretariat **by 30<sup>th</sup> June 2009**. (Please note that it is not enough to make the payment but it is necessary to hand in the relevant payment receipt!). Once this receipt has been received, candidates are guaranteed a place on the course. Those who do not deliver the receipt to the Student Secretariat by the deadline, will automatically lose their place and there will be a period where candidates of the 1<sup>st</sup> session on the waiting list will be able to enrol. If not all study places of the first session are occupied, the free places will be assigned in the 2<sup>nd</sup> session. Please note that payment does not allow candidates to get student status, which will be acquired upon enrolment in September. If candidates with a guaranteed study place do not enrol, there will be no refund

of the university fees unless the candidate does not pass his/her secondary school leaving exam or – in the case of Non-EU candidates resident abroad – unless the candidate does not receive the necessary documents from the Italian authorities in his/her country.

### **ENROLMENT**

Aspiring students well positioned on the rank list may enrol for the Bachelor in Economics and Management Sciences. They need to show up in person and submit their application **by 25<sup>th</sup> September 2009, 12:00 midday** at the Student Secretariat in Bozen - Bolzano.

For enrolment for the courses in Tourism Management and Sport and Event Management, students must carry out all procedures at the centre in Bruneck/Brunico (Universitätsplatz 1 - Piazzetta dell'Università 1).

With the application the following documents must be enclosed:

- receipt of the first payment of university fees (if this was not delivered in June);
- receipt of the provincial tax for the right to study

**Prospective students with secondary school certificates or qualifications from abroad** must also enclose:

- original of the declaration of equivalent value of the secondary school certificate or qualification issued by the Italian consulate or embassy abroad;
- original of the official translation of their academic qualification into Italian (translation is not necessary if the certificates have been issued in German)

**Non-EU citizens** must also enclose:

- original secondary school certificate;
- valid residence permit for stays in Italy.

Students intending to transfer from another Italian university to the Free University of Bozen-Bolzano, must enclose with the enrolment form a copy of the transfer application presented at their university of origin.

The rank list is only valid for the academic year in question. If candidates on the list do not apply to become students by the date stated, the Free University of Bozen - Bolzano will reserve the right to accept applications from students further down the list. The names will be published on [www.unibz.it](http://www.unibz.it).

Candidates who are high enough up the rank lists to be taken for more than one degree course can only enrol for one of those courses. Once they have enrolled for this course, they lose the right to enrol for another course or to move up in the rank lists of other courses.

### **TUITION FEES**

Enrolment taxes and fees for the 2009/2010 academic year and the provincial tax for the right to study amount to:

- university fees: **€ 1,150.00**
- provincial tax: **€ 129,50**

University fees must be paid via bank transfer in **two instalments**: the first by **30<sup>th</sup> June 2009 (for pre-enrolled students of the 1<sup>st</sup> session) or at the time of enrolment (for pre-enrolled students of the 2<sup>nd</sup> session)**, the second by **31<sup>st</sup> March 2010**.

In order to enrol, the first instalment must be paid.

Delayed payment of the second instalment will result in a fine being levied. Students who have not paid their taxes or other fees will be unable to take exams and will not be able to transfer to other universities or other degree courses.

Disabled students with a disability up to or exceeding 66% are completely exonerated from paying university fees (and the provincial tax): the disability certificate, issued by the health authorities, must be presented at the beginning of the academic year. Foreign students who have been granted a scholarship from the Italian government are also exonerated from all university fees (and the provincial tax).

### **INTENSIVE COURSES AVAILABLE AT THE LANGUAGE CENTRE**

The University Language Centre is organising **intensive language courses** in Italian, German and English for pre-enrolled students. The preparation courses for the language exam last three weeks (Monday to Friday, four hours a day) from **3<sup>rd</sup> to 21<sup>st</sup> August 2009**.

The Language Centre also organises **beginners' courses** in the above languages (**3<sup>rd</sup> August – 11<sup>th</sup> September 2009**). We strongly recommend enrolling in one of these courses if you are an absolute beginner in one of the three teaching languages of your degree course. The **deadline for enrolment** on all these language courses is **24<sup>th</sup> July 2009**.

The Language Centre will also be organizing specific **refresher courses** for freshmen in **September 2009**. Further information regarding deadlines, enrolment and fees is to be found on the website of the Language Centre.

### **STUDY GRANTS AND STUDENT ACCOMMODATION**

Information regarding study grants, refund of the provincial tax for the right to study and the assignment of accommodation may be requested at the "Amt für Hochschulförderung, Universität und Forschung - Ufficio per il Diritto allo Studio universitario, l'Università e la Ricerca scientifica" of the Autonomous Province of Bozen - Bolzano. Application for the above assistance is to be submitted by the official deadline.

Applications for **accommodation** can be accepted starting Monday, 11<sup>th</sup> May 2009, 09:00 A.M. From this date onwards, applications can be handed in personally or sent by fax to the above mentioned office. The application form will be available online on the website of the office at the beginning of May. It is possible and also advisable to do the application for accommodation already upon pre-enrolment at the university or before knowing the admission procedure results, because the number of students applying for accommodation is considerably high. The assignment of accommodation in student hostels follows a first-come first-served policy, in which applications handed in personally have priority.

For further questions concerning **study grants**, students and candidates can also contact the "Südtiroler HochschülerInnenschaft" (sh.asus) which can give important information and help with the online application.

Addresses and telephone contacts are indicated on the last page of this Manifesto.

### **ADVISORY SERVICE**

The Advisory Service of the Free University of Bozen - Bolzano informs prospective students about the faculties and the degree courses offered and provides support regarding the choice of study.

In the Infopoints in Bolzano and Bressanone prospective students can view information material and receive information about the courses. There is also an individual consultation service available for anyone who is interested.

The Advisory Service guarantees full support for disabled students throughout their time at the University.

Address and telephone contact for the relevant office are indicated on the last page of this manifesto.

### **STUDY PLAN**

The following courses are offered as semester courses. Each course is worth 5 credit points, unless otherwise stated.

The language used in teaching (English, Italian or German) will be announced at the beginning of the academic year.

5 CP = 30 hours of lectures

## MAJOR IN ECONOMICS AND MANAGEMENT

The major comprises 29 main subjects that are worth 140 credit points (CP). There are a further 40 credits for the following:

- 15 CP for optional courses that the student can attend at the School or elsewhere (\*)
- 10 CP for the final degree thesis
- 10 CP for an internship
- 5 CP for an advanced computer course.

(\*) The School council decides every year which optional courses will be offered by the School.

Except for the language courses offered by the Language Centre of the Free University of Bolzano-Bozen, teaching takes place on the main premises of the Free University of Bozen/Bolzano, at the School of Economics and Management in Universitàsplatz/Piazza Università 1. The calendar detailing lecture halls and lecture times can be seen on the Free University of Bozen/Bolzano's website.

### Main subjects

#### 1<sup>st</sup> year

Introduction to General Management A - Principi di gestione aziendale A - Grundlagen der Betriebsführung A

Introduction to General Management B - Principi di gestione aziendale B - Grundlagen der Betriebsführung B

Accounting A - Ragioneria A - Rechnungswesen A

Accounting B - Ragioneria B - Rechnungswesen B

Economics I A - Economia politica I A - Volkswirtschaftslehre I A

Economics I B - Economia politica I B - Volkswirtschaftslehre I B

Private Law A (Italian and European) - Diritto privato A (Italiano ed Europeo) - Privatrecht A (Italienisch und Europäisch)

Private Law B (Italian and European) - Diritto privato B (Italiano ed Europeo) - Privatrecht B (Italienisch und Europäisch)

Mathematics for Economists A - Matematica per le applicazioni economiche A - Mathematik für Wirtschaftswissenschaftler A

Mathematics for Economists B - Matematica per le applicazioni economiche B - Mathematik für Wirtschaftswissenschaftler B

Statistics A - Statistica A - Statistik A

#### 2<sup>nd</sup> year

Computer science and information processing A - Informatica ed elaborazione delle informazioni A - Informatik und Erarbeitung von Informationen A

Economics II B (Macroeconomics) - Economia politica II B - Volkswirtschaftslehre II B

Economics II A (Microeconomics) - Economia politica II A - Volkswirtschaftslehre II A

Public Law A (Italian and European) - Istituzioni di Dir. pubblico A (Italiano ed Europeo) - Öffentliches Recht A (Italienisch und Europäisch)

Decision Theory A - Teoria delle decisioni A - Entscheidungstheorie A

Mathematics of finance A - Matematica finanziaria A - Finanzmathematik A

Mathematics of finance B - Matematica finanziaria B - Finanzmathematik B

Specialist language course for economics (German, English, Italian) - Linguaggio specialistico del settore economico (Ted, Engl, Ital) - Fachsprache im Bereich Wirtschaft (Dt, Engl, Ital)

Company Law A - Diritto commerciale A - Handelsrecht A

Company Law B - Diritto commerciale B - Handelsrecht B

#### 3<sup>rd</sup> year

Corporate Finance A - Finanza aziendale A - Unternehmensfinanzierung A

Marketing A - Marketing A - Marketing A

Financial Markets and Institutions A - Mercati e Intermediari finanziari A - Finanzmärkte und -vermittlung A

Strategic Management A - Strategia e politica aziendale A - Unternehmensführung A

Strategic Management B - Strategia e politica aziendale B - Unternehmensführung B

Specialist language course for economics (German, English, Italian) - Linguaggio specialistico del settore economico (Ted, Engl, Ital) - Fachsprache im Bereich Wirtschaft (Dt, Engl, Ital)

Economic History A - Storia economica A - Wirtschaftsgeschichte A

In order to sit the specialist language exam, students will have to certify the language knowledge required for the admission to the degree course.

Students will have to pass 2 of the 3 specialist language exams offered. The language in which the secondary leaving certification was gained cannot be chosen.

## MAJOR IN BUSINESS STUDIES

The major comprises 29 main subjects that are worth 140 credit points (CP). There are a further 40 credits for the following:

- 15 CP for optional courses that the student can attend at the School or elsewhere (\*)
- 10 CP for the final degree thesis
- 10 CP for an internship
- 5 CP for an advanced computer course.

(\*) The School council decides every year which optional courses will be offered by the School.

Except for the language courses offered by the Language Centre of the Free University of Bolzano-Bozen, teaching takes place on the main premises of the Free University of Bozen/Bolzano, at the School of Economics and Management in Universitàsplatz/Piazza Università 1. The calendar detailing lecture halls and lecture times can be seen on the Free University of Bozen/Bolzano's website.

### Main subjects

#### 1<sup>st</sup> year

Introduction to General Management A - Principi di gestione aziendale A - Grundlagen der Betriebsführung A

Introduction to General Management B - Principi di gestione aziendale B - Grundlagen der Betriebsführung B

Accounting A - Ragioneria A - Rechnungswesen A

Accounting B - Ragioneria B - Rechnungswesen B

Economics I A - Economia politica I A - Volkswirtschaftslehre I A

Economics I B - Economia politica I B - Volkswirtschaftslehre I B

Private Law A (Italian and European) - Diritto privato A (Italiano ed Europeo) - Privatrecht A (Italienisch und Europäisch)

Private Law B (Italian and European) - Diritto privato B (Italiano ed Europeo) - Privatrecht B (Italienisch und Europäisch)

Mathematics for Economists A - Matematica per le applicazioni economiche A - Mathematik für Wirtschaftswissenschaftler A

Mathematics for Economists B - Matematica per le applicazioni economiche B - Mathematik für Wirtschaftswissenschaftler B

Statistics A - Statistica A - Statistik A

#### 2<sup>nd</sup> year

Insolvency law A - Diritto fallimentare A - Konkursrecht A

Computer science and information processing A - Informatica ed elaborazione delle informazioni A - Informatik und Erarbeitung von Informationen A

Economics II A (Microeconomics) - Economia politica II A - Volkswirtschaftslehre II A

Economics II B (Macroeconomics) - Economia politica II B - Volkswirtschaftslehre II B

Auditing A - Revisione Aziendale A - Betriebswirtschaftliches Prüfungswesen A

Financial accounting A - Bilancio e comunicazione economico-finanziaria - Externes Rechnungswesen A

Management Control A - Organizzazione e controllo aziendale A - Controlling A

Public Law A (Italian and European) - Istituzioni di Dir. pubblico A (Italiano ed Europeo) - Öffentliches Recht A (Italienisch und Europäisch)

Company Law A - Diritto commerciale A - Handelsrecht A

Company Law B - Diritto commerciale B - Handelsrecht B

Specialist language course for economics (German, English, Italian) - Linguaggio specialistico del settore economico (Ted, Engl, Ital) - Fachsprache im Bereich Wirtschaft (Dt, Engl, Ital)

Mathematics of Finance A - Matematica finanziaria A - Finanzmathematik A

#### 3<sup>rd</sup> year

Corporate Finance A - Finanza aziendale A - Unternehmensfinanzierung A

International Accounting A - Ragioneria Internazionale A - Internationale Rechnungslegung A

Taxation law A - Diritto tributario A - Steuerrecht A

Taxation law B - Diritto tributario B - Steuerrecht B

Specialist language course for economics (German, English, Italian) - Linguaggio specialistico del settore economico (Ted, Engl, Ital) - Fachsprache im Bereich Wirtschaft (Dt, Engl, Ital)

In order to sit the specialist language exam, students will have to certify the language knowledge required for the admission to the degree course.

Students will have to pass 2 of the 3 specialist language exams offered. The language in which the secondary leaving certification was gained cannot be chosen.

## MAJOR IN TOURISM MANAGEMENT

The major comprises 27 main subjects that are worth 135 credit points (CP). There are a further 45 CP for the following:

- 15 CP for courses that the student can choose to do (and that can be attended at the School or elsewhere) (\*);
- 20 CP for a compulsory internship (\*);
- 10 CP for the final degree thesis.

(\* ) The list of optional courses on offer will be published at the beginning of the academic year.

(\* ) For further information see the Order in German and in Italian.

V = lecture

VU = lecture and exercise classes

Except for the language courses offered in summer by the Language Centre of the Free University of Bolzano-Bozen, teaching takes place in Bruneck/Brunico, Universitàsplatz 1 - Piazzetta dell'Università 1. The calendar detailing lecture halls and lecture times can be seen on the Free University of Bozen/Bolzano's website.

### Main subjects

#### 1<sup>st</sup> year

Introduction to General Management A - Principi di Gestione Aziendale A - Grundlagen der Unternehmensführung A

Introduction to General Management B - Principi di Gestione Aziendale B - Grundlagen der Unternehmensführung B

Mathematics for Economists A - Matematica per le applicazioni economiche A - Mathematik für Wirtschaftswissenschaften A

Mathematics for Economists B - Matematica per le applicazioni economiche B - Mathematik für Wirtschaftswissenschaften B

Economics 1 A - Economia politica 1 A - Volkswirtschaftslehre 1 A

Economics 1 B - Economia politica 1B - Volkswirtschaftslehre 1B

Accounting A - Ragioneria A - Rechnungswesen A

Accounting B - Ragioneria B - Rechnungswesen B

Private Law A (Italian and European) - Diritto privato A (Italiano ed Europeo) - Privatrecht A (Italienisch und Europäisch)

Informatics and Information Processing A - Informatica ed elaborazione delle informazioni A - Informatik und Erarbeitung von Informationen A

Statistics A - Statistica A - Statistik A

Marketing A - Marketing A - Marketing A

#### 2<sup>nd</sup> year

Communication Skills and Strategy - Strategie di comunicazione - Kommunikationsstrategien

Entrepreneurship Development - Formazione imprenditoriale - Unternehmensschulung

Internet based processes for service management and marketing - Internet: processi per servizi di management e marketing - Internet: Management und Marketing von Dienstleistungsprozessen

Event Management A - Eventmanagement A - Eventmanagement A

Labour Law - Diritto del lavoro - Arbeitsrecht

French A or Spanish A - Lingua francese A o Spagnolo A - Französisch A oder Spanisch A

Commercial Law - Diritto commerciale - Handelsrecht

Economics of Tourism - Economia del turismo - Tourismuswirtschaft

Tourist Services Management - Gestione delle imprese turistiche - Dienstleistungsmanagement

Economics and Management of Travel Agencies - Economia e gestione delle imprese di viaggio - Reisemittlung und Reiseveranstaltung

Tourism Marketing - Marketing del Turismo - Tourismusmarketing

Economics and Structural Development in Rural Areas - Sviluppo economico e strutturale nelle zone rurali - Wirtschafts- und Strukturentwicklung im ländlichen Raum

#### 3<sup>rd</sup> year

Strategic Marketing - Marketing strategico - Strategisches Tourismusmarketing

Destination Management - Gestione delle destinazioni turistiche - Destinationsmanagement

Applied Tourism Law - Legislazione turistica applicata - Angewandtes Tourismusrecht

## SPORT AND EVENT MANAGEMENT

The major comprises 27 main subjects that are worth 135 credit points (CP). There are a further 45 CP for the following:

- 15 CP for courses that the student can choose to do (and that can be attended at the School or elsewhere) (\*);
- 20 CP for a compulsory internship (\*);
- 10 CP for the final degree thesis.

(\* ) The list of optional courses on offer will be published at the beginning of the academic year.

(\* ) For further information see the Order in German and in Italian.

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### Main subjects

#### 1<sup>st</sup> year

Introduction to General Management A - Principi di Gestione Aziendale A - Grundlagen der Unternehmensführung A

Introduction to General Management B - Principi di gestione aziendale B - Grundlagen der Unternehmensführung B

Mathematics for Economists A - Matematica per le applicazioni economiche A - Mathematik für Wirtschaftswissenschaften A

Mathematics for Economists B - Matematica per le applicazioni economiche B - Mathematik für Wirtschaftswissenschaften B

Economics 1 A - Economia politica 1 A - Volkswirtschaftslehre 1 A

Economics 1 B - Economia politica 1B - Volkswirtschaftslehre 1B

Accounting A - Ragioneria A - Rechnungswesen A

Accounting B - Ragioneria B - Rechnungswesen B

Private Law A (Italian and European) - Diritto privato A (Italiano ed Europeo) - Privatrecht A (Italienisch und Europäisch)

Informatics and Information Processing A - Informatica ed elaborazione delle informazioni A - Informatik und Erarbeitung von Informationen A

Statistics A - Statistica A - Statistik A

Marketing A - Marketing A - Marketing A

#### 2<sup>nd</sup> year

Event Management A - Eventmanagement A - Eventmanagement A

Event Management B - Eventmanagement B - Eventmanagement B

Communication Skills and Strategy - Strategie di comunicazione - Kommunikationsstrategien

Entrepreneurship Development - Formazione imprenditoriale - Unternehmensschulung

Internet based processes for service management and marketing - Internet: processi per servizi di management e marketing - Internet: Management und Marketing von Dienstleistungsprozessen

Labour Law - Diritto del lavoro - Arbeitsrecht

French A **or** Spanish A - Lingua francese A **o** Spagnolo A - Französisch A **oder** Spanisch A

Contract Law - Diritto contrattuale - Vertragsrecht

Economics of Sport - Economia dello sport - Sportwirtschaft

Organization and Management of Sport and Leisure Facilities - Organizzazione e gestione degli impianti sportivi e di tempo libero - Organisation und Führung von Sport- und Freizeitstätten

Marketing B - Marketing B - Marketing B

Sociology of Sports Organizations - Sociologia delle organizzazioni sportive - Soziologie von Sportorganisationen

#### 3<sup>rd</sup> year

Sports and Events Marketing - Marketing dello sport e degli eventi - Sport- und Eventmarketing

Sports Facilities Construction - Costruzione d'impianti sportivi - Sportstättenbau

Applied Law of Sports and Events - Diritto applicato dello sport e degli eventi - Angewandtes Recht im Sport- und Veranstaltungsbereich

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## ACADEMIC CALENDAR 2009/10

### 1st session

Pre-enrolment and submission of dossier	16.02.2009 - 03.04.2009
Language Test	from 07.04.2009
Publication of rank list	04.05.2009
Payment of the 1 <sup>st</sup> instalment of the fees	by 30.06.2009
Enrolment	by 25.09.2009

### 2nd session

Pre-enrolment and submission of dossier	15.06.2009 - 21.08.2009
Language Test	from 11.06.2009 or from 26.08.2009
Publication of rank list	10.09.2009
Enrolment	by 25.09.2009

<b>Winter semester</b>	
Lessons begin	28.09.2009
Christmas holidays	24.12.2009 – 06.01.2010
Lessons end	23.01.2010
<b>Summer semester</b>	
Lessons begin	22.02.2010
Easter holidays	02.04. – 05.04.2010
Lessons end	29.05.2010
Summer School	29.06. – 18.07.2010
<b>Examination sessions</b>	
Winter	25.01. – 20.02.2010
Summer	31.05. – 26.06.2010
Autumn	27.08. – 30.09.2010

## FURTHER INFORMATION:

[www.unibz.it](http://www.unibz.it)

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### Advisory Service

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39100 Bozen/Bolzano  
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fax: +39 0471 012 109  
e-mail: [info@unibz.it](mailto:info@unibz.it)

### INFOPOINT:

<b>Bozen/Bolzano</b>	
Wed, Fri	10:00 - 12:30
Tue, Thu	14:00 - 16:00
<b>Brixen/Bressanone</b>	
Thu	14:00 - 16:00
Tue, Thu (June to October)	14:00 - 16:00

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### Student Secretariat

Universitätsplatz/Piazza Università 1  
39100 Bozen/Bolzano  
tel.: +39 0471 012 200  
fax: +39 0471 012 209  
e-mail: [student.secretariat@unibz.it](mailto:student.secretariat@unibz.it)

### Opening hours:

Mon, Wed, Fri	09:00 - 12:00
Tue, Thu	14:00 - 16:00

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### Secretariat - School of Economics and Management

Universitätsplatz/Piazza Università 1, 39100  
Bozen/Bolzano  
Tel.: +39 0471 013 000  
Fax: +39 0471 013 009  
E-Mail: [schoolofeconomics@unibz.it](mailto:schoolofeconomics@unibz.it)  
<http://www.unibz.it/economics/index.html>

### Opening hours:

Monday	15:00 – 17:00
Wednesday and Thursday	10:00 – 12:00

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### Secretariat – Major in Tourism Management, Sport and Event Management

Universitätsplatz 1 – Piazzetta dell'Università 1  
39031 Brunico/Bruneck  
Tel.: +39 0474 013 600  
Fax: +39 0474 013 609  
E-Mail: [tourism@unibz.it](mailto:tourism@unibz.it), [sport-event@unibz.it](mailto:sport-event@unibz.it)  
[www.tourism.unibz.it](http://www.tourism.unibz.it), [www.sport-event.unibz.it](http://www.sport-event.unibz.it)

### Opening hours:

Monday to Friday	08:30 – 12:30
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### Language Centre

Dantestraße/Via Dante 9  
39100 Bozen/Bolzano  
tel.: +39 0471 012 400  
fax: +39 0471 012 409  
e-mail: [language.centre@unibz.it](mailto:language.centre@unibz.it)  
[www.unibz.it/language/index.html](http://www.unibz.it/language/index.html)

### Opening hours:

Monday to Friday	14:30 - 17:00
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### Amt für Hochschulförderung, Universität und Forschung / Ufficio per il Diritto allo Studio universitario, l'Università e la Ricerca scientifica

Andreas-Hofer-Straße /Via Andreas Hofer, 18  
39100 Bozen/Bolzano  
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fax: +39 0471 413 388  
E-Mail: [hochschulfoerderung@provinz.bz.it](mailto:hochschulfoerderung@provinz.bz.it)  
[www.provinz.bz.it/bildungsfoerderung](http://www.provinz.bz.it/bildungsfoerderung)

### Opening hours:

Mon, Tue, Wed, Fri	09:00 - 12:00
Thu:	08:30 - 13:00/14:00 - 17:30

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### Südtiroler Hochschülerschaft / Associazione studenti universitari sudtirolesi (sh.asus)

Kapuzinergasse / Via Cappuccini, 2  
39100 Bozen/Bolzano  
Tel.: +39 0471 974614  
E-Mail: [bz@asus.sh](mailto:bz@asus.sh)  
[www.asus.sh/](http://www.asus.sh/)

### Opening hours:

Monday - Thursday	08:30 - 12:30 and 14:00 – 17:00
Friday	08:30 - 12:30