



Call for Applications

Graduate School - EU Students Selection Procedure 2025/2026 Academic Year

This Call for Applications is dedicated to admission, in the 2025/2026 academic year, to the following [degree programmes offered by the Graduate School](#):

Degree programmes taught in Italian	Degree programmes taught in English
Amministrazione, Finanza e Controllo	Economia e Finanza, majors in Applied Economics and Finance*
Economia e Finanza	Corporate Finance
Governo, Amministrazione e Politica	Data Science and Management
Marketing, strand in Italian	Global Management and Politics
Strategic Management, strand in Italian	International Relations
	Management
	Marketing, strand in English
	Policies and Governance in Europe
	Strategic Management, strand in English

*The majors in Applied Economics and Finance taught in English within the Economia e Finanza degree programme also envisage a special advanced programme called RoME. Students who wish to compete for admission to RoME will find the call for applications as well as details of the selection criteria, procedures and deadlines on the University's website.

1. Addressees and Eligibility

1.1. Addressees

Only candidates holding EU citizenship or that of a country in the Schengen Area who obtain a bachelor's degree outside Italy may apply for admission under this present selection procedure.

In order to establish fulfilment of the above requirement, candidates will be asked to:

- state their nationality in the relevant drop-down menu when filling out the application form;
- attach their identity document or passport, stating their nationality in the appropriate section on identity documents;
- state their country of study and attach the associated Transcript of Records.

For more information on citizenship status, it is strongly recommended that candidates visit the relevant page of the University's website in order to check compliance with the prescribed requirements.

Under no circumstances can candidates who are not EU citizens take part in the selection procedure dedicated to EU citizens.

The Admissions Office will check compliance with the citizenship requirement after candidates have submitted their application on the basis of the documentation requested at the application stage. Any ineligible applications will be automatically excluded.

1.2. Eligibility

The selection procedure is open only to those who meet the following requirements:

1. Academic qualifications:
 - a. hold a degree entitling them to enrol at Italian universities on the basis of ministerial requirements, or
 - b. by 13 November 2025 will have passed the final degree exam required to obtain a degree entitling them to enrol at Italian universities on the basis of ministerial requirements.

For non-Italian academic qualifications, reference must be made to the criteria laid down annually by the Ministry of Universities and Research (MUR) and set out by the University on the following [webpage](#). Please note that academic qualifications that do not comply with the guidelines and are not accompanied by the required documentation will not allow university enrolment under any circumstances, including in the case of admission and subsequent registration for attendance.

2. Minimum curricular requirements:

In order to take part in the selection process, students must verify that they meet the prescribed minimum curricular requirements and that their previous studies are consistent with the master's degree program that they are seeking admission to.

[Click here](#) to check the minimum curricular requirements for the chosen degree programme.

If those requirements are not met, candidates will have to submit – by the deadline for submission of applications for admission – documentation evidencing how they propose to make good that shortcoming (e.g. through the inclusion of extracurricular educational activities in their study plan). The deficit may be made up solely through earning ECTS credits by 13 November 2025 and therefore work experience and internships cannot be taken into account to that end. In any case, for students coming from another university the outstanding credits may not be earned at Luiss University. For further information: ammissione@luiss.it.

The onus is on the candidates to check that they meet the above requirements. Fulfilment of those requirements will be checked by the University when finalising the university enrolment process: therefore, any admission and ensuing enrolment of the student is to be considered as conditional until fulfilment is established.

3. Level of knowledge of the English language:

Appropriate certification of at least level B2 CEFR proficiency in the English language.

All applications for admission that do not fulfil the access requirements specified above will be automatically excluded.

Candidates acknowledge that what is stated in their application is to be considered as mere self-certification issued pursuant to Decree of the President of the Republic No 445 of 28 December 2000 as amended. Any false statements will result in the automatic cancellation of the application. The truthfulness of what has been stated will in any case be checked at the time of university enrolment. Cancellation of an application will not entitle candidates to be reimbursed the costs incurred in taking part in the selection procedure.

2. Submission of Applications for Admission

2.1. Procedure and Deadlines

Admission can be applied for solely through filling out the application form available online on the University's website **by 30 April 2025**. Any applications submitted after the deadline will not be considered under any circumstances.

No more than one application will be considered for each candidate. Any further applications received after the first one will be automatically considered null and void.

The selection process will take place until **30 April 2025** in two application rounds in accordance with the following timeframe:

	Submission of application	Communication of the outcome	Registration for attendance
Round I	Applications received by 26 February 2025	Mid-March 2025	By 15 April 2025
Round II	Applications received from 27 February 2025 to 30 April 2025	Mid-May 2025	By 12 June 2025

2.2. Application Fee

In order to complete their application for admission, candidates will be required to pay an application fee of € 30 exclusively online via a special purpose payment platform by 30 April 2025.

Any payments received in a different manner or after the deadline will not be taken into account for the purposes of taking part in the selection procedure and it will not be possible to regularise the application at a later date.

Please note that the application fee is compulsory for the purposes of correctly submitting the application and in case of non-payment the application will be considered null and void. In this regard, please note that under no circumstances will it be possible to obtain an exemption from payment of the fee.

Any application fee paid will not be refundable under any circumstances, not even in the event of automatic exclusion of the application due to a candidate's failure to meet the requirements and/or withdrawal from taking part in the selection procedure, since the fee is an administrative charge to be borne by candidates.

2.3. Required Documents

In order to take part in the selection procedure, it is necessary to include all of the documents specified in the application form. In any case, it is compulsory to attach the following:

1. Passport and/or identity card indicating citizenship.
2. Transcript of Records issued by the university or origin, complete with all examinations taken and to be taken and referring to each academic year of enrolment, with official stamp of the university of origin.

The certificate must contain the official indication of the weighted average grade, preferably converted to a 4.0 scale (US grading system), referring to the end of the penultimate year of the degree programme (summer session of the 2023/2024 academic year).

In the case of degrees already obtained, candidates must attach the final diploma and Transcript of Records with the final grade, preferably converted to a 4.0 scale (US grading system).

Should the certificate be issued in a language other than Italian, English or French, it must be translated by a qualified translator from among those specified by the Italian embassy in loco.

Please note that Transcripts of Records that do not comply with the prescribed requirements will not be taken into consideration for the purposes of taking part in the selection procedure. Therefore, unofficial documents, not referring to the end of the penultimate year of the academic programme and not specifying the weighted average grade data will be automatically rejected and not evaluated for the purposes of assessing the application.

3. Certification of at least level B2 CEFR proficiency in the English language issued no more than three years previously by one of the [bodies certified by the Ministry of Universities and Research \(MUR\)](#) or specified on the University's website. For further information, please refer to the University's website.

Only the final level stated on the certification (B2, C1 or C2) will be taken into account for assessment purposes and not any interim levels.

The Admissions Office may request that the original certification be lodged or require candidates to send it to the University via the certifying body. If the request is not complied with, the application for admission will be considered null and void.

In the case of schooling done entirely through English, candidates will automatically be assigned level B2. In order to be assigned a higher level and hence obtain any bonus that may be associated therewith, candidates must submit one of the prescribed certifications when filling out the application.

4. One of the **optional** certifications below:
 - a. **GMAT Test** (for more information check [here](#))
 - b. **GRE Test** (for more information check [here](#))

If the above documents are submitted, only one of the certifications will be taken into account for the purposes of assessing the application. If several certifications are submitted, solely the one with the highest score will be considered.

Please note that certificates will be taken into account solely upon receipt of the original of the certificate sent directly to Luiss by the certification body. The onus is on candidates to request that the original be delivered through the methods envisaged by the certification body.

2.4. Indication of the Chosen Degree Programme

When filling out the application form, candidates must indicate the degree programme chosen for admission from among those offered by the Graduate School in the 2025/2026 academic year.

The choice may be modified solely by the deadline for the submission of applications for the round concerned (26 February or 30 April 2025 as the case may be) by forwarding a special request for modification. Once that deadline for the round has passed, it will no longer be possible under any circumstances to change the choice of degree programme, as it is binding for the purposes of admission and subsequent university enrolment.

It should be noted that, in the event of choosing a degree programme taught in Italian, for university enrolment purposes it will be mandatory to submit a certificate evidencing at least level B2 proficiency in the Italian language.

Please note that any admission will only refer to the degree programme specified in the last version of the application submitted.

2.5. Amending an Application

Candidates may request that their submitted application be amended at any time before the deadline for the submission of applications for the round concerned (26 February or 30 April 2025 as the case may be) by sending an e-mail to that effect to the Admissions Office. For each such request made, candidates will have to log on to the platform by the deadline for the submission of applications for the round concerned and amend the data independently.

The Admissions Office, including in the wake of various checks, may request candidates to amend their application or lodge the originals of the declared certifications. Failure to make the required changes by the deadline of 30 April 2025 means that it will be impossible to pass the necessary checks, which will therefore lead to exclusion from the selection procedure.

The onus is on candidates to check that any requested change has been processed: any request to amend an application will lead to candidates receiving an e-mail with an updated application form incorporating the change made attached. For the purposes of taking part in the selection procedure and the subsequent compiling of the rankings, the last application received and recorded in the system will be used.

3. Selection Criteria

The admission/non-admission of students will be determined:

- in the case of GMAT or GRE certification with the required scores as detailed below in Section 3.1 “Direct Admission on the Basis of GMAT/GRE Certificates”, **solely by the certification score**;
- in the absence of GMAT or GRE certification with the required scores, **by academic performance, the level of proficiency in the English language and any bonuses**, based on the criteria detailed below in Section 3.2 “Assessment of Performance”.

3.1. Direct Admission on the Basis of GMAT/GRE Certificates

Candidates holding GMAT/GRE certificates with the scores indicated in the tables below will be **admitted directly**.

All degree programmes

GMAT Focus score (current version)	GMAT score (10th edition)	GRE score
515 out of 805	550 out of 800	Verbal: 145 out of 170 - Quantitative: 145 out of 170

Corporate Finance and Management degree programmes

GMAT Focus score (current version)	GMAT score (10th edition)	GRE score
555 out of 805	600 out of 800	Verbal: 150 out of 170 - Quantitative: 150 out of 170

In order to be admitted directly on the basis of their GMAT or GRE score, students must request, by the deadline for submission of applications, set at 30 April 2025, that the original certification be electronically sent to Luiss. If a student, by the deadline of 30 April 2025, has not made the

request to send the certification, their application will be automatically excluded. Proof of sending the original certification may be requested.

Please note that in the event of admission on the basis of GMAT or GRE scores, academic performance will not be taken into account for admission purposes.

3.2. Assessment of Performance

Admission/non-admission will be determined by a ranking, compiled in order of scores expressed in hundredths, calculated on the basis of a student's academic performance, English language proficiency level and any bonus points for GMAT/GRE certificates with scores lower than those required for direct admission.

The score will be calculated by summing:

- up to 70 points for the student's weighted average grade;
- up to 30 points for the level of proficiency in the English language;
- any bonus points as specified in the paragraphs below.

When drawing up the rankings, the relevant commission, at its sole discretion and taking into account the trend in enrolments and the results obtained by candidates, will set a minimum threshold score for admission differentiated for each degree programme/major.

Weighted Average

For the purposes of calculating candidates' scores, Luiss will take into account students' weighted average grade at the end of the penultimate year of their degree programme, as indicated on the official Transcript of Records issued by the university of origin and attached to the application, converted to a 4.0 scale (US grading system) and stated in 70ths.

In the case of degrees already obtained, Luiss will take into account students' final weighted average grade as indicated on the official Transcript of Records issued by the university of origin attached to the application, converted to a 4.0 scale (US grading system) and stated in 70ths.

In the event that the weighted average grade indicated on the official documentation submitted with the application is not already converted to a 4.0 scale, Luiss will proceed with the conversion on the basis of the criteria that will be specified on the University's website on the page dedicated to the selection procedure. In that case, the candidate acknowledges that the average grade calculated by the Admissions Office will be the one considered for the purposes of calculating their score for admission purposes.

Bonus Points

Language Certification

Students with an English language certification evidencing a level higher than B2, from among those specified above in “2.3 Required Documents”, may be awarded a bonus when determining their final selection process score in accordance with the table below.

Level of knowledge of the English language	Points
C1	15
C2	30

GMAT/GRE Certifications

Possession of a GMAT or GRE certification, with lower scores than those required for direct admission, will nonetheless entitle candidates to a bonus when determining their final selection process score.

+10 points

GMAT Focus score (current version)	GMAT score (10th edition)	GRE score
445 - 475	450 - 499	Verbal: 135-139 - Quantitative: 135-139

+20 points

GMAT Focus score (current version)	GMAT score (10th edition)	GRE score
485 - 505	500 - 549	Verbal: 140-144 - Quantitative: 140-144

International Combined Program (ICP)

Candidates taking in the selection procedure on the basis of the International Combined Program, in accordance with the criteria set out in the agreements in place between Luiss and the Partner University, will be admitted directly if they meet the set average grade requirements. Candidates who do not meet the average grade requirements for direct admission will be assessed on the basis of the criteria set out in Sections 3.1 and 3.2 hereof.

4. Financial Aid and Scholarships

Please note that admission does not entail the awarding of a scholarship. Admitted candidates may compete for scholarships on the basis of the calls for applications to be published by the Financial Aid Office [on the following page](#). Luiss scholarships consist of total or partial waiver of tuition fees, with no other aid envisaged (for example, monthly allowance, teaching materials, etc.).

5. Results, Conditions of Admission and Registration for Attendance

5.1. Results and Conditions of Admission

Candidates will be informed of the outcome of the selection process, in accordance with the timeframe for the round in which their application for admission was submitted as per Section 2.1 “Procedure and Deadlines”, directly by e-mail sent to the address specified in their application.

Successful candidates will be conditionally admitted at first (***ammissione con riserva***), and thereafter fully admitted only after the University has checked that there are no discrepancies with respect to what was declared when submitting the application and the documentation regarding the awarding of their degree.

Please note that any offer of admission will be valid only for the 2025/2026 academic year and only for the degree programme chosen during the application phase, and may not be considered valid for subsequent academic years or for other degree programmes. In the event that an admitted candidate decides not to go ahead with enrolment or fails to register for attendance by the deadline set in this Call for Applications for the 2025/2026 academic year, admission will be deemed to be forfeited and it will therefore be necessary to take part in and pass the selections procedure envisaged for the following academic year.

5.2. Foreign Academic Qualifications

In the case of foreign academic qualifications, admission will also be conditional on the submission of the documentation required by the Admissions Office to check that the qualifications in question entitle their holder to enrol in a master’s degree programme in Italy on the basis of the regulations in force.

The list of required documents and eligibility requirements for each such qualification are published on the [following page](#) of the University’s website.

Should the documents exhibited not comply with the regulations and not be submitted by the deadline for doing so, university enrolment will not be permitted under any circumstances.

Candidates are reminded that it is their responsibility to check in advance that their academic qualification entitles them to enrol in a master's degree programme. The onus is also on candidates to fulfil all obligations relating to the issue of student visas and to verifying what is required so as to be able to access the University's premises in the light of the relevant regulations in force.

5.3. Registration for Attendance (*iscrizione alla frequenza*) and Amount of the Annual Single Tuition Fee

In order to enrol in the degree programme to which they have gained admission, the students in question are required to proceed subject to the following conditions.

By registering to attend lectures, admitted students accept the terms of admission as well as the requirements and criteria for enrolment set out in this Call for Applications.

Admitted students can check the instructions, the methods for paying the €4,600 (€ 5,100 for the degree programmes in Corporate Finance and in Management) due for registering for attendance and the relevant deadlines on the University's website on the page dedicated thereto.

The amount required to register for attendance coincides with the first instalment of the annual single tuition fee (***contributo unico annuale***). For the 2025/2026 academic year, the amount of the annual single tuition fee for enrolment in the first year of a master's degree programme is € 13,600, and € 15,300 for the degree programmes in Corporate Finance and in Management.

Please note that for applications submitted by 26 February, the deadline for registering for attendance is 15 April 2025. For applications submitted between 27 February and 30 April 2025, the deadline for registering for attendance is 12 June 2025. Any request to register for attendance received after the deadlines specified in this Call for Applications will not be considered. Indeed, under no circumstances will it be possible to remedy the situation after the expiry of the deadline, not even by paying a penalty.

In light of the specified deadlines, students are requested to contact the Admissions Office at ammissione@luiss.it in good time should they require support. In case of simultaneous participation in a number of selection processes (other universities, scholarships, etc.), the onus is on students themselves to check whether the various deadlines are compatible with the above.

Please note that only in the event that it proves impossible to finalise university enrolment owing to the failure to obtain an academic qualification entitling one to enrol at an Italian university by 13 November 2025 or the failure to obtain a valid student visa within the timeframe specified by the Ministry of Universities and Research for the 2025/2026 academic year (as certified by the competent

bodies), may students who have registered for attendance by the deadline obtain a full refund of the first instalment of the annual single tuition fee.

6. University

Admitted students must compulsorily apply for a regular student visa for the 2025/2026 academic year in the manner and timeframe specified annually by the Ministry of Universities and Research. Students will receive instructions on how to correctly proceed with the application via the dedicated platform. Only after registering for attendance by paying the first instalment of the annual single tuition fee by the set deadline will Luiss check and approve the applications of those students admitted who have correctly registered on the basis of the instructions that will be sent to the students.

7. Finalisation of University Enrolment (*perfezionamento dell'immatricolazione*)

Solely admitted students who, by the prescribed deadline, have successfully completed the registration for attendance process by paying the first instalment of the annual single tuition fee will be required to also finalise university enrolment by the non-extendable deadline of 13 November 2025.

The onus is on students to check in good time that they have correctly completed the university enrolment process, which will take place from July 2025 onwards. Any request to finalise university enrolment received after 13 November 2025 will not be taken into account. Indeed, under no circumstances will it be possible to remedy the situation after the expiry of the deadline, not even by paying a penalty.

Through accessing the Web Self-Service as soon as they are awarded their degree and in any case no later than the non-extendable deadline of 13 November 2025, students must:

1. update the section on Academic Qualifications, specifying the date that the degree was obtained and uploading the documentation pertaining to the degree awarded;
2. pay the regional student welfare tax (***tasse regionale per il diritto allo studio universitario***) and relevant stamp duty (***bollo***) through a procedure set out on the Web Self-Service platform;
3. print out, sign and upload the university enrolment application form accompanied by all of the required documentation.

In the event of a failure to finalise university enrolment by 13 November 2025, regardless of having previously registered for attendance, the student's application will automatically be discarded and it will not be possible to proceed with university enrolment for the 2025/2026 academic year.

Regarding any decision not to complete university enrolment, it should be noted that pursuant to Article 27 of Royal Decree No 1269/38 "a student who has registered for a year of a university course may not under any circumstances obtain a refund of the fees, surcharges and taxes paid".

Moreover, it must be borne in mind that university enrolment is subject to the prerequisite academic qualification meeting the requirements laid down by the Ministry of Universities and Research and the Ministry of Foreign Affairs for the 2025/2026 academic year regarding enrolment at Italian universities and posted on the University's website.

NB: In any event a student's university enrolment is subject to properly registering for attendance by the prescribed deadline through payment of the first instalment of the annual single tuition fee. In addition, university enrolment will be considered complete only after payment of the regional student welfare tax and stamp duty by the deadlines set by the University, submission of the application for university enrolment, the awarding of a degree in the 2024/2025 academic year (with the final degree exam being passed by 13 November 2025) entitling its holder to enrol in master's degree programmes in Italy, submission of the documentation required to assess the validity of that degree and the issuance of the visa.

In the event that, at the university enrolment stage, the documentation submitted reveals that the academic qualification does not entitle its holder to enrol in a master's degree programme in Italy, under no circumstances will it be possible to proceed with finalising university enrolment.

In the event of a failure to finalise university enrolment by 13 November 2025, regardless of having previously registered for attendance, the student's application will automatically be discarded and it will not be possible to proceed with enrolment for the 2025/2026 academic year.

Processing of Personal Data

Luiss Libera Università Internazionale degli Studi Sociali Guido Carli, in its capacity as the Data Controller, collects and processes the information of data subjects in full compliance with the general principles and rules laid down by the law on the protection of personal data (Legislative Decree No 196/2003 as amended and Regulation (EU) 2016/679).

The processing serves to ensure the proper performance of the procedures of this Call for Applications and the obligations connected herewith and consequent hereto: by means of an appropriate privacy notice, the characteristics of the processing are brought to the knowledge of data subjects, who are also requested to consent to the processing of their information, if necessary in relation to the purposes pursued by the Data Controller.



At any time, data subjects may exercise the rights granted by law (including but not limited to the right of access, rectification, erasure, restriction and portability of data) by contacting the Data Controller, Luiss University, Viale Pola 12, 00198 Rome, e-mail: privacy@luiss.it.