



ACADEMIC REGULATIONS OF THE BACHELOR'S PROGRAMME IN BUSINESS AND ECONOMICS

Degree Class L-18 – Economics and Business Management (pursuant to Ministerial Decree 270/04)

(Degree cycle starting in academic year 2025–26)

(Approved by the Department of Economics and Management Council in the session of 11 December 2024;
amended by Director's Provision No. 205-2025 dated 3 February 2025)

The Academic Regulations define the organizational aspects of the degree programme, in accordance with the relevant academic framework, while respecting academic freedom and the rights and duties of both teaching staff and students. The document is structured as follows:

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Art. 1 Overview of the Degree Programme

The degree programme aims to train professionals in the management of enterprises operating in international markets, regardless of their size (small, medium or large) or sector (manufacturing, commerce or services).

Art. 2 Specific Educational Objectives of the Programme and Description of the Learning Path

Specific Educational Objectives of the Degree Programme

The Bachelor's degree in *Business and Economics* is characterised by:

- The professional profiles it trains within a wide range including professionals capable of supporting the strategic management of enterprises in the design, implementation and evaluation of economic and business strategies, as well as specialists capable of assessing the accuracy and effectiveness of administrative and management processes;
- The balance in credit weight among the four core knowledge areas (economics, business, legal and quantitative) based on the intended professional profiles;
- The considerable emphasis placed on practical activities such as workshops, internships and the final examination;
- The focus on transversal competences (i.e., soft skills) through teaching methods aimed at fostering skills acquisition.

In particular, compulsory educational activities in the business area ensure a solid understanding of the principles of accounting and management control, approaches to competitive, organisational and marketing strategies, and relationships with financial intermediaries.

In the economic area, the learning path provides the necessary knowledge of macro and microeconomics, along with analytical and critical skills essential for interpreting markets, policies and the institutional and organisational cultures that shape business environments and support understanding of the relevant scenarios for international enterprises.

The compulsory educational activities also ensure a sound grounding in the legal disciplines that are relevant to business activity by integrating company functions and responsibilities within the wider framework of regulatory and institutional governance, with particular reference to the categories provided by public, private and commercial law at national, European and international levels.

In the quantitative area, the degree programme offers suitable methodological competences that support business operations and foster awareness of digitalisation processes and the role played by data analysis in the management and control of business projects and programmes.

The learning path is completed on an individual basis with the acquisition of additional language skills, the selection of elective modules, the choice between laboratory and internship experiences (often carried out in collaboration with productive sectors) and the drafting of a final report. For international students, specific activities are required in order to achieve proficiency in the Italian language.

The overall educational offering provides the necessary theoretical and practical skills for managing, monitoring and evaluating business strategies and plans in an international operational context, thus enabling students to achieve objectives based on effectiveness, efficiency and accountability.

Teaching fosters analytical thinking, problem-solving skills and the ability to work in teams and on projects, thus developing a strong capacity for contextual understanding, along with leadership and team management abilities.

Description of the Learning Path

The curriculum of the Bachelor's degree in *Business and Economics* features a first year that provides 56 university educational credits (ECTS) across the four areas characterising the degree class L-18 in Business Studies, in addition to a *Digital Skills* lab (2 ECTS) and one foreign language other than English (French, Spanish, German or Italian for international students). The first year aims to develop all the fundamental competences needed to approach the following two years:

- **Quantitative area (9 ECTS):** aimed at building the necessary skills to support decision-making, monitoring and reporting of business activities;
- **Economic area (15 ECTS):** provides tools for understanding how markets operate and evolve over time;
- **Business area (15 ECTS):** offers methods for managing, controlling and evaluating business activities across key sectors and international contexts;
- **Legal area (9 ECTS):** focuses on the principles underpinning institutional, regulatory and administrative activity at both national and European levels, as well as the dynamics of European and transnational governance in relation to businesses;
- **Language area (6 ECTS):** aimed at enabling effective communication in international markets, in addition to the English language, which is used throughout the degree programme.

The second year features courses in computational logic and applied mathematics (12 ECTS), political economy and statistics (18 ECTS), management control and marketing (18 ECTS) and European and Italian private law (9 ECTS). One elective module (6 ECTS) completes the course list.

The third year features modules on strategic and organisational issues and financial markets (15 ECTS), European economic policy (9 ECTS), and European and Italian commercial and corporate law (9 ECTS).

In both the second and third years, students have the opportunity to choose from a wide range of related elective courses offered by the Department of Economics and Management, provided they align with the educational objectives of the programme. The three-year curriculum also includes 6 ECTS for *other activities*, which students can tailor to their needs by selecting from the available labs on additional digital skills (e.g., *Data Visualisation* and *Coding Lab*), further language training, sustainability issues (*Sustainability Reporting Lab*) and/or internships.

Flexibility is ensured through the possibility to select a related elective course from a pre-defined list (6 ECTS), free elective courses (12 ECTS) and the opportunity to mix labs and/or internships to acquire the 6 ECTS allocated to *other educational activities*. The drafting of the final report (4 ECTS) is a key concluding moment designed for applying acquired knowledge and proposing original solutions.

Art. 3 Expected Learning Outcomes (Knowledge and Understanding, Applying Knowledge and Understanding, Making Judgements, Communication Skills, Learning Skills)

3.1 Knowledge and Understanding

Graduates in *Business and Economics* develop the knowledge and skills required to operate within enterprises engaged in international markets, regardless of their size (micro, small-medium or large enterprises) and sector (manufacturing, commerce or service companies) by taking on roles that

contribute to the formation of policies and decisions within the organisation as well as to the management and supervision of offices and operations.

The distinctive feature of the programme lies in its specific combination of business, economic, legal and quantitative knowledge that enables graduates to work within enterprises following principles of efficiency, effectiveness and responsibility.

Students' comprehension skills are developed through traditional teaching methods (in person lectures and practice classes, individual study); the use of IT laboratories and e-learning support; case study analysis undertaken individually or in groups; project-based workshops and guest lectures by industry professionals.

Assessment of knowledge and understanding is verified through traditional examinations as well as the evaluation of classroom and group work and the completion of projects. Interim and final assessments of learning outcomes test students' ability to organise knowledge accurately and systematically, independently select analytical tools and adopt appropriate operational solutions, and implement critical awareness.

3.2 Applying Knowledge and Understanding

The *Business and Economics* degree programme is designed to enable graduates to apply disciplinary knowledge so as to professionally contribute to the management of the organisations in which they operate.

Specifically, graduates:

- Use appropriate tools to prepare and analyse financial statements and carry out management control;
- Understand organisational models and financial dynamics;
- Use commonly adopted IT tools to manage and analyse business information;
- Understand the regulatory, institutional and market context in which companies operate;
- Contribute to carrying out strategic and marketing analyses;
- Adopt a problem-solving approach to issues faced by enterprises engaged in international markets;
- Communicate and collaborate effectively with both internal and external stakeholders.

To support the development of applied skills, the degree programme provides several opportunities to address real-world issues. Many courses include case applications, practice classes (also using IT labs), guest lectures and seminars from industry professionals, as well as individual or group project work. These activities foster active participation, personal initiative and the effective communication of activities and outcomes.

Practical skills are assessed alongside knowledge and understanding through the evaluation of classroom activities, project work reports, internships and the final report.

3.3 Making Judgements

Thanks to their interdisciplinary training, graduates in *Business and Economics* are able to independently identify the best methodologies and techniques to:

- Gather, analyse and appropriately interpret descriptive and quantitative information on key business issues;
- Identify and interpret applicable regulatory provisions in relation to business processes and organisation;

- Provide solutions to common business problems;
- Describe the markets and environments in which enterprises operate;
- Communicate effectively with clients, suppliers and within the organisations they work for.

Classroom learning, project workshops, business case studies, individual and group projects, internships and the final report all contribute to developing and strengthening independent judgement. The achievement of learning objectives is verified through final assessment of the educational activities and the final report.

3.4 Communication Skills

Graduates in *Business and Economics* acquire general and specialised communication skills relevant to business contexts as well as interdisciplinary competence across the economic, legal and quantitative fields. In particular, they are able to:

- Express and discuss ideas in English both in general terms and in relation to specific functional areas of business management;
- Engage effectively with both specialist and non-specialist audiences inside and outside the organisation;
- Communicate information effectively using digital communication and visualisation technologies;
- Express core concepts in a second foreign language (or in Italian, in the case of international students).

Such communication skills are honed during learning activities that involve the preparation and oral presentation of reports, written documents and research outputs. Their further development occurs through the drafting of the final report, internships and project workshops. These skills are assessed during the evaluation of relevant learning activities. The second foreign language (or Italian, for international students) is taught and formally assessed through a specific course.

3.5 Learning Skills

The *Business and Economics* degree aims to equip graduates with the ability to manage the main stages of learning independently beyond course study, especially in relation to business, political economy, law and quantitative methods. As a result, they are prepared for further academic study (master's degrees or first-level postgraduate courses) or to enter the job market with the ability to effectively absorb specific or on-the-job training. They can also learn independently or via online tools such as e-learning platforms and MOOCs (Massive Open Online Courses).

Learning skills are enhanced through laboratory work, practice classes, related assignments and the preparation of the final report. Progress is assessed throughout the programme and as part of the final evaluation.

Art. 4 Professional Profiles and Career Opportunities

The Bachelor's degree in *Business and Economics* provides students with both general and specialised competencies in business and economics, and interdisciplinary training in political economy, law and quantitative disciplines. This combination entails a wide range of career opportunities, particularly those aligned with the professional profile of a junior manager.

4.1 Roles in a Work Context

Graduates of the *Business and Economics* degree programme typically work in one of the main areas of business management, either as internal staff members or as external consultants. They primarily support more senior professionals in performing functions related to:



- Accounting and administration;
- Sales and marketing;
- Treasury and finance;
- Procurement management.

4.2 Skills Associated with the Role

The *Business and Economics* degree programme provides graduates with the necessary core competencies to:

- Analyse economic systems, industries, markets and the competitive positioning of businesses;
- Prepare and analyse financial statements;
- Plan and contribute to management control activities;
- Research, acquire and process business and market data;
- Act in accordance with the legal regulations governing business activities;
- Analyse and manage sales and customer relationships;
- Analyse and manage procurement and supplier relationships;
- Manage relations between businesses and financial or credit markets.

4.3 Career Opportunities

Graduates in *Business and Economics* may pursue professional roles in all production sectors, particularly in companies engaged in international markets – whether they be sales markets, procurement sources or production facilities – regardless of the size or legal form of the organisation.

Further possible career paths include taking on entrepreneurial roles within family-run or personal ventures, as well as accessing regulated professions through registration as a chartered accountant/statutory auditor upon completing a professional traineeship and passing the required State examination.

The degree programme prepares graduates for the following professions (ISTAT classification codes in brackets):

1. Accountants – (3.3.1.2.1);
2. Treasurers and financial officers – (3.3.1.2.2);
3. Technicians for the organisation and management of production factors – (3.3.1.5.0);
4. Procurement and purchasing managers – (3.3.3.1.0);
5. Warehouse and internal distribution managers – (3.3.3.2.0);
6. Sales and distribution technicians – (3.3.3.4.0);
7. Marketing technicians – (3.3.3.5.0).

Art. 5 Admission Requirements, Access Procedures and Assessment

5.1 Admission to the Bachelor's degree programme in *Business and Economics* requires a secondary school diploma or an equivalent qualification obtained abroad and recognised as valid under current regulations. In addition, applicants must demonstrate a B2 level of English proficiency according to the Common European Framework of Reference by presenting one of the certifications approved by the CCSA (Aggregate Degree Course Council), available at the following link: <https://www.unibs.it/it/certificazioni-linguistiche>.

Exemptions from providing an English language certificate apply to:

- Students who have completed a study programme delivered entirely in English;
- Native English-speaking students from the following countries: Antigua and Barbuda, Australia, Bahamas, Barbados, Belize, Canada, Dominica, Grenada, Guyana, Ireland, Jamaica, Malta, New

Zealand, St Kitts and Nevis, St Lucia, St Vincent and the Grenadines, Trinidad and Tobago, United Kingdom, United States of America.

The verification of these requirements is carried out by the International Students Admissions Office.

5.2 The fulfilment of the mathematical requirements that are necessary to successfully participate in the programme is assessed through a compulsory entrance test in English – the English TOLC-E (Online CISIA Test for Economics) – which may be taken at any university that is part of the CISIA Consortium and administers the test. The English TOLC-E test is an orientation rather than a selective examination, intended to assess whether the applicant's mathematical knowledge is adequate and aligned with the programme's requirements. The knowledge required to pass the test corresponds to that acquired by the end of upper secondary education. The English TOLC-E must be completed before enrolment or by a deadline set by the CCSA (Aggregate Degree Course Council) of the Department of Economics and Management of the University of Brescia.

5.3 To pass the English TOLC-E test, students must obtain a score equal to or above a minimum threshold in the Mathematics section, as established by the CCSA (Aggregate Degree Course Council) of the Department of Economics and Management of the University of Brescia.

An unsatisfactory result – i.e., a score below the minimum threshold in the Mathematics section – does not prevent enrolment or attendance, but entails the assignment of Additional Learning Requirements (OFA) in Mathematics. These requirements also apply to students who enrol without taking the English TOLC-E test.

The OFA (Additional Learning Requirements) in Mathematics may be fulfilled by passing the exam for the Mathematics course or, if applicable, the first interim exam in Mathematics, in accordance with CCSA guidelines. Alternatively, first-year students may retake the English TOLC-E test during specified periods of the academic year as determined by the CCSA.

First-year students who have not fulfilled the OFA in Mathematics may not sit the exam for the Microeconomics course (SECS-P/01).

Students who do not fulfil the OFA in Mathematics by the end of their first year will still be admitted to the second and subsequent years of the programme. However, they will not be permitted to sit exams in the areas of mathematics, statistics or political economy until the OFA have been fulfilled. These include all exams in the following disciplinary sectors (with the noted exceptions): SECS-S/06 (except the Mathematics exam), MAT/09 (except the Digital Skills Lab exam), SECS-S/01, SECS-P/01, SECS-P/02, SECS-P/03 and SECS-P/05.

5.4 All information is published on the pages dedicated to admission to degree programmes of the university's website at www.unibs.it.

5.5 The admission of international students is regulated by the "Rules for the access of foreign students to university courses" issued by the Ministry of University and Research (<https://www.universitaly.it/studenti-stranieri>). These rules also outline procedures for verifying knowledge of the Italian language where required, and the relevant conditions for exemption.

Art. 6 University Educational Credits

6.1 The unit of measurement for the work required of students to complete each educational activity prescribed by the Academic Regulations in order to obtain the degree is the University Educational Credit (Credito Formativo Universitario – CFU).

6.2 To obtain the degree, students must earn a total of 180 credits over three academic years.

6.3 As established by Article 10 of the University Teaching Regulations, each credit corresponds to a total student workload of 25 hours, structured as follows:

- At least 6/8 hours, and no more than 10 hours, dedicated to lectures or equivalent educational activities;
- The remaining hours, up to the total of 25, are devoted to individual and/or assisted study within the academic structure.

Art. 7 Educational Activities

7.1 The learning path of the degree course in *Business and Economics* is aimed at achieving the objectives set out in Article 2 of these Regulations.

7.2 The degree course modules are normally assigned 6 or 9 educational credits, corresponding respectively to 40 and 60 hours of lectures. Where deemed appropriate by the teaching staff, lectures may be supplemented by practice classes, for a number of hours typically not exceeding half the number of lecture hours. For each course, coherence between the workload and assigned credits is guaranteed.

7.3 The website of the Department of Economics and Management and the University Portal provide information on the courses, any didactic units they consist of, their objectives and syllabi, as well as office hours of the teaching staff and any other useful information.

7.4 The degree programme offers students the following main forms of educational activities: lectures, practice classes, internships, seminars, guest lectures, laboratory activities and guided visits to companies or institutions.

7.5 The programme courses are spread over two four-month teaching periods. A further period, scheduled at the end of the second term, may be dedicated to remedial or in-depth training activities. The calendar for these activities is established annually by the CCSA (Aggregate Degree Course Council).

7.6 In order to improve teaching quality, the CCSA (Aggregate Degree Course Council) may divide courses into parallel classes ("canali") based on the number of enrolled students.

Art. 8 Course Structure

8.1 The degree programme in *Business and Economics* includes the following courses:

YEAR I

No.	Subject Area	Course Title	CFU
1	Secs-P/12	Economic History	6
2	Ius/09	European and Italian Public Law	9
3	Secs-P/07	Financial Accounting	6
4	Secs-S/06	Mathematics	9
5	Secs-P/01	Microeconomics	9
6	Secs-P/08	Principles of Management	9
7	L-Lin/04 L-Lin/07 L-Lin/14 L-Lin/02	<i>One option among:</i> French language <i>or</i> German language <i>or</i> Spanish language <i>or</i> Italian language for Foreigners	6
	Mat/09	Digital skills lab	2
		Total – Year I	56

YEAR II

No.	Subject Area	Course Title	CFU
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8	Mat/09	Computational Thinking	6
9	Ius/01	European and Italian Private Law	9
10	Secs-S/06	Financial Mathematics	6
11	Secs-P/01	Macroeconomics	9
12	Secs-P/07	Management Accounting	9
13	Secs-P/08	Marketing	9
14	Secs-S/01	Statistics	9
		Elective 1	6
		Total – Year II	63

YEAR III

No.	Subject Area	Course Title	CFU
15	Ius/04	European Business Law	9
16	Secs-P/02	European Economic Policy	9
17	Secs-P/11	Financial Markets and Institutions	9
18	Secs-P/01 Secs-S/06 Mat/09	<i>One option among:</i> Quantitative Financial Economics <i>or</i> Financial Management Models <i>or</i> Operations Research	6
19	Secs-P/10 Secs-P/07	Strategy and Organization: - Business Organization - Business Strategy	6+ 6
20		Elective 2	6
		Other Activities: - Internship (3 cfu or 6 cfu) <i>or</i> - Other language skills (3 cfu or 6 cfu) <i>or</i> - Other digital skills (Data Visualization – 3 cfu; <i>and/or</i> Coding Lab- 3 cfu) <i>or</i> - Other skills: Sustainability Reporting Lab (3 cfu)	6
		Final project	4
		Total – Year III	61
		Total for the three-year degree programme	180

8.2 The “teaching” section of the Department of Economics and Management’s dedicated webpage provides details on each course, including the lecturer who is responsible, the teaching modules that make up the course, as well as its objectives and detailed syllabus.

8.3 Updates to the list of courses offered in the degree programme are published in the Study Manifesto, subject to approval by the CCSA (Aggregate Degree Course Council).

8.4 Students who are enrolled in the degree programme may freely choose among the “Elective Courses” for a total of more than 12 and up to a maximum of 18 credits (CFU). In such cases, students are required to sit all selected exams, which are considered additional and will therefore be fully included in the calculation of the graduation average. To avoid any overlapping, students may not select courses in Italian whose content is, wholly or in part, equivalent to that of a course that is already included in the degree programme. In addition, students enrolled in the *Business and Economics* degree programme may not include the “Business English (B2)” course among their elective choices.

8.5 Students who are enrolled in their final year may register for extracurricular courses for up to 18 credits (CFU). These exams will always be considered extracurricular and therefore will neither count



towards the credits required to obtain the degree nor be included in the weighted average calculation. It is not possible to select any compulsory courses already included in the study plan or any courses offered in Master's degree programmes as extracurricular courses.

To register for extracurricular exams, students must submit a duly justified request, specifying:

- Enrolment in exams required to meet the minimum curricular criteria for admission to a Master's degree;
- Other reasons to be assessed case by case by the CCSA (Aggregate Degree Course Council).

8.6 Students transferring from other degree programmes may have their previously earned university credits recognised. This recognition is subject to verification by the CCSA (Aggregate Degree Course Council) to ensure equivalence with the courses offered in the current programme.

8.7 Upon enrolment, both full-time and part-time students must register for the first-year courses as defined in the Study Manifesto.

Art. 9 Attendance Requirements

9.1 Attendance Obligations

Attendance is not compulsory for students enrolled in the *Business and Economics* degree programme. Students who choose to attend classes must follow the lectures and sit the exams with the lecturer assigned to them according to the alphabetical division of surnames.

Lecturers who are responsible for courses that are split into two or more parallel classes ("canali") must agree on a shared syllabus. Requests to change lecturer may be authorised by the CCSA (Aggregate Degree Course Council) only for well-founded and documented reasons related to health or work.

Course lecturers may set different programmes for attending and non-attending students. The criteria for these distinctions are determined solely by the lecturer.

9.2 Distance learning

The degree programme may implement distance learning methods for part of the educational activities included in the study plan.

9.3 Part-Time Enrolment

9.3.1 The degree programme offers part-time study plans in accordance with Article 30 of the University's Teaching Regulations and the University Regulations on part-time course attendance. This option is available to those who, due to valid reasons such as employment, family obligations, health conditions, disabilities or other personal circumstances, are unable to attend classes regularly and expect to be unable to complete the required assessments within the standard time frame. Students who have already exceeded the standard duration of the course may not apply for part-time enrolment. All other students may choose this option at any stage of their studies. Reverting to full-time enrolment is only permitted after completing two years as a part-time student.

9.3.2 In accordance with Article 4 of the University Regulations on part-time course attendance, part-time students are eligible for a reduction in tuition fees.

9.3.3 The expected duration of the degree programme for part-time students is six academic years. Each year, students may earn up to half the number of credits expected for full-time students while complying with the yearly course structure and attendance requirements defined by their study plan.

9.3.4 Students who are enrolled on a part-time basis are considered "in progress" beyond the standard duration of the course for up to six academic years.



Art. 10 Additional Provisions on Student Obligations

Students are required to check the email account assigned to them by the university upon enrolment, as it is the degree programme's official communication channel.

For all other provisions, reference should be made to the Student Regulations.

Art. 11 Orientation and Tutoring Activities

The university promotes orientation providing the tools for accessing information on the degree programme, learning activities, assessment tools for initial preparation and self-assessment, study abroad programmes and options for employment or further study.

The degree programme makes use of the tutoring service established by the Regulations governing student tutoring, to which reference should be made.

Art. 12 Student Office Hours

Every lecturer in the degree programme is required to provide continuous and adequate office hours for students.

Art. 13 Course Access Restrictions and Prerequisites

13.1 Course Access Restrictions

No course access restrictions are in place.

13.2 Prerequisites

Although students are encouraged to comply with the recommended prerequisites outlined in the course syllabuses, as these are a significant requirement for effectively attending the courses, such prerequisites do not constitute a formal barrier to enrolling in the related courses and examinations.

Art. 14 Obsolescence, Withdrawal and Time Limits for Degree Completion

Obsolescence, withdrawal and time limits for obtaining the degree are governed by the Student Regulations, to which reference should be made.

Art. 15 Distribution of Educational Activities and Exam Dates Throughout the Year, Exam Sessions and Methods of Assessment

15.1 The academic calendar is divided into two teaching periods known as "terms". Six exam dates are scheduled for each course. Their placement within the academic calendar is defined each year by the CCSA (Aggregate Degree Course Council) to ensure a balanced temporal distribution and avoid overlapping with teaching periods.

The scheduled exam sessions are as follows:

- January–February (winter) session: two exam dates for all courses;
- June–July (summer) session: two exam dates for all courses;
- September session: two exam dates for all courses.

15.2 The CCSA (Aggregate Degree Course Council) establishes at least three sessions for graduation exams for each academic year.

15.3 Within each exam session, exam dates are generally spaced at least two weeks apart. The exam and assessment calendar is organised on a semester basis and published at the beginning of the related teaching period. Exams in the winter and summer sessions begin at least one week after the end of classes for each course.



15.4 Exams may only be held on the scheduled dates and in the designated locations. Any postponement of the starting date of an exam must be exceptional and a request stating the reasons must be sent to the Chair of the CCSA (Aggregate Degree Course Council).

Under no circumstances may the dates or starting times of published exam calls be brought forward. Early exams – in any form and including partial ones – are prohibited.

15.5 If the lecturer responsible for a course is unable to attend the published exam date and there is not enough time to set a new date (for example, on the same day or after online registrations have closed), the lecturer must immediately notify the Chair of the CCSA (Aggregate Degree Course Council) and propose a substitute from the official teaching staff who are members of the exam board.

15.6 Midterm (interim) assessments may only be held during the period defined in the academic calendar and, in any case, never during the teaching period. The decision on whether students may take part in such assessments lies with the course lecturer, who may restrict participation to attending students or extend it to all students enrolled in the course. The date of these assessments must be announced before the start of the course.

15.7 Exams are designed to assess students' level of preparation. They may be oral and/or written. The recording of the exam results is carried out electronically by the Chair of the Examination Board and with the application of a digital signature, in accordance with the relevant regulations.

15.8 The methods of examination, possibility of midterm assessments, and indication of required and supplementary teaching materials must be clearly indicated in the course syllabus, which is published on the degree programme website and may not be changed during the related academic year. It is the responsibility of the course lecturer to ensure that each member of the Examination Board strictly adheres to these guidelines.

15.9 Students are required to check the syllabus related to the exam they wish to sit.

15.10 In the case of written exams, the Chair of the Board must ensure that:

- The results of the exam are communicated while leaving enough time to allow students to participate in the next scheduled exam session if they wish;
- Students are allowed to review their written exams on a date, or at least at a time, prior to the official recording of the results, that must be communicated in advance to all those who enrolled to sit the exam;
- Written exams (including those completed digitally, whether in person or remotely) must be retained for at least 18 months from the date of the exam;
- The same provisions regarding review and retention of written exams apply to midterm assessments.

15.11 In the case of exams comprising both written and oral parts, in addition to the provisions above, the oral exam must take place so as to allow students to take the next scheduled exam, if desired.

15.12 For exams held solely in written form, once the results have been published, students must either accept or reject the mark by the indicated deadline. If no response is given, the result is accepted by default (tacit consent). Rejection of the mark must be explicitly expressed and cannot be inferred from the students' enrolment for a subsequent exam date.

15.13 For exams that include, in full or in part, an oral component, students must confirm their acceptance of the mark directly with the lecturer at the end of the oral exam.

15.14 Passing an exam results in the award of the related ECTS credits and the assignment of a final mark out of thirty or, in some cases, a "pass" grade. The final mark or "pass" is recorded by the course lecturer in the official exam record.

15.15 The exam record must include the final result, expressed in thirtieths, only for students who scored 18/30 or higher. In the event of a failed exam, only the term "fail" should be recorded, without any numeric grade. For all other candidates, the terms "absent" or "withdrawn" should be recorded, as



appropriate. Students may check their exam registration status through the university's Esse3 online system.

15.16 Students who are up to date with administrative and tuition matters must register for exams using the Esse3 online system adopted by the university. At the time of registration, they may be asked to complete a teaching evaluation questionnaire.

15.17 Students who have registered for an exam must cancel their registration using the Esse3 system if they decide not to attend. If the decision not to attend is made within five days of the exam, cancellation in Esse3 is not possible. In such cases, the student must notify the lecturer via email.

15.18 The composition and functioning of the Examination Boards are set out in Article 25 of the University Academic Regulations.

The appointment of Examination Boards is governed by the CCSA (Aggregate Degree Course Council).

15.19 For all matters not covered in this article, reference should be made to the University Academic Regulations.

15.20 The academic calendar, class timetables and exam dates are published in the "Teaching" section of the university's website.

15.21 International students participating in the Erasmus programme may be authorised by the Chair of the CCSA (Aggregate Degree Course Council) to take the exam remotely in the first session following their departure.

15.12 Students with disabilities or specific learning difficulties, including temporary conditions, must inform the Commission for Disabilities and SLD of the compensatory or partially exempting measures they intend to use, with a view to ensuring equal opportunities. The Committee liaises with the course lecturer and informs the student of the measures agreed upon.

15.23 High-Level Student-Athletes

15.23.1 Pursuant to Academic Senate Resolution no. 172 of 28 October 2018, and in accordance with the Memorandum of Understanding "*Support for the university careers of high-level athletes*" signed by the Ministry of Education, University and Research, the Conference of Italian University Rectors (CRUI), the Italian National Olympic Committee (CONI), the Italian Paralympic Committee (CIP), the Italian University Sports Centre (CUSI) and the National Association of Bodies for the Right to University Study (ANDISU), "high-level student-athletes" admitted to the Dual Career programme offered by the university may submit a documented request to the Chair of the Degree Programme Board to arrange an alternative exam date within the same session, while respecting the principle of equal treatment and ensuring as much compatibility as possible with the nature of the assessments, in the following cases:

- The date that is already set in the academic calendar coincides with, or falls within five days before or after, an official summons, as confirmed by their federation;
- The exam date falls on the day following a summons that took place more than 200 kilometres away.

Art. 16 Methods for Verifying Foreign Language Proficiency and Language Certifications

16.1 In the first year of the programme, students admitted with an upper secondary school qualification obtained in Italy must choose between French, Spanish or German as a second language course. Equivalent language proficiency may be recognised for those who hold specific certifications approved by the CCSA (Aggregate Degree Course Council), available at the following link: <https://www.unibs.it/it/certificazioni-linguistiche>.

16.2 For students with a qualification obtained abroad, the first year includes the *Italian language for Foreigners* course. Equivalent language proficiency may be recognised for those who hold certifications approved by the CCSA ((Aggregate Degree Course Council), available at the same link: <https://www.unibs.it/it/certificazioni-linguistiche>.



16.3 Students holding international language certifications (approved by the CCSA, or Aggregate Degree Course Council) must submit them to the Student/Teaching Secretariat for their evaluation and potential recognition in place of attendance and/or the exam.

Art. 17 Methods for Assessing the Outcomes of Internships and Study Periods Abroad, and Related Credits

17.1 Internships

The *Business and Economics* degree programme allows for the completion of a curricular internship consistent with the learning path, thus enabling the acquisition of either three or six ECTS credits. Students may seek support from the university's dedicated organisational unit in selecting the host organisation.

A Departmental Internship Committee is in place to review applications from students who are already employed or wish to undertake an internship in their family business. The Committee assesses whether the requirements outlined in the *Internship Guidelines for the Degree Programmes of the Department of Economics and Management*, as approved by the Degree Programme Board, are met.

17.2 Study Periods Abroad

Exams passed during study periods abroad, whether through Erasmus or other mobility programmes activated by the department or the university, are evaluated by the Erasmus and International Relations Committee. The Committee proposes their recognition as equivalent to exams within the curriculum to the CCSA (Aggregate Degree Course Council).

Credits may also be obtained for elective activities carried out during study abroad periods. In such cases, the passed exam will be recorded under its original title without any equivalency recognition.

17.3 Verification of Other Required Competences and Related Credits

Students are required to obtain a *Digital Skills* Lab “pass”/ “fail” qualification, which rewards two ECTS credits.

Art. 18 Final Examination

18.1 Educational Activities in Preparation for the Final Examination

The final examination consists of the preparation and presentation of a written report in English, referred to as the *Final Project*, which rewards four ECTS credits. This report may be completed either in Italy or abroad, in accordance with the Regulations for the Preparation of Theses or Final Reports Abroad.

The report may be based on internship activities carried out with companies or institutions, participation in specific educational projects promoted within or outside the university, or on an in-depth study of topics covered in the courses of the degree programme.

To ensure a balanced distribution of the workload among faculty members in the department, the internship experience does not automatically entail that the academic tutor will supervise the final project.

18.2 Admission to the Final Examination

Students who have earned all the credits required by the *Business and Economics* degree programme, excluding those assigned to the final examination, must submit an application for graduation to the Student Services Secretariat following the procedures established by the CCSA (Aggregate Degree Course Council).

To be admitted to the final examination, the student must:

- a) Submit both the online graduation application and the title of the report, previously agreed upon with the academic supervisor, at least one month before the start of the session in which they intend to graduate;
- b) Complete the following tasks at least fifteen days before the final examination:
 - Have passed all exams required by the study plan;
 - Upload the final project in PDF format;
 - Upload the signed declaration of authenticity (available on the university's website) with a copy of their ID document.

Both the title of the report and the final document must be approved online by the supervisor within the deadlines established by the Student Services Secretariat.

The deadlines, procedures and documentation required for admission to the final examination are published on the university's website.

18.3 Final Examination

The topic of the final report is assigned, upon the student's request, by a member of the teaching or research staff of the department who will serve as the supervisor. Approval of the request is subject to the student's acquisition of credits in the scientific-disciplinary sector to which the supervisor pertains, and to the supervisor's availability, in accordance with a fair distribution of supervision duties across the department.

Each year, the distribution of the supervision load for final reports assigned in the previous academic year is made public.

The examination board for the final examination, in accordance with Art. 27 of the University Academic Regulations, consists of at least five members, including the supervisor, and is appointed by the department's management. The board must be composed of a majority of tenured professors, as stated in paragraph 2 of the same Article 27.

The board is chaired by the most senior full or associate professor, or by the Director of the Department, or by the Chair of the CCSA (Aggregate Degree Course Council) if present. The Chair ensures proper conduct of the examination and that the final evaluations align with the general criteria set by the CCSA.

The board convenes in a public session pursuant to paragraph 7 of Article 27 of the University Academic Regulations. Following the supervisor's preliminary assessment, the board proceeds with the evaluation of the final report submitted by the candidate.

Graduation sessions take place in accordance with the calendar approved annually by the CCSA (Aggregate Degree Course Council).

In the event that a board member is unable to attend for serious and exceptional reasons, they must immediately notify the department's management and state the specific reasons. If the absent member is an academic supervisor, the notification must include a brief assessment of the report and a proposed score, in accordance with the evaluation criteria established by the CCSA.

18.4 Final grade

The final grade reflects the candidate's overall academic maturity. It is expressed on a scale of 110 and is calculated as the sum of:

- a) The average of the grades earned at the examinations by the candidate, weighted by the ECTS credits assigned to each course, and converted into a 110-point scale. The lowest-graded courses totalling up to 18 ECTS (for degree programmes under Ministerial Decrees 270/04 and 17/2010) are excluded from the calculation. Recognised credits without a grade or extra-curricular courses are not included in the final average;
- b) The board's evaluation, which considers the submitted report, its discussion, and the student's overall academic performance, based on the criteria set by the CCSA (Aggregate Degree Course Council).

The final grade is rounded down if the decimal is less than 0.5 and rounded up if equal to or greater than 0.5.

If the resulting score is 110, the board may, upon unanimous proposal of the supervisor and where justified, award honours (*cum laude*).

The examining board deliberates in private at the end of the discussion. Only members who have attended the discussion may participate in the vote. The decision is taken by majority vote; in the event of a tie, the Chair's vote prevails. The final grade is always expressed in a 110-point scale, regardless of the number of board members. A minimum of 66/110 is required to pass.

The result and final grade are announced to the candidate during the graduation ceremony.

The examination result is recorded electronically via the digital signature of the Chair of the board. Exceptionally, in the case of justified impediment, the result may be recorded on paper and signed by the board members. The Chair is solely responsible for the recording procedure.

Art. 19 Diploma Supplement

As provided for by Ministerial Decree 270/2004, to facilitate student mobility within the European area, the university issues each graduate, together with the bachelor's diploma, an informative supplement (*Diploma Supplement*) in bilingual format, which provides a detailed description of the graduate's academic career.

Art. 20 Recognition of Academic Credits

Any recognition of certified professional knowledge and skills is governed by the Student Regulations, to which reference should be made.

Art. 21 Transfer from Other Study Programmes

Students regularly enrolled in the *Business and Economics* degree programme may submit a request to the CCSA (Aggregate Degree Course Council) for the recognition of prior academic achievements and a possible reduction in programme following:

1. Transfers between degree programmes within the University of Brescia;
2. Transfers from other universities.

In any case, upon transferring to the *Business and Economics* degree programme, previously acquired university credits may be recognised up to a maximum of 60 ECTS credits, subject to verification of their equivalence to the courses in the programme curriculum and/or elective courses. Applicants must submit

a formal request, which will be reviewed by the Student Records Committee and assessed by the CCSA (Aggregate Degree Course Council).

Art. 22 Enrolment in Individual Courses

Enrolment in individual courses is governed by the University Teaching Regulations, to which reference should be made.

Art. 23 Evaluation of Teaching Efficiency and Effectiveness

23.1 The degree programme is subject, at intervals of no more than five years, to an evaluation process focusing in particular on:

- The validity of the cultural and professional content characterising the programme;
- The adequacy of the learning objectives in relation to the expected academic and professional profiles;
- The consistency of the professional profiles with the declared career prospects and employment opportunities;
- The adequacy of the course offer and their contents in achieving the set objectives;
- The organisational efficiency of the programme and its teaching structures;
- The quality and quantity of services made available to students;
- The ease of access to information relating to all aspects of teaching activities;
- The effectiveness and efficiency of the individual teaching activities, including those aimed at assessing the learning progress of students;
- The compliance of teaching staff with the decisions of the CCSA (Aggregate Degree Course Council);
- The teaching performance of faculty members as evaluated by students;
- The quality of teaching, particularly regarding the use of digital and audio-visual teaching tools;
- The organisation of tutorial support for students;
- The average student performance, determined on the basis of the consistency of academic progress and the results achieved throughout the programme.

23.2 The CCSA (Aggregate Degree Course Council), with the oversight of the University Quality Assurance Committee (PQA) and the Department Quality Assurance Committee (PQD), and taking into account the recommendations of the department's Student-Faculty Joint Committee and the University Evaluation Committee in their annual reports, defines the criteria, operating procedures and tools that are best suited to analysing the aspects listed above.

In order to govern and improve the quality of educational programmes, as required by Quality Assurance models, the evaluation considers the annual monitoring of indicators provided by the National Agency for the Evaluation of Universities and Research Institutes (ANVUR) and the outcomes of any corrective actions implemented following the annual reports of the Student-Faculty Joint Committee.

23.3 The assessment of teaching commitment and performance by faculty members is communicated individually to the concerned staff.

Art. 24 Degree Programme Board and Related Bodies

24.1 The *Business and Economics* degree programme is part of the CCSA (Aggregate Degree Course Council) in Economics and Management.

24.2 The CCSA is chaired by a President elected from among tenured academic staff (full or associate professors, full-time), and includes all faculty members with teaching assignments in the relevant programme, as well as a student representative body.

24.3 The CCSA is responsible for organising teaching activities, approving study plans, establishing examination boards and managing the exam and graduation session calendars.



24.4 The election of student representatives is governed by the University Electoral Regulations.

Art. 25 Degree Programme Website

The degree programme has a dedicated section on the university's website, which contains useful information for students and teaching staff.

Art. 26 Reference to Other Regulatory Sources

For all matters not explicitly covered, reference is made to applicable laws, the University Statute and other University Regulations.

Art. 27 Entry into Force

This regulation shall enter into force on September 1st, 2025.