

Study Manifesto

**bachelor in**

**TOURISM, SPORT AND EVENT MANAGEMENT**

2013/2014 academic year

|  |  |
| --- | --- |
| **COURSE OUTLINE** | |
| Faculty | Economics and Management (in Bruneck/Brunico) |
| Degree class | L-18 (Ministerial Decree n. 270/2004) |
| Length | 3 years |
| Credit points | 180 (based on the European Credit Transfer System) |
| Languages used in teaching | German, Italian, English |
| Admission title | Italian secondary school qualifications or equivalent certificates gained abroad |
| Language requirements | Knowledge of at least 2 teaching languages (level B2) |
| Study places | 100 EU + 5 Non EU |
| Admission procedure | High School grades and motivation letter |
| Deadline for pre-enrolment | 1st session: 28th March 2013  2nd session: 20th August 2013 |
| Deadline for enrolment | 2nd October 2013 |
| Tuition fees | 1341 Euro per year |
| Classes start | 30 th September 2013 |

subject to change **Course description**

The Bachelor in **Tourism, Sport and Event Management (Bachelor class L-18)**, which takes place in Bruneck/Brunico, aims to train managers who will work in the fields of travel, tourism and sports. The subjects are all focussed on European and international aspects. The first half of the course provides students with a solid basis in management and economics while the second half concentrates on more specific subjects. During this part of the course some typical subjects can be chosen freely by the students. All students must complete an internship during their studies: in this way, students are confronted with the real world of work and are able to put their newly-acquired skills and knowledge to work in a professional environment, and develop them further. Students are encouraged to undertake this internship abroad so that they can not only improve their language skills still further, but also their international skills.

**Career opportunities**

The knowledge and skills acquired by our graduates allow them to find work as junior managers, departmental heads or similar positions in travel and tourism companies, in sports organisations, or in event agencies, PR firms or congress centres. Further, the subjects offered in this undergraduate degree course provide our students with a solid basis to continue their studies in various sectors of business administration, tourism, sport and event management, with the possibility of following an academic career.

**Languages used in Teaching**

The languages used in teaching are German, Italian and English. Each course is held in just one of the three official languages although the lecturer reserves the right to use the other two languages for certain parts of the course. In any case, the examination must be held in the official language of the course.

**Fixed intake**

The available study places for the academic year 2013/2014 are:

|  |  |  |
| --- | --- | --- |
|  | EU citizens  (and citizens given parity of treatment) | non-EU citizens  (resident abroad) |
| 1st session | 50 | 3 |
| 2nd session | 50 | 2 |
| **Total** | **100** | **5** |

**Admission requirements**

You are eligible to enrol for the Bachelor if you possess the following qualifications:

1. leaving qualifications from a five-year secondary school course;
2. leaving qualifications from a four-year high school course, with or without a certificate proving that you have successfully completed a one-year complementary course; in the event there is no certificate, the evaluation committee reserves the right to evaluate your overall preparation and to allot debit points that will need to be eliminated by the end of the first year of study;
3. qualifications gained abroad and recognized as equivalent.

If you have foreign qualifications, you are eligible to apply for this bachelor degree course if your qualifications are equivalent to the Italian secondary-school qualifications and were achieved after 12 years of school. If the qualifications were gained after fewer than 12 years, the Ministry’s provisions will be applied. If in your own country a probation test for the entry at a university is required, you will have to prove that you have passed it. The Ministry of Education, University and Research provides special admission requirements for holders of certain qualifications (American high school diplomas, British qualifications, Greek qualifications).

Concurrent enrolment at several universities or in several courses at the same university is not allowed. Concurrent enrolment at universities and at higher education institutions for music and dance (e.g., music academy) is on the contrary allowed under specific conditions (Ministerial Decree 28.09.2011; further information is available from the Student secretariat).

**Language Proficiency**

**Language proficiency in the first and second teaching language**

You can enrol for undergraduate degree courses if you can certify adequate language proficiency (minimum level required: **B2** of the Common European Framework of Reference) in at least two of the three official teaching languages (English, Italian, German).

The six levels of the Common European Framework of Reference provide descriptors of language proficiency. The lowest level is A1, the highest C2.

A1-A2: Basic Users

B1-B2: Independent Users

C1-C2: Proficient Users.

In order to enrol for undergraduate degrees, you must be able to certify proficiency at the B2 level or above in at least two of the three teaching languages (English, German, Italian).

**Language proficiency in the third teaching language**

In order to enrol for the first year, you do not have to certify proficiency in the third teaching language (English, German or Italian). By the end of the first year, students must have certified a B1 level of proficiency in the third language.

Furthermore, the language proficiency in the third language is a prerequisite to sit exams of subjects which are taught in that language.

**Exit level**

By the end of their undergraduate degree, students must be able to demonstrate proficiency in their first language at the C1 level, in their second language at the B2+ level and in their third language at the B2 level.

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| --- | --- | --- | --- |
| **Language** | **Minimum entry level** | **After one year** | **Minimum exit level** |
| 1st language | B2 | - - - | C1 |
| 2nd language | B2 | - - - | B2+ |
| 3rd language | - - - | B1 | B2 |

**Please note:** Non-EU citizens resident abroad must also sit a separate Italian language test before they can enrol. Further information is available on the University’ s website [www.unibz.it](http://www.unibz.it) > Prospective students.

**How to demonstrate Language Proficiency**

Language proficiency can be demonstrated in the following ways:

1. holding secondary school leaving qualifications (A-levels, Abitur, Maturità, etc) where the main teaching language of the final year was in one of the official teaching languages of the undergraduate degree course. If these qualifications were obtained in one of the trilingual secondary schools in the Ladin valleys of South Tyrol, they will be accepted as demonstrating proficiency in both German and Italian;
2. holding an undergraduate or postgraduate degree if awarded in one of the three teaching languages of the degree course, or holding a bilingual or trilingual undergraduate or postgraduate degree awarded by the Free University of Bozen/Bolzano;\*
3. presenting, for the relevant languages, a recognised qualification or certificate (see [www.unibz.it](http://www.unibz.it));
4. passing a language test organised by the Language Centre of the Free University of Bozen/Bolzano.

\* Graduates of the bilingual or trilingual bachelor and master programmes of the Free University of Bozen-Bolzano, as well as graduates of the Degree course in Primary Education (Ladin section) of the Free University of Bozen-Bolzano who were not required to certify their language proficiency in the official teaching languages by the end of their studies, must in any case sit a **mandatory** language placement test, which is not part of the admission procedure, but will be used to identify candidates’ language proficiency. Those who do not sit this language placement test will not be allowed to sit the exams of subjects taught in the uncertified languages.

As an alternative to sitting this test, candidates can hand in a qualification or certificate for the relevant languages, as per letter c).

**How can I demonstrate language proficiency?**

In order to demonstrate language proficiency, you must first log in to the portal available at [www.unibz.it](http://www.unibz.it).

Once registered, you can:

* upload your language certificates
* enrol to the language assessment tests offered by the Language Centre
* fill in the pre-enrolment application
* update your personal data.

Under the menu point “Manage Applications”, candidates fill out the pre-enrolment form. In the form, they declare the main language used in teaching in the secondary school where they obtain their leaving qualification. If the language is German, Italian or English, the declaration certifies their language skills (level C1) in the relevant language. False declarations have consequences punished by the law and can lead to the candidate’s exclusion from the admission procedure.

In the menu point concerning the upload of certificates, you must upload recognized language certificates electronically for the languages used in teaching at the university (Italian, German, English). This means:

* if you already obtained your university degree: the final certificate;
* if you have not yet obtained your university degree: a certificate issued by the university attesting the main language used in teaching;
* language certificates recognized by the Language Centre (see [www.unibz.it](http://www.unibz.it)).

Please note: in case your final title has been awarded by an Italian public establishment, certificates and diplomas must be substituted by self-declarations. This concerns:

* certificates issued by CELI, CILS, Uni Roma Tre, Società Dante Alighieri and Ufficio esami di bi- e trilinguismo of the Autonomous Province of Bozen-Bolzano;
* university diplomas or certificates attesting the main language used in teaching issued by Italian universities.

If you cannot upload certificates, you can send them via email to the Language Centre or personally hand them in. Language certificates can be submitted until **the deadline for pre-enrolment.**

The Language Centre will then check all the submitted certificates and contact you if further information or documentation is required.

**How can I enrol for the language tests?**

If you do not have recognized certificates attesting language proficiency, you can demonstrate it through the language assessment tests offered by the Language Centre.

You must enrol for the tests through the same portal available for the upload of certificates.

The tests will be taking place on the following dates:

* **9th April 2013** and the following days (closing date for enrolment: 28.03.2013, for pre-enrolled students in the 1st and 2nd pre-enrolment session)
* **7th May 2013** and the following days (closing date for enrolment: 29.04.2013, for pre-enrolled students in the 2nd pre-enrolment session)
* **16th July 2013** and the following days (closing date for enrolment: 08.07.2013, for pre-enrolled students in the 2nd pre-enrolment session)
* **22th August 2013** and the following days (closing date for enrolment: 20.08.2013, for pre-enrolled students in the 2nd pre-enrolment session).

Those pre-enrolled in the second session can sit the language tests at all dates available. Results will be available immediately after the tests.

**How can I prepare for the last language test in August (level B2)?**

The Language Centre offers, during the summer, language courses preparing students for level B2 tests.

These **language courses** take place from 30th July to 21th August 2013 (Monday-Friday, four hours/day). The deadline to enrol for these courses is 19th July 2013.

**How do I reach the required level of proficiency in the third language?**

Before starting your studies:

You can attend the following **language courses** organised by the Language Centre:

* beginners courses (for absolute or false beginners) which will run from 30th July to 6th September 2013 (Monday to Friday, four hours/day) or
* courses to prepare for the B1 language test which will run from 30th July to 21th August 2013 (Monday to Friday, four hours/day)

The deadline to enrol for these courses is 19th July 2013. If you require further information, please contact the Language Centre (tel. 0471-012400; e-mail: [language.centre@unibz.it](mailto:language.centre@unibz.it)).

During the first year:

If you do not manage to certify the B1 level in your third language before starting your studies, during your first year you can attend a language course that aims to prepare you for the B1 test at the Language Centre of the Free University of Bozen/Bolzano. Credit points are not available for the attendance of these courses.

At the end of the first year, students must have passed the Language Centre’s B1 level test in the third language or have provided the Language Centre with one of the B1 language certificates in the table of certificates, language exams and qualifications recognised by the Language Centre (see [www.unibz.it](http://www.unibz.it)).

Only once you have passed this B1 test, or provided a certificate, you can enrol into the second year of studies.

**Online Pre-enrolment**

The pre-enrolment application must be completed online during the following period:

* **1st session: 1st March 2013 – 28th March 2013 (until 12:00 midday)**
* **2nd session: 2nd April 2013 – 20th August 2013 (until 12:00 midday)**

**Log-in**

In order to pre-enrol, you must first log in to the portal available at [www.unibz.it](http://www.unibz.it).

Once registered, you can:

* fill in the pre-enrolment application
* upload your language certificates
* enrol to the language assessment tests offered by the Language Centre
* update your personal data.

**Attachments**

Once you have sent the application, you should upload the required attachments in the portal. If uploading is not possible, documents can be submitted to the Student secretariat via email or handed in personally.

In the portal, you can visualize the status of your application and your attachments with the help of colours (e.g., missing documents will be highlighted in red).

Prospective students excluded in the first session can pre-enrol again in the second one.

Pre-enrolment is allowed for more courses.

Evaluation can then only take place on the basis of the documentation you have presented by the deadline with the application form. If there are any incomplete applications, the Committee can decide to exclude the candidate from the admission procedure.

You have to upload:

* a passport-size colour photo;
* a photocopy of a valid identity card or passport (front/back);
* the attachments listed in the section entitled “Selection procedure”;
* a copy of the declaration of equivalent value of the candidate’s qualification(s) (only for candidates with a qualifications gained abroad) – see next paragraph;
* a copy of the valid permit to stay for Italy (only for non EU-citizens legally resident in Italy) – see next paragraph.

**If you have qualifications from abroad you** must also deliver – at the latest upon enrolment – the original **declaration of equivalent value,** together with the original or an authenticated copy of your secondary school certificate and an official translation into Italian. The declaration of equivalent value isissued by the Italian consulate or embassy abroad and confirms that your qualification would grant you 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 permit to stay for Italy** (see article 39, paragraph 5 of decree no. 286 of 25.07.1998,) apply directly to the University, as described above. In this case, you must submit a copy of your valid permit to stay for Italy ("**permesso di soggiorno**" for work, family reasons, political or humanitarian asylum, religious reasons). A permit of stay for study reasons, or a visa for tourism, is not sufficient.

If the permit deadline has expired, a renewal request must also be attached.

NB: if you do not provide the permit for one reason or another, you will be automatically considered a non-EU citizen living abroad and therefore subject to the admission procedure through the Italian authorities acting in your country of origin.

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

Please note that non EU-citizens resident abroad can apply for one course only!

**Selection Procedure**

In addition to language certification and admission requirements, you must go through a selection procedure in order to be admitted to the course. Your high school grades and a personal statement letter will be evaluated.

In the pre-enrolment portal, you shall:

* + Insert, using self-declaration, *your* *marks for the subjects of your third-last and pre-last school year*. Please note: False declarations are punished by the law.

Final marks of the third last year and penultimate year of secondary school\* must be self-declared in the online application form.

In the event that self-declared years were concluded abroad, a copy of the relevant school report cards must be uploaded in the portal (for countries other than Austria or Germany, a document with the range of grades containing the lowest pass mark and the highest mark achievable has to be attached);

* + Upload the *official translation* of your school report cards into Italian, German or English, if needed;
  + Upload a *personal statement letter* not longer than one side of typed A4, in which you explain why you would like to enrol for the degree programme;

\* If you have attended a school whose system differs substantially from the Italian system and you do not have the reports with the final marks of the third last and/or penultimate year of study of your secondary school, the Selection Committee reserves the right to evaluate the possible final reports of the secondary school that refer to years different from the penultimate or third last.

The Selection Committee will consider the average of marks obtained doing university exams in cases where Italian or foreign candidates are already in possession of a university degree.

**Admission ranking lists**

Two admission ranking lists will be drawn up, based on the results of the selection procedure: one for EU citizens (and citizens of other countries who enjoy parity of treatment) and one for non-EU citizens resident abroad.

The following criteria are applied to obtain the final score:

* 1. **for 90 %** the grade point average obtained in the third last year and penultimate year of secondary school (the marks for behavior, religion and physical education are not taken into consideration)
  2. **for 10 %** the personal statement letter

max. 10 points.

In the event of equal scores, candidates with a higher grade point average (calculated on the secondary school subjects taken into consideration) will be given priority. If scores are still equal, the younger candidate will have priority.

**Ranking lists Publication**

The ranking lists will be published on the website of the Free University of Bozen/Bolzano ([www.unibz.it](http://www.unibz.it)) and are only valid for the academic year for which they have been drawn up. Publication:

For the first pre-enrolment session, likely by 22nd April 2013.

For the second pre-enrolment session, likely by 9th September 2013.

In order to form these ranking lists, the University can only evaluate the documentation presented by the pre-enrolment deadline.

**How candidates of the first session are guaranteed a place on the course**

If you have been admitted through the ranking lists, you will have to pay the first instalment of university fees (€ 741)) and **deliver the receipt to the Secretariat in Bruneck/Brunico by 17th May 2013**. (Please note that payment will only be accepted once the receipt has been presented personally or via e-mail - it is not enough just to make the payment). Once this receipt has been received, you are guaranteed a place on the course. If you do not deliver the receipt to the Secretariat in Bruneck/Brunico by the deadline, you will automatically lose your place and there will be a period where candidates of the 1st 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 2nd session.

Please note that payment does not allow you to receive student status, which will be acquired upon enrolment in August/September. If you have a guaranteed study place but you do not enrol, there will be no refund of the university fees unless you do not pass your secondary school final exam or, in the event of non-EU candidates resident abroad, you do not receive the necessary documents from the Italian authorities in your country.

**Enrolment**

Qualified candidates in the first session may enrol from 1st August 2013, for the **Bachelor in Tourism, Sport and Event Management.**

Qualified candidates in the second session may only enrol after the publication of the ranking list (likely on 9th September 2013).

You need to submit your application in person **by 2nd October 2013, 12:00 midday** at the Secretariat in Brunico/Bruneck.

The receipt for first payment of university fees (if this was not delivered in May) must be enclosed with the application.

**Candidates 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 or authenticated copy of the qualification obtained at the conclusion of secondary education;
* original of the official translation of their qualification into Italian (translation is not necessary if the certificates have been issued in the German-speaking area).

**Non-EU citizens** must also enclose a valid permit to stay in Italy.

If you are a student intending to transfer from another Italian university to the Free University of Bozen/Bolzano, you must enclose with the enrolment form a copy of the transfer application presented at your university of origin.

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).

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

**Tuition fees**

Enrolment taxes and fees for the 2013/2014 academic year and the provincial tax for the right to study amount to **€ € 1341**.

Taxes are to be paid through a bank transfer in **two different instalments**

* the 1st instalment\* for an amount of € 741 by 17th May 2013 (for pre-enrolled students from the first session) or by enrolment (for pre-enrolled students from the second session),
* the 2nd instalment for € 600 by 31st March 2014.

**\*** The first instalment amount includes the provincial tax of € 141 and a revenue stamp of € 14.62.

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 university fee (as well as from the provincial tax).

Students who benefit from a scholarship granted by the Autonomous Province of Bozen - Bolzano (see below) are entitled to receive a refund of the tuition fees paid in the academic year.

**Recognition of credit points**

After enrolment, credit points gained at the end of previous university studies can be accredited if they are compatible with the subjects offered. On the request of the student those credit points will be evaluated by the relevant Degree Council and then, if recognized, inserted in the student’s career.

Exams passed at other Italian universities in which the study career has been concluded following an official withdrawal request will not be recognized.

Recognition applications must be submitted by the deadline, if available, established by the Faculty.

**Student resources**

**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** in Bolzano-Bozen or Bressanone-Brixen can be accepted starting Wednesday, 10th April 2013. It is advisable to do the application for accommodation as soon as possible, already upon pre-enrolment at the university or before knowing the admission procedure results: the assignment of accommodation in student hostels follows a first-come first-served policy. Further information regarding registration procedure will be available on the services portal of the Autonomous Province of Bozen - Bolzano from mid-March: [www.provincia.bz.it/diritto-allo-studio](http://www.provincia.bz.it/diritto-allo-studio) > Assistenza universitaria > Alloggi in Alto Adige.

Students who are looking for rooms in Bruneck/Brunico can find adverts for rooms and flats for rent on the notice boards in the Bruneck/Brunico premises. They can also see what is available at: [accommodationunibz.blogspot.com](http://accommodationunibz.blogspot.com/).

For information 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. Students from non-EU countries will be eligible for these study grants only after one year of regular residence in South Tyrol.

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

**Advisory service**

The Advisory Service 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 you can view information material and receive information about the courses. There is also an individual consultation service available for anyone who is interested.

Addresses and telephone numbers can be found on the last page of this Manifesto.

**Students with disabilities or learning disorders**

If you have a disability or a learning disorder, the Advisory Service will provide support throughout your time with us at the University.

If you need advice or information about access to and movement around the premises, or about the benefits and opportunities available to students with disabilities, please contact the Advisory Service when you submit your pre-enrolment application and in any case at least one month before any admissions exams that you have to do. In this way we can guarantee any assistance that is necessary so that you can sit the admission exams without difficulty.

Information concerning exemptions to paying university fees can be found in the paragraph entitled “Tuition fees”.

Other forms of support are offered by the School and University Welfare Office of the Autonomous Province of South Tyrol (address and other details can be found on the last page).

**Study plan**

The Bachelor in Tourism Sport and Event Management conists of 22 subjects that are worth a total of 159 credit points (CP). There are a further 21 credits for the following:

* 12 CP for optional courses chosen by the students, provided that they are related to the degree itself(\*);
* 3 CP for the final degree thesis;
* 6 CP for the internship.

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

For the main teaching activities, 6 hours of teaching are worth one credit point.

Due to the intercultural and multilingual organisation of the degree course, each language course is worth 3 CPs.

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

Students must demonstrate proficiency in the official teaching language of the course at least at the B1 level of the Common European Framework of Reference in order to sit the relevant exam.

Teaching takes place at the Free University of Bozen/Bolzano, at the School of Economics and Management’s Brunico/Bruneck premises, piazzetta dell´Università/Universitätplatz, 1. The calendar detailing lecture halls and lecture times can be found on the website of the Free University of Bozen/Bolzano.

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| **Main subjects** | **CP** | **Pre-requisites** |
| **1st year** |  |  |
| Economics 1 | 8 |  |
| Mathematics for Economists TSE (modular) |  |  |
| M-1 Mathematics for Economists A TSE | 6 |  |
| M-2 Mathematics for Economists B TSE | 6 |  |
| Introduction to Legal Systems TSE (modular) |  |  |
| M-1 Public Law | 6 |  |
| M-2 Private Law | 6 |  |
| Introduction to Accounting | 8 |  |
| Introduction to Management | 8 |  |
| Information Systems and Data Management | 6 |  |
| Foreign Language 1 – Specialized Language Course for Economics (\*) | 3 |  |
| Foreign language 2 (\*) - Specialized Language course for Economics | 3 |  |
| **2nd year** |  |  |
| Business Economics | 6 |  |
| Communication Skills and Strategies | 6 |  |
| Statistical Methods for Empirical Research | 7 |  |
| Financial Analysis | 7 |  |
| Principles of Marketing | 7 |  |
| Foreign Language (Spanish or French) | 6 | Foreign language – Specialized Language course for economics 1 and 2 |
| Entrepreneurship (modular) |  |  |
| M-1 Strategic Management | 6 |  |
| M-2 Leadership | 6 |  |
| Typical Subjects 1 | 6 |  |
| Typical Subjects 2 | 6 |  |
| **3rd year** |  |  |
| Internship | 6 |  |
| Financial and Operations decision making (modular) |  |  |
| M-1 Introduction to Corporate Finance | 6 |  |
| M-2 Management Accounting | 6 |  |
| Applied Business Law | 6 |  |
| Applied Economic Law | 6 |  |
| Typical Subjects 3 | 6 |  |
| Complementary subjects 4 | 6 |  |

**1 Typical Subjects**

Students will have to choose one of the following subjects worth 6 CPs:

Destination Development

Tourism Economics

Economics of Sport and Events

**2 Typical Subjects**

Students will have to choose one of the following subjects worth 6 CPs:

Management of Sports and Events Facilities

Event Management and Planning

Distribution channels and Intermediaries in Tourism

Management of Travel and Transport organizations

**3 Typical Subjects**

Students will have to choose one of the following subjects worth 6 CPs:

Sustainable Tourism and Rural Development

Tourism and Regional Products

**4 Complementary subjects**

Students will have to choose one of the following subjects worth 6 CPs:

International Tourism Management

International Sport and Event Management

Strategic Tourism Marketing and Tourism Management

Marketing and Sponsorship of Sports and Events

(\*) Students have to pass two of the three language exams, but cannot choose the language in which they sat their final examinations at secondary school.

Students who obtained their secondary school leaving qualification at one of the trilingual secondary schools of the Ladin areas of South Tyrol must choose the language, besides English, in which they intend to sit the exams of the mandatory language courses. They have to communicate their option to the Faculty Administration by the deadline established.

In the event no prerequisites are formally required, professors reserve their right to suggest the courses to be followed before their own lectures.

**2013/14 Academic Calendar**

**1st session**

|  |  |
| --- | --- |
| Pre-enrolment | 01.03.2013 - 28.03.2013 |
| Language Tests | from 09.04.2013 |
| Publication of ranking lists | 22.04.2013 |
| Payment of the 1st instalment of the fees | by 17.05.2013 |
| Enrolment | 01.08.2013 - 02.10.2013 |

**2nd session**

|  |  |
| --- | --- |
| Pre-enrolment | 02.04.2013 - 20.08.2013 |
| Language Tests | from 09.04.2013 |
|  | from 07.05.2013 |
|  | from 16.07.2013 |
|  | from 22.08.2013 |
| Summer language courses | from 30.07.2013 |
| Publication of ranking lists | by 09.09.2013 |
| Enrolment | 09.09.2013 - 02.10.2013 |

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| --- | --- |
| 1st semester |  |
| Classes | 30.09.13 - 21.12.13 |
| Exams (extraordinary session) | 09.12.13 - 18.12.13 |
| Christmas holidays | 22.12.13 - 05.01.14 |
| Classes | 07.01.14 - 25.01.14 |
| Exams (ordinary session) | 27.01.14 - 25.02.14 |
|  |  |
| 2nd semester |  |
| Classes | 24.02.14 - 17.04.14 |
| Easter holidays | 18.04.14 - 21.04.14 |
| Classes | 22.04.14 - 14.06.14 |
| Exams (extraordinary session) | 19.05.14 - 31.05.14 |
| Exams (ordinary session) | 16.06.14 - 19.07.14 |
|  |  |
| Autumn Session |  |
| Exams (ordinary session) | 01.09.14 - 30.09.14 |

**For Further Information:**

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| --- | --- | --- | --- |
| **WHO?** | **WHAT?** | **WHERE?** | **WHEN?** |
| **Advisory Service**  Tel. +39 0471 012 100  [study@unibz.it](mailto:study@unibz.it) | General information and course guidance, foreign students and students with disability, accommodation | At Bozen/Bolzano:  Universitätsplatz/Piazza Università 1  Building E – 1st floor  Office E1.23 Infopoint | Tue + Thu 14:00 - 16:00  Wed + Fri 10:00 - 12:30 |
| At Brixen/Bressanone:  Regensburger Allee/Viale Ratisbona, 16  1st floor  Office 1.07 | Thu 14:00 - 16:00 and by appointment |
| **Student Secretariat**  Tel. +39 0471 012 200  [student.secretariat@unibz.it](mailto:student.secretariat@unibz.it) | Online application | Bozen/Bolzano  Universitätsplatz/Piazza Università 1  Building B – 1st floor  Office B1.10 | Mon + Wed + Fri 09:00 - 12:00  Tue + Thu 14:00 - 16:00 |
| **School of Economics and Management**  Tel. +39 0471 013 000  [schoolofeconomics@unibz.it](mailto:schoolofeconomics@unibz.it%20) | Admission procedure, ranking lists, didactics | Bozen/Bolzano  Universitätsplatz/Piazza Università 1  Building E – 4th floor  Office E.402 | Mon 10:00 - 12:00 / 13:30 - 16:30  Wed 10:00 - 12:00 / 14:00 - 16:00  Thu 10:00 - 12:00  Fri 13:30 - 16:30 |
| **Secretariat – Bachelor in Tourism, Sport and Event Management**  **Tel. +39 0474 013 600**  [tourism@unibz.it](mailto:tourism@unibz.it%20)  [sport-event@unibz.it](mailto:sport-event@unibz.it)  [tourism-sport-event@unibz.it](mailto:tourism-sport-event@unibz.it) | enrolment, tuition fees | Bruneck/Brunico  Universitätsplatz/Piazza Università 1  1st floor | From Mon to Fri 08:30 – 12:30 |
| **Language Centre**  Tel. +39 0471 012 400  [language.centre@unibz.it](mailto:language.centre@unibz.it) | Online upload of language certificates, enrolment to language assessment tests, language courses | At Bozen/Bolzano:  Universitätsplatz/Piazza Università 1  Building E – 1st floor  Office E1.23 Infopoint | Tue + Thu 14:00 - 16:00  Wed + Fri 10:00 - 12:30 |
| At Brixen/Bressanone:  Regensburger Allee/ Viale Ratisbona, 16  1st floor  Office 1.17 | Thu 09:00 - 11:00 (from October to June) |
| **Amt für Hochschulförderung, Universität und Forschung / Ufficio per il Diritto allo Studio universitario, l’Università e la Ricerca scientifica**  Office for School and University Assistance  Tel. +39 0471 412 941  / 412 927  [hochschulfoerderung@provinz.bz.it](mailto:hochschulfoerderung@provinz.bz.it) | Grants, accommodation in student halls | Bozen/Bolzano  Andreas-Hofer-Straße/Via Andreas Hofer, 18  2nd floor  Office 209, 213, 216 (Grants)  Office 214 (Student halls) | Mon, Tue, Wed, Fri 09:00 - 12:00  Thu 08:30 - 13:00/14:00 - 17:30 |
| **Südtiroler HochschülerInnenschaft / Associazione studenti universitari sudtirolesi (sh.asus)**  Tel. +39 0471 974 614  [bz@asus.sh](mailto:bz@asus.sh) | General information, support in filling out the application forms for grants | Bozen/Bolzano  Kapuzinergasse/Via dei Cappuccini 2  Ground floor | From Mon to Thu 09:00 - 12:30 / 14:00 - 17:00  Fri 09:00 - 12:30 |