



**School of Business Administration,
Southwestern University of Finance and Economics, China**

-and-

**Department of Economics and Management,
University of Pavia, Italy**

DOUBLE MASTER DEGREE PROGRAMME AGREEMENT

School of Business Administration, Southwestern University of Finance and Economics (hereinafter referred to as SBA, SWUFE) and **University of Pavia - Department of Economics and Management** (hereinafter referred to as DE&M), being aware that the quality of their research and teaching is strengthened by the establishment of international cooperation links, agree to implement a Double Master Degree Programme Agreement in accordance with the principles and guidelines set below.

1. PURPOSE

- 1.1 The purpose of this Agreement is to describe the specific terms and conditions agreed to by DE&M and SBA, SWUFE regarding cooperation on a 1+1 Double Master Degree Programme.

2. PROGRAMME

2.1 Attributable Titles

- DE&M will provide two Masters in:
 - **Laurea Magistrale in “International Business and Entrepreneurship”** (hereafter MIBE)
 - specialization in International Management
 - specialization in Digital Management
 - **Laurea Magistrale in “Economics, Finance and International Integration”** (hereafter MEFI)
 - specialization in Finance
 - specialization in Industrial organization and market regulation
 - specialization in International Economic Integration and Development.
- SWUFE will provide a Master degree in:
 - **Marketing Management.**

- 2.2 DE&M agrees to accept up to 6 (six) qualified students from SWUFE each year, 4 (four) for MIBE and 2 (two) for MEFI. SBA, SWUFE agrees to accept up to 6 (six) qualified students from DE&M each year, 4 (four) from MIBE and 2 (two) from MEFI. This agreed number of participating students may be adjusted on a yearly basis upon agreement of the parties. Each party is responsible for selecting students.

- 2.3 The host university takes the final decision on the admission of the selected candidates

2.4 Skill Level Language

Each institution will provide, through the process of double-degree selection, to test knowledge of English for their outgoing students:

- 2.4.1 At University of Pavia, the required level of language skills, in the framework of this program, corresponds to level B2 of English as described in the “European Language Portfolio” from the Council of Europe;

At SBA, SWUFE, the required level of language skills, in the framework of this program, corresponds to level B2 of English as described in the “European Language Portfolio” from the Council of Europe.

2.5 Selection procedures

2.5.1 Students from both institutions enrolled in this Double Master Degree programme will attend the first year of studies at their home institution and the second year at their host institution.

2.5.2 Candidates are selected by their home Universities based on academic criteria and motivation.

The results of the selection phase will be transferred by the home University to the host University at the latest in late May preceding the start of the academic year of mobility and each folder should contain:

- CV of applicant;
- Copy of Bachelor degree (with grade and issue date);
- Copy of graduate transcript;
- Filled application form;
- Nomination letter in the double-degree programme from the home University.

2.6 Student registration

2.6.1 Students participating in the double-degree programme will be registered simultaneously, during their year abroad at the partner institution, both at their home institution and at their host institution, however they will be exempted from registration fees in the latter and they will pay registration fees only at their home institution.

2.6.2 All other costs, including but not limited to travel, insurance, living and personal expenses shall be paid by students themselves. In particular, students enrolled in the double-degree programme shall have the required insurance coverage, according to the rules of the partner Universities.

2.6.3 In all cases students are subject to the rules and regulations prescribing student conduct at host institution.

2.6.4 Students who fulfil all the requirements will be eligible to receive a Master degree from DE&M (MIBE or MEFI) and a Master degree from SWUFE.

2.7 Double Degree programme

2.7.1 **SWUFE Students** who make their mobility to DE&M will complete in DE&M the entire second year (terms 3 and 4) of the Master's to obtain the MIBE or MEFI Master.

2.7.2 These students will study the 1st year of the program at SWUFE and in the 2nd year, they will enrol in the MIBE or MEFI Master's, according to the rules that apply to students at the University of Pavia. After admission, the University of Pavia will recognize the courses, which the student has completed at the home University according to the present Agreement between both partner Universities.

2.7.3 To enrol in the second year at University of Pavia, students shall certify to have acquired 60 credits corresponding to the 1st year of the study program. It is the responsibility of the Administration Coordinator of SBA, SWUFE, to send in late August preceding the start of the academic year of mobility to the Administration Coordinator of DE&M, a transcript of records, written in English, of passed exams at the home University, which should contain at least the following information:

- Student's name;
- Date of birth;

- Sending institution;
- Exams taken;
- Exams grades;
- Number of activities hours for every single course (see table A in Appendix)

2.7.4 In order to be enrolled in the second year at the DE&M: students from SWUFE must have successfully completed 60 ECTS credits at SWUFE. In addition, they must meet the general admission and procedure requirements to DE&M. In exceptional cases approved by the program coordinators of both institutions, students that would have not acquired the 60 ECTS might be authorized to continue and register to the DE&M. The number of credits failed cannot be superior to 15 ECTS. In order to get the degree, these credits will have to be successfully passed by the students in order to acquire the total of the 120 ECTS composing the programme.

2.7.5 In their second year students of SWUFE at Pavia must follow the activities below, concerning **MIBE** Master:

ECTS required	MIBE - Details of educational activities
60 ECTS	Courses: 36 ECTS of which 3 ECTS in foreign language compulsory for the International Management Track
	<i>alternatively:</i> Courses 24 ECTS and 12 ECTS for internship
	Master Thesis: 24 ECTS

2.7.6 In their second year students of SWUFE at Pavia must follow the activities below, concerning **MEFI** Master:

ECTS required	MEFI - Details of educational activities
60 ECTS	Courses: 33 ECTS
	Language course: 3 ECTS
	Master Thesis: 24 ECTS

2.7.7 The curriculum that the student will prepare has to ensure compliance with the requirements of following art. 2.7.13, taking into account the courses already passed at the home University.

2.7.8 **Students of DE&M** who make their mobility to SBA, SWUFE will complete at SBA, SWUFE their full second year (semesters 3 and 4) of the Master's to obtain the title in Master Degree in Marketing Management.

2.7.9 These students will study the 1st year of the program at DE&M and in the 2nd year, they will enrol in the Master Degree in Marketing Management, according to the rules that apply to students at SBA, SWUFE. After admission, SBA, SWUFE will recognize the courses, which the student has completed at the home University according to the present Agreement between both partner Universities.

2.7.10 To enrol in the second year at SBA, SWUFE, students shall certify to have acquired 60 ECTS corresponding to the 1st year of the study program. It is the responsibility of the Administrative Coordinator of DE&M to send in late August preceding the start

of the academic year of mobility to the Administration Coordinator of SBA, SWUFE, a transcript of records, written in English, of passed exams at University of Pavia, which should contain at least the following information:

- Student's name;
- Date of birth;
- Sending institution;
- Exams taken;
- Exams grades;
- Number of ECTS acquired for every single course (see table A in Appendix)

2.7.11 In order to be enrolled in the second year at the SBA, SWUFE: students from DE&M must have successfully completed 60 ECTS credits of the MIBE or MEFI at the DE&M. In addition, they must meet the general admission and procedure requirements to SBA, SWUFE. In exceptional cases approved by the program coordinators of both institutions, students that would have not acquired the 60 ECTS might be authorized to continue and register to the SBA, SWUFE. The number of credits failed cannot be superior to 15 ECTS. In order to get the degree, these credits will have to be successfully passed by the students in order to acquire the total of the 120 ECTS composing the programme.

2.7.12 In their second year students of DE&M at SBA, SWUFE must follow the activities below:

ECTS required	Details of educational activities
65 ECTS	Courses: 50 ECTS
	Literature Review and Thesis Proposal: 5
	Master's Thesis: 10

2.7.13 The double degree programme will cover a two years' period to reach 120 ECTS credits. In order to satisfy the Italian minimum ministerial study curriculum, set by the Italian University system, students participating in this Double Degree programme (both Italian and foreign) must acquire, during the two years, the number of credits indicated in the study plan of the considered period for the subject areas listed below:

- Economics area
- Business area
- Mathematics / Statistics area
- Legal area

2.7.14 In order to satisfy the requirements of the curriculum of SBA, SWUFE, students participating in the double-degree program must acquire 47 SWUFE credits in the two years.

2.7.15 The student may satisfy the above constraints with exams taken at the home University or host University and can obtain the credits by taking the exams mentioned in the Double Degree programme they are enrolled in.

- 2.7.16 Each University should inform its partner of any programme modification (i.e. change of academic year) before the students' selection to allow the double degree programme update accordingly.

2.8 Thesis dissertation

- 2.8.1 Students in the double degree programme will be required to complete the written and oral defence of their dissertation which should be supervised and accepted by one professor at the home university and one professor at the host university. The deadline for dissertation conclusion may be extended for at least one additional semester.
- 2.8.2 According to Italian academic rules, the students of both universities have to defend their dissertation in front of a DE&M committee during an official graduation session, in which may participate also the SBA, SWUFE supervisor.
- 2.8.3 Students if they wish, can obtain the release of the paper version of the Italian Degree, requesting it at the general secretariat of students and paying the required fee.

2.9 Fulfilments concerning diploma degree

- 2.9.1 The official transcripts from the host institution, written in English, for each student will be sent to the programme coordinator of their home institution.
- 2.9.2 The diplomas from the host institution for each student will be sent, regarding DE&M from Central Student Management office, directly to the student, as stated by Italian Privacy Law requirements; regarding SBA, SWUFE will be sent to the programme coordinator of their home institution. However, no degree shall be awarded to a double degree programme participant by SWUFE and DE&M until the participant is awarded the appropriate degree by his/her home institution.
- 2.9.3 In order to meet the requirements of the Ministry of Education of the People's Republic of China, students from DE&M must have registered and been enrolled at SBA, SWUFE for at least three years when they receive their degree.

2.10 Withdrawal from the Program

- 2.10.1 In the event that a student decides to withdraw from the double degree program, he/she can apply to transfer to the Home University the activities obtained at the host University according to the table of conversion activity hours.
- 2.10.2 Students who have failed to complete the degree requirements of the host institution and wish to remain beyond the planned one-year period to complete their degree must have the written permission for a programme extension from DE&M programme coordinator and from SBA SWUFE. Additional tuition, fees and programme details will be contained in the written request for permission for an extension.

2.11 Use of trademark

- 2.11.1 The partners agree to use their name and logo on all promotional material, literature on the program and other documents related to the program.

2.12 Dispute resolution

- 2.12.1 If there is any dispute, the parties agree to negotiate in good faith and in the first instance the dispute shall be referred to the Program coordinator of each Party.

- 2.12.2 If a dispute cannot be resolved by the Program coordinator of each party, the dispute shall next be referred to the nominated senior representatives of each party. Any decision reached by the senior representatives will be binding on the parties.

3. GENERAL CONDITIONS AND FINANCIAL CONCERNS

- 3.1 Both parties will assist in finding appropriate accommodation for participating students who are responsible for paying lodging and other living expenses as well as for additional expenses during their studies (including fees for student services and certificates)
- 3.2 All hospital and other medical expenses are the responsibility of participating students. Each student exchanged under this agreement must purchase insurance to cover medical contingencies while in the host country.

4. PROGRAMME COORDINATORS

4.1 Steering committee

The partners, in close collaboration, assure the monitoring of the DD program. A steering committee ensures and guarantees the quality of the curriculum. The committee is composed of a Program coordinator and an Administration coordinator from each of the two partner universities. These representatives guarantee the respect of academic standards of their own university in the framework of the implementation of the program. They are fully competent to represent the program to external partners and to coordinate the implementation of a coherent curriculum. They are also responsible for the mentoring of students as well as to all issues relating to the admission in the curriculum.

Steering committee

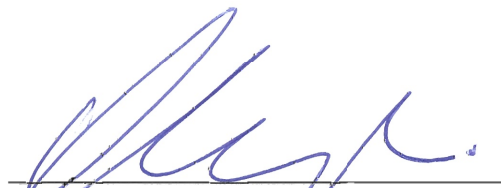
SBA, SWUFE	DE&M - University of Pavia
<u>Program coordinator</u> SBA, SWUFE Mingfeng Tang Director of International Affairs Office and Sino-French Innovation Research Center Tongbo Building, 555 Liutai Ave., Wenjiang, Chengdu, 611130, Sichuan, R.P.China tang@swufe.edu.cn	<u>Program coordinator</u> DE&M Claudia Tarantola (Economics area) Birgit Hagen (MIBE) Via S. Felice al Monastero, 5 27100 Pavia Italy birgit.hagen@unipv.it claudia.tarantola@unipv.it
<u>Administration coordinator</u> SBA, SWUFE Catherine Zhou A414, Tongbo Building, 555 Liutai Ave., Wenjiang, Chengdu, 611130, Sichuan, R.P. China zry@swufe.edu.cn	<u>Administration coordinator</u> DE&M Federico Franceschini Via S. Felice al Monastero, 5 27100 Pavia Italy double-degree.dem@unipv.it

5. DURATION, AMENDMENT, REVIEW AND TERMINATION OF AGREEMENT

- 5.1 This agreement shall take effect from the date of the last signature signed below and remain in force for a period of 5 (five) years. It shall be subject to revision, modification or renewal by mutual written agreement.
- 5.2 The agreement may be terminated by either DE&M or SBA, SWUFE by written notice at least six months in advance to the other. Any termination will not affect students already engaged in this programme from completing their activities at the host institution.

IN WITNESS WHEREOF, this Agreement has been signed by the proper representatives:

**For Department of Economics and
Management, University of Pavia**



Name: **Antonio Majocchi**

Title: **Director of the Department**

Date: 17/01/2018

**For School of Business Administration,
Southwestern University of Finance and
Economics**



Name: **Gang Kou**

Title: **Executive Dean**

Date: 28/12/2017

APPENDIX A

Study plan of MIBE

(to be inserted 1st and 2nd year)

Study plan of SWUFE

(to be inserted 1st and 2nd year)

Study plan of MEFI

(to be inserted 1st and 2nd year)

APPENDIX B

Table of conversion activity hours (C.H.A)

Hours of activity	ECTS of activities
32,85	4,5
27, 01	3,7
7,30	1

Table of conversion class hours (SWUFE)

Hours of class	SWUFE Credits
48	3
27 or 32	2
16	1

Table of conversion marks (C.M.)

SWUFE	DE&M	ECTS SYSTEM
100/100	30/30 cum laude	A (excellent)
100/100	30/30	
95/100	29/30	B (very good)
93/100	28/30	
90/100	27/30	
88/100	26/30	C (good)
85/100	25/30	
82/100	24/30	
79/100	23/30	D (satisfactory)
75/100	22/30	
72/100	21/30	
69/100	20/30	
65/100	19/30	E (satisfactory)
60/100	18/30	
<60	Fail	fail

SWUFE Grading System		
Grade	Grade Point	Score (out of 100)
A+	4.5-5.0	95-100
A	4.0-4.4	90-94
A-	3.5-3.9	85-89
B	3.0-3.4	80-84
B-	2.5-2.9	75-79
C	2.0-2.4	70-74
C-	1.5-1.9	65-69
D	1.0-1.4	60-64
E	0	<60