School of Medicine and Surgery

Admission notice, Academic Year 2017-2018

Second-cycle degree taught in English with limited places

Pharmaceutical Biotechnologies

Class LM-9 of the Second-cycle degrees in Pharmaceutical, Medical and Veterinary Biotechnologies
1. DEGREE COURSE AND PLACES AVAILABLE

Enrolments for the Academic Year 2017-2018 of the Second-cycle degree course with limited places in Pharmaceutical Biotechnologies of the School of Medicine and Surgery are open. The following places are available for the first year:

◊ 45 places for EU and non-EU citizens legally staying in Italy, who will be selected through a written entry test;
◊ 5 places available for non-EU citizens residing abroad (1 of which for citizens on the “Marco Polo” programme) who will be selected in advance based on their qualifications.

To enrol in the second-cycle degree course, participants need to:

1) Have a first-cycle degree or a three-year Italian Diploma Universitario or other foreign degree recognised by current legislation and which the participant may already have or be about to earn
   ◊ By 31st July in case of the selection of non-EU candidates staying abroad (section 3);
   ◊ By 13th October 2017 in case of the selection of EU and non-EU candidates staying in Italy; should any places remain vacant, candidates graduating by 5th December 2017 may also be admitted;
2) Meet the minimum curricular requirements of the Course they choose which are specified in annex 1 and which will be checked through the online pre-enrolment application (See section 3) and through the possible submission of the minimum curricular requirement assessment application as set forth in section 3.3, if needed as specified in section 2;
3) A good position in the merit list, as set forth for selections in sections 3 and 4.

The full sheet on this Degree course is available at [http://en.didattica.unipd.it/offerta/2017/ME/ME2193/2015](http://en.didattica.unipd.it/offerta/2017/ME/ME2193/2015).

The normal duration of the course is 2 years at the end of which students have 120 European University Credits (ECTS) and have a second-cycle degree in Pharmaceutical Biotechnologies - Biotecnologie Farmaceutiche.

For this course, students can opt to study part-time. For more information, please go to [http://www.unipd.it/studiare-tempo-parziale?target=Futuri%20studenti](http://www.unipd.it/studiare-tempo-parziale?target=Futuri%20studenti).

2. MINIMUM CURRICULAR REQUIREMENTS TO BE ADMITTED TO THE COURSE

To enrol, candidates must meet specific curricular and educational background requirements, pursuant to art. 6, par. 2 of DM no. 270/04.

The curricular requirements to be met are:

a) A degree from classes L-2 Biotechnologies, L-13 Biological Sciences, L-27 Chemical Sciences and Technologies, L-SNT3 – Technical health professions ex DM 270/04 or a degree from classes 1- Biotechnologies, 12- Biological Sciences, 21- Chemical Sciences and Technologies, SNT3 - Technical health professions ex DM 509/99

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1 Activation of the first year of the degree course depends on accreditation pursuant to D.M. 987 of 12/12/16 and until the minimum number of 6 pre-enrolments is reached. If the degree course is not accredited or the number of pre-enrolment applications is less than 6, the degree course will not be activated. We would like to point out that so far, the course has always met these conditions. All information on course activation will be published at [http://www.unipd.it](http://www.unipd.it).
b) 50 ECTS in the following areas (SSD): BIO/09 Physiology, BIO/10 Biochemistry, BIO/11 Molecular biology, BIO/12 Clinical biochemistry and Clinical Molecular Biology, BIO/13 Applied Biology, BIO/14 Pharmacology, BIO/15 Pharmaceutical biology, BIO/16 Human Anatomy, BIO/17 Histology, BIO/18 Genetics, BIO/19 General microbiology, CHIM/01 Analytical Chemistry, CHIM/02 Physical chemistry, CHIM/03 General and inorganic chemistry, CHIM/04 Industrial Chemistry, CHIM/06 Organic chemistry, CHIM/08 Pharmaceutical chemistry, CHIM/09 Applied Pharmaceutical Technology, CHIM/10 Food chemistry, CHIM/11 Fermentation Chemistry and Technology, MED/03 Medical genetics, MED/04 General pathology, MED/07 Microbiology and Clinical microbiology, VET/01 Anatomy of Domestic Animals, VET/03 General Pathology and Veterinary pathological anatomy, VET/05 Infectious diseases of domestic animals, VET/07 Veterinary Pharmacology and Toxicology.

In case of candidates with an Italian qualification different from those of DM 509/99 or DM 270/2004 or with a foreign qualification, curricular requirements will be checked by the admission commission.

AND

b) B1 level of English is required.

3. SELECTION OF NON-EU CITIZENS RESIDING ABROAD (5 PLACES) – ASSESSMENT OF QUALIFICATIONS

The selection of non-EU candidates residing abroad (5 places) is done by assessing the candidates’ qualifications. Here is how to correctly complete the enrolment process for the selection.

3.1 Registration
To log on to the https://uniweb.unipd.it/Home.do?cod_lingua=eng portal, candidates with no credentials first need to register by going to https://uniweb.unipd.it/AddressBook/ABStartProcessoRegAction.do. At the end of the registration process each candidate will be emailed a username and activation code. The candidate will then need to go to https://uniweb.unipd.it/password/index.php/en/utenti/identifica/azione/a, choose three security questions and set a password. Your username and password will then need to be used to log on to and access the registered area of the https://uniweb.unipd.it/Home.do?cod_lingua=eng portal.

3.2 Pre-enrolment application and documentation upload
The pre-enrolment application form must be filled in by 12.00 local time (GMT + 1) of 19th May 2017 by logging on to the reserved area of the https://uniweb.unipd.it/Home.do?cod_lingua=eng portal.

After logging in, candidates need to click on Home → Admission Test → Proceed with a new pre-enrolment → Pre-enrolment for limited places → Course Type: ‘Second-cycle degree’ → Pharmaceutical Biotechnologies –non-EU candidates residing abroad (5 places).

To assess candidates’ qualifications and award them a score for the merit list, candidates need to upload the following documents:

- curriculum vitae in English;
- transcript of records of the qualification earned, preferably with ECTS statistics;
- any English language certificates;
- only for non-EU citizens residing in Italy: copy of their residence permit;
- copy of an ID document (ID card or passport);
- copy of the payment receipt for the € 30.00 pre-enrolment fee to be paid by MAV or bank transfer (see annex 1).

Further documents will be required during enrolment; for more information, please go to http://www.unipd.it/en/how-apply.

For further information or queries, candidates may contact the University Call Centre, available from Monday to Friday, from 9.00 to 17.00 local time (GMT + 1) at 0039-0498273131 or write to imma.uniweb@unipd.it.

Students with disability or specific learning disability (SLD) may contact the University Disability and Dyslexia Service (http://www.unipd.it/en/students-special-needs) to report any special needs they may have or to enquire about tuition fee reductions and services available for support in relation to class attendance.

The University of Padova offers **full fee-waivers for the academic year 2017-2018 to students with a foreign degree who enrol in first- and second-cycle degree courses taught in English.**

Prospective candidates can submit the fee-waiver application directly during the pre-enrolment process.

Fee-waivers are offered for 1 academic year.

For more information, please go to: http://www.unipd.it/en/tuition-fee-waivers-students-enrolling-degree-courses-held-english.

**3.3 Publication of results**

On 31st May 2017 the assessment results will be published at http://www.unipd.it/en/assessment-results.

Should the number of applications be higher than the number of places available, a merit list with an overall score based on an assessment of the applicant’s career will be published.

Admission is conditional on the verification of the qualifications claimed, on their actual awarding in case candidates have not obtained them yet, and on submission, on behalf of the candidates, of the documents listed at http://www.unipd.it/en/how-apply.

Along with the results, enrolment terms and conditions will also be published.

**4. SELECTION OF EU AND NON-EU CITIZENS RESIDING IN ITALY (45 PLACES) – ENTRY TEST**

The selection of **EU and non-EU candidates residing in Italy (35 places)** is done through a **written entry test.** Here is how to correctly complete the pre-enrolment process.

**4.1 Registration**

To log on to the https://uniweb.unipd.it/Home.do?cod_lingua=eng portal, candidates with no credentials first need to register by going to https://uniweb.unipd.it/AddressBook/ABStartProcessoRegAction.do.

At the end of the registration process each candidate will be emailed a username and activation code. The candidate will then need to go to https://uniweb.unipd.it/password/index.php/en/utenti/identifica/azione/a, choose three security questions and set a password.

Your username and password will then need to be used to log on to and access the registered area of the https://uniweb.unipd.it/Home.do?cod_lingua=eng portal.
4.2 Pre-enrolment application
The pre-enrolment application form must be filled in from 30th May to 12.00 local time (GMT + 1) of 5th September 2017 by logging on to the reserved area of the https://uniweb.unipd.it/Home.do?cod_lingua=eng portal.
After logging in, candidates need to click on Home → Admission Test → Proceed with a new pre-enrolment → Pre-enrolment for limited places → Course Type: ‘Second-cycle degree’ → Pharmaceutical Biotechnologies –EU and non-EU candidates residing in Italy (45 places).
After final confirmation of the application, candidates need to print the summary in which the place and date of the test are specified and also print the MAV payment form to pay the € 30,00 fee. Payment can be made from any Italian bank. If the candidate is abroad, they need to use the bank transfer form in annex 1.
After the deadline of 12.00 of 5th September 2017, the link will be deactivated and it won’t be possible to submit any other applications or amend any choices made.
The service may be temporarily unavailable during maintenance operations.
If candidates encounter any difficulties during the online process, they may write an email to imma.uniweb@unipd.it or call the University call centre at 049/8273131 from Monday to Friday from 9.00 to 17.00.
Candidates without IT access may use the IT kiosks available in the Enrolment Office in Padova (Via Venezia, 13) and in Treviso (Complesso San Leonardo, Riviera Garibaldi 13/e) during the days and times on the following page www.unipd.it/ufficio-immatricolazioni.

4.3 Assessment of minimum curricular requirements
Candidates with a degree from a class different from classes L-2 Biotechnologies, L-13 Biological Sciences, L-27 Chemical sciences and technologies, L-SNT3 – Technical Health professions ex DM 270/04 or a degree from classes 1-Biotechnologies, 12-Biological Sciences, 21-Chemical Sciences and Technologies, SNT3 - Technical health professions ex DM 509/99, must also fill in the PDF form to request the assessment of their minimum curricular requirements. The form is available at http://www.unipd.it/domanda-valutazione, and it must include a self-certification of the exams taken which are deemed relevant for admission.
Candidates need to hand it in to the Front Office of the Student Office in Lungargine del Piovego 2/3, - 35131 Padova, together with:
- a copy of the summary of the pre-enrolment form/s completed online;
- a photocopy of an ID document;
- copy of the payment receipt of € 30,00.
These documents can also be sent by recorded delivery letter, but only requests for the assessment of minimum curricular requirements received by the Front Office of the Student Office, Lungargine del Piovego 2/3, - 35131 Padova, by 5th September 2017 at the latest will be accepted and taken into consideration.

4.4 Entry test
The entry test will take place on 12th September 2017, at 15.00.
Candidates must come at 14.00 with a valid ID document and the original copy of the proof of payment through MAV so that the necessary checks can be made. Once the test starts, candidates showing up late will not be allowed to take the test.
The merit list will be drawn up based on a global score in hundredths which is the result of the entry test and the previous career which is calculated as follows:

1. Written test (up to 60 points max)
2. Degree classification (degree in the classes with direct access as specified above or degree considered valid in terms of specific requirements) which will be given up to 40 points calculated in the following way: 40 x (X – 66)/(110 – 66), where X is the degree classification.
The entry test at Pharmaceutical Biotechnologies – Biotecnologie Farmaceutiche for the Academic Year 2017-2018 has **60 questions in English** split in the following way:

a) 55 questions on basic knowledge of the following subjects: Chemistry, Biology, Biochemistry, Molecular Biology, Microbiology and Virology, Immunology  

b) 5 reading comprehension questions on a scientific text in English.

Candidates have 90 minutes to take the test and the final score is calculated in the following way:

a) 1 point for every correct answer,  
b) -0.1 points for every wrong answer  
c) 0 points for skipped answers.

Should more candidates have the same merit for the last place available in the merit list, the candidate with the highest degree classification will be given priority; if candidates still have the same merit, the youngest candidate will be given priority.

**4.5 Test Commission, test regulations, request for an individual test**

All information regarding the Test Commission and test regulations is available at [http://www.unipd.it/avvisi-ammissione-corsi](http://www.unipd.it/avvisi-ammissione-corsi).

Candidates with **disability or specific learning disability (SLD)** can request an individual test when doing the enrolment process on Uniweb (pursuant to laws no. 104/1992 and no. 170/2010).

The request must be filled in by sending the proper documentation (handicap certification, civilian disability or SLD diagnosis - the latter must not be more than 3 years old and issued by the NHS or specialists and clinics recognised by the NHS) together with an ID document and with a statutory declaration (dichiarazione sostitutiva di atto di notorietà) to the University Disability and Dyslexia Service. In the Statutory declaration the candidate declares that what stated in the certificate has not been revoked, suspended or modified (as set forth by Legislative Decree no. 5 (art. 4, comma 2) of 9 February 2012 converted to law no. 35 on 4 April 2012). All forms can be printed as pre-compiled directly from Uniweb and are available at [http://www.unipd.it/en/students-special-needs](http://www.unipd.it/en/students-special-needs).

Depending on the documentation submitted, any aids or supports to be used during the test will be evaluated, possibly by interviewing the candidate.

The request must be received by the University Disability and Dyslexia Service in via Portello, 23 Padova (fax no. 049-8275040) **by 12.00 of 5th September 2017**.

**5. PUBLICATION OF MERIT LISTS, ENROLMENT PROCEDURES AND RE-ASSIGNMENTS FOR CURRENT YEAR GRADUATES – EU AND NON-EU CITIZENS RESIDING IN ITALY**

Under penalty of expiration, graduates from another university must see to updating the information on their awarded qualification in their reserved area on Uniweb by the graduation date; they may add this information even after submitting their pre-enrolment form.

Graduates from Padova University will instead have to wait for the system to automatically update their degree information.

The **entry test results** will be published on **19th September 2017**. The merit lists, including the score of their qualification entry, will instead be published according to sections 5.1 and 5.2.

**5.1 Students who graduate by 13th October 2017**

The general merit list of the eligible candidates/winners and those not admitted, which will be used for enrolment until all places are filled, will be published at [http://www.unipd.it/graduatorie-ammisione](http://www.unipd.it/graduatorie-ammisione) on **18th October 2017**.
 Publication of the merit lists will serve as official communication to the persons concerned. The enrolment application must be submitted through each candidate’s personal area on Uniweb not later than 12.00 of 20th October 2017. All information on the enrolment process will be available at http://www.unipd.it/avvisi-ammissione-corsi and http://www.unipd.it/graduatorie-ammissione before the enrolment period officially opens; the first instalment of university fees to be paid is of € 561.00. Should any vacant places remain, enrolments will continue by direct call from the Student Office following the order on the merit list. Acceptance of the place and completion of the enrolment process must take place following the procedures and deadlines set by the student office; failure to follow the procedures and meet the deadlines to complete the enrolment will be considered as dropping out.

5.2 Current year graduates by 15 December 2017
Should places still be vacant after the enrolment process outlined in section 5.1 is over, a further re-assignment merit list will be published. All candidates who took the entry test and who graduated between 13th October and 15th December 2017 will be added to this list. This merit list will be published on 16th January 2018 at http://www.unipd.it/graduatorie-ammissione. Instructions on how to proceed to enrol will also be published. Enrolments will have to be completed no later than 31st January 2018.

6. CREDIT TRANSFER AND ACADEMIC TRANSFER CREDIT EVALUATION
In terms of the evaluation of credits gained in previous university careers, for the academic year 2017/2018 candidates must submit their pre-enrolment application and request of the assessment of minimum curricular requirements as stated above. In its decision, the Commission will state the year of admission and any academic transfer granted; admission is subject to any places available during the admission year. In case of admission to the first year, candidates will have to take part in the selection of this admission notice.

7. FOREIGN STUDENTS AND ITALIAN STUDENTS WITH A FOREIGN DEGREE
Foreign and Italian students with a foreign degree are admitted as per the provisions set forth by the Ministry of Education, Universities and Research and available at http://www.studiare-in-italia.it/studentistranieri/.
To complete their enrolment application, all candidates with a foreign degree must contact the Foreign qualification Office (Ufficio Titoli Esteri), segstudi.titolisteri@unipd.it; no extensions will be granted to submit the documents necessary to enrol.

8. PERSON IN CHARGE OF THE PROCEDURE, PRIVACY, REMARKS AND WARNINGS
1) Pursuant to art. 4 of law 241 of 7 August 1990 (New norms on administrative procedures and right to access administrative documents) and subsequent amendments, the President of the Assessment commission is appointed person in charge of the administrative procedure.
2) Person in charge of the Procedure to access the records: head of the Student Office, Donato Sigolo. Candidates may exercise their right to access the competition records following the procedures set forth by Presidential Decree no. 184 of 12 April 2006.
3) Same-time enrolment: information on same-time enrolment is available at http://www.unipd.it/avvisi-ammissione-corsi.
4) Regulations in place about statements: should false or mendacious statements by the candidate emerge, it being understood the sanctions provided for by the criminal code and special laws in place (art. 75 and 76 of presidential decree 445/2000), the candidate will automatically be unenrolled. The University will seek to be refunded for any benefits (e.g. scholarships) given to the candidate and will not reimburse any of the university fees paid by the candidate. The mendacious statement will also entail compensation for damages by the parties involved.

Further information on our privacy policy and regulations in place for enrolments is available at http://www.unipd.it/avvisi-ammissione-corsi.

Any amendments or additions to the content of this admission notice will be:
◊ published on the Official University Register;
◊ published on the university web pages at http://www.unipd.it/avvisi-ammissione-corsi

Current regulations in place apply in relation to any issues not expressly addressed in this admission notice.

Padova, 20 April 2017

The Rector
Prof. Rosario Rizzuto
# ANNEX 1 – PRE-ENROLMENT FEE BANK TRANSFER

## CREDIT TRANSFER REQUEST

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<th>€ 30.00 (Thirty euros)</th>
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<td>Reason for payment/Notes:*</td>
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<td>(*) Information for the bank: insert the note with no interruptions</td>
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### Beneficiary:
Università degli Studi di PADOVA  
Via 8 Febbraio, 2 - 35122 Padova

### Bank name:
Cassa di Risparmio del Veneto - Gruppo Intesa Sanpaolo

**International Bank Account Number (IBAN):**

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<td>CIN</td>
<td>ABI</td>
<td>CAB</td>
<td>ACCOUNT NO.</td>
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**BIC/SWIFT code for international transfers:** IBSPIT2P

### Please make the transfer by:
- [ ] payment in cash
- [X] Direct Debit from account no. ___________________________

**Payer:**
- Surname/Name: _____________________________
- Place and date of birth ___________________________ On ___/___/_______
- Tax Code: ___________________________
- Full Address: ___________________________
- Identity Document: ___________________________

**Date:** ___/___/_____  
**Signature:** ___________________________