School of Medicine and Surgery

Admission notice, Academic Year 2017-2018

Second-cycle degree course in English with limited places
Medical Biotechnologies

Class LM-9 – Pharmaceutical, Medical and Veterinary Biotechnologies
1. DEGREE COURSE AND PLACES AVAILABLE

Selections to the second-cycle degree in **Medical Biotechnologies** (school of Pharmaceutical, Medical and Veterinary Biotechnologies), to be held in English, for the Academic Year 2017-2018 and with limited places are open.

The course has two curricula:
- General;
- Molecular Medicine, the second semester of which is to be spent at the **University of Ulm** (Germany). A combined degree with the University of Ulm is conferred at the end of the studies.

The following places are available for the first year:
- 32 places for EU and non-EU citizens legally staying in Italy;
- 5 places available for non-EU citizens residing abroad, who already took part in the Spring selection for the General curriculum.

More specifically, during the present selection the following places are available:
- **27 places** in the General curriculum, only for EU and non-EU citizens regularly staying in Italy;
- **5 places** in the Molecular Medicine curriculum and available to all candidates; please note that the only non-EU candidates residing abroad who may take part in the selection for this curriculum are those who already won the Spring selection for the General curriculum.

To enrol in the second-cycle degree course, applicants need to:
1) have earned a first-cycle degree or a three-year Italian Diploma Universitario or other foreign degree recognised by current legislation by 14th October 2017 or, should any places remain vacant, by 16th December 2017;
2) meet specific curricular requirements set by the Course (see par. 2) and which will be checked by filling in the online pre-enrolment application form (see par. 3) and the minimum curricular requirement assessment application (see par. 3.2), if required;
3) do the entry test and be among the students accepted in the ranking list, as set in par. 5 of this admission notice.

The full sheet on this Degree course is available at [http://didattica.unipd.it/offerta/2017/ME/ME1934/2012](http://didattica.unipd.it/offerta/2017/ME/ME1934/2012).

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 Medical Biotechnologies.

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. ADMISSION REQUIREMENTS

To enrol in the second-cycle degree in Medical Biotechnologies, candidates must meet specific curricular and educational background requirements, pursuant to art. 6, par. 2 of DM no. 270/04.

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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; if the degree course is not accredited, the degree course will not be activated.
Assessment of adequate educational background depends on a list drawn up based on specific parameters defined in par. 4 of the present admission notice.

The following curricular requirements need to be met:

1.a) a degree in classes:
   - ex DM 270/04: L-2 class of the degrees in Biotechnologies; L-13 class of the degrees in Biological Sciences; L-27 Class of the degrees in Chemical Sciences and technologies; L/SNT3 Class of the degrees in Technical health professions; LM-41 Class of the second-cycle degrees in Medicine and Surgery;
   - ex DM 509/99: class 1-Biotechnologiee; class 12-Biological sciences; class 21-Technical sciences and Technologies; class 46/S-Medicine and Surgery; class SNT/3- Technical health professions;

   **OR**

1.b) 52 ECTS in the following areas (SSD): BIO/09 - Physiology; BIO/13 - Applied Biology; BIO/14 - Pharmacology; BIO/16 - Human Anatomy; BIO/17 - Histology; MED/04 - General pathology; MED/07 Microbiology and Clinical microbiology; FIS/01; FIS/07; BIO/10

   **AND**

2) Intermediate level of English which enables the user to use English fluently, both when speaking and writing, also using sector-specific lexis.

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3. REGISTRATION, PRE-ENROLMENT AND POSSIBLE ASSESSMENT OF MINIMUM CURRICULAR REQUIREMENTS

The application form for the selection must be filled in by 12:00 of 7th September 2017.

3.1 Registration

To log on to the [www.uniweb.unipd.it](http://www.uniweb.unipd.it) portal, candidates with no credentials first need to register by going to [https://uniweb.unipd.it/AddressBook/ABStartProcessoRegAction.do](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/it/utenti/identifica/azione/a](https://uniweb.unipd.it/password/index.php/it/utenti/identifica/azione/a), choose three security questions and set a password.

The candidate’s 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](https://uniweb.unipd.it/Home.do) portal.

3.2 Pre-enrolment application

The pre-enrolment application form must be filled in from 30th May 2017 and by 12.00 of 7th September 2017 by logging on to [https://uniweb.unipd.it/](https://uniweb.unipd.it/).

After logging in, candidates need to click on Home → Evaluation Test → Proceed with a new pre-enrolment → Pre-enrolment for limited places → Course Type: ‘Second cycle degree’ → School of Medicine and Surgery – Medical Biotechnologies.

When filling in the application form, candidates also need to choose the curriculum they are interested in; candidates who chose the Molecular Medicine curriculum must also upload the following documents:
- Curriculum Vitae in English;
– Cover letter in English in which the candidates outlines the reasons why they chose to study Molecular Medicine.

After filling in the pre-enrolment application form, the candidate must print the application summary and the MAV payment form needed to pay the € 30.00 fee. Payment can be made from any Italian bank.

If payment needs to be done from abroad, candidates can use the bank transfer request form available at: http://www.unipd.it/servizi/esperienze-internazionali/iscrizioni-studenti-stranieri .

After the deadline of 12.00 of 7th 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.

3.3 Assessment of minimum curricular requirements

Candidates with a degree from a class different from classes already specified in par. 2 must also fill in the PDF form to request 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 7th September 2017 at the latest will be accepted and taken into consideration.

4. ENTRY TEST

4.1 Entry Test

The Entry Test will take place on 14th 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.

Candidates who do not have an answer concerning the assessment of their curricular requirements by the end of the entry test are admitted conditionally.

The entry test has 50 questions in English, 4 of which about comprehension of a text in English. The remaining 46 questions will be on the following subjects:

1) Mathematics - Statistics;
3) Chemistry – Biochemistry;
4) Physics;
5) Biology - Pathology;
6) Microbiology;
7) Genetics;
8) Immunology.
Candidates have 60 minutes to take the test. The merit list is drawn up according to the following criteria:
- 1 point for every correct answer
- minus 0.2 points for every wrong answer
- 0 points for every skipped answer
Should more candidates have the same merit, the youngest candidate will be given priority. If candidates still have the same merit and chose the Molecular Medicine curriculum, priority will be given to the candidate with the best curriculum vitae and, then, with the best cover letter.

4.2 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

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 in case of SLD diagnosis, the certificate 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/disabilita-dislessia

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 7th September 2017.

5. CREDIT TRANSFER AND ACADEMIC TRANSFER CREDIT EVALUATION

To transfer credits and for any academic transfer credit evaluation, a preliminary assessment application can be submitted for the academic year 2017/2018. Conditions and terms to submit the application are available at http://www.unipd.it/domanda-valutazione

Instructions to complete the papers are available at http://www.unipd.it/domanda-valutazione.

6. PUBLICATION OF MERIT LISTS, ENROLMENT PROCEDURES AND RE-ASSIGNMENTS FOR CURRENT YEAR GRADUATES

6.1 Students who graduate by 14th October 2017

The general merit list of eligible candidates/winners and which will specify the curriculum assigned – which may differ from the one specified during pre-enrolment in case all places are full – will be published at http://www.unipd.it/graduatorie-ammissione on 20th September
2017.
Those who still do not have the degree necessary to access the course at the date the merit list is published, are added to the general merit list conditionally and, if admitted, are enrolled provided that the degree is earned by 14th October 2017.
Failure to earn the degree by the deadline will result in being removed from the merit list and the enrolment will be voided.

Publication of the merit list will act as official notification to all concerned parties.
Candidates will need to enrol using the forms available at [http://www.unipd.it/corsi/corsi-di-laurea/preimmatricolazioni-e-immatricolazioni](http://www.unipd.it/corsi/corsi-di-laurea/preimmatricolazioni-e-immatricolazioni), and hand them in to the Enrolment Office, Via Venezia 13, Padova, by 12:00 of 29th September 2017 at the latest together with:
- copy of a valid ID document (the data in the enrolment form must be the same as the one in the ID document);
- two identical passport-sized photographs;
- original proof of payment of the first instalment of the university fees and the € 30.00 pre-enrolment fee.
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.

6.2 Current year graduates by 16th December 2017

Should places still be vacant after the enrolment process outlined in section 6.1 is over, a further re-assignment merit list will be published. All candidates who took the entry test and who graduated between 14th October and 16th 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](http://www.unipd.it/graduatorie-ammissione).
Winners must fill in the enrolment application using the forms available at [http://www.unipd.it/corsi/corsi-di-laurea/preimmatricolazioni-e-immatricolazioni](http://www.unipd.it/corsi/corsi-di-laurea/preimmatricolazioni-e-immatricolazioni), and hand it to the Enrolment Desk of the Student Office by 31st January 2018 at the latest together with copy of a valid ID document, two identical passport-sized photographs, the original proof of payment of the first instalment of the university fees and of the proof of payment of the € 30.00 pre-enrolment fee.
To be eligible, graduates from another university must update the information concerning their degree in their reserved area on Uniweb by 8th January 2018; this information can be provided also after the pre-enrolment application is submitted. Padua University graduates need to wait for their degree to be automatically added.

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/](http://www.studiare-in-italia.it/studentistranieri/).
To complete their enrolment application, all candidates with a foreign qualification must contact the Foreign qualification Office (Ufficio Titoli Esteri) of the Student Office at [segstud.titolisteri@unipd.it](mailto:segstud.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 as 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.

5) 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, 30th May 2017

The Rector
Prof. Rosario Rizzuto