School of Medicine and Surgery

Admission notice, Academic Year 2018-2019

Summer Selection

**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 2018-2019¹ 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 19th October 2018 or, should any places remain vacant, by 31th December 2018;
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://en.didattica.unipd.it/off/2018/LM/ME/ME1934.

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.

Students with disability or specific learning disability (SLD) may contact the Student Service Office - Inclusion (http://www.unipd.it/accoglienza-prove-ingresso) 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.

¹ Activation of the first year of the degree course depends on accreditation pursuant to M.D. 987 of 12/12/16 and until the minimum number of 15 pre-enrolments is reached. If the degree course is not accredited or the number of pre-enrolment applications is less than 15 (5 for each curricula), 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/en/.
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.

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-Biotechnologie; 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.

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 11th September 2018.

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/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?cod_lingua=eng portal.

3.2 Pre-enrolment application

The pre-enrolment application form must be filled in from 18th June 2018 and by 12.00 of 11th September 2018 by logging on to https://uniweb.unipd.it/Home.do?cod_lingua=eng.
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.

Candidates will be asked to input their degree title to be used to be admitted to the course they have chosen, if not already in the system. Please note that final-year students from the University of Padova will be able to complete the pre-enrolment process only after they have completed the online application required to graduate.

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 in which the place and date of the test are specified and pay the € 30,00 pre-enrolment fee through the PagoPA system (instructions available at http://www.unipd.it/en/studying-padova/funding-and-fees/key-documents).

After the deadline of 12.00 of 11th September 2018, 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 immatricolazioni.studenti@unipd.it or call the University call centre at 049/8273131 from Monday to Friday from 9.00 to 17.00.

### 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 Ufficio Carriere Studenti, 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 Ufficio Carriere Studenti, Lungargine del Piovego 2/3, - 35131 Padova, by 11th September 2018 at the latest will be accepted and taken into consideration.

### 4. ENTRY TEST

#### 4.1 Entry Test

The Entry Test will take place on 18th September 2018 at 15.00.

Candidates must show up at 14.00 at the place stated in the pre-enrolment application with a valid ID document and proof of payment (MAV or bank transfer receipt if they paid using the PagoPA system) 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 60 questions in English, 4 of which about comprehension of a text in English. The remaining 56 questions will be on the following subjects:
1) Mathematics - Statistics;
2) Chemistry – Biochemistry;
3) Physics;
4) Biology - Pathology;
5) Microbiology;
6) Genetics;
7) Immunology.

Candidates have 90 minutes to take the test. The merit list is drawn up according to the following criteria:
• 1 point for every correct answer
• minus 0.1 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 on the Test Commission and how the test is organized is available at http://www.unipd.it/avvisi-ammissione-corsi.
Candidates with disability or specific learning disability (SLD) can request to take the admission test aided by customised supports. To do so, they need to submit a specific request to the Student Service Office - Inclusion.
To this end they need to:
1) request an individual test when doing the pre-enrolment process on Uniweb;
2) send an email at inclusione.studenti@unipd.it specifying the kind of supports or aids requested (any additional time granted may not be more than 50% of the standard time allocated for the test);
3) send of take all the necessary documentation about the disability or SLD to the Student Service Office – Inclusion in via Portello, 23 Padova (fax no. 049-8275040), by 12.00 of 11/09/2018, using the forms that may be partially pre-filled in from Uniweb and printed or that can be accessed at http://www.unipd.it/accoglienza-prove-ingresso.

The documentation to be provided to request customised support must include:
- a certificate pursuant to Law 104/1992;
- a certificate of civil disability;
- SLD diagnosis issued not more than three years before by health authorities of the NHS or by professionals and NHS accredited structures.

Candidates with a disability or specific learning disabilities (SLD) residing abroad must submit a certificate stating the disability or SLD which was issued in their country of residence. This certificate must be accompanied by an officially certified translation in Italian or English.
An interview with trained staff will ensue in ways to to be agreed to define the types of support necessary for the test.
Further information is available at:
http://www.unipd.it/accoglienza-prove-ingresso

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 2018/2019.
6. PUBLICATION OF MERIT LISTS, ENROLMENT PROCEDURES AND RE-ASSIGNMENTS FOR CURRENT YEAR GRADUATES

6.1 Students who graduate by 19th October 2018

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/en/admission-results on 24th September 2018. 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 19th October 2018. 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/en/admission-results, and hand them in to the Ufficio Carriere Studenti, Settore Immatricolazioni, Via Venezia 13, Padova, by 12:00 of 1st October 2018 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;
- copy of the payment receipt of € 30.00;
- original proof of payment of the first instalment of the university fees for A.Y. 2018/19 (€ 185.00 for newly enrolled students).
Should any vacant places remain, enrolments will continue by direct call from the Ufficio Carriere Studenti 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 Ufficio Carriere Studenti; 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 31st December 2018

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 19th October and 31st December 2018 will be added to this list.
This merit list will be published on 16th January 2019 at 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, and hand it to the Front Office of the Ufficio Carriere Studenti, Lungargine del Piovego 2/3, - 35131 Padova, by 31st January 2019 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 (€ 185.00) 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 31st December 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/).

Ulteriori informazioni relative alla normativa vigente e alla documentazione necessaria all’iscrizione sono disponibili alla pagina [http://www.unipd.it/iscrizioni-studenti-stranieri](http://www.unipd.it/iscrizioni-studenti-stranieri).

To add their school leaving final mark to the pre-enrolment application, all candidates with a foreign qualification must contact the Ufficio Carriere Studenti – Settore Immatricolazioni, via Venezia 13, Padova, email titoliesteri.studenti@unipd.it within 7 days before taking the test; 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 Ufficio Carriere Studenti, Roberta Rasa. 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](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](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](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, 26/4/18

The Rector

Prof. Rosario Rizzuto