



School of Psychology
Admission Guidance Notes, academic year 2015-2016
First Cycle Degree course (Bachelor Degree) in English in
Psychological Science
Class L-24 – Psychological Sciences and Techniques

Selection of candidates with non-EU citizenship residing outside the EU

Registration applications are open for the First Cycle Degree (Bachelor Degree) in Psychological Science for the academic year 2015-2016¹ **for non-EU citizens** residing outside the EU, **with a school diploma or qualification obtained abroad** recognised as suitable to apply for a university place under current regulations. The candidates may also still be studying for such a diploma or qualification but they must obtain it by the deadline set out in the circular of the Italian Ministry of Education, University and Research of 24 March 2014, prot. n. 7802 (<http://www.miur.it/>, link università-studenti-studenti stranieri) and subsequent amendments, to present their application at the Italian diplomatic representation of their own Country.

For candidates possessing valid Italian qualifications and for EU and non-EU citizens regularly residing in Italy, a dedicated announcement will be posted by the end of June 2015.

All candidates must fill in by 15 May 2015 the Web pre-registration application (see point 3 of this document).

The duration of the First Cycle Degree course is 3 years and it requires the acquisition of 180 CFU (University credits). On completion of studies a First Cycle Degree in Psychological Science is awarded.

A full table of the degree course is available at:

<http://en.didattica.unipd.it/offerta/2015/PS/PS2192/2015>

All teachings of this degree course are given in English.

1. PLACES AVAILABLE

For the first year of the degree course in Psychological Science:

- ✓ 68 places for EU citizens and non-EU citizens normally residing in Italy;
- ✓ 12 places for non-resident non-EU citizens.

In this selection **12 places for non-resident non-EU citizens** are made available through a competitive examination.

¹ Decree D.M. 22 October 2004, n. 270

Decree D.M. 16 March 2007, on the Determinations of second-level degree classes

Regolamento Didattico di Ateneo, in particular commas 15 and 16 (Decree D. R. n.693 of 26/02/2013)

The remaining places that may not have been allotted in this selection will be awarded following a competitive examination which will be held as an entry test on 31 August 2015².

Disabled students or students suffering from dyslexia can refer to the [Servizio Disabilità e Dislessia \(http://www.unipd.it/en/students-special-needs\)](http://www.unipd.it/en/students-special-needs) to point out particular needs and to request information on the support services available to attend the courses, as well as financial aid.

Part time students can also enroll on the First level Degree Course in Psychological Science.

2. ON-LINE PRE-REGISTRATION AND SUBMISSION OF DOCUMENTATION

Pre-registration applications must be filled in the by **12.00 noon of 12 May 2015** using the following web link https://uniweb.unipd.it/Home.do?cod_lingua=eng.

If not already registered, candidates must first register with the site:

Reserved Area → Registration

Candidates must pay particular attention when filling in their personal details and correspondence address to ensure their correct identification.

At the end of the registration procedure the candidate will receive a username and an activation code to use when connecting to the website:

<https://uniweb.unipd.it/password/index.php/it/utenti/identifica/azione/a>

Candidates must select three security questions and enter a password, with which they can immediately access the members' area.

Reserved Area → Login

After the first access the candidate can find the pre-registration application under:

Home → Admission Test → Proceed with a new pre-enrolment → Pre-enrolment for limited places → Type course First cycle degree

After selecting the First Cycle Degree course in "Psychological Science", candidates can begin filling in the application form until final confirmation.

During the procedure candidates are asked to enter their high school qualification either obtained or that they are going to obtain.

In order to verify possession of requisites, to evaluate candidate preparation and allot the score to establish ranking in the list, it is necessary to upload the following documents:

- a copy of an identity document, preferably the passport;
- a curriculum vitae written in English;
- a copy of the high school diploma (if already obtained) and the 'statement of value' as issued by the Italian diplomatic representation in the country of residence.

After final confirmation of the application the candidate must pay a fee of **€27.00** which must be made by bank credit transfer (see Appendix 1 of the admission notes, p. 6).

When the mandatory deadline of **12 noon of 12 May 2015** has elapsed the connection will cease to work and it will no longer be possible to fill in the pre-registration application.

The service may be subject to short interruptions for technical updating.

² The activation of the first year of the Degree course is subject to course accreditation in accordance with the requirements of Ministerial Decree 47 of 30/1/2013 and Ministerial Decree 1059 of 23/12/13 and to a minimum number of 50 pre-registrations. If the Degree course is not accredited or if the number of applications received is lower than the minimum number required, the course will not be activated.

All information relating to the course will be publicised on the following website address <http://www.unipd.it>.

Candidates should report any difficulties with the on-line procedure by telephone to the University's Call Centre from Monday to Friday from 9 am to 5 pm on 0039-0498273131 or send an email at imma.uniweb@unipd.it.

Specific information on the Degree course can be obtained by writing to cdlpsy.dpg@unipd.it

3. ORAL TEST VIA SKYPE INTERVIEW

The admission test for this selection is an interview in English via Skype lasting up to 30 minutes and conducted by a specifically appointed Committee.

The aim of the interview is to establish some basic competences usually acquired in High school. Candidates will be asked to outline the studies done in High school in Mathematics, Biology, and Social Sciences. Questions will be asked on these subjects.

At the end of the interview the Committee will allot each candidate a score (maximum 100) representing the sum of the following:

- language and communication abilities (maximum score 20);
- curriculum vitae evaluation (maximum score 20);
- general knowledge (maximum score 20);
- answers to specific questions (maximum score 20)
- motivation to attend the course (maximum score 20).

After the mandatory deadline of pre-registration has elapsed and **by 15 May 2015**, the schedule of the Skype interviews, the time and date on which each candidate will have to connect to Skype for the interview, and any further necessary specifications will be published on the page:

<http://www.dpg.unipd.it/en/degree-psychological-science>

4. PUBLICATION OF RANKING LIST AND REGISTRATION PROCEDURES

Evaluation results and, in the case where the number of candidates is greater than the available places, the ranking lists of those admitted will be posted on <http://www.dpg.unipd.it/en/degree-psychological-science> by **22 May 2015**.

Admitted candidates will have to present their registration application and the required documentation by strictly following the terms and modalities set out in the admission announcement, which will be published by **15 June 2015**. Such terms and regulations will also be announced to suitable pre-registered candidates via e-mail.

The documentation to be presented is specified on <http://www.unipd.it/en/how-apply>.

Candidates will be conditionally admitted subject to verification of the qualifications presented and actual achievement of qualifications where these have yet to be completed and in accordance with the provisions of the circular issued by the Department of Education, University and Research on the 24th March 2014 prot. no. 7802 (<http://www.miur.it/>, link università-studenti-studenti stranieri).

Failure to present the admission application at the Italian Diplomatic representation of one's Country and the registration application, and the presentation of incomplete documentation or of a non-suitable school qualification will not allow completion of registration and will lead to the lapse of the entitlement to register.

5. APPOINTMENT OF PROCEDURE MANAGER

In accordance with article 4 of law 241 of the 7th of August 1990 (Nuove norme in materia di procedimento amministrativo e di diritto di accesso ai documenti amministrativi) and subsequent amendments, the President of the Assessment commission is appointed as Head of the administrative examination procedure.

Candidates have the right to request access to the examination procedure records according to the methods set out in Presidential Decree no. 184 of 12th April 2006 (Regolamento recante disciplina in materia di accesso ai documenti amministrativi in conformità al capo V della Legge 241/90).

For procedures relating to access to the records, Mr Donato Sigolo, Head of the Student Services Office, has been appointed responsible person.

6. PERSONAL DATA PROCESSING

With reference to the provisions of Legislative Decree no. 196 of the 30th of June 2003 “Codice in materia di protezione dei dati personali”, relating to the safeguarding of the personal data of individuals and other subjects with particular reference to the provisions of article 13, the personal data supplied by candidates will be collected by Padua University for the purposes of the management of the application process and processing will also be automated. For those admitted to the course, the processing of the above-mentioned data will continue after successful enrolment on the course for the purposes inherent in the management of the candidate's university course.

The provision of such data is mandatory for the purposes of the assessment of requests to participate in the course on penalty of exclusion from the admissions process.

The information supplied can only be communicated to the public offices directly interested in candidates' university situation and the carrying out of the admissions process.

Interested parties are holders of the rights set out in articles 7, 8, 9 and 10 of the Legislative Decree cited which includes the right to access data relating to them as well as other complementary rights including the right to correct, update, complete or cancel erroneous or incomplete data or that collected in ways which are not in accordance with the law and the right to oppose processing for legitimate reasons.

These rights can be enforced in relation to Padua University - Via VIII Febbraio, 1848, no. 2, data controller.

7. NOTES AND WARNINGS

Any amendments or additions to the contents of this admissions notice will be:

- ♦ made public on the university's official notice board;
- ♦ made public on the university's website at <http://www.unipd.it/corsi/corsi-di-laurea/avvisi-di-ammissione-ai-corsi?target=Futuri> . Concurrent enrolment on more than one course is allowed only in the cases set out in the Ministerial Decree of 28th September 2011 (Modalità organizzative per consentire agli studenti la contemporanea iscrizione a corsi di studio presso le Università e presso gli Istituti Superiori di Studi Musicali e Coreutici) and in the Academic Senate with resolutions Rep. no. 83/2013, Prot. no. 27630 of 6th May 2013 and Rep. 107/2013, Prot. no. 33953 of 3rd June 2013. The regulations on concurrent admission can be consulted at <http://www.unipd.it/corsi/corsi-di-laurea/avvisi-di-ammissione-ai-corsi> .

In the event that the documents presented by candidates are false or perjurious, without prejudice to the sanctions set out in the criminal code and specific legislation on the matter (articles 75 and 76 of Presidential Decree 445/2000), the candidate's enrolment will be automatically cancelled.

The University will provide for the recovery of any benefits given to students (such as study bursaries) and will not reimburse any university fees paid. False statements will also lead to potential damage compensation claims on behalf of nominal opponents.
For any information omitted from this admission notice refer to current legislation.

Padua, 14th April 2015

Chancellor
Prof. Giuseppe Zaccaria

ANNES 1: BANK TRANSFER REQUEST FOR PRE-ENROLLMENT FEE



UNIVERSITÀ
DEGLI STUDI
DI PADOVA

CREDIT TRANSFER REQUEST

Amount:	27,00 €
Reason for payment/ Notes:*	XX2015120030 <i>(*) Information for the bank: insert the note without interruption</i>

Beneficiary:	Università degli Studi di PADOVA Via 8 Febbraio, 2 - 35122 Padova
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Banking Institution details	Cassa di Risparmio del Veneto - Gruppo Intesa Sanpaolo
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International Bank Account Number (IBAN):

IT COUNTRY	81 CHECK DGT	V CIN	06225 ABI	12186 CAB	100000300875 ACCOUNT NO.
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For foreign transfers: BIC - BANK IDENTIFIER CODE/SWIFT: **IB SPIT2P**

Please make the transfer by: <input type="checkbox"/> Payment in cash <input type="checkbox"/> Charged in c/c n° _____	
Payer: Surname/Name: _____ Place and date of birth _____ On ____/____/_____ Tax Code: _____ Address: _____ Identity Document: _____	

Date: ____/____/____

Signature: _____