School of Science

Admission notice, Academic Year 2019-2020

Second-cycle degree courses with limited places

Full selection

Biologia Sanitaria – Second-cycle/Master’s degree taught in Italian

Selection for EU, equivalent or non-EU citizens staying in Italy

Molecular Biology - Second-cycle/Master’s degree taught in English
NB: Contents is clickable and linked to the corresponding paragraphs to help you browse this document.
Please pay attention to the information in the present admission notice.

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1. SECOND-CYCLE/MASTER'S DEGREE COURSE, PLACES AVAILABLE AND ADMISSION REQUIREMENTS

1.1 Second-cycle/Master's degree course and places available
Enrolments for Academic Year 2019-2020\(^1\) of the Second-cycle/Master’s degree courses with limited places of the School of Science are now open as per the following table:

<table>
<thead>
<tr>
<th>Second-cycle/Master’s degree</th>
<th>Places for EU citizens and non-EU citizens legally staying in Italy</th>
<th>Places for non-EU citizens staying abroad (some of which for Chinese students on the Marco Polo programme)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Molecular Biology</td>
<td>35</td>
<td>No places available for this selection</td>
</tr>
<tr>
<td>• Course track in “Molecular Biology”</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Course track in “Génétique moléculaire”</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Biologia Sanitaria</td>
<td>40</td>
<td>4(2)</td>
</tr>
</tbody>
</table>

1.2 Admission requirements
To enrol in this Second-cycle/Master’s degree courses, applicants need to:

1) have a First-cycle/Bachelor’s degree or a three-year Italian Diploma Universitario or other foreign degree recognised by current legislation (https://www.unipd.it/iscrizioni-studenti-internazionali), earned by 28th September 2019 or, should any places remain vacant, by 31st December 2019;

2) Specific curricular requirements set by the Course (see annex 1 of this admission notice) will be checked by filling in the online pre-enrolment application form and the minimum curricular requirement assessment request (see section 2), if necessary.

3) a good position on the merit list, as set forth in the table in Annex 1.

The full sheets on the Degree courses are available at https://didattica.unipd.it/off/2019/LM/ME by selecting the relevant course.

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\(^1\) Activation of the first year of the degree courses depends on accreditation pursuant to M.D. 6/2019 “Self-assessment, assessment, initial and recurring accreditation of degree course campuses” and until the minimum number of pre-enrolments is reached. If the degree courses are not accredited or the number of pre-enrolment applications is less than 15 (5 for each course track), 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.
The normal duration of the courses is 2 years at the end of which students have 120 University Credits (CFU) and have a Second-cycle/Master's degree in the degree course they have chosen.

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.

1.3 Part-time enrolment

All participants who, for work or family commitments or for health reasons, believe they can devote only a part of their time to study, can apply for enrolment under a part-time study scheme; the information is available at http://www.unipd.it/studiare-tempo-parziale.

2. MINIMUM CURRICULAR REQUIREMENTS

To enrol in one of the Second-cycle/Master's degree courses listed in section 1, candidates must meet specific curricular and educational background requirements, pursuant to art. 6, par. 2 of MD no. 270/04.

Minimum curricular requirements and the criteria to assess how prepared the candidate is are outlined in depth in Annex 1; the procedure followed to assess the candidate is described in section 3.3.

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 2nd September 2019.

3.1 Registration

To log on to the www.uniweb.unipd.it 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 portal.

3.2 Pre-enrolment application

The pre-enrolment application form must be filled in from 17th June to 12.00 of 2nd September 2019 by logging on to the reserved area of the https://uniweb.unipd.it portal.

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 Science → Second-cycle degree courses in Biologia Sanitaria and Molecular Biology.

Candidates may specify the order of preference for the courses they intend to compete for. Please note that this choice is binding in determining the merit list specified in section 5; the choices made may be modified until the pre-enrolment process ends.

The application also requires candidates to add the degree to be used to access the course they are interested in, if it is not already in the system. Please note that students about to graduate from the University of Padova may complete the pre-enrolment process only after they have submitted online the application form to graduate.

After final confirmation of the application candidates need to print the 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/modalit-pagamento-pagopa) or using the MAV payment form (in any Italian bank).

After the deadline of 12.00 of 2nd September 2019, 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 telephone the University Call Centre from Monday to Friday from 9.00 to 17.00 at 049/8273131.

All information on the IT kiosks available to applicants who require help with the enrolment process will be published at https://www.unipd.it/immatricolazioni.

3.3 Assessment of minimum curricular requirements

Candidates with a degree other than a First-cycle/Bachelor’s degree in Molecular Biology, awarded by the University of Padova, must also fill in the PDF form for the assessment of the minimum curricular requirements which is available at http://www.unipd.it/domanda-valutazione.
Second-cycle degree courses with limited places School of Science – Biologia Sanitaria – Molecular Biology

, including a self-certification on the exams taken which may be deemed useful in order to be admitted to the course. The form must be handed in to the Front Office of the Student Career Service in Lungargine del Piovego 2/3, - 35131 Padova no later than 2nd September 2019, together with:
- copy of the summary of the pre-enrolment form/s completed online;
- photocopy of an ID document;
- proof of payment (MAV or bank transfer receipt if they paid using the PagoPA system) 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 Career Service in Lungargine del Piovego 2/3, - 35131 Padova, by 2nd September 2019 at the latest will be accepted and taken into consideration.

For Second-cycle/Master’s degree courses of the School of Science which have a B1 or B2 knowledge of English among their minimum curricular requirements, further information will be published at
http://www.scienze.unipd.it/index.php?id=inglese_ingresso_lm

IMPORTANT: Candidates are expected to attach the programme of the course units studies or supply a web link where these programmes are listed; such link may be specified on page 5 of the form to request the assessment of the minimum curricular requirements, under the “Misc.” section.

For Second-cycle/Master’s degree courses of the School of Sciences which have a B1 or B2 knowledge of English among their minimum curricular requirements, further information will be published at
http://www.scienze.unipd.it/index.php?id=inglese_ingresso_lm

4. ACADEMIC TRANSFER CREDIT EVALUATION

For the purpose of evaluating credits gained in previous university careers, for Academic Year 2019/2020 candidates must submit their pre-enrolment application as per section 3.2 and the request to assess their minimum curricular requirements. This form is available at http://www.unipd.it/domanda-valutazione .

In its decision, the Commission will state the year of admission and any academic transfer granted.
5. PUBLICATION OF MERIT LISTS, ENROLMENT PROCEDURES AND RE-ASSIGNMENTS FOR CURRENT YEAR GRADUATES

5.1 Enrolment procedures for students who graduate by 28th September 2019

The overall merit list will be published at http://www.unipd.it/graduatorie-ammissione from 16th September 2019. Publication of the merit list will act as official notification to all concerned parties. Should more candidates have the same merit, the youngest candidate will be given priority. The enrolment form must be submitted on the candidate's reserved area on Uniweb no later than 12.00 of 23rd September 2019. Candidates will then have to enrol following the general procedures available at http://www.unipd.it/graduatorie-ammissione. Should any vacant places remain, enrolments will continue by direct call by the Enrolment Office of the Student Career Service following the order on the merit list. Acceptance of the place and completion of the enrolment process must follow the procedures and deadlines set by the Student Career Service; failure to follow the procedures and meet the deadlines to complete the enrolment will be considered as dropping out.

5.2 Enrolment procedures for students who graduate by 31st December 2019

A new merit list will be drawn up during the same year for vacant places; in order to complete for the new merit list, students from other universities who graduate during the same year must update their information on the qualification they have in their personal area on Uniweb and notify the University of Padova of having done so by sending an email to scienze@unipd.it. This merit list will be published on 10th January 2020 at http://www.unipd.it/graduatorie-ammissione. The enrolment application must be completed following the instructions which will be made available when the merit list is published, no later than 17th January 2020. Please note that the Enrolment Office of the Student Career Service in Lungargine del Piovego 2/3, - 35131 Padova will be responsible for dealing with enrolments done during the same year.

5.3 Change of course procedures or transferring from another university

Please note that candidates must respect the deadlines set in section 5.1/ 5.2 for all the procedures listed below

5.3.1 Procedure to change course – for candidates already enrolled in another degree course of the University of Padova who want to change course
(if they wish to interrupt their studies, candidates need to submit the appropriate form to the university and then a new enrolment application following the procedure outlined in sections 5.1/5.2). These candidates need to submit the application to change course (forms available at http://www.unipd.it/trasferimenti-cambi-corso-sede) to the Enrolment Office - Student Career Service (https://www.unipd.it/immatricolazioni); their application will be accepted only after payment of the first instalment of the university fees for A.Y. 2019/20.

5.3.2 Procedure to transfer from another university: for candidates already enrolled in a different degree course of another university who intend to continue their university career by changing course

(if they wish to interrupt their studies, candidates need to submit the appropriate form to their university of origin and then a new enrolment application at the University of Padova following the procedure outlined in sections 5.1/5.2).

These candidates need to:
1. collect the permission to enrol at the Enrolment Office - Student Career Service (https://www.unipd.it/immatricolazioni)
2. Submit a transfer request to their university of origin
3. They then have to go back to the Enrolment Office - Student Career Service (https://www.unipd.it/immatricolazioni) to complete the enrolment process. They must bring the receipt of the transfer request and of the enrolment application done online showing they have met the deadlines.

6. FOREIGN STUDENTS AND ITALIAN STUDENTS WITH A FOREIGN DEGREE

Foreign and Italian students with a foreign qualification are admitted as per the provisions set forth by the Ministry of Education, Universities and Research which are available at http://www.studiare-in-italia.it/studentistranieri/, pending passing the tests given.

EU and non-EU candidates staying in Italy will be admitted to the test subject to the verification of their qualifications and residence permit. If they pass the test, to complete their enrolment process they need to attach to their enrolment application the documentation listed at the following page. https://www.unipd.it/iscrizioni-studenti-internazionali

7. PERSON IN CHARGE OF THE PROCEDURE, PERSONAL DATA, NOTES 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 following amendments, the President of the Assessment Commission is appointed to oversee the administrative procedure.

2) The person in charge of the Procedure to access the records is Dr. Roberta Rasa, Head of the Student Career Service. Candidates may exercise their right to access the competition records following the procedures set forth by Presidential Decree no. 184 of 12th April 2006.

3) Same-time enrolment: information on same-time enrolment can be viewed at http://www.unipd.it/avvisi-ammissione-corsi.

4) Regulations in place on 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 be unenrolled automatically. 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;

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

Padua, 29/4/19

The Rector
Prof. Rosario Rizzuto

Digitally signed pursuant to legislative decree 82/2005.
ANNEX 1 - MINIMUM CURRICULAR REQUIREMENTS AND HOW THE SCORE FOR THE MERIT LIST IS CALCULATED

Language requirement: B2 level of English (speaking and listening skills).

<table>
<thead>
<tr>
<th>Degree courses with limited places</th>
<th>Minimum curricular requirements ex MD 270/2004</th>
<th>( \text{min} )</th>
<th>( \text{max} )</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FIRST-CYCLE/BACHELOR’S DEGREE IN CLASSES</strong></td>
<td><strong>UNIVERSITY CREDITS AWARDED IN THE FOLLOWING AREAS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>LM Molecular Biology</strong></td>
<td>L13 - Biology or L2 - Biotechnology ex MD 270/04 or in class/es L12 - Biology or L1 - Biotechnology ex MD 509/99</td>
<td>OR</td>
<td>70 University credits in areas and in the scientific areas (SSD) listed below, of which: Area 1: At least 18 university credits in scientific areas: FIS/01-08, INF/01, MAT/01-09, CHIM/02, CHIM/03, CHIM/06 Area 2: at least 12 university credits in scientific areas: BIO/01, BIO/05, BIO/06, BIO/07 Area 3: at least 34 university credits in scientific areas: BIO/04, BIO/10, BIO/11, BIO/18, BIO/19 Area 4: at least 6 university credits in scientific areas: BIO/09, MED/42</td>
</tr>
<tr>
<td><strong>LM Biologia Sanitaria</strong></td>
<td>L13 - Biology or L2 - Biotechnology ex MD 270/04 or in class/es L12 - Biology or L1 - Biotechnology ex MD 509/99</td>
<td>OR</td>
<td>70 University credits in areas and in the scientific areas (SSD) listed below, of which: Area 1: At least 18 university credits in scientific areas: FIS/01-08, INF/01, MAT/01-09, CHIM/02, CHIM/03, CHIM/06 Area 2: at least 12 university credits in scientific areas: BIO/01, BIO/05, BIO/06, BIO/07 Area 3: at least 34 university credits in scientific areas: BIO/04, BIO/10, BIO/11, BIO/18, BIO/19 Area 4: at least 6 university credits in scientific areas: BIO/09, MED/42</td>
</tr>
<tr>
<td>Course name</td>
<td>Assessment of adequate educational background and how the merit list is drawn up (art. 2, par. 4 and 5 of the Degree course regulations)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| LM Molecular Biology      | Adequate educational background is assessed as per the following criteria:  
a. Weighted average mark equal to 23 in all course units in the following scientific areas: all scientific areas of exams passed.  
b. Analysis of the study career and the number of university credits awarded in the areas stated in the Admission notice.  
c. how long it took the candidate to complete their studies and get the degree used for the enrolment.  
The merit lists will be drawn up using an algorithm which will take into consideration the marks listed in par. 4 points a (average mark), b (study career) and c (duration of studies). |
| LM Biologia Sanitaria     | Adequate educational background is assessed as per the following criteria:  
a. Weighted average mark equal to 23 in all course units in the following scientific areas: all scientific areas of exams passed.  
b. Analysis of the study career and the number of university credits awarded in the areas stated in the Admission notice.  
c. how long it took the candidate to complete their studies and get the degree used for the enrolment.  
The merit lists will be drawn up using an algorithm which will take into consideration the marks listed in par. 4 points a (average mark), b (study career) and c (duration of studies). |