



SCUOLA DI MEDICINA E CHIRURGIA

CALL FOR ADMISSIONS A.Y. 2022/23

Master's degree (or second-cycle degree) in English with limited access
selection reserved for EU citizens or equivalent

PHARMACEUTICAL BIOTECHNOLOGIES - BIOTECNOLOGIE FARMACEUTICHE

N.B.: this document is the English translation of the admission notice for the limited access Master's degree course in "Pharmaceutical Biotechnologies - Biotecnologie Farmaceutiche".

The admission notice in Italian is available at
www.unipd.it/ammissioni-med-pharmabio.

If there is any dispute regarding the interpretation of the two versions, the Italian version shall take precedence

NOTE: The index is clickable and refers to the paragraphs in the text to make navigation easier. However, we recommend paying attention to the information contained in the entire admission notice.

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1. GENERAL INFORMATION

Prospective students can now apply for admission to the first year of the Master's degree taught in English, with limited access, in Pharmaceutical Biotechnologies – Biotecnologie Farmaceutiche¹ for academic year 2022/23.

The Course normally runs for 2 years and a Master's Degree in Pharmaceutical Biotechnologies – Biotecnologie Farmaceutiche is awarded at the end.

Information on ongoing teaching and course Regulations can be found at didattica.unipd.it, by selecting the Course of interest.

1.1 Course, venue and places available

COURSE IN ENGLISH				
Master's degree Ministerial Decree 270/04	MASTER'S DEGREE	VENUE	Places available for EU citizens* or equivalent	Places available for non-EU citizens residing abroad**
LM-9	Pharmaceutical Biotechnologies – Biotecnologie Farmaceutiche	Padua	40	13 – of which 1 is reserved for the Marco Polo programme

* of the European Union

** Places for non-EU citizens residing abroad are assigned in the dedicated selections. For more information, see: www.unipd.it/en/how-apply. For any clarification, write to: international.admission@unipd.it.

1.2 Admission requirements

To be admitted, candidates² must:

1. have attained a Bachelor's degree, a Single-cycle Master's degree, a three-year university diploma or another qualification obtained in Italy or abroad ([point 8](#)) and recognised as suitable under current legislation, **by 31 December 2022**;
2. be in possession of the specific minimum curricular requirements and knowledge, competences and abilities, verified as indicated in [point 3](#). Prospective students are advised to read the full description in the **Syllabus**, available in Art. 2, paragraph 1, of the relevant Course Regulations. The full information sheet on the Course and the Course Regulations are available at didattica.unipd.it, by selecting the Course you are interested in;
3. **pre-enrol from 18 July until 12:00 noon on 30 August 2022** ([point 2](#));

¹ Running the first year of a Degree Course is subject to its accreditation according to the provisions of Italian Ministerial Decree 1154/2021 "Self-assessment, assessment, initial and periodic accreditation of venues and courses of study" and to reaching a minimum number of pre-enrolments; therefore, if the Course is not accredited or if the number of pre-enrolment applications submitted is less than 15 (5 for each curriculum), the Course will not run. All the information relating to the running of the course is published at www.unipd.it.

² From now on, terms relating to people are in the masculine form, for the sole purpose of ensuring better readability of the text, but refer indiscriminately to all genders.



4. submit an application for the assessment of the minimum curricular requirements from **18 July until 12:00 noon on 30 August 2022**, for those cases requiring it and as per the relevant procedures ([point 3.1](#));
5. take the entry test ([point 4](#)) and achieve a score higher than or equal to 25/60 to be successfully placed in the ranking;
6. enrol, submit an application for a change of course or incoming transfer within the deadlines indicated in [point 5](#).

1.3 Registering for part-time

Students can apply to register on a part-time basis due to family, work or health reasons. Further information is available at www.unipd.it/en/studying-padova/funding-and-fees.

2. REGISTRATION AND PRE-ENROLMENT ON THE UNIWEB PORTAL

The pre-enrolment application can be completed by logging into the www.uniweb.unipd.it portal

from 12:00 noon on 18 July until 12:00 noon on 30 August 2022.

2.1 Registration on the Uniweb portal

If you are logging into Uniweb for the first time, you must create a new user account at www.uniweb.unipd.it by clicking *Menu* → *Registration*.

At the end of the registration process, you will receive an email with your username and activation code to log in to uniweb.unipd.it/password/index.php/it/utenti/identifica/azione/a, where you will be asked to set up three security questions and a password. With your username obtained and password set, you can log in to your private area.

In the event of problems with logging in, contact the University Call Centre (www.unipd.it/callcentre).

N.B.: The personal email address included in your Uniweb profile is the communication channel via which any deadlines and instructions for accessing the course are provided. Emails sent for this purpose count as an official communication.

2.2 Pre-enrolment

To pre-enrol, you must:

1. log in with your credentials at www.uniweb.unipd.it, click on *Home* → *Pre-enrolment for limited/unlimited access degree programmes* → *Type of degree programme* 'Second-cycle degree' and indicate the course in Pharmaceutical Biotechnologies - Biotecnologie Farmaceutiche;
2. enter the degree qualification to be used as your admission requirement to the course, if not already on the system.



Students enrolled at the University of Padua who are about to graduate can only complete the pre-enrolment after submitting their application for the degree award online. If this application has not been submitted yet, in order to proceed, you will need to make your situation known to immatricolazioni.studenti@unipd.it, attaching an identity document;

3. upload any additional documentation, **only in the specified cases**:

- form and self-certification with exams for the assessment of the minimum curricular requirements for the cases indicated ([point 3.1](#)), to the “*Qualifications for assessment*” section;
- form for the recognition of credits and shortening of university career ([point 7](#)) to the “*Attachments*” section;
- documentation to apply for a personalised test – Disability and SLDs ([point 4.4](#)) to the “*Attachments*” section.

4. once pre-enrolment has been completed, pay the relative fee of 30.00 euro via the PagoPA procedure (instructions on www.unipd.it/pago-pa) - note that if you do not pay the fee, you will be excluded from taking the entry test.

Contacts and assistance: www.unipd.it/immatricolazioni and www.unipd.it/callcentre

3. MINIMUM CURRICULAR REQUIREMENTS

To be admitted to your chosen course, you need to be in possession of the specific minimum curricular requirements and knowledge, competences and abilities. In order for these requirements to be verified, you need to satisfy both the following points by submitting the required documentation, if necessary.

3.1 Previous course of study

You need to meet this requirement in accordance with the information in **at least one of the three alternative proposals**. Each alternative requires different procedures to be followed, as shown below:

Alternative 1

Requirements: possession of a degree awarded in any Italian university belonging to class **L-2, L-13, L-27, L-SNT/3** (DM (Italian Ministerial Decree) 270/2004) or class **1, 12, 21, SNT3** (DM 599/1999)

Procedure: Candidates in possession of one of these degrees do not have to submit an application for the assessment of the minimum curricular requirements.

Or



Alternative 2

Requirements: possession of a degree* awarded in any Italian university belonging to any class, and possession of at least **50 CFUs**, divided into the following University Scientific Areas (SSDs)**:
 BIO/09 to 19; CHIM/01,02,03,04,06,08,09,10,11; MED/03,04,07; VET/01,03,05,07

Procedure: candidates applying for entry to the course through this alternative must submit an application for the assessment of the minimum curricular requirements by attaching the following documents to their pre-enrolment (“*Qualifications for assessment*”) **from 12:00 noon on 18 July until 12:00 noon on 30 August 2022:**

- Assessment form, duly completed and signed by hand: www.unipd.it/node/87722
- Self-certification with exams that include the exams belonging to the indicated SSDs.

* For candidates in possession of an Italian qualification under a legal system other than those governed by the DM (Italian Ministerial Decree) 509/99 or DM 270/04, the curricular requirements will be assessed by the Admissions Committee.

** To read the required SSDs:

- the numbers separated by a comma need to be considered, e.g.: “BIO/01,02,06” should be read as BIO/01, BIO/02, BIO/06;
- the numbers separated by “to” need to be considered, e.g.: BIO/01 to 03 should be read as BIO/01, BIO/02, BIO/03.

Or

Alternative 3

Requirements: possession of a qualification awarded in a foreign university considered suitable according to current legislation, comparable in content to the degree classes indicated in alternative 1.

Procedure: candidates applying for entry to the course through this alternative must submit an application for the assessment of the minimum curricular requirements as indicated in [point 8](#).

3.2 Language skills

All candidates are required to have the following language skills:

English	Level B2 or higher
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These skills will be assessed in the entry test. It is not necessary, therefore, to submit any certificates or other documentation, since they will not be accepted.

4. ENTRY TEST

In order to take the entry test, prospective students must have completed pre-enrolment ([point 2](#)) and have submitted an application for the assessment of the minimum curricular requirements, in the cases provided for in [point 3.1](#).

4.1. Attending the test

The entry test will take place on

7 September 2022 at 3:00 pm at the “Ente Fiera di Padova” (the “Padova Congress”).



A document containing the necessary information about taking part in the test will be published at www.unipd.it/ammissioni-med-pharmabio from **5 September 2022**:

- the exact time for attendance;
- the assigned pavilion/sector of the “Fiera”;
- other information that may be necessary and any updates.

N.B.: these publications count as an official communication to the interested parties.

Candidates must attend the test with:

- a valid personal identity document;
- a receipt for the pre-enrolment payment (30 euro) made via PagoPA.

Candidates who, at the date of the test, have not yet received an answer regarding the assessment of the curricular requirements (those who fall within alternatives 2 and 3 of [point 3.1](#)) will be allowed to take the test with reserve³.

Once the test has started, any late arrivals will not be allowed to take the test.

Information relating to the Exam Commission and the rules for conducting the test are available at www.unipd.it/avvisi-ammissione-corsi.

4.2 Structure and subject matter of the test

The test consists of **60 multiple-choice questions in English**, divided as follows:

- 55 questions on basic topics in the following subjects: Chimica, Biologia, Biochimica, Biologia Molecolare, Microbiologia e Virologia, Immunologia;
- 5 comprehension questions on a scientific passage in English.

90 minutes will be given to complete each test.

4.3 Scores and formation of the rankings

The answers given in the test will be assessed as follows:

- correct answer: + 1 point
- incorrect answer: - 0.1 points
- answer not given: 0 points

The score for drawing up the ranking is expressed in hundredths (100/100) and is calculated by attributing a weight of **60% to the result obtained in the test** and **40% to the grade of the degree** used for entry. The steps taken to normalise the scores are detailed below.

A) The score of the degree used for entry (expressed in fortieths) is calculated as follows:

³ If the assessment of the minimum curricular requirements turns out to be negative, candidates will be excluded from the merit rankings, regardless of the score obtained in the entry test.



$$(\text{grade of the degree used for entry} - \text{min})/(\text{max}-\text{min})*40$$

- “min” is the lowest possible grade for being awarded the degree expressed in 110ths, i.e. 66/110;
 - “max” is the highest possible grade for being awarded the degree expressed in 110ths, i.e. 110/110; no additional points are provided for degrees awarded with distinction.
- If, for example, a candidate obtained a grade of 99/110, his/her score in 40ths would be: $[(99-66)/(110-66)]*40 = 30$.*

As regards entry qualifications, it should be noted that:

- for candidates with more than one degree, the applicable one is taken into consideration;
- for candidates with a degree using a grading scale other than 110ths (foreign qualifications or qualifications awarded prior to DM (Italian Ministerial Decree) 509/99), the score is calculated using the same criterion, modifying the “min” and “max” variables with the relative minimums and maximums obtainable. If this form of normalisation is not possible, a score of zero will be attributed;
- for candidates not yet in possession of their degree, a score of zero will be assigned.

B) The score obtained in the entry test is already expressed in 60ths, therefore no further calculations are made to normalise it. Candidates who score **less than 25/60** will be **excluded from the ranking** for entry to the course and will not be admitted for the academic year 2022/23.

C) The **final score**, on the basis of which the admission rankings are drawn up, is the sum of the score obtained in the entry test and the result of the calculation in point **A)**:

$$\text{final score} = \text{score in the test} + \text{score from the degree in 40ths}$$

*If, for example, a candidate obtained a grade of 99/110 and a score in the test of 45/60, his/her final score in hundredths would be: $45 + [(99-66)/(110-66)*40] = 75$*

In the event of equal scores, priority will be given to the candidate with the highest degree grade; if there is still a tie, priority will be given to the youngest candidate.

4.4 Personalised test request (disability and SLDs)

Students with disabilities or specific learning disorders (SLDs) can contact the Student Services Office – Inclusion Department (inclusionone.studenti@unipd.it) to report any need for admission tests (www.unipd.it/en/inclusion-reception-and-admissions-tests) and for information on course attendance support services and financial subsidies (www.unipd.it/en/resources-and-supports-students-disability-or-learning-disabilities).

Such requests must be submitted during the pre-enrolment phase ([point 2.2](#)), by the same deadline.



5. ENROLMENT, CHANGE OF COURSE, TRANSFER FROM ANOTHER UNIVERSITY

5.1 Publication of the ranking, deadlines and procedures

In order to enrol, change course or transfer from another University, candidates must:

- **have completed pre-enrolment** ([point 2](#)) by the indicated deadlines;
- have obtained “eligibility” following the assessment of the **minimum curricular requirements** ([point 3](#));
- have taken the **entry test** ([point 4](#));
- have gained the “admitted” status in the merit ranking.

Until reassignment, to be done by 17/10/2022, the procedures for submitting an application for enrolment, change of course or transfer from another university differ according to the date on which the entry qualification was obtained, and applications need to be submitted by the deadlines indicated in the table below:

- candidates who have already graduated at the time of submitting their application must follow the procedures indicated in [point 5.1.1](#);
- candidates who graduate after submitting their application can be admitted to the course, provided that they obtain their degree by 31 December 2022, and must follow the procedures indicated in [point 5.1.2](#).

Publication of the Ranking and reassignments*	Deadline for registration, change of course and transfer from another university
Ranking: 14/9/2022 at www.unipd.it/ammissioni-med-pharmabio	12.00 noon on 27/9/2022
First reassignment: 30/9/2022 at www.unipd.it/ammissioni-med-pharmabio	12.00 noon on 7/10/2022
Second reassignment: 12/10/2022 at www.unipd.it/ammissioni-med-pharmabio	12.00 noon on 17/10/2022

*Reassignments are subject to the actual availability of places to be assigned in the Course.

If additional places remain available for entry to the course after the place reassignments concluded on 17/10/2022, candidates with the “admitted” status in the ranking will be informed of any scrolling via email and will receive the necessary enrolment instructions, including the deadlines to be respected in order to accept the place obtained in the course (it should be noted that the procedures to change course and transfer from another university will only be available until 28 October 2022).

N.B.: emails sent to interested candidates for this purpose count as an official communication.

Assignments will follow this procedure until 31 January 2023. Should the available places be filled before that date, information will be published at www.unipd.it/ammissioni-med-pharmabio and with it enrolments for the academic year 2022/23 will be considered definitively closed.



5.1.1 Procedures for graduate candidates

The following procedures refer to the assignments indicated in the table in [point 5.1](#): after 17 October 2022 the candidates affected by any scrolling through the ranking will receive an email with the necessary registration instructions.

For candidates who, at the time of registration in the course, have already obtained the degree required for entry, the registration procedures are:

- **Enrolment:**

1. to have verified registration of the entry qualification data. These details will be registered automatically for students obtaining their entry qualification from the University of Padua, whereas graduates from other universities will need to fill in the details manually in the section *Home → Qualifications*;
2. proceed with enrolment via www.uniweb.unipd.it, by clicking on *Home → Enrolment → Type of degree programme “Second-cycle degree”* and selecting the course of interest;

- **Change of course:**

follow the instructions published on www.unipd.it/cambi-corso-ordinamento;

- **Transfer from another university:**

follow the instructions for courses with limited access published on www.unipd.it/trasferirsi-altro-ateneo;

- **Simultaneous enrolment on multiple courses – request for incompatibility:**

follow the instructions given at: www.unipd.it/node/78294

Further information on registration procedures and other cases can be found at: www.unipd.it/node/85793

N.B.: failing to comply with the deadlines and the terms of the indicated procedures and failing to pay the first instalment at the same time is equivalent to waiving admission to the course.

Registration procedures for the course will only be considered final once completed by the Student Career Office - Enrolment Sector.

Contacts and assistance: www.unipd.it/immatricolazioni and www.unipd.it/callcentre

5.1.2 Procedure for candidates who have not yet graduated

The following procedures refer to the assignments indicated in the table in [point 5.1](#): after 17 October 2022 the candidates affected by any scrolling through the ranking will receive an email with the necessary registration instructions.

Candidates who, at the time of enrolment on the course, have not yet obtained the required degree for entry, must submit their application **by sending an email** with the subject line “*Immatricolazione PHARMACEUTICAL BIOTECHNOLOGIES - Enrolment PHARMACEUTICAL BIOTECHNOLOGIES*” to pratiche.immatricolazioni@unipd.it, confirming acceptance of their place and attaching a copy of a valid identity document. The instructions and deadlines to be respected to complete enrolment will be provided as a response by email to the interested parties. These emails shall count as **official communications**.



Enrolment is subject to obtaining the entry degree by 31 December 2022, and will be completed only when this requirement has been met.

N.B.: failing to comply with the deadlines and the terms of the indicated procedures and failing to pay the first instalment at the same time is equivalent to waiving admission to the course.

Registration procedures for the course will only be considered final once completed by the Student Career Office - Enrolment Sector.

Contacts and assistance: www.unipd.it/immatricolazioni and www.unipd.it/callcentre

6. STUDENT FEES AND BENEFITS

For new enrolments, the first instalment of the university fee, for the academic year 2022/2023, is 192.00 euro (of which: 176.00 euro is the regional tax for the right to study at university and 16.00 euro is the stamp duty). Students with a disability between 66% and 100% or with certification pursuant to Italian Law no. 104 (Article 3, paragraph 1), are entitled to a total exemption, which only entails the payment of the stamp duty, of 16.00 euro.

Information about instalments, payments and scholarships:
www.unipd.it/en/studying-padova/funding-and-fees

Contacts and assistance:
benefici.studenti@unipd.it

7. RECOGNITION OF PRIOR CREDITS AND UNIVERSITY CAREER SHORTENING

Candidates may apply to have the activities and exams they have obtained (including those obtained abroad) - such as single courses or previous university experiences - recognised so as not to have to repeat them during their course of study. To apply for your university career to be shortened, you need to submit the pre-enrolment application ([point 2](#)) and have the minimum curricular requirements specified for the course, submitting any documents required by the various cases ([point 3](#)).

The application must be submitted during pre-enrolment, by completing the following form: www.unipd.it/node/87723 and uploading it to the “Attachments” section. The form can also be uploaded after submitting the pre-enrolment application, but in any case must be uploaded by **12:00 noon on 30 August 2022**.

The appointed commission will assess the submitted application and will come to a decision, containing the exams that can be validated (with any additions) and the proposed year of admission, on the basis of criteria defined by the course of study. The university credits (CFUs) necessary to achieve the minimum curricular requirements, or those included in the qualification used for admission to the course, will not be validated for shortening the university career.



Based on the proposed year of admission to the course specified in the decision, candidates must:

- **1st year:** meet the admission requirements and follow the relevant procedures indicated in [point 1.2](#), without any difference with respect to those entering the course without any recognition for shortening the university career. The exams that can be validated will be uploaded into the candidate's student record book after enrolment has been completed, and no later than the first exam session useful for the academic year 2022/23;
- **2nd year:** a communication will be published from 1 September 2022 at www.unipd.it/ammissioni-med-pharmabio, giving instructions on how to gain entry to the second year, including the deadlines for enrolment for candidates with the "admitted" status⁴. The procedures will be defined based on the number of eligible candidates⁵ and the availability of places on the course:
 - if the number of eligible candidates is lower than the number of places available, every candidate will be admitted automatically;
 - if the number of eligible candidates exceeds the number of places available, a merit ranking will be prepared for entry to the course, which will be drawn up using criteria provided by the course of study; information on the need to take the entry test will be provided in the aforementioned communication dated 1 September 2022.

Eligible candidates who do not have the "admitted" status can only enrol for the 1st year, taking part in the selections indicated in [point 1.2](#), without any difference with respect to those who did not apply for credits to be recognised.

The exams that can be validated will be uploaded into the candidate's student record book after enrolment has been completed, and no later than the first exam session useful for the academic year 2022/23.

Information on recognising credits and shortening the university career:

www.unipd.it/domanda-valutazione

Contacts and assistance

- for questions related to decisions on recognising credits:

www.unipd.it/backoffice-carriere-studenti - medicina.studenti@unipd.it

- for the enrolment of admitted candidates:

www.unipd.it/immatricolazioni

8. EU CANDIDATES AND EQUIVALENT IN POSSESSION OF A FOREIGN QUALIFICATION

Citizens of Norway, Iceland, Liechtenstein, Switzerland and the Republic of San Marino shall be treated as EU citizens. Non-EU candidates residing in Italy will be admitted subject to verification of their residence permit.

⁴ A candidate has the "admitted" status if, in addition to being eligible, he/she is suitably placed in any ranking for entry to the 2nd year.

⁵ A candidate is eligible if the commission's decision proposes their entry to the 2nd year.



Students holding a foreign qualification are admitted according to the provisions of the Italian Ministry of University and Research, available at www.mur.gov.it - University - Foreign Students, after passing the required tests and submitting the necessary documentation.

Contacts and assistance: international.admission@unipd.it.

To participate in the selection process, candidates must:

1. perform **pre-enrolment** as per the procedures and deadlines indicated in [point 2](#);
2. upload the documentation necessary to **verify their foreign qualification** for entry and for the assessment of qualifications for the ranking via apply.unipd.it in accordance with the procedures described at www.unipd.it/en/study-english-how-enrol. Applications must be sent **from 18 July until 12:00 noon - local time - (GMT + 2) on 30 August 2022**.
3. take the **entry test** as per the procedures and deadlines indicated in [point 4](#);

Failure to submit documentation, the submission of incomplete documentation or the submission of an unsuitable qualification will prevent the offices from completing enrolment.

Candidates are exempt from the Italian language test pursuant to d.lgs. (Italian Legislative Decree) no. 286/98, Article 39, paragraph 5, as amended.

In order to ensure a regular start to teaching, all international students must be duly enrolled with all the necessary documents by 31 October 2022.

Eligible candidates wishing to enrol must:

1. submit their application for enrolment and pay the first instalment as per the procedures and deadlines indicated in [\(point 5\)](#);
2. ensure that the Admissions and Welcome department of the Global Engagement Office has reviewed their required original documentation, as per the procedures at www.unipd.it/en/study-english-how-enrol.

9. PERSON RESPONSIBLE FOR THE PROCEDURE, PERSONAL DATA, NOTES AND WARNINGS

1. Pursuant to Article 4 of Italian Law 241 of 7 August 1990 (New rules on administrative procedures and right of access to administrative documents) and subsequent amendments, the President of the Course of Study or the Committee responsible for evaluation shall be appointed as the person/body responsible for the administrative procedure on admissions.
2. Person Responsible for the Procedure for Accessing Documents: Director of the Student Career Office, *Dott.ssa* Maria Chiara Ferraresi. Candidates have the right to exercise their right of access to the application documents according to the provisions of Italian Presidential Decree no. 184 of 12 April 2006.

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3. Current legislation on declarations: in the event that the documentation submitted by the candidate contains false or untrue declarations, without prejudice to the penalties provided for by the Italian Criminal Code and the special laws on this matter (Articles 75 and 76 of Italian Presidential Decree 445/2000), the candidate's enrolment shall cease ex-officio. The University will recover any benefits granted (e.g. scholarships) and will not reimburse the fees paid. Finally, a false declaration will entail exposure to an action for damages brought by the counterparties.

Personal data provided by candidates, collected for the purposes set out in this Notice, shall be processed in compliance with the provisions of EU Regulation no. 679 of 27.04.2016 (the General Data Protection Regulation, GDPR), and the policy available at www.unipd.it/informativa-studenti. Further general information on the current regulations for admission can be found at www.unipd.it/avvisi-ammissione-corsi.

Any changes or additions to the content of this Admission Notice will be:

- published in the official register of the University;
- announced on the University's web pages, at www.unipd.it/avvisi-ammissione-corsi

For anything not specified in this Admission Notice, reference should be made to current legislation.

Padua, 21 April 2022

THE RECTOR

Prof. Daniela Mapelli

digitally signed pursuant to d.lgs. (Italian Legislative Decree) no. 82/2005