CALL FOR ADMISSION A.Y. 2023/24
Master’s Degree Programme 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 Master’s degrees with limited places, at the Scuola di Medicina e Chirurgia.

The Call for admission is available in Italian 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 call for admission.

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1. GENERAL INFORMATION

Prospective students can now apply for admission to the first year of the master’s degree programme taught in English, with limited access, in Pharmaceutical Biotechnologies – Biotecnologie Farmaceutiche for the academic year 2023/24. 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 course units and the Course Regulation can be found at didattica.unipd.it, by selecting the Course of interest.

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/contribuzione-benefici.

1.1 Course, venue, and places available

<table>
<thead>
<tr>
<th>COURSE IN ENGLISH</th>
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<tbody>
<tr>
<td><strong>MASTER’S DEGREE PROGRAMME</strong></td>
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<tr>
<td>---------------------</td>
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<tr>
<td>LM-9</td>
</tr>
</tbody>
</table>

* 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, candidates must:

1. have obtained a bachelor’s degree, a single-cycle degree programme, a three-year university diploma or another qualification obtained in Italy and recognised as suitable under current legislation by 31 December 2023. For EU or equivalent candidates accessing with a qualification obtained abroad and recognised as eligible under current legislation, the set deadline is 30 September 2023 (point 7);

2. be in possession of the specific minimum curricular requirements and knowledge, competencies, and abilities, verified as set out in appendix 1. Prospective students are advised to read the full description in Article 2, paragraph 1, of the relevant Course Regulation. Full information sheet on the Course and the Course Regulation are available at didattica.unipd.it, by selecting the Course of interest;

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1 Running the first year of a Degree Programmes 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 course running is published at www.unipd.it.

2 Hereinafter, the terms that relate to people are in the masculine form, for the sole purpose of ensuring better readability of the text, but refer indiscriminately to all genders.
3. participate in the selection process for admission to the course by taking the admission test and following the procedures and deadlines set out in point 2.

1.3 Criteria for preparation of the admission ranking list - topics and structure of the test

The ranking list for access to the course is drawn up in hundredths (100/100), of which 60% is given by the result obtained in the admission test and 40% by the weighted average grades in the examinations taken for the degree used for access.

Candidates who have not passed all the examinations required for a bachelor’s degree (excluding the final examination) will only be awarded the weighted score from the admission test.

The test consists of 60 multiple-choice questions in English, divided as follows:
- Fifty-five questions on basic topics in the following disciplines: Chemistry, Biology, Biochemistry, Molecular Biology, Microbiology and Virology, and Immunology;
- 5 comprehension questions on a scientific passage in English.

90 minutes will be given to complete each test.

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

Candidates who score less than 25/60 in the admission test will be excluded from the ranking list for entry to the course and will not be admitted in the academic year 2023/24.

The steps taken to normalise the scores and also the preparation of the final score in the ranking list are detailed below.

A) The score obtained in the admission test is already expressed in sixtieths, therefore no further calculations are made to normalise it.

B) The score of the weighted average grades of the examinations taken for the degree used for admission is calculated and then normalised into fortieths as follows:

Weighted average grades:
- the value of each exam will be calculated by multiplying the relative grade by the relative ECTS credits.
- the products thus obtained are added up and divided by the total number of ECTS credits, i.e. 180.

Normalisation into fortieths:
- “min” means the minimum score obtainable for marks in thirtieths, i.e. 18/30;
- “max” means the maximum score obtainable for marks in thirtieths, i.e. 30/30;
If, for example, a candidate obtained weighted average grades of 27/30, his/her score in fortieths would be: \((27-18)/(30-18)\)*40 = 30.

As regards entry qualifications, it should be noted that:

- Candidates who have not passed all the examinations required for a bachelor’s degree (excluding the final examination) will only be awarded the weighted score from the admission test;
- for candidates with a degree using a grading scale for exams other than thirtieths, 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;

C) The final score, based on which the admission ranking lists are drawn up, is the sum of the score obtained in the admission test and the result of the calculation in point A):

\[
\text{final score} = \text{test score} + \text{weighted average grades in fortieths}
\]

If, for example, a candidate obtained weighted average grades of 27/30 and a score in the test of 45/60, his/her final score in hundredths would be: 45 + [(27-18)/(30-18)*40] = 75

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

2. SELECTION PROCESS: DEADLINES AND TERMS TO BE MET

To participate in the selection process and access the course, candidates need to:

1. pre-enrol (point 3) from 11 July at 15:00 until 28 August 2023 at 12 noon, by paying the fee of 30 euro in their own personal area of the www.uniweb.unipd.it portal; candidates with a foreign qualification may participate in this selection process by following the instructions in point 7;

2. submit the application for assessment of the minimum curricular requirements from 11 July at 15:00 until to 28 August 2023 at 15:00 (point 4);

3. take the admission test on 5 September 2023 at 14:30 (point 5) and show as admitted on the ranking list;

4. enrol: admitted candidates must apply for enrolment, change of course, or transfer from another university (point 6) by the dates set out in the table below.

<table>
<thead>
<tr>
<th>Publication of ranking list and reassignments</th>
<th>Deadline for enrolment, change of course, and transfer from another university</th>
</tr>
</thead>
</table>

UNIVERSITY OF PADUA
<table>
<thead>
<tr>
<th>Table of Contents</th>
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<tbody>
<tr>
<td>Ranking list: 18/09/2023 (publication at 16:00 onwards) at <a href="http://www.unipd.it/ammissioni-med-pharmabio">www.unipd.it/ammissioni-med-pharmabio</a></td>
</tr>
<tr>
<td>First assignment*: 25/09/2023 in the student’s own Uniweb personal area or on the didattica.unipd.it/off/risultati/LT page, by selecting the course of interest</td>
</tr>
<tr>
<td>Second assignment*: 2/10/2023 in the student’s own Uniweb personal area or on the didattica.unipd.it/off/risultati/LT page, by selecting the course of interest</td>
</tr>
<tr>
<td>Third assignment*: 9/10/2023 in the student’s own Uniweb personal area or on the didattica.unipd.it/off/risultati/LT page, by selecting the course of interest</td>
</tr>
<tr>
<td>Fourth assignment*: 16/10/2023 in the student’s own Uniweb personal area or on the didattica.unipd.it/off/risultati/LT page, by selecting the course of interest</td>
</tr>
</tbody>
</table>

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

Reassignments and further use of the ranking list: if additional places remain available for entry to the course after the assignments concluded on 19/10/2023, next-ranking candidates showing as admitted on the ranking list will receive an email with the necessary enrolment instructions, including the deadlines to be met to accept the place obtained in the degree programme (it should be noted that the procedures to change course and transfer from another university will only be available until 31/10/2023).

**N.B.:** failing to comply with the deadlines and terms of the set out procedures and concurrently pay the first instalment will constitute a waiver of the place, which will be made available in the subsequent reassignments.

### 3. 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 11 July at 15:00 until 28 August 2023 at 12:00 noon.

#### 3.1 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 uniwend.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 personal area.
Students can also register with the [www.uniweb.unipd.it](http://www.uniweb.unipd.it) portal using SPID credentials by clicking on **Menu → Registration with SPID**.

In the event of problems with logging in, contact the University Call Centre ([www.unipd.it/callcentre](http://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 official communication.

### 2.2 Pre-enrolment

To pre-enrol, you must:

1. log in with your credentials at [www.uniweb.unipd.it](http://www.uniweb.unipd.it), click on **Educational Offer → Pre-enrolment with unlimited access → Course Type “Master’s Degree Programme”** 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](mailto:immatricolazioni.studenti@unipd.it), attaching an identity document;

3. upload any documentation for the personalised test request (point 5.2).

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](http://www.unipd.it/pago-pa)) - note that if you do not pay the fee, you will be excluded from taking the admission test.

**Contacts and assistance:** [www.unipd.it/immatricolazioni](http://www.unipd.it/immatricolazioni) and [www.unipd.it/callcentre](http://www.unipd.it/callcentre)

### 4. 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. For the assessment of these requirements, the following points are to be fulfilled by submitting the required documentation, where necessary.
The procedure is only available after completing pre-enrolment (point 3):

from 11 July at 15:00 until 28 August 2023 at 15:00.

4.1 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:

<table>
<thead>
<tr>
<th>Alternative 1</th>
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</thead>
<tbody>
<tr>
<td><strong>Requirements:</strong> possession of a degree awarded in any Italian university belonging to class L-2, L-13, L-27, L-SNT/3 (Ministerial Decree 270/2004) or class 1, 12, 21, SNT3 (Ministerial Decree 599/1999)</td>
</tr>
<tr>
<td><strong>Procedure:</strong> Instructions on how to apply for the assessment of the minimum curricular requirements online and any special cases will be published by 11 July 2023 at <a href="http://www.unipd.it/ammissioni-med-pharmabio">www.unipd.it/ammissioni-med-pharmabio</a>.</td>
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Or

<table>
<thead>
<tr>
<th>Alternative 2</th>
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<tbody>
<tr>
<td><strong>Requirements:</strong> possession of a degree* awarded in any Italian university belonging to any class, and possession of at least 50 ECTS credits, divided into the following University Scientific Areas (Subject Areas)**: BIO/09 to 19; CHIM/01,02,03,04,06,08,09,10,11; MED/03,04,07; VET/01,03,05,07</td>
</tr>
<tr>
<td><strong>Procedure:</strong> Instructions on how to apply for the assessment of the minimum curricular requirements online and any special cases will be published by 11 July 2023 at <a href="http://www.unipd.it/ammissioni-med-pharmabio">www.unipd.it/ammissioni-med-pharmabio</a>.</td>
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</table>

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

** To read the required Subject Areas:

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

Or

<table>
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<tr>
<th>Alternative 3</th>
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<tbody>
<tr>
<td><strong>Requirements:</strong> possession of a qualification earned in a foreign university considered suitable according to current legislation which may compare the content of the degree classes mentioned in alternative 1.</td>
</tr>
<tr>
<td><strong>Procedure:</strong> candidates applying for entry to the programme through this alternative must submit an application for the assessment of the minimum curricular requirements as set out in point 7.</td>
</tr>
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4.2 Language skills

All candidates are required to have the following language skills:
Linguistic competence of candidates that have an Italian entry qualification is assessed in the admission test. It is not necessary, therefore, to submit any certificates or other documentation.

Candidates using an entry qualification obtained abroad must submit a level B2 or higher English language certificate or documentation certifying that they are within the cases of exemption. The list of accepted certifications, the relative minimum grades required and exemptions is available at www.unipd.it/requisito-linguistico-ammissione-corsi-studio-ateneo;

5. ADMISSION TEST

To take the admission test, prospective students must have completed pre-enrolment (point 3) and have submitted an application for the assessment of the minimum curricular requirements (point 4).

5.1 Attending the test

The admission test will take place on

5 September 2023 at 14:30

A document containing the necessary information about taking part in the test will be published at www.unipd.it/ammissioni-med-pharmabio from 1st September 2023:

- the time for attendance;
- the assigned venue and classroom;
- other information that may be necessary and any updates.

N.B.: these publications count as 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 about the assessment of the curricular requirements will be allowed to take the test subject to subsequent positive assessment of said requirements.

Once the test has started, candidates arriving late will not be allowed to take the test.

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3 If the assessment of the minimum curricular requirements is negative, candidates will be excluded from the ranking lists, regardless of the score obtained in the entry test.
Information about the Examination Committee and the rules on the conduct of the test are available at [www.unipd.it/avvisi-ammissione-corsi](http://www.unipd.it/avvisi-ammissione-corsi).

5.2 Request for a personalised test for candidates with a disability, impairment, or SLD diagnosis

Candidates with disabilities, impairments, or specific learning disabilities (SLD), pursuant to Article 16 of Law no. 104/1992 and Law no. 170/2010, may request an admission test with additional time and/or personalised support by making an express request to the Student Service Office - Inclusion Unit.

To this end, interested candidates must:

1) request the individualised test within the pre-enrolment procedure in [Uniweb](http://uniweb), specifying the support, aid, or compensatory measures requested. Any additional time allocated may not exceed 50% more (candidates with disabilities) and 30% more (candidates with SLD) than the time defined for the test;

2) send an email to [inclusione.studenti@unipd.it](mailto:inclusione.studenti@unipd.it) enclosing the following documents:

- ✔ civil invalidity certificate and/or a certificate pursuant to Law no. 104 of 1992 issued by the medical committee for the relevant area, proving the type of disability and, where envisaged, the recognised percentage of invalidity;
- ✔ certificate of SLD diagnosis issued no more than 3 years ago, if prior to the candidate’s eighteenth birthday, or if subsequent to the candidate’s eighteenth birthday, by state local health facilities or entities and professionals accredited with the regional health service.
- ✔ valid identity or identification document.

Candidates may be admitted to the test with the medical certificate they possess, even if it is not up-to-date on account of the limitation of NHS services due to the Covid-19 emergency, subject to subsequently requesting a supplement to the required documentation.

Personalised Learning Plans (PLP) and diagnoses issued before the last level of education (upper secondary education) are not accepted under any circumstances.

Applicants with a disability, invalidity, or SLD from EU and non-EU countries residing abroad who wish to benefit from personalised support must submit a certificate, which, where provided for under current international rules and regulations, has been legalised, of their disability, invalidity, or SLD condition issued in their country of residence, accompanied by a sworn translation or a translation certified by the Italian diplomatic services as conforming to the original text, in Italian or English.

The Student Service Office - Inclusion Unit, which is in charge of examining these certificates, shall ascertain that the foreign documentation certifies a condition of invalidity, disability, or SLD recognised by Italian law.

Support aids may be granted after evaluation by experts from the Student Service Office - Inclusion Unit.

No later than the day before a test takes place, candidates will be notified of any support aids provided, by email sent by the Student Service Office - Inclusion Unit, [inclusione.studenti@unipd.it](mailto:inclusione.studenti@unipd.it).
Instruments such as dictionaries, formularies, periodic tables of elements, conceptual maps, computers (other than those provided for the test), tablets, smartphones, smart glasses and other similar instruments are not permitted in any case.

If a candidate has a particularly complex condition, we suggest that he/she requests an interview with dedicated staff, by sending an email to inclusione.studenti@unipd.it, to make his/her individual needs known.

More information is available at www.unipd.it/accoglienza-prove-ingresso.

6. ENROLMENT, CHANGE OF COURSE, AND TRANSFER FROM ANOTHER UNIVERSITY

6.1 Procedures

To enrol, change course, or transfer from another University, candidates must:

- have pre-enrolled (point 3) by the set out deadlines;
- have obtained “eligibility” following the assessment of the minimum curricular requirements (point 4);
- having taken the admission test (point 5) and having shown as admitted on the admission ranking list or subsequent reassignments for the chosen curriculum.

The application to enrol, change course, or transfer from another university may be submitted on the dates scheduled for each assignment (point 2).

Registration procedures in the different cases (including the main ones: standard enrolment, course change, and transfer from another university) can be found in the following document: www.unipd.it/node/85793;

Enrolment is conditional upon obtaining the entry qualification by 31 December 2023.

Once the entry qualification has been obtained, it is then necessary to check the registration of the achievement details (grade and date of achievement) in the Uniweb personal area: the registration is automatic for graduates from the University of Padua, whereas graduate students from other universities must update the data themselves in the Uniweb personal area in the section Educational Offer → Qualifications.

Enrolment will be finalised with the assignment of a student ID number when the details of the achievement of entry qualification is updated; notification of the operation will be given via email to the email address registered on the Uniweb portal.

If the qualification is not obtained and updated by 31 December 2023, the application for enrolment will be declared automatically forfeited and cancelled.

N.B.: failing to comply with the deadlines and terms of the set out procedures and concurrently pay the first instalment will constitute a waiver of the entry to the chosen course.
6.2 Student fees and benefits

In case of new enrolment, the first instalment of the university fee, for the academic year 2023/24, is 200.00 euro (of which 184.00 euro is the regional tax for the right to education at university and 16.00 euro is the stamp duty). Students with a disability between 66% and 100% or with a certificate pursuant to Italian Law no. 104 (Article 3, paragraph 1) are entitled to a total exemption, which only requires payment of the stamp duty of 16.00 euro.

Information about instalments, payments, and scholarships: www.unipd.it/contribuzione-benefici

Contacts and assistance: benefici.studenti@unipd.it

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

The following are considered equivalent to EU citizens:
- citizens of Norway, Iceland, Lichtenstein, and the Swiss Confederation, the Republic of San Marino and the Holy See;
- non-EU citizens pursuant to Italian Legislative Decree no. 286/98 Article 39, para 5, as subsequently amended and supplemented.

Non-EU candidates residing in Italy will be admitted subject to verification of their residence permit. 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/it - università - studenti stranieri, 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 3;
2. upload the documentation necessary to verify their foreign qualification for entry and assessment of the qualifications for inclusion in the ranking list via apply.unipd.it in accordance with the procedures described at www.unipd.it/studiare-inglese-come-fare-domanda. Applications must be sent from 18 July until 28 August 2023 at 12:00 noon - local time - (GMT + 2);
3. take the admission test as per the methods and deadlines set out in point 5;
4. be in possession, by 30 September 2023, of a certificate of English knowledge of at least level B2 (CEFR), except in the specified cases of exemption. The list of accepted certificates, the relative minimum scores required and exemptions is available at www.unipd.it/requisito-linguistico-ammissione-corsi-studio-ateneo;  
5. To be in possession by 30 September 2023 of an entry qualification obtained abroad and recognised as eligible under current legislation (www.unipd.it/iscrizioni-studenti-internazionali).

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 Legislative Decree no. 286/98, Article 39, paragraph 5, as subsequently amended and supplemented. In order to ensure a regular start of teaching, all international students must be duly enrolled with all the necessary documents by 31 October 2023. Those admitted after this date will receive instructions and new deadlines for submitting the necessary documentation, from the Admissions and Welcome unit of the Global Engagement Office.

Eligible candidates wishing to enrol must:  
1. submit the application for enrolment and pay the first instalment in the manner and within the terms set out in point 6;  
2. ensure that the Admissions and Welcome unit of the Global Engagement Office has reviewed their required original documentation, as per the procedures at www.unipd.it/studiare-inglese-immatricolarsi.

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 Programme Coordinator or the Assessment Committee 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 Office, Ms Maria Chiara Ferraresi. Candidates may exercise their right of access to the application documents according to the provisions of Italian Presidential Decree no. 184 of 12 April 2006.  
3. Current legislation on statements: if the documentation submitted by the candidate contains false or untrue statements, without prejudice to the penalties provided for by the Italian Criminal Code and the special laws on the matter (Articles 75 and 76 of Presidential Decree No. 445/2000), the candidate’s enrolment shall automatically cease. The University will recover any benefits granted (e.g. scholarships) and will not reimburse for the fees paid. Finally, whoever makes a false statement will be liable to an action for damages by the interested parties.
4. Personal data processing: personal data provided by candidates, collected for the purposes set out in this Call, shall be processed in compliance with the provisions of Regulation (EU) 679 of 27.04.2016 (the General Data Protection Regulation, GDPR), and the policy available at www.unipd.it/informativa-studenti.

5. Simultaneous registration: information can be found on page www.unipd.it/avvisi-ammissione-corsi.

Further general information on the current rules and regulations for admission can be found at www.unipd.it/avvisi-ammissione-corsi.

Any changes or additions to the content of this Call for admission 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 Call for admission, reference should be made to current legislation.

Padua, 26 April 2023

THE RECTOR
Prof. Daniela Mapelli

digitally signed pursuant to Italian Legislative Decree No. 82/2005
APPENDIX 1 - RECOGNITION OF PRIOR CREDITS FOR CAREER SHORTENING

Candidates may apply to have the activities and exams they have obtained (including those obtained abroad) - such as single course units or previous university careers - recognised so as not to have to repeat them during their course of study. To apply for your university career shortening, you need to submit the pre-enrolment application (point 3) and meet the minimum curricular requirements specified for the course, submitting any documents required in the various cases (point 4).

However, in order to access the course by means of career shortening, it is necessary to fulfil the requirements and complete all the procedures (including pre-enrolment, application for the assessment of requirements, and participation in the test) as set out in point 1.2 of this call. The application for credit recognition is an additional request that must be submitted at the same time as the procedure for assessing the minimum curricular requirements, in the appropriate section within the same portal, and by the same deadlines (indicated in point 3).

The appointed committee will assess the submitted application and will come to a resolution, containing the exams that can be validated (with any supplements) and the proposed year of admission, based on the criteria defined by the course of study. The educational credits (ECTS credits) 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 resolution, candidates must:

- **1st year**: meet the admission requirements and follow the relevant procedures set out in point 1.2, without any difference from those entering the course without any recognition for shortening the university career. The exams that can be validated will be uploaded to the candidate’s student record book after enrolment has been completed, and no later than the first exam session for the academic year 2023/24;

- **2nd year**: admission to the second year of the course will be communicated to the interested parties at the same time as the publication of the first-year ranking list by the back office of the Scuola di Medicina e Chirurgia (www.unipd.it/backoffice-carriere-studenti), based on the number of eligible candidates and the availability of places in 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 list will be prepared for entry to the course, drawn up using criteria provided for by the degree programme. Guidance on the requirement of taking the admission test will also be provided.

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

5 A candidate is eligible if the committee resolves to propose their admission to the 2nd year.
Eligible candidates who do not have the “admitted” status can only enrol for the 1st year, taking part in the selection processes set out in point 1.2, without any difference from those who have not applied for credit recognition.

Once the procedure for preparation of the ranking list for access to the second year has been completed, admitted candidates will receive instructions and deadlines for completing their enrolment via email from the Enrolment and Admission Testing Unit.

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 for the academic year 2023/24.

**Contacts and assistance**
- for assistance in using the portal for credit recognition applications
- for information about examinations/activities that can be recognised
- for information about the time and publication status of the resolution
- for information about examinations/activities updates and year of course in the student career

[www.unipd.it/backoffice-carriere-studenti](http://www.unipd.it/backoffice-carriere-studenti) - [medicina.studenti@unipd.it](mailto:medicina.studenti@unipd.it)

**Contacts and assistance**
for assistance in enrolment procedures: [www.unipd.it/immatricolazioni](http://www.unipd.it/immatricolazioni)