UNIVERSITÀ DEGLI STUDI DI PADOVA
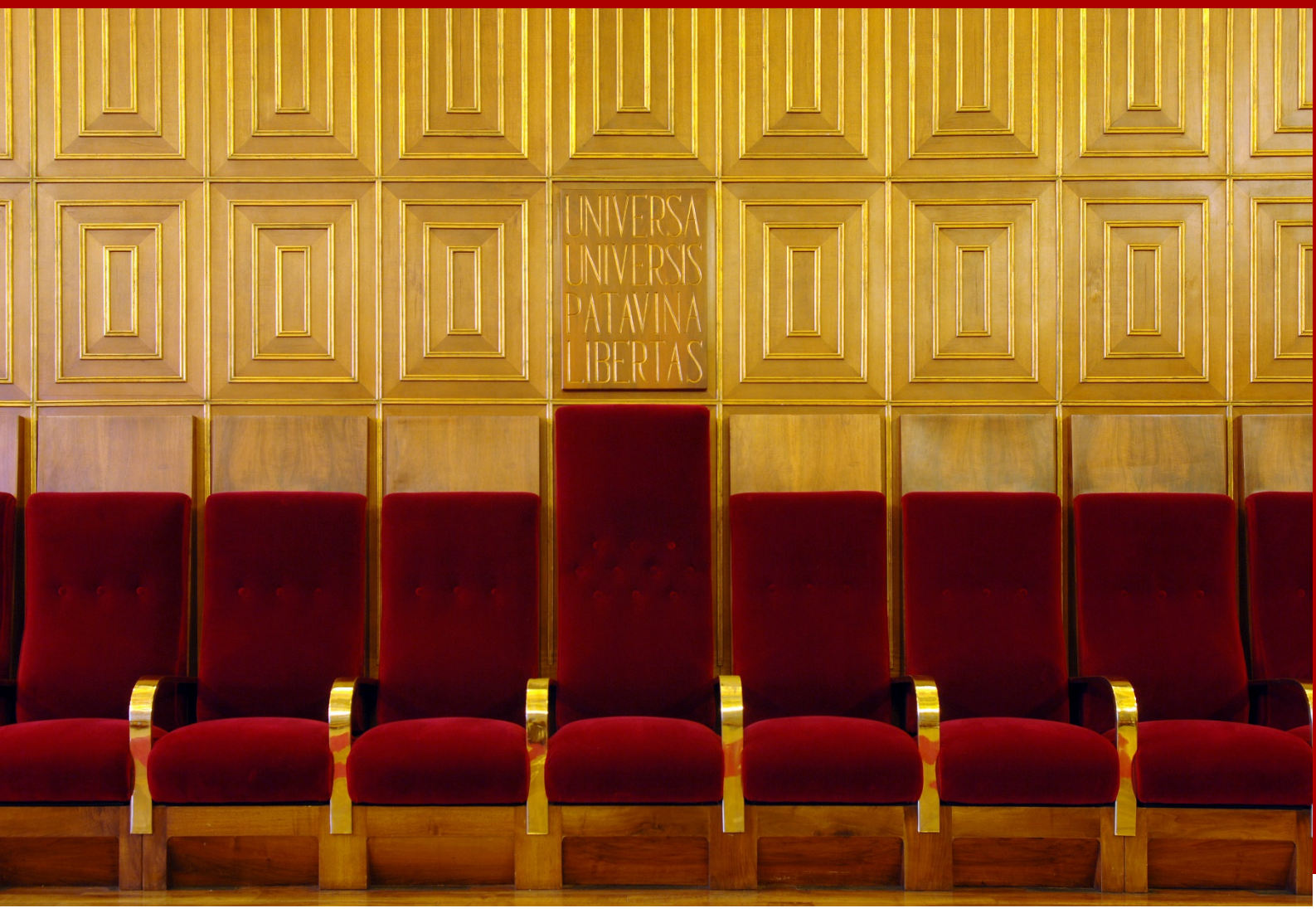
CALL FOR ADMISSION

Master's Degree Programme with limited access
selection reserved for EU citizens or equivalent

PHARMACEUTICAL BIOTECHNOLOGIES

BIOTECNOLOGIE FARMACEUTICHE

SUMMARY OF DEADLINES FOR THE YEAR 2024

PRE-ENROLMENT	From **16 July** to 12 noon on **27 August**	
ASSESSING THE MINIMUM CURRICULAR REQUIREMENTS	Submit the application for assessment from **16 July** to 12 noon on **27 August**	
ADMISSION TEST	The admission test is on **2 September**	
ENROLMENT	Ranking list: **16 September** from 4 pm onwards	Complete enrolment from **17 September** to 12 noon on **20 September**
REASSIGNMENT 1	Assignment through the ranking list **23 September**	Complete enrolment from **23 September** to 12 noon on **26 October**
REASSIGNMENT 2	Assignment through the ranking list **27 September**	Complete enrolment from **27 September** to 12 noon on **2 October**
REASSIGNMENT 3	Assignment through the ranking list **3 October**	Complete enrolment from **3 October** to 12:00 noon on **7 October**
REASSIGNMENT 4	Assignment through the ranking list **8 October**	Enrol from **8 October** to 12 noon on **11 October**

N.B.: this document is the English translation of the Call for admission for Master's degrees with unlimited places and admission requirements, 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

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NOTE: The table of contents 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[1] for the academic year 2024/25.

The Degree programme 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 Syllabus Regulations can be found at didattica.unipd.it, by selecting the degree programme 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 Degree programme, venue, and places available

COURSE IN ENGLISH				
Master's Degree Class Ministerial Decree 270/04	**MASTER'S DEGREE PROGRAMME**	**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 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[2] must:

1. have obtained a bachelor's degree, a single-cycle degree, a three-year university diploma or another qualification obtained in Italy and recognised as suitable under current legislation **by 31 December 2024**. For EU or equivalent candidates accessing with a qualification obtained abroad and recognised as eligible under current legislation, the set deadline is 30 September 2024 (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 Syllabus Regulations. The full information sheet on the degree programme and the Syllabus Regulations is available at didattica.unipd.it, by selecting the degree programme of interest;

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[1] The activation of the first year of degree programmes is subject to their accreditation according to the provisions of DM (Italian Ministerial Decree) 1154/2021 "Self-assessment, assessment, initial and periodic accreditation of venues and degree programmes" and to the achievement of a minimum number of pre-enrolments; therefore, if the Degree programme is not accredited or if the number of pre-enrolment applications submitted is less than 15 (5 for each curriculum), the Degree programme will not be activated. All the information relating to the activation of the degree programme is published at http://www.unipd.it. The minimum number of enrolments indicated does not apply to newly established, professional training and interuniversity degree programmes.
[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 degree programme 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 degree programme 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. For candidates who have not passed all the examinations required for a bachelor's degree (excluding the final examination), the weighted score of the weighted average of grades will be reduced by 50%.

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 access to the degree programme and will not be admitted in the academic year 2024/25.
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 the candidate's ECTS credits.

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;

As regards entry qualifications, it should be noted that:

- For candidates who have not passed all the examinations required for a bachelor's degree (excluding the final examination), the weighted score of the weighted average of grades will be reduced by 50%.
- 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.

Example: If a candidate has a weighted average of 27/30 and has graduated or passed all the exams excluding the final exam, his/her score in fourtieths will be:
$[(27-18) / (30-18)]*40 = \mathbf{30.}$

A candidate with the same weighted average (27/30) who **has not yet completed all the exams** will obtain a score reduced by 50%, i.e. halved:
$[(27-18) / (30-18)]*40/2 = 30/2 = \mathbf{15.}$

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 **B)**:

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

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, precedence is given to a younger candidate.

Example: If a candidate has a weighted average of 27/30 (having graduated or passed all the exams excluding the final exam) and has obtained a score in the test of 45/60, they will have a final score in hundredths calculated as follows:
$45 + [(27-18) / (30-18) *40] = \mathbf{75}$

A candidate with the same weighted average (27/30) who **has not yet passed all the exams** and with the same score in the test (45/60) will have a final score in hundredths calculated as follows:
$45 + \{ [(27-18) / (30-18)] * 40/2 \} = \mathbf{60}$

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2. SELECTION PROCESS: DEADLINES AND TERMS TO BE MET

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

1. **pre-enrol** (point 3) **from 16 July at 3 pm until 27 August 2024 at 12 noon**, by paying the fee of €30 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 3 pm on 16 July to 3 pm on 27 August 2024** (point 4);

3. take the admission test on **2 September 2024 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.

Publication of ranking list and reassignments	Deadline for enrolment, change of course, and transfer from another university
Ranking list: **16/09/2024** (publication at 16:00 onwards) at www.unipd.it/ammissioni-med-pharmabio	**from 3 pm on 17/09/2024 to 12 noon on 20/09/2024**
First assignment*: **23/09/2024** in the student's own Uniweb personal area or on the didattica.unipd.it/off/risultati/LT page, by selecting the degree programme of interest	**from 3 pm on 23/09/2024 to 12 noon on 26/09/2024**
Second reassignment*: **27/09/2024** in the student's own Uniweb personal area or on the didattica.unipd.it/off/risultati/LT page, by selecting the degree programme of interest	**from 3 pm on 27/09/2024 to 12 noon on 02/10/2024**
Third assignment*: **3/10/2024** in the student's own Uniweb personal area or on the didattica.unipd.it/off/risultati/LT page, by selecting the degree programme of interest	**from 3 pm on 03/10/2024 to 12 noon on 07/10/2024**
Fourth reassignment*: **08/10/2024** in the student's own Uniweb personal area or on the didattica.unipd.it/off/risultati/LT page, by selecting the degree programme of interest	**from 3 pm on 08/10/2024 to 12 noon on 11/10/2024**

*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 access to the degree programme after the assignments concluded on 11/10/2024, 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 31/10/2024).

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

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from 3 pm on 16 July until 12 noon on 27 August 2024.

3.1 Registration on the Uniweb portal

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

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

Students can also register with the www.uniweb.unipd.it portal using SPID credentials by clicking on *Menu → Registration with SPID*.

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

> **N.B.:** the personal email address included in the Uniweb profile is the communication channel that will be used to communicate deadlines and to provide instructions for access to the degree programme. Emails sent for this purpose count as official communication.

3.2 Pre-enrolment

To pre-enrol, you must:

1. log in with your credentials at www.uniweb.unipd.it, click on *Educational Offer → Pre-enrolment with limited access → Type "Master's Degree Programme"* and indicate the degree programme in Pharmaceutical Biotechnologies - Biotecnologie Farmaceutiche;

2. enter the degree qualification to be used to access the degree programme, 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, candidates will need to write to immatricolazioni.studenti@unipd.it to explain their situation, attaching a valid 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) - 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 and www.unipd.it/callcentre

4. MINIMUM CURRICULAR REQUIREMENTS

To be admitted to your chosen degree programme, 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 3 pm on 16 July until 3 pm on 27 August 2024.

Please note: Random checks may be carried out to verify the truthfulness of the information provided during the assessment of the minimum curricular requirements.

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:

Alternative 1
Requirements: possession of a degree awarded in any Italian university belonging to class **L-2, L-13, L-27, L-SNT/3, LM-13** (DM [Italian Ministerial Decree] 270/2004) or class **1, 12, 21, SNT3** (Ministerial Decree 599/1999)
Procedure: Instructions on how to apply for the assessment of the minimum curricular requirements online and any special cases will be published by 16 July 2024 at www.unipd.it/ammissioni-med-pharmabio.

Or

Alternative 2
Requirements: 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
Procedure: Instructions on how to apply for the assessment of the minimum curricular requirements online and any special cases will be published by 16 July 2024 at www.unipd.it/ammissioni-med-pharmabio.

* 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.

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Or

Alternative 3
Requirements: 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.
Procedure: 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.

4.2 Language skills

All candidates are required to have the following language skills:

English	Level **B2** or higher

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 certificates, the relative minimum scores required and exemptions is available at www.unipd.it/requisito-linguistico-amissione-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

2 September 2024 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 **30 August 2024**:
- 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[3].

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

Information about the Examination Committee and the rules on the conduct of the test are available at 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 Legge (Law) no. 104/1992 and Legge (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. make a request for a personalised test within the **pre-enrolment procedure** (point 3) in Uniweb specifying the supports, aids or compensatory measures required. 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 enclosing the following documents:

   - **civil invalidity certificate and/or a certificate** pursuant to Legge (Law) no. 104 of 1992 issued by the medical committee for the relevant area, proving the type of disability (NO OMISSIONS) and, where envisaged, the recognised percentage of invalidity.

   - **certificate of SLD diagnosis** issued no more than 3 years previously, 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. WHERE NOT ALREADY SPECIFIED IN THE DIAGNOSIS, ASK THE ACCREDITED PRIVATE FACILITY FOR THEIR ACCREDITATION CODE/NO. In accordance with the provisions of the "Guidelines on Specific Learning Disorders" annexed to DM (Italian Ministerial Decree) no. 5669 of 12 July 2011, candidates with SLDs are granted additional time equal to a maximum of 30 per cent more than that defined for the admission test.

   - Candidates with SLDs may request additional time and/or customised support with the medical certification they possess, even if it has expired. The new documentation, updated for the cycle of university studies, must be sent to inclusione.studenti@unipd.it by no later than 30 September 2025.

   - Personalised Learning Plans (PLP) and diagnoses of SLDs issued before the last level of education (upper secondary education) and/or by non-accredited individuals or entities are not accepted under any circumstances.

   - valid **identity or identification document**.

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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.

Candidates 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.

The requested supports and/or aids may be granted after an appropriate assessment has been made by the Student Service Office – Inclusion Unit. No later than the day before a test takes place, candidates will be notified of any support and/or aids provided by an email sent by the Student Service Office - Inclusion Unit, inclusione.studenti@unipd.it.

Instruments such as dictionaries, formularies, periodic tables of elements, conceptual maps, smartphones, smart glasses and other similar instruments are not permitted under any circumstances. No computers or tablets are allowed, other than those that may be provided by the Inclusion Unit for the test following a specific request made by the candidate within the pre-enrolment procedure in Uniweb.

If a candidate has a particularly complex condition, we suggest that they request an interview with dedicated staff, using the appropriate online form for an appointment request with the Inclusion Unit, to make their individual needs known: https://web.unipd.it/prenotazioniservizi/settore-inclusione/
Further 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.

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 2024[4]. 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 the given deadlines, 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 degree programme.

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

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6.2 Fees and benefits

In case of new enrolment, the first instalment of the university fee, for the academic year 2024/25, is 204.00 euro (of which 188.00 euro is the regional tax[5] for the right to education at university and 16.00 euro is the stamp duty).

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

Contacts and assistance:
benefici.studenti@unipd.it

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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.

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[4] For EU or equivalent candidates accessing with a qualification obtained abroad and recognised as eligible under current legislation, the set deadline is 30 September 2024 (point 7)

[5] The amount may vary according to regional provisions.

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 16 July and by 27 August 2024 at 12 noon local time - (GMT + 2)**;
3. take the **admission test** as per the methods and deadlines set out in point 5;

To finalise their enrolment, admitted candidates are required to:

1. submit the application for online enrolment in the www.uniweb.unipd.it portal and pay the first instalment according to the procedures and terms indicated at point 6;
2. be in possession, by 30 September 2024, 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-amissione-corsi-studio-ateneo
3. Be in possession by **30 September 2024** of an entry qualification obtained abroad and recognised as eligible under current legislation (www.unipd.it/iscrizioni-studenti-internazionali).
4. 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.

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

In order to ensure a regular start of teaching activities, all international students must be duly enrolled with all the necessary documents by 31 October 2024.

8. 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-amissione-corsi

For anything not specified in this Call for admission, reference should be made to current legislation.

Padua, *10/04/2024*

THE RECTOR
Prof. Daniela Mapelli
digitally signed pursuant to D.lgs (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 degree programme, submitting any documents required in the various cases (point 4).

In order to access the degree programme 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 university credits (ECTS credits) necessary to achieve the minimum curricular requirements, or those included in the qualification used for admission to the degree programme, will not be validated for shortening the university career.

Based on the proposed year of admission to the degree programme 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 degree programme 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 2024/25;
- **2nd year**: admission to the second year of the degree programme[6] 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[7] 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;

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[6] 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.
[7] A candidate is eligible if the committee resolves to propose their admission to the 2nd year.

- if the number of eligible candidates exceeds the number of places available, a merit ranking list will be prepared for access to the degree programme, drawn up using criteria provided for by the degree programme. Guidance on the requirement of taking the admission test will also be provided.

  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 2024/25.

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 in the student career

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

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Contacts and assistance
for assistance in enrolment procedures: www.unipd.it/immatricolazioni