NOTICE FOR ADMISSION TO THE MASTER’S DEGREE SUBSEQUENT TO THE FIRST YEAR OF THE COURSE – ACADEMIC YEAR 2018/2019

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REGULATORY REFERENCES
- D.M. (Ministerial Decree) 26 April 2018 N. 337 (Procedure and content of admission test for bachelor’s degree and five-year master’s degree with national admission test – 2018/2019 academic year);
- D.M. 14 May 2018 N. 385 (Procedure and content of admission test for bachelor’s degree with national admission test – 2018/2019 academic year);
- Decree n. 20921/2018 of 19 July 2018 from the Executive Board of the Faculty of Medicine and Surgery regarding admission regulations subsequent to the first year of the five-year Master’s degree at the Faculty of Medicine and Surgery;
- Ministerial regulations published on 19 February 2018 entitled “Procedures for admission, residence at university and enrolment of foreign/international students in higher education programmes in Italy for the 2018-2019 academic year”;
- Course Regulations for five-year Master’s degree programmes at the Faculty of Medicine for the entering classes of reference (http://www-med.unipv.it/);
- Student regulations approved by D.R. n. 548/2012 and subsequent modifications and additions.

AVAILABLE PLACES
In consideration of the planned numerical limits for the five-year Master’s degree programmes at the Faculty of Medicine and Surgery, students can enrol subsequent to the first year of the programme only if places are available with regard to the initial quota. To verify availability for the various years of the programme, a table referring to the places available as of 6 July 2018 was prepared.

### AVAILABLE PLACES SUBSEQUENT TO THE INITIAL QUOTA FOR COMMUNITY AND EXTRA-COMMUNITY RESIDENTS IN ITALY 2018/2019 academic year

<table>
<thead>
<tr>
<th>Degree Programme</th>
<th>second year</th>
<th>third year</th>
<th>fourth year</th>
<th>fifth year</th>
<th>sixth year</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEDICINE AND SURGERY (taught in Italian)</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>MEDICINE AND SURGERY (taught in English)</td>
<td>1</td>
<td>0</td>
<td>5</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>DENTISTRY AND DENTAL PROSTHETICS</td>
<td>0</td>
<td>5</td>
<td>3</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>

### AVAILABLE PLACES SUBSEQUENT TO THE INITIAL QUOTA FOR EXTRA-COMMUNITY STUDENTS RESIDENT ABROAD 2018/2019 academic year

<table>
<thead>
<tr>
<th>Degree Programme</th>
<th>second year</th>
<th>third year</th>
<th>fourth year</th>
<th>fifth year</th>
<th>sixth year</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEDICINE AND SURGERY (taught in Italian)</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>MEDICINE AND SURGERY (taught in English)</td>
<td>1</td>
<td>0</td>
<td>5</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>DENTISTRY AND DENTAL PROSTHETICS</td>
<td>0</td>
<td>5</td>
<td>3</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>
Candidates taking the national admission test on 4 September 2018 will be given priority in the assigning of available places based on their position in the national merit ranking published by the MIUR. Candidates who are ASSIGNED a place in Pavia and enrol within the deadline established by the MIUR can, if eligible to enrol in subsequent years, proceed to do so in the event there are available places in their year of reference; otherwise, they must remain in the first year. These students can apply for an abbreviated course of studies based on second degrees, re-evaluations and recognition of foreign degrees at the time of completing their enrolment at the Student Affairs Office, using the form (with a stamp duty affixed) available in the Forms (Modulistica) section of the Student Affairs web page (see call for applications).

An updated verification of the available places will be carried out in January 2019 before publication of the admissions ranking regarding years subsequent to the first year.

NATIONAL TEST AND POSSIBILITY OF EXEMPTION

To be admitted to the five-year Master’s degree program at the Faculty of Medicine at the University of Pavia it is necessary to take a national admission test on 4 September 2018. The deadline for enrolling for the exam is 24 July 2018 (see call for applications).

Students enrolled in or with a degree from a community or extra-community university with a sufficient number of credits to enrol in a year subsequent to the first year of the programme are exempt from the admission test. Enrolment in years subsequent to the first year is conditional on an assessment of a student’s previous university experience, with particular attention paid to the type of degree programme, the exams taken, the theoretical studies completed and the practical experiences acquired at the previous university, along with the binding limit to the available places set by the university during its annual planning for each year of the programme. The available places will be assigned based on a merit ranking of the pre-evaluation applications. The ranking will be published following the criteria described in the section CRITERIA FOR THE ASSIGNING OF AVAILABLE PLACES.

Students who believe they have a sufficient number of credits to be admitted to years subsequent to the first year may present the pre-evaluation application for previous academic experience (see the following section).

PRE-EVALUATION APPLICATION PROCEDURE

Students interested in being admitted to years subsequent to the first year in the five-year Master’s degree programme in the Faculty of Medicine and Surgery at the University of Pavia must electronically submit the pre-evaluation application, choosing the admission test for the degree programme they are interested in. Students may apply to more than one degree programme. During the period from 15 November to 18 December 2018 (before 12 p.m.), students must access the website at http://www.unipv.eu/site/home.html and:

- REGISTER to obtain their credentials (Usename and Password) to log in to the Reserved Area. Student candidates or graduates from the University of Pavia already have their credentials for the use of on-line services, and thus do not need to register.
- Log in to the Reserved Area and click on SEGRETARIA> TEST DI AMMISSIONE, choosing the Concorso di Prevalutazione per ammissione ad anni successivi [pre-evaluation for admission to subsequent years] for the degree programme they are interested in;
- During enrolment in the selection process, upload the following documents:
  - the Form entitled: “Richiesta nulla osta anni successivi a.a. 2018/2019 corsi di laurea magistrale a ciclo unico – Facoltà di Medicina”, available at the following link: http://www.unipv.eu/site/home/documento16740.html, certifying the university degree they possess and their academic record, including the exams passed with the respective dates and marks, the credits earned and the scientific-disciplinary sectors concerned. Only the exams listed in this form will be considered for pre-evaluation.
  - a photocopy of their identity card or other legally valid identity document;
  - the syllabus of each exam taken for which recognition is requested;
  - foreign university students must present a copy of a certificate certifying their university curriculum, translated into Italian or English, along with a copy of all the syllabuses, translated into Italian or English and notarized by their embassy or consulate, for the subjects they have taken and for which they are requesting recognition.
Print out the MAV (pre-printed payment form) in the amount of €60 for payment of the fee for the pre-evaluation of the student's academic record. The fee will be reimbursed only if the student is later allowed to enroll (see section on PAYMENT OF THE MAV).

No additional information will be allowed to be added later to the uploaded data of the university record during the electronic submission of the pre-evaluation application.

The Student Affairs Office will publish by 19 December 2018 the list of applications received in alphabetic order. Students who have electronically submitted the pre-evaluation application regarding their previous university record and paid the MAV within the deadline, but who are not included in the list, must send an email by the non-extendable deadline of 20 December 2018 to the following address: matricole.facmedicina@unipv.it.

PAYMENT OF THE MAV
The MAV can be paid without any commission at UBI Bank, any other credit institution, or using home banking. Payment can also be made with a payment card that is part of the PagoBANCOMAT circuit at any ATM machine at banks belonging to the Union Group of Italian banks. When using an ATM, the payee must type in the MAV identification code and the amount from the pre-printed form. A receipt will be issued at the end of the operation indicating the outcome of the transaction.

Once payment is made, the University of Pavia will receive payment from the bank within 7/8 business days.

Candidates resident abroad are authorized to pay through a bank transfer to the Universita' degli studi di Pavia – Servizio Tesoreria c/o UBI – Banca from November 15 to December 18, 2018. The international bank codes are as follows: IBAN IT 38 H 03111 11300 0000000 46566 SWIFT: BLOPIT22776 BIC: POCIITM1XXX. Any expenses relative to foreign bank transactions are the responsibility of the payee. Therefore, for bank transfers from extra-EU countries, the code OUR, which guarantees receipt of the exact amount due, must be indicated in the space for bank expenses.

Any expenses borne by the University must be repaid by an additional payment.

Candidates required to make a bank transfer must send proof of payment in a timely fashion to: matricole.facmedicina@unipv.it.

CRITERIA FOR ASSIGNING OF AVAILABLE PLACES
Applications will be evaluated by a specially appointed Committee based on criteria in the Course Regulations for the five-year Master’s degree, for which a pre-evaluation application has been presented, and on criteria in the Student Regulations of the University of Pavia.

The Committee will determine, based on the educational curriculum and programmes presented regarding the exams taken by the student:

- the year of admission based on the rules regarding the requirements for placement in a given year of the programme (see attachment entitled ADMISSION REGULATIONS);
- the educational activities that can be recognized following admission based on the disciplinary content acquired by the student, as defined by the programme that is presented.

The Committee reserves the right to require a supplemental exam in the event the programme followed at the previous university regarding the specific subjects is not consonant with that followed in the degree programme at the University of Pavia.

If more candidates apply than there are remaining places available per year, a merit ranking will be prepared based on the credits previously earned by the candidates which are transferable to the degree programme for which admission is being requested.

The ranking will be based on the following criteria:

a) priority will be given to candidates who, based on the criteria in the Course of Study Regulations for the student class pertaining to their year of enrolment, would have in any event been regularly admitted;

b) in the event of parity, preference will be given to the candidate having the greater number of recognized university credits;

c) if there is still parity even after the consideration in b), preference will be given the candidate with the higher average mark for official exams;

d) if there is still parity even after the considerations in b) and c), preference will be given to the candidate who is already enrolled in the degree programme at the University of Pavia for which he or she has been admitted;

e) finally, preference will be given to the youngest candidate.

PUBLICATION OF ADMISSION LIST
The admission list will be published by January 2019 on the web page for admissions to subsequent years for degree programmes at the Faculty of Medicine and Surgery.
Enrolment will take place in February 2019.

Once the assigning of available places based on the above-mentioned procedures has been completed, the Student Affairs Office will notify the students via e-mail, attaching, in the event of transference from an Italian university, the permission statement to be presented to the previous university for the purpose of requesting transference to the University of Pavia.

ENROLMENT PROCEDURE
Candidates allowed to enrol under the terms indicated in the Student Affairs Office e-mail must:

1. go to the “Area Riservata” banner on the webpage http://www.unipv.eu/site/home.html, select ‘ACCEDI’ and then log in using the keys (username and password) given by the University of Pavia upon presenting the pre-evaluation application;
2. select ‘IMMATRICOLAZIONE’ from the menu and find the chosen course of study; during this phase of the online procedure candidates must upload:
   a. a passport-size photo with full face in view;
   b. a photocopy (front-back) of the ID document inserted during registration;
   c. a photocopy of the tax code card;
   d. (only for students with extra-community citizenship): a residence permit for those already in possession of this;
3. go to STAMPA DOMANDA D’IMMATRICOLAZIONE. This allows you to print out the MAV to make the first instalment payment of enrolment fees in the amount of €156, apart from any exemptions for situations listed in the Notice on Fees for 2018-2019: http://www.unipv.eu/on-line/Home/documento6562.html (see section entitled PAYMENT OF THE MAV);
4. send the following documents to: matricole.facmedicina@unipv.it:
   - receipt of MAV payment for the first instalment of university fees; students wishing to make payment based on family income must request the ISEE 2018 before 31 December 2018; otherwise, they will be placed in the top tier for fees. For more detailed information, see ‘Avviso sulla contribuzione 2018-2019’ at the following link: http://www.unipv.eu/on-line/Home/documento6562.html;
   - when students are requesting an abbreviated degree programme based on a second degree, re-evaluations or recognition of foreign degrees, they must submit the appropriate form found in the ‘Modulistica’ section on the Student Affairs web page (http://www.unipv.eu/site/home/naviga-per/studenti/immatricolarsi---frequentare---concludere/articolo994.html), with the proper stamp duty affixed.

The e-mail must have as object: SURNAME, NAME AND DEGREE PROGRAMME FOR WHICH ENROLMENT IS BEING REQUESTED.

PAVIA UNIVERSITY CARD
During online enrolment students not already in possession of the ‘PAVIA UNIVERSITYCARD’, a multi-function university card that serves as a Pavia University student ID, may request one.

The Pavia University Card is free and also functions as a reloadable prepaid credit card on the MasterCard circuit that can be used to pay expenses or withdraw money from an ATM. It is very useful, and offers discounts (even greater than 10%) to students on a wide range of articles and allows them to make bank transfers in Italy and the SEPA area (31 European countries), receive them from abroad and to make deposits and automatic debits for bills. The credit card function also enables the University and the EDISU to make any type of payment to students and is the sole instrument used by the university to credit the reimbursement of fees and other university payments or to make scholarship payments.

Further information on the functions of the University Card and how to request it can be found at the following link: http://www.unipv.eu/site/home/matricole2018.html.

REIMBURSEMENT OF INSTALMENT PAYMENT FOR ENROLMENT
The reimbursement of fees and other university payments are only permitted in those situations indicated in Article 12 of the Regulations Regarding Fees. For more detailed information on the reimbursement of instalment payments for enrolment, see the following link: http://www.unipv.eu/site/home/articolo13177.html.

Pursuant to Article 13 of EU Regulations 2016/679, information provided by the candidates shall be used by the University of Pavia for institutional aims, for the provision of specific services requested by users, and to fulfil the requirements of the law.
Data is processed in accordance with existing regulations with the aid of computer and electronic instruments that serve to memorize and manage the data. Paper-based means may also be employed, but always in a manner that guarantees data security and the safeguarding of the user’s privacy.
The provision of data is obligatory for purposes of the entrance test.
The user's personal data will be treated in accordance with existing laws by personnel explicitly charged with its processing.

The candidates enjoy the rights provided under Articles 15-18 of the Regulations previously cited, among which access to their personal data, its modification, updating, integration, additions to it, elimination, etc.; they may also oppose the use of the data in a manner different from the institutional use described above. These rights are enforceable against the Chancellor of the University of Pavia, who is the institutional figure ultimately in charge of the processing of personal data.

The person in charge of the administrative procedures regarding the data processing, pursuant to Article 4, of L. 7 agosto 1990, n. 241, as modified by L. 15/2005, is Carmen Frassica (Cat. EP2 – Administrative-Management Area).

Pavia, 26 July 2018

THE DIRECTOR GENERAL
Emma Varasio

THE CHANCELLOR
Fabio Rugge
Below are the admission requirements for the various years of the degree programme for the five-year Master’s degree at the Faculty of Medicine and Surgery at the University of Pavia, based on the existing Course Regulations. Candidates intending to apply for a pre-evaluation of previous academic experience must fulfill the requirements in order to gain admission.

### Admission criteria for years subsequent to the first year for the degree programme in Medicine and Surgery taught in Italian

<table>
<thead>
<tr>
<th>Admission to the second year</th>
<th>By 30/9/2018, the student must have signatures attesting to attendance regarding the relevant subjects and have earned a number of credits equivalent to those indicated in all the course years of the study plan for the first year of the degree programme in Medicine and Surgery (taught in Italian) at the University of Pavia: HUMAN ANATOMY 20 credits – BIO/16; BIOCHEMISTRY 18 credits – BIO/10 AND BIO/11; GENERAL BIOLOGY 4 credits – BIO/13 AND MED/03; MEDICAL PHYSICS 5 credits – PHYSICS/07; HISTOLOGY AND EMBRYOLOGY 9 credits; ENGLISH 14 credits L-LIN/12.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admission to the third year</td>
<td>By 31/12/2018, students must have passed an exam equivalent to HUMAN ANATOMY 20 credits – BIO/16, possess all the signatures for attendance regarding the relevant subjects, and have earned a number of credits equivalent to those indicated in all the course years of the study plan for the second year of the degree programme in Medicine and Surgery (taught in Italian) at the University of Pavia.</td>
</tr>
<tr>
<td>Admission to the fourth year</td>
<td>By 31/12/2018, the student must have passed an exam equivalent to Human Physiology 20 credits – BIO/09, possess all the signatures for attendance regarding the relevant subjects, and have earned a number of credits equivalent to those indicated in all the course years of the study plan for the third year of the degree programme in Medicine and Surgery (taught in Italian) at the University of Pavia.</td>
</tr>
<tr>
<td>Admission to the fifth year</td>
<td>By 30/9/2018, the student must possess all the signatures for attendance regarding the relevant subjects and have earned a number of credits equivalent to those indicated in all the course years of the study plan for the fourth year of the degree programme in Medicine and Surgery (taught in Italian) at the University of Pavia.</td>
</tr>
<tr>
<td>Admission to the sixth year</td>
<td>By 30/9/2018, the student must possess all the signatures for attendance regarding the relevant subjects and have earned a number of credits equivalent to those indicated in all the course years of the study plan for the fifth year of the degree programme in Medicine and Surgery (taught in Italian) at the University of Pavia.</td>
</tr>
</tbody>
</table>

**PLEASE NOTE**: the study plan for the degree programme in Medicine and Surgery taught in Italian can be consulted at the following link: [http://www.unipv.eu/site/home/naviga-per/studenti/segreteria-studenti-e-ufficio-tasse/segreteria-studenti-di-facolta/medicina-e-chirurgia/articolo13745.html](http://www.unipv.eu/site/home/naviga-per/studenti/segreteria-studenti-e-ufficio-tasse/segreteria-studenti-di-facolta/medicina-e-chirurgia/articolo13745.html)

### Admission criteria for years subsequent to the first year of the degree programme in Medicine and Surgery taught in English

<table>
<thead>
<tr>
<th>Admission to the second year</th>
<th>By 30/9/2018, students must have earned 42 credits in relevant subjects and have earned a number of credits equivalent to those indicated in the study plan for the first year of the degree programme in Medicine and Surgery in English at the University of Pavia.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admission to the third year</td>
<td>By 20/9/2018, students must have earned 119 credits in relevant subjects and have earned a number of credits equivalent to those indicated in all the course years of the study plan for the second year of the degree programme in Medicine and Surgery in English at the University of Pavia.</td>
</tr>
<tr>
<td>Admission to the fourth year</td>
<td>By 20/9/2018, students must have earned 166 credits in relevant subjects and have earned a number of credits equivalent to those indicated in all the course years of the study plan for the third year of the degree programme in Medicine and Surgery in English at the University of Pavia.</td>
</tr>
<tr>
<td>Admission to the fifth year</td>
<td>By 20/9/2018, students must have earned all the credits in the relevant subjects with a credit load equivalent to that indicated in all the course years of the study plan for the fourth year of the degree programme in Medicine and Surgery in English at the University of Pavia.</td>
</tr>
<tr>
<td>Admission to the sixth year</td>
<td>By 30/9/2018, students must possess all the signatures for attendance in the relevant subjects and have a credit load equivalent to that indicated in all the course years of the study plan for the fifth year of the degree programme in Medicine and Surgery in English at the University of Pavia.</td>
</tr>
</tbody>
</table>

**PLEASE NOTE**: the study plan for the degree programme in Medicine and Surgery taught in English can be consulted at the following link: [http://www.unipv.eu/site/home/naviga-per/studenti/segreteria-studenti-e-ufficio-tasse/segreteria-studenti-di-facolta/medicina-e](http://www.unipv.eu/site/home/naviga-per/studenti/segreteria-studenti-e-ufficio-tasse/segreteria-studenti-di-facolta/medicina-e)
### Admission criteria for years subsequent to the first year of the degree programme in Dentistry and Dental Prosthetics

<table>
<thead>
<tr>
<th>Admission to the second year</th>
<th>By 31/12/2018, students must have earned 75% of the credits in the relevant subjects and have a credit load equivalent to that in the study plan for the first year of the degree programme in Dentistry and Dental Prosthetics at the University of Pavia.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admission to the third year</td>
<td>By 31/12/2018, students must have earned 75% of the credits (per year) in the relevant subjects and have a credit load equivalent to that indicated in each course year of the study plan for the second year of the degree programme in Dentistry and Dental Prosthetics at the University of Pavia.</td>
</tr>
<tr>
<td>Admission to the fourth year</td>
<td>By 31/12/2018, students must have earned 75% of the credits (per year) in the relevant subjects and have a credit load equivalent to that indicated in each course year of the study plan for the third year of the degree programme in Dentistry and Dental Prosthetics at the University of Pavia.</td>
</tr>
<tr>
<td>Admission to the fifth year</td>
<td>By 31/12/2018, students must have earned 75% of the credits (per year) in the relevant subjects and have a credit load equivalent to that indicated in each course year of the study plan for the fourth year of the degree programme in Dentistry and Dental Prosthetics at the University of Pavia.</td>
</tr>
<tr>
<td>Admission to the sixth year</td>
<td>By 31/12/2018, students must have earned 75% of the credits (per year) in the relevant subjects and have a credit load equivalent to that indicated in each course year of the study plan for the fifth year of the degree programme in Dentistry and Dental Prosthetics at the University of Pavia.</td>
</tr>
</tbody>
</table>

**PLEASE NOTE**: The study plan for the degree programme in Medicine and Surgery taught in Italian can be consulted at the following link: [http://www.unipv.eu/site/home/naviga-per/studenti/segreteria-studenti-e-ufficio-tasse/segreteria-studenti-di-facolta/medicina-e-chirurgia/articolo13745.html](http://www.unipv.eu/site/home/naviga-per/studenti/segreteria-studenti-e-ufficio-tasse/segreteria-studenti-di-facolta/medicina-e-chirurgia/articolo13745.html)