



# UNIVERSITÀ DI PAVIA

Notice for admission to the master's degree subsequent to the first year of the course  
**Master's Degree in Medicine and Surgery (courses taught in Italian) - Class LM-41**  
**Master's Degree in Medicine and Surgery (courses taught in English) Class Lm-41**  
**Master's Degree in Dentistry and Dental prosthetics - Class LM-46**  
Academic Year 2019/2020

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## 1. REGULATORY REFERENCES

- **D.M. (Ministerial Decree) 28 March 2019 N. 277** (Procedure and content of admission test for bachelor's degree and six-year master's degree with national admission test – 2019/2020 academic year);
- **D.M. 18 June 2019 N. 542** (Procedure and content of admission test for bachelor's degree and six-year master's degree taught in English with national admission test – 2019/2020 academic year);
- **Decree n. 2358/2019 of 22 July 2019** from the Executive Board of the Faculty of Medicine and Surgery regarding admission regulations subsequent to the first year of the six-year Master's degree at the Faculty of Medicine and Surgery;
- **Ministerial regulations published on 7 March 2019** entitled "Procedures for admission, residence at university and enrolment of foreign/international students in higher education programmes in Italy for the 2019-2020 academic year";
- **Course Regularions** for six-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.

## 2. AVAILABLE PLACES

In consideration of the planned numerical limits for the six-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 16 July 2019 was prepared.

AVAILABLE PLACES SUBSEQUENT TO THE INITIAL QUOTA FOR COMMUNITY AND EXTRA-COMMUNITY RESIDENTS IN ITALY 2019/2020 academic year					
Degree Programme	second year	third year	fourth year	fifth year	sixth year
MEDICINE AND SURGERY (taught in Italian)	0	0	0	2	3
MEDICINE AND SURGERY (taught in English)	0	0	0	3	5
DENTISTRY AND DENTAL PROSTHETICS	0	0	4	1	0

Candidates taking the national admission test on 3 September 2019 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 2020 before publication of the admissions ranking regarding years subsequent to the first year.

### **3. NATIONAL TEST AND POSSIBILITY OF EXEMPTION**

To be admitted to the six-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 3 September 2019. The deadline for enrolling for the exam is 25 July 2019 (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 6. 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).

### **4. PRE-EVALUATION APPLICATION PROCEDURE**

Students interested in being admitted to years subsequent to the first year in the six-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 17 December 2019** (before 12 p.m.), students must access the website at <https://studentonline.unipv.it/Home.do> and:

1. REGISTER to obtain their credentials (Username 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.
2. CHOOSE THE TEST:
  - Master's Degree in Medicine and Surgery (courses taught in Italian) – login in the Reserved Area and push the button SEGRETERIA>TEST DI AMMISSIONE (SEGRETERIA/ADMISSION TEST), choosing the Concorso di prevalutazione per ammissione ad anni successivi - Medicina e Chirurgia (lingua italiana) [pre-evaluation for admission to subsequent years - Master's Degree in Medicine and Surgery (courses taught in Italian)];
  - Master's Degree in Medicine and Surgery (courses taught in English) - login in the Reserved Area and push the button SEGRETERIA>TEST DI VALUTAZIONE (SEGRETERIA/EVALUATION TEST), choosing the Concorso di prevalutazione per ammissione ad anni successivi - Medicina e Chirurgia (lingua inglese) [pre-evaluation for admission to subsequent years - Master's Degree in Medicine and Surgery (courses taught in English)];
  - Master's Degree in Dentistry and Dental prosthetics - login in the Reserved Area and push the button SEGRETERIA>TEST DI AMMISSIONE (SEGRETERIA/ADMISSION TEST), choosing the Concorso di prevalutazione per ammissione ad anni successivi – Odontoiatria e Protesi dentaria [pre-evaluation for admission to subsequent years - Master's Degree in Dentistry and Dental prosthetics];
3. During enrolment in the selection process, UPLOAD THE FOLLOWING DOCUMENTS:
  - the Form entitled: “Richiesta nulla osta anni successivi a.a. 2019/2020 corsi di laurea magistrale a ciclo unico – Facoltà di Medicina”, available at the following link: <https://web.unipv.it/formazione/ammissione-anni-successivi-corsi-facolta-di-medicina/>, 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 copy 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.
4. Print out the document (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 5. PAYMENT METHODS).

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 18 December 2019 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 fee within the deadline, but who are not included in the list, must send an email by the non-extendable deadline of 19 December 2019 to the following address: [matricole.facmedicina@unipv.it](mailto:matricole.facmedicina@unipv.it).

## **5. PAYMENT METHODS**

The pre-evaluation fee and the first installment of the tuition fee shall be paid preferably by online payments (credit card or online bank transfer) via the system PagoPA. It is however allowed to pay also via MAV form (Modulo di Avviso di Versamento). Once the pre-enrolment is completed, students have to access the online system Esse3 – Area Riservata, select the section Payments (Pagamenti), click on the payment slip and choose the payment method (PagoPA or MAV).

The payment will then be verified by the University of Pavia within some working days.

Detailed instructions are available at this link: <https://web.unipv.it/formazione/calcolare-le-tasse/pagopa/>.

Candidates residing abroad must exclusively pay by credit card by selecting the payment method PagoPA. In case applicants do not have a credit card, an alternative payment method may be agreed with the Students' Secretary office by sending an e-mail to: [matricole.facmedicina@unipv.it](mailto:matricole.facmedicina@unipv.it).

## **6. CRITERIA FOR ASSIGNING OF AVAILABLE PLACES**

Applications will be evaluated by a specially appointed Committee based on criteria in the Course Regulations for the six-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.

## **7. PUBLICATION OF ADMISSION LIST**

The admission list will be published by January 2020 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 2020.

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.

**NOTE: candidate applications for years without available places will not be evaluated by the Committee.**

## **8. ENROLMENT PROCEDURE**

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

1. go to the "Area Riservata" at the link <https://studentonline.unipv.it/Home.do> 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 copy (front-back) of the ID document inserted during registration;
  - c. a copy 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 (=PRINT ENROLMENT APPLICATION), which will provide the form needed to pay the first installment of the enrolment fee, that must be paid according to instructions in the section on 6. PAYMENT METHODS;
4. send the following documents to: [matricole.facmedicina@unipv.it](mailto:matricole.facmedicina@unipv.it):
  - Receipt of payment for the first installment of university tuition in the amount of € 156.00, except for special cases as outlined in the 2019-2020 payment notice <https://web.unipv.it/formazione/tasse-e-ateneocard/>;
  - 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 (<https://web.unipv.it/formazione/modulistica/>), with the proper stamp duty affixed.

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

## **9. AFTER ENROLLING**

### **9.1 Activate your @universitadipavia email account**

Newly enrolled students will receive a personal 'welcome' email which, as well as providing general information, will include their official university email address which will be used as the sole means of communication between the University of Pavia and the student. The student should activate the new email account as it is here that the new credentials for accessing online university services (e.g. Reserved Area and WI-FI) will be sent. Those already in possession of a University of Pavia email account will maintain it and their credentials for accessing the Reserved Area. It is, of course, possible to modify the credentials by accessing "Cambio Password Servizi di Ateneo" (Change university password service), that can be reached from the Student web page (<https://sonl.unipv.it/password/>).

### **9.2 Ateneo Card Pavia**

During the online enrolment, the student can also ask for the "Ateneo Card Pavia", a multifunctional university badge which works as an ID document for the student enrolled in the University of Pavia. Other information on the Ateneo Card Pavia are available in this <https://web.unipv.it/formazione/ateneocard/>.

## **PLEASE NOTE**

Users may encounter temporarily service disruptions during evenings or weekends due to site maintenance. Any possible delays in the compilation of forms may be due to the large numbers of users connected. For assistance and to report problems, please send an email to [matricole.facmedicina@unipv.it](mailto:matricole.facmedicina@unipv.it).

Informative note in accordance with art. 13, .Regulation (EU) 2016/679 ("personal data protection code"), the information supplied by candidates during enrolment will be processed by the University of Pavia and used for the university's institutional objectives, to provide specific services requested by users as well as to fulfil its legal obligations. The personal data is generally handled by data processing and telecommunications systems designed to memorise and manage the data. In some cases, a hard copy may be generated; this process is always undertaken to ensure security and protect the privacy of the interested party. Conferring personal data is therefore obligatory and failure to do so will result in exclusion from the admission test. Users' personal data, in accordance with current laws in force, may be revealed to, and processed by, personnel involved specifically in their handling. Candidates are entitled to the rights stated in art. 15-18 of the code mentioned above regarding personal data, its modification, updating, integration, cancellation etc., as well as reserving the right to oppose any use of the data other than the institutional purposes stated above. These rights may be enforced against the Rector of the University of Pavia as the individual responsible for the handling of personal data.

The Head of Administrative Procedures, under L. 7 August 1990, n. 241, modified by L. 15/2005, is Matteo Bonabello (Category EP1 – Administrative Office).

Pavia, protocol date

**RECTOR**  
Fabio Ruge

Below are the admission requirements for the various years of the degree programme for the six-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**

Admission to the second year	By 30/9/2019, 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 1 4 credits L-LIN/12.
Admission to the third year	By 31/12/2019, 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.
Admission to the fourth year	By 31/12/2019, 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.
Admission to the fifth year	By 30/9/2019, the student must have passed an exam equivalent to Human Physiology 20 credits – BIO/09, 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.
Admission to the sixth year	By 30/9/2019, the student must have passed an exam equivalent to Human Physiology 20 credits – BIO/09, 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.
<b>PLEASE NOTE:</b> the study plan for the degree programme in Medicine and Surgery taught in Italian can be consulted at the following link: <a href="http://www-med.unipv.it/corsi-di-laurea/medicina-e-chirurgia-in-italiano-golgi/">http://www-med.unipv.it/corsi-di-laurea/medicina-e-chirurgia-in-italiano-golgi/</a> and at the link <a href="https://web.unipv.it/formazione/moduli-dei-piani-di-studio-2019-20/">https://web.unipv.it/formazione/moduli-dei-piani-di-studio-2019-20/</a>	

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

Admission to the second year	By 30/9/2019, 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.
Admission to the third year	By 20/9/2019, students must have earned 117 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.
Admission to the fourth year	By 20/9/2019, students must have earned 168 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.
Admission to the fifth year	By 20/9/2019, students must have earned 230 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.
Admission to the sixth year	By 20/9/2019, students must have earned 298 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.

**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-7.unipv.it/harveymedicine/course-structure/> and at the link <https://web.unipv.it/formazione/moduli-dei-piani-di-studio-2019-20/>

**Admission criteria for years subsequent to the first year of the degree programme in Dentistry and Dental Prosthetics**

Admission to the second year	By 31/12/2019, 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.
Admission to the third year	By 31/12/2019, 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.
Admission to the fourth year	By 31/12/2019, 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.
Admission to the fifth year	By 31/12/2019, 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.
Admission to the sixth year	By 31/12/2019, 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.

**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-med.unipv.it/corsi-di-laurea/odontoiatria-e-protesi-dentaria/> and at the link <https://web.unipv.it/formazione/moduli-dei-piani-di-studio-2019-20/>