



UNIVERSITÀ  
POLITECNICA  
DELLE MARCHE

Attachment 1

**Single cycle Master's Degree in**

**MEDICINE AND SURGERY**

**(Medicine and Surgery taught in English)**

Ministerial Master's Degree class LM-41 – Medicine and Surgery

**Academic Year 2023/24**



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## DEADLINES

Each **deadline provided for by the procedure is final and compulsory**, missing one or more of them entails the exclusion of the candidate from the test or from the possibility to enroll in the degree course:

from <b>18.09.2023</b> to <b>29.09.2023</b> (15.00h Italian time)	Admission test (IMAT) registration on <a href="https://www.universitaly.it">Universitaly.it</a> and payment of the relative test fee.
from <b>18.09.2023</b> to <b>29.09.2023</b> (15.00h Italian time)	Submission of arrangements and certificates for candidates with disabilities or with Specific learning disorders
<b>10.10.2023</b>	Publication of the venue selection for the admission test
<b>17.10.2023</b>	<b>Admission Test</b>
<b>26.10.2023</b>	Publication of the test score paired with the barcode sticker number on <a href="https://www.universitaly.it">Universitaly.it</a>
<b>31.10.2023</b>	Publication of data sheets, scores, and answer sheets on <a href="https://www.universitaly.it">Universitaly.it</a>
<b>07.11.2023</b>	Publication of the <b>national ranking</b> and <b>beginning of enrolment procedures</b> according to the timetable described at point 8 of this call.

## 1. AVAILABLE SEATS AND RELATIVE QUOTAS

Announcement of public Admission Test to the first year of the Single Cycle Master's Degree in Medicine & Surgery at Università Politecnica delle Marche, according to the procedures described by the decree n. 1082 of 07.08.2023 of the Ministry for University and Research, for the definitive number of seats, indicated in the following chart, as set by Ministerial Decree n. 994 of 28.07.2023:



<b>Degree Course</b>	<b>Single Cycle Master's Degree in Medicine and Surgery (taught in English) Class LM-41</b>
<b>Duration (years)</b>	6
<b>Provisional available places for the 1st year for EU students and Non-EU students residing in Italy</b> art. 39, c.5 of the legislative decree n. 286 of 25/07/98 and following modifications	25
<b>Provisional available places for the 1st year for Non-EU students residing abroad</b> who are not included in art. 39, c.5 of the legislative decree n. 286 of 25/07/98 and following modifications	55
<b>Degree Course Venue</b>	Didactic Centre Faculty of Medicine and Surgery Torrette di Ancona

### **1.1 Candidates from Countries within the European Union (EU) and candidates from extra-EU Countries residing in Italy**

To the specific ends of the provisions of this call the following are considered **equivalent to EU citizens**(art. 39, c.5 of legislative decree of 25/07/98 n. 286 and following modifications):

- the citizens of Norway, Iceland, Liechtenstein, Switzerland, Republic of San Marino, Vatican City;
- the citizens with double citizenship of which one (at least) is from the EU;
- Non-EU citizens with a regular EU residency permits for long-term stay, with residency permits for subordinate work, for self-employment, for family reasons, for political asylum, for subsidiary protection, for religious reasons, for the special reasons referred to in articles 18, 18-bis, 20-bis, 22, paragraph 12 (c), and 42-bis, as well as holders of special protection residency permits issued according to Article 32, paragraph 3, of Legislative Decree 28 January 2008, n. 25;
- Non-EU citizens who have been legally residing for at least one year, in possession of an upper secondary school qualification obtained in Italy which enables entrance to the selected study course;
- Non-EU citizens, wherever resident, who are holders of final secondary school diplomas of Italian schools abroad or of foreign or international schools, operating in Italy or abroad, subject to bilateral agreements or special regulations for the recognition of educational qualifications and who meet the general conditions required for entry for study purposes;
- Non-EU citizens, who have been holding a study permit for at least one (1) year and are regularly enrolled to an Italian University, who plan on applying for transfer or passage to the 1<sup>st</sup> year of this Degree Course;
- Diplomatic Personnel (or personnel's children) in service at foreign diplomatic corps and international bodies located in Italy and accredited by either the Italian State or Vatican City.

### **1.2 Candidates from extra-EU Countries residing abroad and pre-enrolment application**



Citizens from Non-EU countries residing abroad, who do not meet requirements of art. 39, c.5 of the legislative decree of 25/07/98 n.286 and following modifications, may compete strictly for such category's reserved places. For the abovementioned candidates the **admission regulations are defined by the Ministry of University and Research and published at <http://www.studiare-in-italia.it/studentistranieri/>**. These candidates must:

- **Forward the pre-enrolment application through the [www.University.it](http://www.University.it)** portal and apply for a Student Visa to their competent Italian Embassy/Consulate (before the Admission Test date), once it has been validated by the University they selected. For further details on the document to upload with the pre-enrolment application, visit the "Pre-enrolment on UNIVERSITALY portal" page at the following link:  
[https://www.univpm.it/Entra/Internazionale/International\\_students/Immatricolazioni\\_studenti\\_internazionali/L/1](https://www.univpm.it/Entra/Internazionale/International_students/Immatricolazioni_studenti_internazionali/L/1)
- Hold an education qualification that grants access to university, as stated at article n. 2 "Admission Requirements".

**Citizens from Non-EU countries residing abroad are admitted to the test, and possible enrolment on condition, until they submit a copy of their residence permit and receive a positive evaluation of the validity of the documentation regarding their study career.**

Following the final ranking publication, candidates from Non-EU countries residing abroad, who have not obtained the necessary score to access the number of places reserved for their category, may apply through the "**reallocation procedure**" according to the abovementioned ministerial guideline on page 14, paragraph 2 published at: <http://www.studiare-in-italia.it/studentistranieri>.

As required by D.M. n. 994 of 28.07.2023, if any place of the "Non-EU citizens residing abroad" quota has remained unassigned, they will be made available to candidates who are Italian citizens, EU citizens and Non-EU citizens with equivalent status.

## 2. ADMISSION REQUIREMENTS

To be admitted to the test and to the potential subsequent enrolment, the candidates must own one of the following:

- diploma obtained at Italian secondary higher education or other valid and equivalent title as outlined in art. 3 of the [Regolamento Studenti](#) of this University;
- Secondary school qualification obtained outside of Italy with at least after 12 years of schooling, with a positive outcome during the last two years of attendance in the foreign educational system, allowing access to universities in the country where it was issued. When necessary, the candidate will have to demonstrate of having passed the relative country's test for "academic suitability", necessary for access to university-level education in the country of origin.  
In case of a foreign educational system consisting of less than 12 years, other valid foreign titles are acceptable as specified in the guidelines of the Ministry of University and Research and relative



attachments n.1 and n.2, published at: <http://www.studiare-in-italia.it/studentistranieri/>, and as stated at art. 9 of the [Regolamento Studenti](#).

The owners of a foreign study title are conditionally admitted to the test and, in order to successfully complete the enrolment phase, the validity of the documentation shall be verified.

In the event of doubts regarding the validity of the foreign study title owned, it's suggested to send an e-mail with the relevant documents to the following address: [concorsimed@univpm.it](mailto:concorsimed@univpm.it)

In case the information submitted, essential for the admission test, is false and/or incomplete the candidate will be excluded from the test and will lose his/her right to enroll.

### 3. ADMISSION APPLICATION

#### 3.1 Instructions for all candidates

Starting from **September 18<sup>th</sup>** and **no later than September 29<sup>th</sup> at 15.00 (GMT+2)** candidates must apply for the admission test and fulfill the payment of the test fee, strictly on-line, through the procedure at the **University portal ([www.universitaly.it](http://www.universitaly.it))**, section "**Accesso programmato / IMAT 2023**", which issues, once completed, a receipt of the application.

Upon registering for the admission test (IMAT) on [www.Universitaly.it](http://www.Universitaly.it), candidates must submit the following information:

- a) their e-mail address. It is the candidate's own responsibility to promptly notify in due time any change to their e-mail address;
- b) List in order of choice of the Universities for which they intend to compete. **These preferences are irrevocable and cannot be integrated after September 29<sup>th</sup> at 15:00 (Italian time)**. The last "confirmation" expressed by the candidate within the deadline will be the valid one. Within the ranked list of University preferences entered by each candidate, 'first choice University' refers to the highest-ranked University and degree programme on which a candidate can be enrolled based on their ranking position and on the number of available places.
- c) whether they hold one of the language certificates listed in Attachment n. 3 to DM 1082 of 07 August 2023. Candidates who attended a school with learning activities delivered in the English language for at least one school year will be automatically considered as holding a language certificate according to Attachment n. 3 to DM 1110 of 01 July 2022.

**Attending the admission test in Italy:** In the case where the candidates choose to carry-out the test in Italy, they must attend the test in the university that they listed as their first choice upon registration. It is not possible to attend the test in a different university.



**Attending the admission outside Italy:** In the case where the candidates plan carry-out the test outside of Italy they must choose the venue abroad among the following ones listed (Attachment A to DM 1082 of 07 August 2023):

COUNTRY	CITY
Azerbaijan	Baku
Brazil	Sao Paolo
Canada	Toronto
China	Beijing
Cyprus	Nicosia
France	Paris
Germany	Frankfurt
Germany	Munich
Greece	Athens
Hong Kong	Hong Kong
India	New Dehli
Italy	Bari - Università degli Studi di Bari
Italy	Milan - Università degli Studi di Milano
Italy	Milan - Università degli Studi Milano - Bicocca
Italy	Rome -Università degli Studi di Roma "La Sapienza"
Italy	Rome - Università degli Studi di Roma "Tor Vergata"
Italy	Naples - Università degli Studi della Campania "Luigi Vanvitelli"
Italy	Naples - Università di Napoli Federico II
Italy	Bologna-Università di Bologna
Italy	Turin -Università degli Studi di Torino
Italy* (awaiting accreditation)	Catania -Università degli Studi di Catania
Italy	Pavia - Università degli Studi di Pavia
Italy	Parma - Università degli Studi di PARMA
Italy	Siena - Università degli Studi di Siena
Italy	Messina - Università degli Studi di Messina
Italy	Padova - Università degli Studi di Padova
Italy*	Ancona - Università Politecnica delle Marche
Pakistan	Lahore
Poland	Warsaw
Saudi Arabia	Jeddah
South Africa	Johannesburg
Spain	Madrid
Switzerland	Zurich
Turkey	Ankara
Turkey	Istanbul
UAE	Dubai
UK	London
USA	New York



**No exceptions are admitted regarding the test venue where the test will be taken. The selected options are final, definitive and non-editable after September 29<sup>th</sup>, 2023, at 15.00 (Italian time).** The last “confirmation” expressed by the candidate before the deadline will be the one taken into consideration.

**The payment of the test attendance fee** must be fulfilled according to the guidelines published on the [www.universitaly.it](http://www.universitaly.it) portal. **The payment must be accompanied by the online registration receipt otherwise the candidate will not be allowed to participate in the admission test.**

In the event of issues relative to the University procedure, please contact CINECA through the support service available on the website.

**PLEASE NOTE. The registration on the Universitaly portal, before the deadline of 29 September 2023 at 15:00 (Italian time), and the relative payment of the test fee are mandatory in order to take part in the Admission Test. Not fulfilling even one of these requirements implicates the exclusion from the test.**

**Candidates must bring their payment receipt in order to be admitted into the test venue.**

#### **4. CANDIDATES WITH DISABILITIES AND CANDIDATES WITH DIAGNOSED SPECIFIC LEARNING DISORDERS (SLD)**

The test is organized by the university considering the individual needs of candidates with disabilities, and of candidates with diagnosed specific learning disorders (SLD), according to the laws n. 104/1992 and n. 170/2010 and subsequent modifications. These candidates may ask for, in relation to their difficulties and upon presenting the relevant medical certificate, **the necessary assistance and/or additional time compared to what is given to the general candidates, as well as further measures put in place to remove any potential obstacle hindering their carrying out of the test.**

Starting from September 18<sup>th</sup> 2023 and before September 29<sup>th</sup> 2023 the candidate who wants to make use of the abovementioned rules, **will have to fill the request form at the following link [https://istanze.univpm.it/rwe2/module\\_preview.jsp?MODULE\\_TAG=Segreteria\\_medicina\\_23\\_24](https://istanze.univpm.it/rwe2/module_preview.jsp?MODULE_TAG=Segreteria_medicina_23_24) and upload the following mandatory documents**, individually scanned and in pdf format:

- a. **For candidates with disabilities or in possession of the appropriate certificate according to Law n. 104/1992: original or authenticated copy, issued by the competent medical authorities attesting the disability condition and/or the level of declared disability.** These candidates are entitled to additional time of up to 50% more than that generally provided for the test.

or

- b. **For candidates with diagnosed SLD as stated by the law n.170/2010: appropriate certification issued within the last 3 years at the most, or subsequent to their 18th birthday, issued by local health centres or by authorities accredited with the Regional Healthcare System.** These candidates are granted and additional time equal to 30% more than that defined for the Admission Test.





**Candidates with disability or SLD residing in foreign countries**, who intend to take advantage of the aforementioned measures, **must upload the legalized certification**, where required by international standards in force, certifying the state of disability or SLD issued in the country of residence. It has to be accompanied by **a translation, sworn by an official translator, or certified conforming to the original text by the Italian diplomatic representations**, in Italian or in English, always **before September 29<sup>th</sup>, 2023**, following the procedures indicated above.

The Examination Board, appointed as per art. 15 of this announcement, will evaluate, according to the Italian legislation, the submitted documentation and will assign the requested arrangements.

The candidates who requested this type of assistance will be informed on the exact measures granted by the Commission before the Admission Test.

## 5. DATE AND PLACE OF THE ADMISSION TEST

The admission test takes place on **October 17<sup>th</sup>, 2023**.

Candidates will be informed regarding the venue(s) and the exact time as follows:

**On October 10<sup>th</sup>, 2023**, the exact convening time and the venue(s) where the test will take place will be notified, through publication on our [university's website](#). Candidates are distributed in designated test areas according to their date of birth, with the exception of twins.

Therefore, on the day of the Admission Test candidates must arrive at the test venue, at the designated time, in front of the assigned entrance, with **valid ID and the payment receipt of the admission test fee**.

**This publication is regarded as an official communication to the candidates and other written communications will NOT be sent their way.**

**If, for any reason, a candidate does not show up for the Admission Test this will be considered as quitting the test.**

## 6. ADMISSION TEST

### 6.1 Format and content of the test

For the academic year 2023/2024, candidates' admission to the course, as per art. 1.1.a of the law n.264 of August 2<sup>nd</sup> 1999, occurs following the positive outcome of the apposite exam as described by D.M. n. 1082 of 07.08.2023.

The Admission Test for the single cycle Master's Degree in Medicine and Surgery in English language, to which take part all the candidates of EU Countries, of non-EU Countries mentioned in art. 39, c.5 of d.lgs. 25/07/98 n.286 and following edits and of non-EU Countries residing abroad, is the same in all venues in which the test takes place. It is arranged by MUR with the support of other subjects with proven expertise in this field, selected according to the principles of impartiality, transparency and privacy, obliged to the utmost professional confidentiality and of an experts Commission for the relative validation.



The Admission Test consists of **sixty (60) multiple-choice questions** with five (5) alternatives, one of which is to be chosen (discarding the wrong, arbitrary or less likely choices) on topics such as: reading ability and knowledge obtained during the studies, logical reasoning, biology, chemistry, physics and mathematics. Based on the programmes listed in Annex A of D.M. n. 1082 of 07.08.2023 contained in this call, there will be: four (4) questions of reading ability and knowledge obtained during the studies, five (5) questions of logical reasoning, twenty-three (23) questions on biology, fifteen (15) questions on chemistry and thirteen (13) on physics and mathematics.

The test, in Italian venues, starts at 12.00 and the same starting time is arranged to the different time-zones of the foreign host Countries as stated in tab. A of the D.M. n. 1082 of 07.08.2023. The Admission Test lasts 100 minutes.

**The addresses of the venues (both Italian and foreign) and the exact classrooms will be specified with a different notice, which will be published on the institutional website of the Ministry of University and Research and on the University's website [www.univpm.it](http://www.univpm.it) , on the page of the Call for Application.**

## **6.2. Access to the test**

At the designated hour, the Commission will proceed with the **attendance call of the candidates** and, after personal identity checks, will instruct them to the assigned classroom for the test.

At the moment of the attendance call a **black pen** and an adhesive label (from now on referred to as University Label) with the respective biographic data will be delivered to each candidate.

**It is strictly forbidden** for candidates to carry in the classroom or use cellphones, palm-held electronic devices, smartphones, smartwatches, tablet, earphones or similar handheld devices, pens, pencils, stationary items (or other similar writing items), manuals, textbooks and their partial reproductions, handwritten notes, blank paper, consultation material as well as other electronic or communication devices. Any breach of these rules will result in a void exam.

Bags, backpacks, and any other personal item of each candidate will be positioned outside of the classrooms in which the test takes place.

## **6.3 Content and delivery of the envelopes**

In each classroom in which the exam takes place is (are) located the **sealed box(es)**, each containing:

- a) Fifty (50) sealed envelopes containing the materials described below;
- b) An envelope containing sixty (60) pairs of stickers, bearing a barcode with the relative alphanumeric code, intended for matching the answer sheet with the candidate's personal data sheet.

Before the test begins, the Head of the Commission or the "Classroom Manager" delivers to each candidate the "instruction sheet" on how to fill the answer sheet; randomly draws four candidates among the ones in the classroom and checks with them the integrity of the sealed box(es); then proceeds with the unsealing and opening of the box(es) and to the distribution of the envelopes. The Head of the Commission or the "Classroom Manager" writes a declaration attesting the integrity of the boxes, the number of envelopes



delivered and the number of unused envelopes. This declaration is also undersigned by the four randomly drawn candidates.

In case one or more candidates were to report any irregularity regarding the envelope received, the Head of the Commission or the “Classroom Manager” checks the reliability and, if necessary, replaces the envelope. Such operation must be reported in an official document along with the relative motivations.

**Each sealed envelope** contains:

- a) a candidate’s data sheet, without any identification code, to be filled by the candidate;
- b) a question paper booklet, with the identification barcode of the envelope, along with n. 2 blank sheets for rough work/calculations;
- c) an answer sheet with the same identification barcode as the question paper booklet;
- d) a cover sheet, with the same identification barcode as the question paper booklet and answer sheet. The cover sheet will also carry the degree program to which the selection procedure refers.

The substitution of even one of the documents at points b) and c), that could be necessary during the test means the substitution of the whole sealed envelope since these documents are marked with the same identification barcode of the envelope.

Any possible correction or marks applied by the candidate on the candidate’s data sheet do not entail the substitution of said sheet. The substitution of the candidate’s data sheet takes place only when the marks or the corrections applied by the candidate make the identification of the candidate objectively difficult: in this case the Commission substitutes the data sheet taking one from the reserve envelopes and reports the operation on the classroom’s official document. The substitution of the data sheet does not entail the substitution of the whole sealed envelope.

#### **6.4 During the test**

During the test it is forbidden for candidates to interact with each other.

The candidate must, once opened, check the content of the sealed envelope, which has to be complete with every sheet and readable. Only after this check, the candidate must fill the personal data sheet and stick the University Label on it. This personal data sheet must be undersigned by the candidate at the moment of the handing-in of the test, to attest the validity of the data as described in the following paragraph, 6.5.

In order to fill the answers sheet, the only pen which is accepted for use is the black pen delivered by the University.

The candidate marks the answer with an “X” on the related box. It is possible to edit **one and only one** answer already given by completely blackening the crossed box, choosing another one instead: one and only one of the five boxes must be crossed for the point to be attributed in the score.



The answers sheet presents, along the progressive number of each question, a round figure which the candidate can cross, in order to signal the intention of not wanting to answer the relative question. Said indication, once applied cannot be modified; if the candidates do not cross any of the five answer boxes, even if the round figure is not crossed, the question will count as not answered.

Further potential information regarding the modalities of carrying out the test will be published in a different deliberation, or with the information given to candidates in the classrooms by the Commission, following the directions given by MUR with its guidelines.

### **6.5 Returning the material to the commission**

**At the end of the test**, the candidate is asked to reach a **dedicated desk**, far enough from the Commission, equipped with a pen, where he is required to choose a **pair of matching barcode stickers** (M.U.R. stickers). Each M.U.R. sticker must be **applied by the candidate on the answers sheet and the other one on the personal data sheet**. The candidate must ensure that the alphanumeric barcodes match. Then, the candidate has to undersign the bottom of the personal data sheet to confirm its personal data and the exact matching of the codes on the M.U.R. stickers applied to the personal data sheet and answers sheets.

Once these operations are completed, the candidate has to:

- **place the personal data sheet inside the closed box, found at the dedicated desk;**
- **then, go to a different dedicated desk where he will place the answers sheet, face down, in the designated box he/she will find there.**

When handing-in the answer sheets, **the Head of the Commission or the “Classroom Manager”**, in the presence of each candidate, must withhold the following material, which has to be kept by the University for final ranking compilation ends and for any possible future request of document access:

1. the question paper booklet;
2. the envelope checklist sheet;
3. the two (2) blank sheets for rough work/calculations.

The abovementioned material must be placed by the candidate inside the envelope bag.

### **6.6 Causes for disqualification**

**The exam is considered void and null when:**

1. a student sits the exam in a different classroom from the one previously assigned, unless the variation has been authorized by the Commission and it has been reported on the official document;
2. the candidate carries into the classroom and/or uses *cellphones, palm-held electronic devices, smartphones, smartwatches, tablet, earphones* or similar handheld devices, as well as manuals, textbooks and their partial reproductions, handwritten notes, blank paper, consultation material;
3. either the candidate or a member of the commission signs and/or marks the answers sheet (front and/or back) in such a way to make it recognizable;



4. candidates interact, try to copy, try to exchange material of any kind included the personal data and/or answers sheets that the candidates possess;
5. the candidate uses pens, pencils or any other writing item with the intention of applying changes, edits, corrections and/or integrations to the answers sheet, during the operations of placing the biographic and answers sheets inside the dedicated container.

A candidate's disqualification is determined by the Board of Examiners. If disqualification occurs due to the cases listed above, the score of the disqualified test will not be calculated.

### **6.7 End of the test**

**At the end of the Admission Test, the Head of the Commission or the "Classroom Manager" will:**

- a) place the answers sheets inside the dedicated containers which must be sealed in the presence of the same candidates called to certify the integrity of the boxes and, in case of impossibility of the previously called candidates, of four more randomly drawn candidates;
- b) close the sealed box(es) containing the personal data sheets in the presence of the same candidates called to certify the integrity of the boxes and, in case of impossibility of the previously called candidates, of four more randomly drawn candidates;
- c) sign the labels used to close the container(s);
- d) invite the four candidates to sign the same label already signed by the Head of the Commission or by the "Classroom Manager";
- e) prepare the other containers in which the handed-in envelopes (or envelopes that have been substituted) must be counted, enclosed and sealed, the envelopes from which the biographic sheets have been drawn as well as the unused envelopes, the declaration attesting the integrity of the boxes and the copy of the official report document(s), with the list of the candidates classrooms;
- f) collect the bags of the envelopes delivered to the candidates, containing the rest of the materials (sheets on which the test's questions are printed, etc.).

At the time and date precisely indicated by the timetable published by the M.U.R., every University, in the person of an administrative manager, delivers the material listed at point a) to representatives of the M.U.R. at the CINECA center, as well as the unused envelopes of the Admission Test and the material listed at point e). The remaining material is kept at the University.

CINECA is entrusted with proceeding to the electronic reading of the answers given by the candidates in the answers sheets, with the subsequent automatic determination of the relative score.

## **7. RANKING, MINIMUM PASS SCORE AND TEST SCORE CALCULATION**

1. Within the number of available places for enrolment, both the candidates from EU Countries and from Non-EU Countries under art. 39, c.5 of d.lgs. 25/07/98 n. 286 and following modifications are admitted to the single cycle master's degree in Medicine and Surgery, in English language, as well as the candidates from non-EU Countries residing abroad, based on their IMAT test score ranked in decreasing order.



**2. A maximum of 90 points** is attributed for the evaluation of the test according to the following criteria:

- a) 1,5 points for each correct answer;
- b) minus 0,4 (- 0,4) points for each wrong answer;
- c) 0 points for each omitted answer.

**3. In case of two or more candidates reporting the same score, the following criteria and elements (in decreasing order) shall determine the final ranking order:**

- a) **the score obtained, In decreasing order, in the following subjects of the test:** biology, chemistry, physics and mathematics, logical reasoning, reading abilities and knowledge obtained during the studies.
- b) the candidate who, before the deadline for registration, has a linguistic certificate stated in DM n. 1082 of 07.08.2023 prevails over the one with an identical final score but without said certificate. The candidates must have declared to be in possession of the certificate before the registration to the test, the University administration may, at any step of the procedure, ask to verify the validity of the self-declared certifications. In the case where the documents uploaded by a candidate are revealed to be false, along with the sanctions described by the Penal Code and the compensations for damage owed to other interested parties his/her enrolment will be cancelled, the University will take back any benefits and will keep the student's fees;
- c) In the case of an equal score between one or more disabled candidates holding a certificate of disability equal to or greater than 66% or disabled persons with certification referred to in Law No. 104 of 1992 art. 3, paragraph 3, and one or more candidates not falling into the above-mentioned categories, the candidate in possession of this certificate will be preferred;  
The disabled candidate holding a certificate of disability of at least 66% or the disabled candidate with disability certificate as under law n. 104 of 1992 art. 3, subsection 3 in possession of a medical certificate, even if not updated because of limitations of the National Healthcare System activities due to Covid-19, in the event of equal score with another disabled candidate not falling into the above mentioned categories , who wants to rely on the above-mentioned preference has to provide the university to which he/she is "assigned" the certificates attesting his/her condition of disability as described above, not after the 15th day from the assignment included the day of the assignment itself. At the end of said deadline the undocumented title of preference will not be considered.
- d) if the tie in score still stands, the youngest candidate prevails.

**4. The status of suitability for admission** to the courses mentioned in this call **refers specifically to the present selection procedure:** the status doesn't mean the candidate may, in the future, apply directly for enrolment to other Master's Courses for which he didn't pass the relative Admission Test.

**5. EU and Non-EU candidates' ranking as described under art. 39, c5 of d.lgs. 25/07/98 n 286:** Based on the individual score obtained by each candidate and calculated following the criteria at point 2, the **SINGLE NATIONAL RANKING** for EU and extra-EU candidates is compiled, as required in Attachment 2 of D.M. n. 1082 of 07.08.2023. **These candidates** are suitable for admission to the courses mentioned in this call if they obtained a **minimum score of at least twenty (20) points. Non suitable candidates are not listed in the ranking.**



The ranking for candidates from EU and extra-EU countries as described under art. 39, c5 of d.lgs. 25/07/98 n 286 will be published following the procedure of point 8.

**6. Ranking for candidates from extra-EU countries residing abroad:** in compliance with the indications of the European Union regarding access of foreign students to University education and according to the specific foreign cultural policy under art. 46 of DPR n 394/1999, the candidates from extra-EU countries residing abroad **are considered suitable if they obtained at least zero (0) points, in compliance with the reserved quota of places for international students. The candidates who do not answer ANY question are not registered in the final ranking.**

The ranking for candidates from extra-EU countries is compiled by the University and will be published at the following website [www.risultati.univpm.it](http://www.risultati.univpm.it) on **November 7<sup>th</sup>, 2023**.

## 8. PUBLICATION OF RANKINGS AND ASSIGNMENT OF PLACES

**For EU and extra-EU candidates' Ranking as described under art. 39, c5 of d.lgs. 25/07/98 n 286** the procedure established by D.M. n. 1082 of 07.08.2023 attachment n. 2, describes as follows:

1. On **October 26<sup>th</sup>, 2023**, CINECA, on behalf of the M.U.R., publishes the score obtained by candidates linked with the respective code on the personal label at [www.university.it](http://www.university.it), following the norms for personal data protection, on the user's personal area. These data are available to the user until the end of the procedure.

2. On **October 31<sup>st</sup>, 2023**, at the personal page at the University.it portal, candidates may view their test, their score and their own biographic sheet.

3. On **November 7<sup>th</sup>, 2023**, the national ranking of merit with names is published on the student's personal area at [portale University](http://portale.University.it).

**4. The candidate who, at each ranking update:**

- a) is part of the available places in the first choice of preference is **ASSIGNED (ASSEGNATO)** and **must enroll at the selected venue and to the selected course** before the deadline described at the following **point 7**. In case of missed deadline, the candidates lose the right to enroll, with no exception for the motive;
- b) is not part of the available places for the first choice of preference, is **BOOKED (PRENOTATO)** for a following choice. In this case the candidate may enroll to the University course according to terms described at **point 7** or wait for the next ranking update at the end of the enrolments of those before him in the ranking, in case some places become available in the preferred University. If a candidate enrolls at a University he was booked for, all other preferences are automatically cancelled.

5. On **November 7<sup>th</sup>, 2023**, regarding the ranking and the number of available places, the names of those resulting ASSIGNED or BOOKED to the first selected choice course and venue are published in the student's personal area. The list of such candidates is provided to each University.

**6. The functioning and the updates of the rankings** of the degree course mentioned in this call for enrolment purposes happens in accordance with the following rules and steps:

- a) On **November 7<sup>th</sup>, 2023**, the ranking with names and score for each degree course is published on the personal area of the website, along with the ranking position and the university at which the



- student is ASSIGNED, or with respect to the ranking position of all the candidates before him and their relatives venue preferences, as “booked” or “pending”;
- b) **ASSIGNED** candidates must proceed with the enrolment at the Universities according to each university’s administrative procedure. **BOOKED** candidates may proceed with the enrolment at the universities according to each university’s administrative procedure. In order to allow the proper managing of the national ranking **a maximum limit of 4 days for enrolment (weekends and holydays excluded, ranking update day included)** is established both for ASSIGNED and for BOOKED candidates. Missing the fourth (4<sup>th</sup>) day deadline for enrolment means the renouncing of said enrolment for ASSIGNED students but not for BOOKED ones;
  - c) Within five days of the date at letter a), and within mid-day (12.00) of the fifth day after each update, (publication day of the update included, weekends and holidays excluded) each University sends through their own website the names of the enrolled students to the CINECA;
  - d) **Within 5 days from the date at letter a)**, and within mid-day (12.00) of the fifth day after each update, (publication day of the update included, weekends and holidays excluded) **each candidate, except the enrolled ones, the ones who renounced the enrolment offer and the ones part of the status called “posti esauriti”, must display their interest to stay in the ranking** in the personal area of University.it. In the case where the candidate does not display his/her interest he/she loses the respective place in the national ranking in which he/she is listed, along with the possibility to enroll. Since the informatic procedure is of minimum length and it is possible to arrange an act of delegation to entrusted third parties during the 5 days available, no justification will be accepted for missing the deadline to declare interest. The communication of said exclusion, once the deadline has passed, is automatic and is sent to the personal area. Against this notice, without any further communication or challenge from the Ministry of University and Research, an appeal may be lodged to the Regional Administrative Court of Lazio within sixty days (see Attachment 2, point 11 letter d) of the DM n. 730 of 25.06.2021);
  - e) On **November 15<sup>th</sup>, 2023**, CINECA receiving the communication of letter c), proceeds to the publication of the new ranking update with the procedures described at letters b), c) and d);
  - f) The next ranking updates follow the procedures and deadlines described at letters b), c) and d).

**7. For candidates from extra-EU countries residing abroad:** on **November 7<sup>th</sup>, 2023**, the merit ranking with names is published on the following website: [www.risultati.univpm.it](http://www.risultati.univpm.it).

## 9. SUPPLEMENTARY MANDATORY CREDITS (OFA)

The test, in addition to being selective, is also aimed at attaining the possession of adequate initial preparation.

To admitted students who did not score at least **20%** of correct answers in the admission test for one or more of the three subjects of **Biology, Chemistry, Physics and Mathematics**, supplementary mandatory credits (O.F.A.) are assigned.

OFA are met with attendance to intensive courses organized by the University, during the academic year, via e-learning or other didactic methods. The non-attendance of at least 70% of the planned intensive courses means the impossibility to sit the exams of the first academic year.





## 10. ENROLMENTS

Enrolment to study courses mentioned in this call is set in relation to the ranking position of the candidates, according to their obtained score, as well as the number of places attributed to each university during the programming step and to the personal preferences expressed by the candidates during the test application.

**EU and extra-EU candidates' Ranking as described under art. 39, c5 of d.lgs. 25/07/98 n 286** who, based on the national ranking, are **assigned to this University** (UNIVPM) and candidates who are **booked** and potentially interested, in order to obtain the enrolment, will have to apply **before the deadlines outlined at point 8.**

**Candidates from extra-EU countries residing abroad** whose result place them in the first 25 places, thus resulting winners of their quota, must proceed with the enrolment within the fourth day from the publishing of the ranking, included the day of publishing of the results.

**Provisions for all candidates**, the enrolment application must be presented strictly **ONLINE** through the [portale Esse3web](#) of this University.

**The specific procedures** of ENROLMENT, di "PASSAGGIO CORSO" and of TRANSFER from other Universities and of payment of the first installment of fees will be defined with subsequent Rectoral Decree and will be published on the University website at the [dedicated webpage](#).

**The missed application for enrolment inside the timetable defined by M.U.R. and in accordance with the procedures** means the **renunciation** to the enrolment.

## 11. TUITION FEES AND CONTRIBUTIONS

The amount of tuition fees for the university's degree courses, established by the [Regolamento relativo alla contribuzione studentesca](#) and published on the university's website in the Fee section, is balanced according to equity and solidarity criteria, in relation to the economic condition of the students, using appropriate procedures in order to guarantee progressivity with the aim of safeguarding the students with low economic status.

The amount of the first installment for the academic year 2023/2024 is uniquely defined for all students and is equal to 156,00 euros, made of the sum total of a regional tax and of a revenue stamp. Some exceptions are listed in the abovementioned "Regolamento relativo alla contribuzione studentesca".

## 12. SCHOLARSHIPS BY REGIONAL AUTHORITY FOR THE RIGHT TO STUDY (E.R.D.I.S.)

The Regional Authority for the Right to Study (E.R.D.I.S.) sets up a specific Call for the issuing of scholarships with the guidelines for use and the requirements to receive said scholarships. The Call is available and downloadable at the E.R.D.I.S. website: <https://erdis.it/bandi-benefici/> [ITA and ENG]

## 13. PROTECTION AND TREATMENT OF PERSONAL DATA

In relation to the provisions under D.L. 30 June 2003, n. 196 regarding the safeguard of people and other parties in relation to personal data treatment, as was edited by D.lgs. 101/2018, and in relation to the EU



Regulation 2016/679 (GDPR) of April 27th 2016 concerning protection of natural persons' personal data, as well as the free circulation of said data, at Università Politecnica delle Marche the personal data given by candidates will be treated for Admission Test managing purposes only.

The delivery of said data is compulsory in order to take part in the Admission Test.

For further information, check the Briefing released in relation to art. 13 of the EU Regulation 2016/679 (GDPR) for the treatment of personal data applied to selections for admission to Degree Courses with scheduled/limited seats, approved by decree n. 672 of 28.06.2018.

#### 14. TRANSPARENCY OF THE PROCEDURE

In relation to the appointing of the Administrative Procedures Officer please refer to the Regulation on administrative procedure enacted by Rectoral Decree n. 533 of May 14th 2019.

Surveillance Commissions are appointed by the General Director and are made of enough P.T.A. staff to guarantee an adequate surveillance of the candidates.

#### 15. EXAMINATION BOARD

The Examination Board is appointed by the Rector, presided by the Dean of the Faculty of Medicine and Surgery (or his representative), and is made of at least three more members designated by the Faculty Council of Medicine and Surgery.

#### 16. ATTENDANCE AND START OF ACADEMIC ACTIVITIES

The attendance to classes and the participation in practical activities are mandatory as stated by [Regolamenti didattici dei Corsi di Studio della Facoltà di Medicina e Chirurgia](#). The lectures will begin as indicated by the teaching schedule that will be published during enrolment.

#### 17. SCHEDULE FOR OPENING HOURS OF THE "STUDENTS' OFFICE" OF THE MEDICINE AND SURGERY FACULTY

More information will be available through the following channels (during work hours).

<b>E-mail</b>	<a href="mailto:concorsimed@univpm.it">concorsimed@univpm.it</a>
<b>Telephone</b>	071.2206205 – 6206 - 6096 (Monday and Thursday 11.00 – 13.00; Wednesday 15.00 – 16.30)
<b>Help Desk</b>	Monday and Thursday 11.00 – 13.00;
<b>By appointment</b>	Wednesday 15.00 – 16.30
<b>Closed</b>	from 10/08/2023 to 21/08/2023; and September 14 <sup>th</sup> and 28 <sup>th</sup> .



<b>Website</b>	<a href="https://www.univpm.it/Entra/Servizi_agli_studenti/Segreterie_Studenti/Medicina_e_Chirurgia/Seg_Fac_Medicina">https://www.univpm.it/Entra/Servizi_agli_studenti/Segreterie_Studenti/Medicina_e_Chirurgia/Seg_Fac_Medicina</a>
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#### 18. REFERRAL RULES

For any information not stated in this Call for Applications, candidates must refer to the Ministerial Decree n. 1082 of 01.07.08.2023 and any subsequent amendments published on the website of the Italian Ministry of University and Research.