



ALMA MATER STUDIORUM - UNIVERSITY OF BOLOGNA

School of Medicine

SUMMARY
of the
Call for applications for the Single-Cycle Degree Programme in
Medicine and Surgery
taught in English
(Ministerial class LM – 41)
Academic Year 2018/2019

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GENERAL INFORMATION

WHAT IS THIS DOCUMENT?

This document summarises the **main elements** of the 2018/19 call for applications for the Single-Cycle Degree Programme in Medicine and Surgery (taught in English) at the University of Bologna. Please note that **the official call for applications is written in Italian**, and is published on <http://www.medicina.unibo.it/it/motore-bandi#!>. **To the extent any translated part or element of this document conflicts with the Italian version, the Italian version controls and will prevail in case of legal controversies.**

WHO SHOULD SIT THE ADMISSION TEST?

All prospective students interested in enrolling on the Single-Cycle Degree Programme in Medicine and Surgery (taught in English) at the University of Bologna must sit the admission test. The admission test is the **International Medical Admissions Test (IMAT)**, as defined by Decree 385/2018 of the Italian Ministry of Education, Universities and Research (MIUR).

Please note that, for A.Y. 2018/19, only Year 1 and Year 2 of the programme will be delivered. All successful applicants will be admitted to Year 1, even in case of previous academic studies or qualifications. Only previous academic studies carried out in English language might be recognized by the Degree Programme Board.

Further information about the Medicine and Surgery Degree Programme (regulations, admission requirements, programme structure, learning outcomes, contact details, etc.) is published on the website of the School of Medicine: www.medicina.unibo.it > “Corsi” > “Corsi di Laurea e Laurea Magistrale”.

DEADLINES

The following deadlines are final and compulsory; candidates who miss one or more of them will be disqualified from the selection procedure and will not be allowed to enrol on the programme, regardless of their motives:

Enrolment on the admission test on www.universitaly.it	From 02 July 2018 to 24 July 2018 (15:00 Italian time)
Access arrangement requests	24 August 2018
Admission test	13 September 2018
Publication of the test score paired with the barcode sticker number	27 September 2018
Publication of answer sheets, scores, and data sheets	4 October 2018
Publication of national ranking and beginning of matriculation procedures	10 October 2018

TEST AND TUITION FEES

IMAT test fees are published on Universitaly (www.universitaly.it).

Information about **tuition fees** is provided on <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees>.

Tuition fees will be calculated based on the 2018 ISEE value only for candidates who submit their 2018 ISEE certification according to the procedures outlined on <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/tuition-fees-and-exemptions/tuition-fees> by 30 October 2018. Late applications may be submitted until 15 November 2018 by paying a late submission fee of €100, which will be debited at the time of the second instalment. **If you do not present your ISEE you will have to pay the tuition fee in full.**

If you are an **international student**, you cannot request an ISEE calculation, but you must submit the documentation necessary to verify your economic situation. However, if your family resides in Italy and receives income and/or owns assets in Italy, you must request the ISEE calculation.

EXEMPTIONS, INCENTIVES AND GRANTS

Information about student exemptions, incentives, and grants is published on the website of the Regional Authority for the Right to Higher Education in Emilia Romagna (link: www.er-go.it).

Candidates who transfer from other universities to the University of Bologna, or who are enrolled at the University of Bologna and change their study programme to Medicine and Surgery (programme code: 9210), are advised to read carefully the academic requirements on calls for student exemptions, incentives, and grants published on www.er-go.it. Academic requirements will be assessed based on the **year in which the applicant matriculated for the first time to an Italian university**, regardless of any credit recognition or admission year to the new degree programme after transferring to another University. **This may result in being ineligible for student benefits.**

Further information about other opportunities is provided on <http://www.unibo.it/en/services-and-opportunities>.

CONTACT INFORMATION

- Assistance for **registration procedures on University**: please refer to CINECA, **Email** universitaly@cineca.it;
- Assistance for **administrative procedures** (e.g. deadlines, re-allocation of vacant seats, matriculation procedures, etc.): please refer to the Student Registry Office – Medical Area, Policlinico S. Orsola-Malpighi – Padiglione Murri, via Massarenti 9 (Nearest access point: Via Ercolani, 2) – 40138 Bologna
Phone +39 051/2094601, **Fax** +39 051/2086018, **Email** segmed@unibo.it
 - **Office hours**: Mon/Tue/Wed/Fri from 9:00 to 11:15 Tue/Thu from 14:30 to 15:30
 - **Phone office hours**: Mon/Tue/Wed/Fri from 9:00 to 11:15 Thu from 14:30 to 15:30
- Assistance for **IT-related procedures** on the “Studenti Online” application of the University of Bologna (e.g. login credentials, data entering, problems in using the application, technical problems, etc.): please refer to the Studenti Online Help Desk, **Phone** +39 051/2099882, **Email** help.studentionline@unibo.it.

1 – AVAILABLE PLACES

For the 2018/19 intake of the **Single-Cycle Degree Programme in Medicine and Surgery**, the number of available places is as follows:

- n. **50** (fifty) places for Italian citizens, EU citizens, and non-EU citizens with equivalent status.
- n. **10** (ten) places for non-EU citizens residing abroad.

Italian citizens, EU citizens, and non-EU citizens with equivalent status

- a) non-EU citizens are considered as having equivalent status to EU citizens if they are:
 - citizens of Norway, Iceland, Liechtenstein, Switzerland and the Republic of San Marino;
 - non-EU citizens holding either an EU long-term residence permit (former *carta di soggiorno*), or a Residence permit for the purpose of employment or self-employment, for family reasons, political or humanitarian asylum, or on religious grounds;
 - non-EU citizens who have been living in Italy for at least one year and hold a higher education qualification obtained in Italy;
 - non-EU citizens holding a valid residence permit for study reasons, who are already enrolled in a degree course, as long as they have been regularly living in Italy.

- b) candidates in the following conditions are also considered as having equivalent status to EU citizens:
- staff of foreign diplomatic offices (Embassies/Consulates) as well as International Organizations based in Italy - accredited either at the Italian Government or at the Holy See- and their dependant spouse and children;
 - non-EU students residing abroad who are not considered as international students because of the conditions indicated at the following webpage: <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/non-eu-students-with-residency-abroad-reserved-quotas-pre-enrolment-visas-and-italian-language-tests> (please note that students who are not considered in the international student quota must respect in any case the procedures set out for non-EU students residing abroad);
 - students holding a double citizenship, who are also EU citizens;
 - non-EU students enrolled in single learning activities (*single attività formative*) in an Italian university who have already passed the related final exams, if the single learning activities are relevant for or consequent to the degree programme for which they are applying, and who hold a valid residence permit for study reasons. Upon enrolment, these candidates must submit a copy of the certificate of relevance (*certificazione d'attinenza*) issued by the relevant academic authority in order for their enrolment to be accepted. Candidates who do not hold a certificate of relevance (*certificazione d'attinenza*) must return to their home country and pre-enrol through their Italian Embassy/Consulate of competence.

Non-EU citizens residing abroad

Non-EU citizens residing abroad must abide by the Regulations for the access of foreign students set forth by the Italian Ministry of Education, Universities and Research (MIUR). These regulations cover topics such as pre-enrolment deadlines and procedures, university entry requirements, etc.

MIUR regulations are published on <http://www.studiare-in-italia.it/studentistranieri/>.

These candidates must:

- pre-enrol for the degree course for which they are applying through their Italian Embassy/Consulate of competence;
- hold an education qualification that grants access to the university.

Further information is provided on the following webpages:

- <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification>
- <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/non-eu-students-with-residency-abroad-reserved-quotas-pre-enrolment-visas-and-italian-language-tests>

PLEASE NOTE that non-EU citizens who are currently in Italy with a residence permit for study reasons will lose their residence permit requirements if they officially withdraw from studies either from the University of Bologna or from another university. Candidates in this condition must return to their home country and pre-enrol at their Italian Embassy/Consulate of competence by the deadlines set forth by the Italian Ministry of Foreign Affairs and International Cooperation in agreement with the Italian Ministry of Education, Universities and Research and the Italian Ministry of Internal Affairs.

Places reserved for non-EU citizens residing abroad that were to remain unassigned will be made available to other non-EU candidates residing abroad for the “reallocation” procedure, as stated in the Regulations for the access of foreign students published on <http://www.studiare-in-italia.it/studentistranieri/>.

Any places reserved for non-EU citizens residing abroad that were to remain unassigned after the reallocation procedure will be made available to candidates who are Italian citizens, EU citizens, and non-EU citizens with equivalent status according to art. 26 of Italian Law n. 189/2002. Further details about this will be notified to candidates on University.

2 – ADMISSION REQUIREMENTS

In order to sit the admission test and (for successful candidates) to enrol on the Single-Cycle Degree Programme in Medicine and Surgery, candidates are required to hold one of the accepted qualifications as stated in the Regulations for access of foreign students published on <http://www.studiare-in-italia.it/studentistranieri/>. Candidates who qualify as Italian citizens, EU citizens, and non-EU citizens with equivalent status are required to reach a **minimum passing score of twenty (20) points** in order to feature on the national ranking.

Candidates who qualify as non-EU citizens residing abroad are required to reach a **minimum passing score of zero (0) points. Candidates qualifying as non-EU citizens residing abroad who do not answer any question will not feature on the ranking.**

Successful candidates admitted to the programme with a total score of **five (5) points or less** will be given an Additional Learning Requirement (ALR).

The ALR is “Basic knowledge of chemistry and biochemistry, cellular molecular biology and genetics, medical physics”.

The ALR is regarded as being completed upon passing the following exams by 31 March 2020:

- CHEMISTRY AND BIOCHEMISTRY (I.C.);
- CELLULAR MOLECULAR BIOLOGY AND GENETICS (I.C.);
- MEDICAL PHYSICS.

In A.Y. 2019/20, students with the ALR will enrol conditionally on Year 2 until they complete their ALR. The deadline to complete the ALR is 31 March 2020. Students who fail to complete their ALR by 31 March 2020 must enrol again in Year 1 as repeat students.

3 – ADMISSION TEST (IMAT) REGISTRATION AND CHOICE OF UNIVERSITY

The registration procedure for the admission test (IMAT) must be carried out online through the University website (www.universitaly.it). Candidates must **access Universitaly (www.universitaly.it)¹ and complete the registration procedure, which will be available only from 2 July 2018 until 24 July 2018 (15:00 Italian time).**

Upon registering for the admission test (IMAT) on Universitaly, candidates must submit the following information:

- a) their email address;
- b) the list of Universities to which candidates wish to apply, ranked according to candidate preference. This list of University preferences cannot be changed or completed after **24 July 2018 at 15:00 (Italian time)**. In any case, the final version of the ranked list of University preferences will be the last one entered and saved on Universitaly before said deadline.

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 385/2018. Candidates who attended a school with learning activities delivered in English language for at least one school year will be automatically considered as holding a language certificate according to Attachment n. 3 to DM 385/2018.

Candidates who opt to sit the test in Italy must sit the test in the university that they listed as their first choice upon registration. It is not possible to sit the test in a different university. The list of university choices submitted upon registration on Universitaly cannot be changed after the registration deadline of 24 July 2018 (15:00 Italian time). This procedure is mandatory; candidates who fail to comply with this procedure will not be allowed to sit the admission test.

¹ In case of technical problems related to the test registration procedure, please contact universitaly@ Cineca.it

Candidates who opt to sit the test outside of Italy must choose one of the accredited test venues listed in art. 2 section 4 of DM 385/2018, as follows:

COUNTRY	CITY	CENTRE NAME
Argentina	Buenos Aires	Buenos Aires Open Centre 1
Brazil	Sao Paolo	Winner Idiomas
Canada	Toronto	Global Village English Centre
Cyprus	Nicosia	Pascal Education Ltd
France	Paris	The British School of Paris
Germany	Essen	Stevens English Training
Germany	Munich	Münchner Volkshochschule GmbH
Greece	Athens	Hellenic English Council Ltd
Hong Kong	Hong Kong	ITS Tutorial School
India	Gurugram	Planet EDU -Pvt Limited
Israel	Tel Aviv	British Council, Tel Aviv
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 "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 di Torino
Italy	Pavia	Università degli Studi di Pavia
Italy	Siena	Università degli Studi di Siena
Italy	Messina	Università degli Studi di Messina
Poland	Warsaw	Lang LTC
Portugal	Torres Vedras	International House, Torres Vedras
Qatar	Doha	British Council, Qatar
Saudi Arabia	Jeddah	British Council Jeddah
Switzerland	Zurich	Swiss Exams
Spain	Barcelona	Exams Catalunya S.L.
UAE	Dubai	British Council, Dubai
UK	London	Mobile Testing Solutions Ltd
USA	New York	International House New York

Candidates who fail to register for the admission test by 24 July 2018 (15:00 Italian time) following the procedure described in this section, and who fail to pay the admission test fee, will not be allowed to sit the test regardless of their motives.

In order to be admitted to sit the test, candidates must bring their payment receipt.

FOR NON-UE CANDIDATES RESIDING ABROAD ONLY

In addition to registering for the admission test on University and paying the admission test fee, non-EU candidates residing abroad must also complete the following procedure in order to access their ranking on their personal area. The procedure will be available from 17 September 2018 to 1 October 2018.

1. Access www.studenti.unibo.it and register in the “Register” section;
2. Complete the registration procedure by filling in the online form with all the required data. Candidates who do not have a *codice fiscale* (fiscal code) must access the “International Student Registration” section and follow instructions to create their institutional credentials. After accessing the system for the first time, the website will require candidates to create a personal password;

Please make sure to remember these institutional access credentials, as they will be used to access student services throughout the whole academic career on www.studenti.unibo.it.

3. Click on “Entrance exams or requirements check”, select “Single Cycle Degree Programmes”, and choose “*Concorso Medicine and Surgery (IMAT) extra UE*”. The system will automatically check whether this registration conforms to university preferences as listed by candidates on University.

For assistance in IT-related procedures on the “Studenti Online” application of the University of Bologna please refer to the Studenti Online Help Desk: Phone +39 051/2099882, Email help.studentionline@unibo.it.

4 – ACCESS ARRANGEMENT REQUESTS

Candidates with disabilities, with Specific Learning Disabilities (SLD), and with special needs that may interfere with the admission test may request access arrangements by contacting the Service for Disabled Students (<http://www.studentidisabili.unibo.it>).

Candidates with disabilities or with SLDs who reside and abroad who wish to request access arrangements must provide a legalised certification of their disability or SLD status as certified by their country of residence and a sworn translation in Italian or in English. The University bodies in charge of assessing certificates will check whether the disability or SLD certified in the submitted documents is recognised under Italian laws.

Access arrangement requests must be submitted by filling in the form published in the “*Richiesta di adattamenti alle prove di ammissione ai Corsi di Studio*” section of <http://www.studentidisabili.unibo.it>. The form “*MODULO PER LA RICHIESTA DI ADATTAMENTI PER PROVE DI AMMISSIONE AI CONCORSI NAZIONALI E CORSI POST LAUREA*” is available for download in the “Documenti” box on the right-hand side of the page.

Candidates who wish to submit a request for access arrangements must send the above mentioned form and all relevant certificates, together with a copy of a valid ID, to abis.adattamentiammissione@unibo.it. The subject of the email must be “*Prova di ammissione Richiesta adattamenti – Bando per l’ammissione ai corsi di laurea a ciclo unico a numero programmato a livello nazionale in Medicine and Surgery prova del 13 settembre 2018*”.

The deadline to submit requests for access arrangements is 24 August 2018. Agreement or rejection notices will be sent to the same email address used to submit the request.

Cambridge Assessment will take into account agreed requests for access arrangements of candidates who opted to sit the admission test in the accredited test venues outside of Italy.

5 – ADMISSION TEST DETAILS AND TEST CONTENTS

The admission test (IMAT) takes place on **13 September 2018** in the venues and at the start times listed in the following table:

COUNTRY	CITY	CENTRE NAME	START TIME (LOCAL TIME)
Argentina	Buenos Aires	Buenos Aires Open Centre 1	09:00
Brazil	Sao Paolo	Winner Idiomas	09:00
Canada	Toronto	Global Village English Centre	09:00
Cyprus	Nicosia	Pascal Education Ltd	15:00
France	Paris	The British School of Paris	14:00
Germany	Essen	Stevens English Training	14:00
Germany	Munich	Münchner Volkshochschule GmbH	14:00
Greece	Athens	Hellenic English Council Ltd	15:00
Hong Kong	Hong Kong	ITS Tutorial School	19:00
India	Gurugram	Planet EDU – Pvt Limited	UTC + 5:30
Israel	Tel Aviv	British Council, Tel Aviv	15:00
Italy	Bari	Università degli Studi di Bari	14:00
Italy	Milan	Università degli Studi di Milano	14:00
Italy	Milan	Università degli Studi Milano - Bicocca	14:00
Italy	Rome	Università degli Studi di Roma "Sapienza"	14:00
Italy	Rome	Università degli Studi di Roma "Tor Vergata"	14:00
Italy	Naples	Università degli Studi della Campania "Luigi Vanvitelli"	14:00
Italy	Naples	Università di Napoli Federico II	14:00
Italy	Bologna	Università di Bologna	14:00
Italy	Turin	Università di Torino	14:00
Italy	Pavia	Università degli Studi di Pavia	14:00
Italy	Siena	Università degli Studi di Siena	14:00
Italy	Messina	Università degli studi di Messina	14:00
Poland	Warsaw	Lang LTC	14:00
Portugal	Torres Vedras	International House, Torres Vedras	13:00
Saudi Arabia	Jeddah	British Council Jeddah	15:00
Switzerland	Zurich	Swiss Exams	15:00
Spain	Barcelona	Exams Catalunya S.L.	14:00
Turkey	Istanbul	British Side English Language School	15:00
UAE	Dubai	British Council, Dubai	16:00
UK	London	Mobile Testing Solutions Ltd	13:00
USA	New York	International House New York	09:00

On **1 September 2018**, any change in test venues will be published on the website of the Italian Ministry of Education, Universities and Research (MIUR) and, for the University of Bologna only, on the same web page where this call for applications is published. This publication will serve as official notice to all candidates.

The **test venue for the University of Bologna** is located in *Quartiere Fieristico di Bologna* (Bologna Trade Fair District) – *Bologna Fiere SPA – Ingresso Sud Moro Viale Aldo Moro 20 Bologna*.

Directions to the meeting venues are available on <http://www.bolognafiere.it/en/pfiera/comearrivare>.

On the day of the test, candidates must arrive at the test venue at 11:00 (Italian time) to go through identification procedures. Candidates will be distributed in designated test areas according to their date of birth, with the exception of twins.

Candidates will be allowed to enter the test venue and permitted to sit the test only if they present:

- **a valid and acceptable form of identification** as defined by Italian DPR 445/2000² (ID card, passport, driving license; for the full list, please refer to Italian DPR 445/2000). **Original documents only** will be accepted (no copies/photocopies/scans);

- **proof of payment of the admission test fee.**

Candidates who fail to present their original ID or other acceptable form of identification as stated above cannot be identified, and will not be allowed to sit the admission test.

It is recommended that candidates bring the same ID used upon registering for the admission test (IMAT) on University.

In Bologna, the admission test will begin at 14:00 (Italian time); candidates who opted to sit the test **outside of Italy** may refer to the **table in section 5 – ADMISSION TEST DETAILS AND TEST CONTENTS** (page 8) for information about the start time of their chosen test venue. Candidates have **100 minutes** to complete the test.

A Board of Examiners including at least three members and alternate members – designated among academic staff for the purpose of the admission test procedure – will ensure that all procedures are thoroughly followed.

The Board of Examiners will check the identity of each candidate, and that personal data on the identification document match those submitted upon completing the test registration procedure. It is therefore recommended that candidates bring the same ID used upon registering for the admission test (IMAT) on University. Candidates must sign the candidate record upon being identified.

During the admission test, candidates are forbidden under any circumstances to speak, write, or communicate with each other; they are permitted to speak to invigilators or Board members.

During the admission test, candidates are forbidden to use or keep the following items by their assigned desk: bags, backpacks, paper, calculators, mobile phones, organisers/personal digital assistants, smartphones, smartwatches, tablets, earphones, earpieces, or other similar devices; pens, pencils, stationery or any writing implement; manuals, textbooks, handwritten notes, and support materials. Candidates who bring such items to the test venue must leave them at the desk of the Board of Examiners prior to the beginning of the test. Candidates who are found to have such items during the test will be disqualified.

Candidates are allowed to bring one 500 ml plastic bottle of water and an unopened packed snack (the packaging must not be opened prior to accessing the test venue).

Candidates who must use medical devices should refer to section 4 – ACCESS ARRANGEMENT REQUESTS.

During the test, invigilators will be present in all designated test areas to ensure that all rules are properly followed.

A **test specification document** with information about test structure, sample questions, and topics covered in the test is provided on the website of Cambridge Assessment (link: <http://admissionstesting-service.org/for-test-takers/imat/about-imat/> > “Preparing for IMAT”). Other materials available on the website include an IMAT preparation guide, past papers, a notice to candidates, and frequently asked questions (FAQs).

² (“s'intende per documento d'identità valido la carta d'identità o altro documento equipollente ai sensi del DPR N. 445/2000: il passaporto, la patente di guida, la patente nautica, il libretto di pensione, il patentino di abilitazione alla conduzione d'impianti termici, il porto d'armi, le tessere di riconoscimento, purché munite di fotografia e di timbro o di altra segnatura equivalente, rilasciate da un'amministrazione dello Stato”).

Prior to the test start time, invigilators will distribute to candidates a “candidate instructions” sheet and a sealed white envelope, produced by Cambridge Assessment, containing:

- a) a **candidate data sheet** with no identification code or number;
- b) a **question paper booklet**, identified with the envelope identification barcode;
- 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 carry also the name of the University and degree programme to which the selection procedure refers.

Please note that:

- a) the answer sheet must be filled out using only the black pen given to candidates upon entering the test venue;
- b) it is mandatory that candidates fill in and sign the candidate data sheet to confirm their personal data as well as the barcode match, as described in point e) of this list;
- c) / d) see p. 16 of this document for instructions about filling in the answer sheet.
- e) at the end of the test, candidates must go to the designated desk, which will be located at a fair distance from the Board of Examiners. Candidates must then choose a pair of matching barcode stickers, ensure that the barcodes match, and apply one sticker to the answer sheet and the other to the candidate data sheet. They must then sign the candidate data sheet to confirm their personal data, and to declare that the barcode stickers have matching barcodes. After this, candidates must put the candidate data sheet in the designated sealed box, then go to the next desk and put the answer sheet in the designated box.

Candidates will be notified through an upcoming regulation, or through information given by the Board of Examiners to candidates within the test venue, of any additional information established by the Italian Ministry of Education, Universities and Research Guidelines about further test details and about how long candidates are required to stay inside the test venue.

Candidates will be disqualified in the following cases:

1. If they sit the test in a designated test area different than their assigned one, unless they have been officially authorized by the Board of Examination (this must be reported in writing on the test records);
2. If they keep or use bags, backpacks, paper, calculators, mobile phones, organisers/personal digital assistants, smartphones, smartwatches, tablets, earphones, earpieces, or other similar devices; pens, pencils, stationery or any writing implement; manuals, textbooks, handwritten notes, and support materials;
3. If they sign the answer sheet (front or back), or if they or any member of the Board of Examiners mark in any way the answer sheet (front or back);
4. If they interact with, and/or try to copy off, and/or try to exchange any test materials with other candidates, including the candidate data sheet and/or the answer sheet.

Candidate disqualification is determined by the Board of Examiners. If disqualification occurs due to the cases listed above (1, 2, 3, and 4), the score of the disqualified test will not be calculated.

At the end of the test, candidates must stop writing on the answer sheet and return the black pen they were given upon entering the test venue. Candidates who do not comply with this provision will be disqualified.

6 – TEST SCORE CALCULATION AND MINIMUM PASSING SCORE

Within the number of available places for enrolment, the Single-Cycle Degree Programme in Medicine and Surgery will admit both EU candidates and non-EU candidates with equivalent status, and non-EU candidates residing abroad, in their dedicated quotas according to the descending order of their test score.

Candidates who qualify as Italian citizens, EU citizens, and non-EU citizens with equivalent status are required to reach a minimum passing score of twenty (20) points in order to be included on the national ranking. Candidates who fail to reach the minimum passing score will not enter the ranking.

The minimum passing score of twenty (20) points does not apply to non-EU candidates residing abroad. Candidates who qualify as non-EU citizens residing abroad are required to reach a minimum passing score of zero (0) points. Candidates qualifying as non-EU citizens residing abroad who do not answer any question will not be included on the ranking.

A candidate's **total score** is calculated out of a maximum of ninety (90) points using the following formula:

- 1,5 points for each correct answer;
- -0,4 points for each wrong answer;
- 0 points for each question not answered.

Based on test scores calculated by Cambridge Assessment, CINECA will draw a national ranking of EU candidates and non-EU candidates with equivalent status. Each University will draw a ranking of non-EU candidates residing abroad.

In case of two or more candidates reporting the same test score, the following criteria and elements apply to determine which candidate should prevail:

- the prevailing candidate will be the one with the highest scores reported, respectively, in the following sections of the test: Logical Reasoning, General Knowledge, Biology, Chemistry, Physics and Mathematics. Section scores will be ranked in descending order;
- the prevailing candidate will be the one who, by the test registration deadline, declared to possess one of the language certificates listed in Attachment n. 3 to DM 385/2018. Candidates must declare that they possess such certificates upon registering for the admission test. Please note that the declaration about language certificates presented for the purpose of this selection process is considered as a self-certification pursuant to art. 46 of Italian DPR n. 445/2000. All Institutions involved in this selection process may verify candidate declarations at any time, according to the provisions set out in the relevant current legislation. In case of verification requests, candidates must then produce all elements required to complete the verification process. Should the documents submitted for the purpose of the verification process reveal that false or misleading information was submitted, enrolment (if finalised) will be cancelled; any benefits will be revoked; tuition fees will not be returned. Moreover, candidates who find themselves in this situation will face legal penalties according to the current provisions of the Italian Penal Code and further specific legislation; they will also be liable for any damage compensation claim made by other candidates or institutions involved in the selection procedure.
- if the tie in score is still standing, the youngest candidate will prevail.

The **IDONEO NON VINCITORE** status refers only to the current selection procedure; this status does not confer any right to enrol on the programme in subsequent academic years.

A subsequent Decree of the Italian Ministry of Education, Universities and Research will establish the closing date of ranking updates. After the closing date of ranking updates, all successful candidates who confirmed their interest to enrol by the set deadlines will acquire the **ASSEGNATO** status and must enrol by the deadline set forth in the Ministerial Decree mentioned above. Candidates who fail to enrol by the set deadline will lose their right to enrolment in the academic year for which they sat the admission test, and cannot claim any right to enrolment in subsequent academic years.

7 – TEST SCORE AND RANKING PUBLICATION

On **27 September 2018**, CINECA will publish anonymous rankings paired with the sticker barcode on www.universitaly.it. Rankings will be published in the candidate personal area, pursuant to current data protection regulations. These data will be available to candidates until the end of the selection procedure.

On **4 October 2018**, candidates will be able to access their answer sheet, test score, and data sheet in their candidate personal area on www.universitaly.it.

On **10 October 2018**, the full national ranking of EU citizens and non-EU citizens with equivalent status will be published on Universitaly, in the candidate personal area.

On the same day, rankings of non-EU citizens residing abroad will be published by each University. For the University of Bologna, this ranking will be published on www.studenti.unibo.it; candidates may refer to the instructions in section 3 of this call for applications for information about accessing the ranking. This will serve as official notice to all non-EU candidates residing abroad who applied for the University of Bologna.

On the same day, based on the ranking and on the number of available places in each university, the candidate personal area on Universitaly will display the names of candidates and their status as **ASSEGNATO** to the degree programme and University that they had selected as their first choice, or as **PRENOTATO**.

Upon ranking publication, and upon each subsequent ranking update:

- a. candidates with **ASSEGNATO** status are eligible for enrolment in their first-choice degree programme and University. Candidates in this condition must enrol in the degree programme and University to which they are **ASSEGNATO** by the deadline set forth in section 8 of this call for applications. Candidates who fail to enrol by the set deadline will lose their right to enrolment, regardless of their motives;
- b. candidates who are not eligible for enrolment on their first-choice degree programme and University will display a **PRENOTATO** status in their subsequent university choices for which they qualify according to their ranking. Candidates in this condition may either:
 - enrol on the degree programme and University for which they are **PRENOTATO** by the deadline set forth in section 8 of this call for applications, **or**
 - wait to check whether places in other universities which they had selected as better choices become available upon subsequent ranking updates, after higher-ranked candidates have finalised their enrolment.

If candidates opt to enrol on the degree programme and University for which they are **PRENOTATO**, all other universities listed upon registering for the admission test will be automatically cancelled.

8 – ENROLMENT DEADLINES

On **10 October 2018**, the full national ranking of EU citizens and non-EU citizens with equivalent status will be published on Universitaly, in the candidate personal area.

From **10 October 2018**, candidates with **ASSEGNATO** status for the University of Bologna must complete their enrolment following the procedure described in section 9 of this call for applications. Candidates with **PRENOTATO** status for the University of Bologna may choose to complete their enrolment following the same procedure described in section 9 of this call for applications.

All eligible candidates with either **ASSEGNATO** or **PRENOTATO** status **must complete their enrolment procedure within a maximum of 4 (four) days, including the day in which the updated ranking was published and not including Saturdays, Sundays, and national holidays.**

For candidates with *ASSEGNATO* status, failure to complete their enrolment by the deadline stated above **will result in their withdrawal from the enrolment process and from the ranking**. Candidates with *PRENOTATO* status who fail to complete their enrolment by the deadline stated above will not be excluded from the ranking.

IMPORTANT NOTE: within 5 days from 10 October 2018, and in any case no later than 12:00 (Italian time) of the fifth day following the publication of each ranking update (including the day in which the updated ranking was published, and not including Saturdays, Sundays, and national holidays), all candidates must confirm that they are still interested in keeping their ranking position following the “*conferma di interesse*” procedure in the University candidate personal area. This does not apply to candidates who already completed their enrolment, or who decided to withdraw. Candidates who fail to confirm their interest in keeping their ranking position will be excluded from the ranking and will lose their right to enrolment, regardless of their motives.

On 17 October 2018, CINECA will publish a ranking update based on candidate ranking and candidate choices of university. Candidates with *ASSEGNATO* or *PRENOTATO* status must complete their enrolment procedure within a maximum of 4 (four) days, including the day in which the updated ranking was published and not including Saturdays, Sundays, and national holidays.

Subsequent ranking updates will be published and managed according to the same conditions and deadlines stated above, until a Ministerial Decree is issued to establish the closing date of ranking updates.

9 – ENROLMENT PROCEDURES

A. Candidates who enrol (matriculate) for the first time

By the deadlines set forth in section 8 of this call for application, candidates must:

1. Access www.studenti.unibo.it and register in the “Register” section;
2. Click on “Enrolment”, select “Single Cycle Degree Programmes” and the Degree Programme on which they wish to enrol;
3. **Complete the registration procedure by filling in the online form with all the required data, and upload a passport-size photo.** Please note that, in addition to being sanctioned by art. 496 of the Italian Penal Code, submitting false or misleading information will result in enrolment cancellation; moreover, any benefits will be revoked and any fee already paid will not be returned.
4. **Pay** the first instalment of the annual tuition fee, or of the full tuition fee, according to the instructions published on www.studenti.unibo.it.

In order to be identified, candidates must go in person to the Student Registry Office with a valid ID. Upon presenting their ID, their academic career will be activated and they will receive their student badge.

In the absence of identification, candidates will be unable to access student services such as online study plans, exam registration, wifi, and online library resources; they will also be unable to perform any academic act (e.g. changing degree programme within the University of Bologna, transferring to another university, withdrawing from studies).

Moreover, candidates in the following conditions must go to the Student Registry Office:

- **Students with disabilities** certified as equal or more than 66%, or with a handicap condition certified according to Italian law 104/1992, must submit a copy of the certificate stating their conditions. Further information is provided on <https://www.unibo.it/en/services-and-opportunities/study-grants-and-subsidies/exemptions-and-incentives/exemptions-for-disabled-students>.
- **Students who file a request for recognition of credits obtained in previous academic careers** must submit the form available for download on <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/shortening-of-the-degree-programme>.

Non-EU candidates and/or candidates with a secondary school qualification obtained outside of Italy

- **Non-EU citizens with EU equivalent status** must hand in a copy of the residence permit upon which they are declared as EU equivalents, with the exception of those who are exonerated according to the MIUR regulations published on <http://www.studiare-in-italia.it/studenti stranieri/>.
- **Non-EU students residing abroad** must hand in a copy of their residence permit or, in case they have applied for and have not been issued theirs yet, a copy of the application receipt. In the latter case, students will be enrolled conditionally (see <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/non-eu-students-with-residency-abroad-reserved-quotas-pre-enrolment-visas-and-italian-language-tests> for further information).
- **Students holding secondary school qualifications obtained outside of Italy** must check the relevant information and procedures on <https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/enrolling-in-first-or-single-cycle-degree-programme-foreign-qualification>.

B. Candidates enrolled in other universities who wish to transfer to the University of Bologna (TRASFERIMENTO)

By the deadlines set forth in section 8 of this call for application, candidates must:

1. **Apply** <http://www.studenti.unibo.it/> for transfer at the University where they are currently enrolled;
2. **Enrol** at the University of Bologna following the instructions outlined in point A above, stating also their previous University and Degree programme;
3. **Pay** the first instalment of the annual tuition fee, or of the full tuition fee, according to the instructions published on www.studenti.unibo.it.

In addition to the first instalment of tuition fees, candidates who transfer to the University of Bologna must also pay a transfer fee (EUR 150,00, or EUR 80,00 for candidates enrolled in A.Y. 2018/19 and transferring from a degree programme with regulated access). Payment of the transfer fee will be required by the Student Registry Office upon receiving the student file from the previous University.

C. Candidates who are currently enrolled at the University of Bologna on Degree programmes other than Medicine and Surgery (programme code: 9210) (PASSAGGI)

Candidates who are already enrolled at the University of Bologna on Degree programmes other than Medicine and Surgery (programme code: 9210) must, by the deadlines set forth in section 8 of this call for applications:

1. **Pay** the first instalment of the tuition fee for the new academic year for the Degree programme on which they are currently enrolled, and check whether all payments of previous academic years are in order;
2. **Fill in** the online internal transfer application on www.studenti.unibo.it;

More specifically, they must:

1. Click on **“Programme transfer”** and fill in the required information;
2. Pay the internal transfer fee of EUR 96,00 (inclusive of EUR 16,00 of stamp duty). Students who are enrolled in A.Y. 2018/19 are exonerated from paying the EUR 80,00 transfer fee.

Recognition of ECTS credits

Please note that, **for A.Y. 2018/19, only Year 1 and Year 2 of the programme will be delivered.** All successful applicants will be admitted to Year 1, even in case of previous academic studies or qualifications. Only previous academic studies carried out in English language might be recognised by the Degree Programme Board.

NOTICES

Any notice related to changes in the enrolment procedure will be published on the website of the University of Bologna and on www.studenti.unibo.it Offices will be closed on the following dates:

- 13-17 August 2018 (summer holidays)
- 3-4 September 2018 (admission tests)
- 11-13 September 2018 (admission tests)
- 4 October 2017 (Bologna patron saint holiday)
- 2 November 2018 (long weekend)
- 24 December 2018 (Christmas Eve)

The person in charge of this administrative procedure is the Head of Scientific and Medical Area Registry Offices Sector, Mr. Giuseppe Rana.

The privacy statement pursuant to art. 13 of Italian D.Lgs. 196/2003 and to Attachment 4 of Italian DM 385/2018 is published on the University website, where all candidates can read it before submitting their personal data to register for the admission test. The privacy statement is provided also on the website of the University of Bologna (<https://www.unibo.it/en/university/privacy-policy-and-legal-notes/privacy-policy/information-note-on-the-processing-of-personal-data>).

This document summarises the **main elements** of the 2018/19 call for applications for the Single-Cycle Degree Programme in Medicine and Surgery (taught in English) at the University of Bologna. Please note that **the official call for applications is written in Italian**, and is published on <http://www.medicina.unibo.it/it/motore-bandi#!>. **To the extent any translated part or element of this document conflicts with the Italian version, the Italian version controls and will prevail in case of legal controversies.**

HOW TO FILL IN THE ANSWER SHEET

When answering a question please indicate your answer with an 'x' (see example).

	A	B	C	D	E
<input type="radio"/> 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you want to change your answer, completely fill the box you no longer want, and indicate your new answer with an 'x' (see example). Please note that can only do this **once** per question.

	A	B	C	D	E
<input type="radio"/> 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If you do not want a question scored, fill in the circle to the left as indicated below. Once you have filled in this circle, you cannot then change your mind. This will score zero.

	A	B	C	D	E
<input checked="" type="radio"/> 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you answer a question but then decide that you do not want to answer the question please fill in the circle to the left as indicated below. This will score zero.

	A	B	C	D	E
<input checked="" type="radio"/> 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please note that if you do not complete the answer sheet correctly then your response will be considered invalid. See example below for an invalid response. This will score zero.

	A	B	C	D	E
<input type="radio"/> 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If you leave all boxes blank for a question, it will score zero. See example below.

	A	B	C	D	E
<input type="radio"/> 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>