CALL FOR APPLICATIONS FOR EU AND EU-EQUATED CITIZENS TO THE ONE-CYCLE DEGREE COURSE IN MEDICINE AND SURGERY IN ENGLISH WITH LIMITED ACCESS (Class LM-41) AT HUMANITAS UNIVERSITY

SUMMARY OF THE CALL IN ENGLISH

Academic year 2020/2021

<u>Foreword</u>

<u>The official source of the Call for Applications for EU and EU-equated citizens is "BANDO DI CONCORSO, RISERVATO AI CITTADINI COMUNITARI ED EQUIPARATI, PER L'AMMISSIONE AL CORSO DI LAUREA MAGISTRALE A CICLO UNICO IN MEDICINA E CHIRURGIA (Classe LM-41) IN LINGUA INGLESE DI HUMANITAS UNIVERSITY" in Italian. This document represents a summary of the call.</u>

<u>This document is provided for the convenience of international students. In the event of disputes, the parties should refer only to the document in Italian.</u>

Admittance to the Degree Course is subject to selection through the University's admissions test.

Art. 1 Number of places available
For the academic year 2020/21, the number of places available for EU citizens and EU-equated citizens (as reported in art. 2) is established as 100.

The number of places available may change in accordance to a later Decree of the Ministry of Education, University and Research (M.I.U.R.), pursuant to the provisions of Law n. 264, August 2, 1999. The Decree of MIUR could confirm, increase or decrease the number of places available.

Art. 2 Admission requirements
Only candidates holding citizenship and education requirements reported in this paragraph are entitled to apply.

Citizenship Requirements

Candidates must meet one of the following requirements:

• Citizens of Italy or of European Union member states.

• Citizens holding a European citizenship together with a citizenship of a country not belonging to the European Union.

• Citizens of UK, Norway, Iceland, Liechtenstein, Switzerland, the Republic of San Marino.

• Non-EU citizens holding a residence permit in Italy for employment or self-employment, for family reasons, political asylum, asylum for humanitarian or religious reasons.

• Non-EU citizens legally resident in Italy for at least one year in possession of a Secondary School Diploma obtained in Italy.

• Non-EU citizens, resident anywhere who hold diplomas from Italian schools abroad or foreign or international schools having bilateral agreements or special regulations for the recognition of qualifications and who satisfy the general conditions required to be admitted to study in Italy.

• Refugees.

• Diplomatic personnel accredited to International Organizations in Italy, Italian State, Vatican State and their dependent family members.

Candidates applying and sitting the test without the citizenship requirements will not be considered for the ranking.

Education Requirements

To sit the admissions test, candidates must be either in possession of a Secondary School Diploma or attending the last year of the secondary education (High School).

For students holding a foreign High School qualification, a diploma is considered valid if obtained after at least 12 years of education, accompanied by the Declaration of Value issued by the Italian diplomatic authorities.

In the event that the local school system provides for 11 or 10 years of schooling, the title is valid when integrated with one or two years of university, having passed all the required exams for those academic years.

Candidates not holding valid qualification, according to the requirements of law, will lose the right to enrol. If the candidate is already enrolled, the candidate's enrolment will be cancelled.

For the validation of foreign qualifications, Humanitas University will follow Ministry guidelines for the academic year 2019-20 (latest update March 11th 2019) available in Italian at:

http://www.studiare-in-italia.it/studentistranieri/

Art. 3 Application for the admissions test and deadlines
The application for the Admissions Test must be completed exclusively online through the University website www.hunimed.eu. Registration is open from 28th October 2019 to 7th February 2020.

The candidate may sit the examination at a number of selected locations in Italy and abroad. The locations are reported on the website www.hunimed.eu and specified in Art 15 – "List of test centres". On registering through the online portal, candidates must select the test centre where they wish to sit the admissions test and the preferred time of the test session if foreseen. **The choice is irrevocable.** The number of seats available in all test centres is limited and subject to availability. Seats are assigned on a first-come, first-served basis according to the chronologic order of the test fee payment until availability is completed. Therefore, the University reserves the right to indicate an alternative test centre for the test.

On completion of the application procedure with the payment of the test fee, Humanitas University will send an e-mail to the candidate to confirm the availability of the selected test centre. A time lapse of some days may occur between the payment and the e-mail confirmation of the test venue. The address of the selected test venue and the test start time will be specified in the e-mail. Confirmations will be sent starting from 7th January 2020.

Online application procedure:

1. **MyPORTAL Online registration at https://humanitas.esse3.cineca.it**: the candidate must register online to receive a username and a password; the username and password will be necessary to access the personal page on Humanitas University MyPORTAL;

2. **Application for the Admissions Test:** the candidate must apply for the admissions test by using his/her username and password according the timeline reported above.

In order to be entitled to sit the admissions test, candidates are requested to pay the test fee, which amounts to Euro 165,00. Payment must be completed according to the following deadlines:

- If the payment is completed by credit card, no later than the last day valid for the application for the Admissions Test – **7th February 2020**;

- If the payment is completed by MAV or bank transfer, no later than **4th February 2020.**

The application for the Admissions Test must be completed according to the instructions described above, on penalty of exclusion.

Please note that the payment of the test fee alone does not mean registration has been completed.

The registration fee of € 165,00 is in no case refundable.

Art. 4 Test subject
During the Admissions Test, entirely conducted in the English language, students are required to answer sixty (60) questions with four response options, of which the candidate will have to choose one only, discarding the wrong, arbitrary or less likely conclusions. The test will be **computer based**.
Two admissions test sessions will be held and two different test papers will be used. Both test papers will have the same level of difficulty.
Humanitas University reserves the right to schedule a third exam session on 15th February 2020 if the total number of candidates exceeds the total number of places available in all test centres.

On the basis of the programs listed in Annex A, the questions are divided as follows:

- Scientific Thinking (30 questions), also divided as follows:

• Procedural Thinking (10 questions)

• Mathematical Thinking (10 questions)

• Visual Thinking (10 questions)

- Academic Literacy (30 questions)

Art. 5 Date, Location and procedure for the Admissions Test
The Admissions Test will take place on Friday 14ᵗʰ February 2020 at the test-centres reported on the website www.hunimed.eu and listed in Art. 15 "List of test centres" of this call for applications.

In Italy the admissions test will take place in two different sessions: the first session will take place at 10.00 a.m. and the second session will start at 14.00.
The available test centres are: Milan, Rome, Naples, Bari and Palermo.
On registering through the online portal, candidates must select the test centre where they wish to sit the admissions test and the preferred time of the test session.

The time given to complete the test is 120 minutes and the test is divided in two parts:
• Part 1: 60 minutes for the scientific thinking questions;
• Part 2: 60 minutes for academic literacy questions

Once the candidate submits part 1 of the test or the time expires, the candidate will not be able to access that part of the test again.

Candidates may choose to leave the test room at any time but will be unable to return to continue the test. Only the questions completed prior to leaving the room will be corrected.

Candidates must arrive at 09.00 a.m. if registered for the first session (10.00 a.m.), 13.00 if registered for the second session (14.00), for identification and registration with a valid identity document – identity card, driving license or passport – on penalty of exclusion.

For those candidates sitting the test in any of the locations abroad, only one session is available. Candidates must arrive at the selected location abroad 1 hour before the beginning of the test to complete the registration procedures. Candidates must show their passport or national ID.

Candidates who arrive after the test start time will not be allowed to sit the test.

After the candidates check-in the test will start.

During the test, candidates will not be allowed to talk to anyone apart from the staff and supervision Committee. Candidates will also not be allowed to keep personal belongings with them such as bags, books or notes, dictionaries, paper, pen, mobile phones, pads, smart watches, calculators or any

electronic device; candidates will be given indications for storing these items in a specific place. Anyone found in possession of the above-mentioned items during the test will be disqualified.

The Supervision Committee will ensure that rules are respected and will act accordingly if any violation occurs.

Art. 6 Candidates with special needs

Candidates with any kind of disability in need of extra means of support must formally request the support they will need for this test in relation to the extent of their disability. Candidates with learning disabilities can request the special terms foreseen in the Ministerial Decree DM 5669/2011 to guarantee equal opportunities during the test, including additional time for completing the test.

Among those candidates with disabilities the following should be considered: candidates who are blind, suffering from complete blindness or with vision not exceeding one tenth in both eyes; candidates who are deaf, from birth or before learning to speak; candidates with percentage of civil disability equal to or higher than 66%, candidates with handicap certificate of disability according to Law 104/92 as amended by Law 17/99. Disabilities must be certified by appropriate medical certificate issued by the competent health authorities. Certificates will be accepted only in Italian or in English.

Among the candidates with learning disabilities the following should be considered: candidates affected by dyslexia, dysgraphia, dyscalculia or dysorthography, certified by appropriate medical certificates, issued no earlier than 3 years prior by the National Health Service, by specialists or by accredited medical institutions, if approved by the Regions. The additional time for completing the test for candidates with learning disabilities will be in the measure of 30% compared to the standard time for the test, pursuant to Ministerial Decree DM 5669/2011.

These requests must be specified when applying for the Admissions Test on MyPORTAL and the medical certificates must be attached in electronic format. **Certificates sent by e-mail will not be accepted**

During the online procedure, after clicking on admissions test, candidates with special needs are required to request accommodations by selecting the relevant box and attach the medical report on the upload tab.

Art. 7 - Delivery of the admissions test

Candidates will receive a personal PIN code and, after registering at the test centre, they will be assigned a computer place to sit the test.

The Commission will instruct candidates to log into the system through the use of their personal PIN code. Candidates will then be requested to read the test instructions on how to carry out the test correctly.

Candidates who need to leave the room in exceptional cases will be accompanied by the test invigilators.

When the time available to complete the test expires, the candidate will automatically be logged out by the system. Candidates must wait for instructions on how to leave the room and must return all materials used for making notes.

Art. 8- Test Assessment and rankings
Italian citizens, EU citizens and EU-equated citizens are admitted to the Degree Course in descending order based on their score.

The scores are assigned as follows:

- 3 points for each correct answer

- -1 point for each incorrect answer

- 0 points for each non-given answer.

The highest achievable score is 180 points.

Candidates who do not obtain a final score of 40 points or who do not obtain at least 20 points in one or both the test parts will not be considered for the enrollment.

Should two or more candidates obtain the same score, the following criteria will be applied:

a) The higher ranking position will be assigned to candidates who have obtained a minor score difference, in absolute value, between the Scientific Thinking section and the Academic Literacy section.

b) in case of further equal scores the higher ranking position will be assigned to candidates who have obtained the highest score in the Scientific Thinking section.

c) in case of further equal scores the higher ranking position will be assigned to candidates who have obtained the highest score respectively in the Scientific Thinking subsections of Procedural Thinking, Visual Thinking, Mathematical Thinking.

d) in case of further equal scores priority will be given to the youngest student.

Art. 9 – Publication of the ranking list
After the test has been corrected, the ranking list will be published by Humanitas University **on 21ˢᵗ February 2020** on the website www.hunimed.eu, maintaining anonymity. Candidates will be able to see their position in the ranking list through the pre-matriculation number generated during the Admissions Test application procedure. Moreover, using the *username* and *password* obtained during the registration on the portal, candidates can see their score by accessing their personal page.

Art. 10 – Online enrollment and reserve list

Enrollment - to be completed exclusively online - will be possible between **21st February** and **28th February 2020.** In this time range:

- Candidates with a ranking position from n. 1 to n. 30, who are eligible for a scholarship funded by the University, will automatically be considered as **pre-enrolled** until the Scholarship Winners are announced. [1]

- Candidates with a ranking position from n. 31 to position n. 100 are entitled to enroll;

- Candidates with a ranking position from n. 101 to position n. 130 are entitled to a conditional enrollment. Conditional enrollments will be confirmed, following the ranking order, on the basis of the places available due to withdrawals of some students placed from position n. 1 to position n. 100. Confirmations will be sent by e-mail on March 2nd 2020.

In the timeframe between February 21st and February 28th 2020, both admitted candidates (from position 31 to position 100 of the ranking) and conditionally admitted candidates (from position 101 to position 130 of the ranking) must complete the payment of the first instalment, which amounts to 4.156,00 €, on penalty of exclusion.

Free places, for candidates from position 131 in the ranking, will be assigned according to the following procedure:

- Publication on the website www.hunimed.eu of the number of places not covered due to withdrawals. Based on the test ranking and according to the number of available places, the University will begin the admission of candidates who ranked from position 151 onwards (reserve list).

- Eligible candidates must enroll and pay the first instalment (4.156,00 €) by the deadline reported into the admission e-mail they will receive from the University.

- The procedure will be repeated until there are no more places available.

Even candidates in the reserve list might be invited to complete a conditional enrollment. The deadline will be specified in the conditional admission e-mail they will receive from the University.

Candidates who do not comply with the above-mentioned deadlines will lose the right to enrol at Humanitas University.

Art.11– Reimbursement of the first installment

First installment (of an amount of € 4.000,00) will be reimbursed only to conditionally admitted candidates (from position n. 101 to position n. 130) in the event that enrollment cannot be confirmed. This condition will occur if available places will be taken by other candidates with a higher position in the ranking. Those candidates will be reimbursed within the month of June 2020.

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[1] Further information regarding the Conditions of Enrollment can be found in the Scholarship Rules and Regulation 2020-2021.

In no other cases or conditions will the first installment be reimbursed.

The regional tax (amounting to € 140,00) will be reimbursed only to candidates transferring from an Italian University, having passed the Humanitas University admissions test and already paid the regional tax to the incoming university for year 2020-21.

Art.12– Completion of enrollment at Humanitas University
Candidates who have completed the online enrolment procedure must complete the on-line enrolment procedure by:

a)   uploading on the on line portal (MyPORTAL) the following documents:

•   Photocopy of Passport;

•   Photocopy of tax code (Codice Fiscale);

•   a passport photo

b)   providing an self-declaration of high school qualification achieved.

c)   fully accepting the privacy policy and economic conditions specified in the call and in the University Fee Regulation.

Students completing the online enrolment procedure, having paid the first instalment achieve the full enrolment status at Humanitas University.

For students holding a foreign secondary school qualification, a copy of that certificate translated into Italian and legalized by the Italian Consulate/Cultural Institutes, together with the Dichiarazione di Valore (Declaration of Value) released by the Consulate. These documents can be handed in at Humanitas University Student Office from Monday to Friday, from 9.00 to 12.00 and from 14.00 to
17.00. An appointment is not necessary.

Once enrolled at Humanitas University, students from other universities can submit their curriculum and request the recognition of their prior activities. Recognition is subject to evaluation according to the Humanitas University procedure.

Art. 13 Supervision committee and person responsible for the procedure
To assure the fairness of the Admissions Test procedure, Humanitas University will appoint a committee, to be formed of at least three members. University and external personnel will help the commission in the candidate identification and test supervision.

The person in charge of the procedure is Dr. Massimiliano Laganà (Managing Director of Humanitas University), email info@hunimed.eu. For further information, candidates can contact the Student Office by phone at +39 02 8224 3777.

Art. 14 – Table of deadlines

Beginning of Admissions Test applications	28/10/2019
Deadline of Admissions Test applications	07/02/2020
Admissions test	14/02/2020

Publication of ranking list	21/02/2020
Beginning of enrollments	21/02/2020
Deadline for enrollments and payment of first installment	28/02/2020
Enrollment from the reserve list	02/03/2020

Art. 15 – List of test centres (Country and Cities)

Nazione	Città
Italy	Milan – *Via Gerolamo Vida 11, Centro Direzionale Valtorta*
Italy	Rome
Italy	Naples
Italy	Bari
Italy	Palermo
Brasil	Sao Paolo
Canada	Toronto
France	Paris
Germany	Hamburg
Germany	Frankfurt
Germany	Munich
Greece	Athens
India	Bangalore
India	New Delhi
India	Mumbai
Ireland	Dublin
Israel	Tel Aviv
South Africa	Johannesburg
Sweden	Stockholm
Switzerland	Zurich
UAE	Dubai
UK	London
UK	Manchester
USA	Los Angeles

USA	Miami
USA	New York

Annex A

Scientific Thinking

Mathematical Thinking measures these abilities:

1. interpret graphs given an example

2. predict changes in variables in simple formulae

3. use formulae by substituting values and calculating the result

4. solve problems with symbols in place of variables, including simultaneous equations

5. put numbers in the correct order, including decimals and negative numbers)

6. apply the convention about priority of operations correctly (+,-,x,:,^)

Procedural Thinking measures these abilities:

1. follow a procedure/protocol/algorithm correctly (for example by using a flow chart)

2. predict the outcome of a perturbation in an interconnected system

3. apply the concept of collecting elements from different sets

4. compare a set of data with a scientific theory that can be confirmed or disproved by data

5. select relevant data and discard/ignore useless data

6. choose the most effective concept map to summarise a text

Visual Thinking measures these abilities:

1. demonstrate three-dimensional thinking ability

2. find complementary shapes

3. recognise mirror images

4. identify different visual patterns, including based on a description or an example

5. demonstrate careful observations, including localising objects in relation to other objects

6. describe a picture or a set of elements

Academic Literacy – Critical

• Critical Thinking e.g. drawing reasoned conclusions and implications from data,

statements, principles, judgements, beliefs or opinions.

• Local expeditious reading, e.g. scanning and searching for specific details.

• Global expeditious reading, e.g. skimming for gist, searching for key ideas.

• Global careful reading, e.g. comprehending main ideas, connecting ideas from different texts and understanding how different texts relate to each other.

• Word- and sentence-level processes, e.g. word recognition, meaning of a preposition.