

## **RECTOR'S DECREE**

*Academic Year 2019/2020*

n. 84 of October 24<sup>th</sup> 2019

# **CALL FOR APPLICATION FOR THE ADMISSION OF EU AND NON-EU STUDENTS TO THE DEGREE COURSES OF HEALTH PROFESSIONS IN ITALIAN OF THE SAINT CAMILLUS INTERNATIONAL UNIVERSITY OF HEALTH SCIENCES (UNICAMILLUS) FOR THE ACADEMIC YEAR 2019/2020**

## **THE RECTOR**

- Given** the Statute of the Saint Camillus International University of Health Sciences (UniCamillus)
- Given** the Didactic Regulations of Saint Camillus International University of Health Sciences (UniCamillus)
- Given** the Rector's Decree of May 20<sup>th</sup> 2019 n. 30 and subsequent amendments and integrations. "Call for application for the admission of EU and equiparated students to the Health Professions Degree Courses in Italian of the Saint Camillus International University of Health Sciences (UniCamillus) for the academic year 2019/2020
- Given** the Rector's Decree of January 3<sup>rd</sup> 2019 n. 3 and subsequent amendments and integrations. " "Call for application for the admission of non-EU students to the Health Professions Degree Courses of the Saint Camillus International University of Health Sciences (UniCamillus) for the academic year 2019/2020
- Given** the D.M. of July 8<sup>th</sup> 2019, prot. n. 616 on "Definition of available slots for the Health Professions three-year Degree Courses - academic year 2019/2020"
- Given** the D.M. 597 of June 28<sup>th</sup> 2019 "Definition of the number of slots allocated to the non-EU candidates residing abroad for all three-year and six-year Degree Courses with admission test at national level – academic year 2019/2020"
- Considering** that, further to the procedure of enrolment to the first year of the Degree Courses in Health Professions of the UniCamillus University in Rome, academic year 2019/2020, as from the Rector's Decree n. 80 of October 23<sup>rd</sup> 2019 "*Acknowledgement of the ranking of the candidates taking part in the Call for application for the admission of EU and equiparated students to the Degree Courses in Health Professions of UniCamillus University for the academic year 2019/2020*" and to the Rector's Decree n. 81 of October 23<sup>rd</sup>, 2019 "*Acknowledgement of the ranking of the candidates*

*taking part in the Call for Application for the admission of non-EU students to the Degree Courses in Health Professions of UniCamillus University for the academic year 2019/2020”, the following slots have become available:*

Degree Course in :	EU and equiparated students	Non-EU students
Midwifery (*)	0	18
Biomedical Laboratory Techniques	2	30

(\*) *see Art. 2*

## DECREES

### Article 1

The approval of the Call for Application annexed to this Decree, of which it constitutes an integral and substantial part, related to the admission of EU and non-EU students to the Degree Courses in Health Professions in Italian of Saint Camillus International University of Health Sciences (UniCamillus) for the academic year 2019/2020 for the coverage of the vacant slots.

### Article 2

The admission with “reserve” of the EU and equiparated candidates **to the selection for the admission to the three-year Degree Course in Midwifery**, in view of the DM 597 of June 28<sup>th</sup>, 2019 (definition of slots allocated to non-EU candidates residing abroad), providing that the slots not covered by non-EU candidates residing abroad are made available to EU and non-EU candidates residing in Italy in time for the reordering of the related rankings.

EU and equiparated candidates who will take part in the selection for the three-year Degree Course in Midwifery, will be admitted, following the ranking, to the slots originally reserved for non-EU candidates that might remain available because they’re not covered by non-EU candidates.

## **CALL FOR APPLICATION FOR THE ADMISSION OF EU AND NON-EU STUDENTS TO THE DEGREE COURSES OF HEALTH PROFESSIONS IN ITALIAN OF THE SAINT CAMILLUS INTERNATIONAL UNIVERSITY OF HEALTH SCIENCES (UNICAMILLUS) FOR THE ACADEMIC YEAR 2019/2020**

### **Article 1 – Available slots and admission requirements**

Saint Camillus International University of Health Sciences, hereunder referred to as UniCamillus, has published for the academic year 2019/2020 the public call for applications for the admission to the First Year of the Degree Course in Health Professions in Italian, for the coverage of the slots remained available following the previous call for application:

<b>Degree Course in :</b>	<b>EU and equiparated students</b>	<b>Non-EU students</b>
Midwifery	0 <sup>1</sup>	18
Biomedical Laboratory Techniques	2	30

Citizens from Norway, Vatican City, Iceland, Liechtenstein, Helvetic Confederation and the Republic of San Marino are treated as EU candidates.

Candidates who, at the date of the admission test, are already in possession of a high school diploma can take part in the selection process.

For the candidates who already have a foreign secondary school diploma issued by a foreign education system the qualifications are deemed valid, if obtained after at least 12 years of schooling; these qualifications must be accompanied by the Declaration of Value issued by the Italian diplomatic authorities.

In case the local education system provides for 11 or 10 years of schooling, the qualification is valid if it is integrated with one or two years of University studies, provided that all the exams scheduled for those academic years have been passed.

---

<sup>1</sup> EU and equiparated candidates can take part in the selection for the admission to the three-year degree course in Midwifery even though at the moment there are no slots allocated for them. This is possible because the DM 597 of June 28<sup>th</sup> 2019 (definition of the slots allocated for non-EU candidates residing abroad) provides that any slots not covered by non-EU candidates residing abroad are made available for EU and non-EU students residing in Italy in time for the reordering of the rankings. Basically, EU and equiparated candidates who will take part in the selection for the admission to the three-year Degree Course in Midwifery, will be admitted, in order of ranking, to the slots originally allocated for non-EU students, once the University will have assessed that some of the slots allocated for the non-EU candidates have remained available.

Candidates who do not possess or do not submit adequate qualifications within the deadlines indicated below, according to current legislation, will lose the benefit to enrol or forfeit their enrolment if already admitted and have no right to the refund of the amount paid.

With reference to the recognition of foreign qualifications, the University will take into account the indications provided by the Ministry of Education, University and Research "Procedures for entry, stay and matriculation of foreign / international students to courses of higher education in Italy for the academic year 2019-2020" and subsequent amendments (<http://www.studiare-in-italia.it/studentistranieri>).

#### **NON-EU STUDENTS RESIDING ABROAD**

##### **"PROCEDURES FOR THE ENTRY, STAY AND ENROLMENT OF STUDENT VISA APPLICANTS TO THE COURSE OF HIGHER EDUCATION IN ITALY FOR THE ACADEMIC YEAR 2019-2020 AT HIGHER EDUCATION INSTITUTIONS"**

Non-EU students residing abroad must comply with the ministerial provisions "Procedures for entry, stay and enrolment of student visa applicants to courses of higher education in Italy for the academic year 2019-2020 at higher education institutions" available at:

"Procedures for entry, stay and enrolment of student visa applicants to courses of higher education in Italy for the academic year 2019-2020 at higher education institutions"  
[http://www.studiare-in-italia.it/studentistranieri/moduli/2019/Circolare\\_2019\\_2020.pdf](http://www.studiare-in-italia.it/studentistranieri/moduli/2019/Circolare_2019_2020.pdf)

For the visa application procedures please refer to:

<http://vistoperitalia.esteri.it/home/en> e <http://www.studiare-in-italia.it/studentistranieri/>.

These procedures do not replace the registration to the admission test on UniCamillus website, but are a preparatory step in order to apply for a visa in Italy for study reasons.

#### **Article 2 – Application submission**

Registration for the admission test will be possible from October 25<sup>th</sup> 2019 to November 19<sup>th</sup> 2019 at 5 p.m.

In order to complete the registration for the admission test, each candidate needs to connect to the web portal <http://www.unicamillus.org/admission-test>, register and follow the instructions.

At this stage, the candidates will be asked **to select** the Degree Course which they intend to apply for. In addition to the one selected as his/her first choice, the candidate can also indicate in order of preference also the second Degree Course which he/she intends to apply for in case he/she is not able to be part of the list of candidates admitted for the Degree course indicated as his/her first choice.

The candidate is responsible for the information given when filling in the registration form. The presence of false, incorrect or omitted information even in only one part leads to the immediate exclusion from the test or, if already passed, the cancellation from the lists of those admitted.

Upon submission of the form for the registration to the test the candidate authorises UniCamillus to carry out checks at institutions and authorities that have issued or validated the academic qualifications attached to the application.

In case of difficulty in the registration procedure, candidates can send an e-mail to [admission@unicamillus.org](mailto:admission@unicamillus.org) for assistance.

For all candidates, the participation fee of € 110.00 (one hundred and ten) is not refundable for any reason (also in the event the student fails to be present at the test).

The payment of the fee for access to the admission test does not complete the registration procedure. The registration process must be completed in its entirety under penalty of exclusion.

### **Article 3 – Support for candidates with disabilities or specific disorders**

Candidates with disabilities or with specific learning disabilities (SLD), in relation to the specific difficulties attested by medical certification, can make explicit request for aids and/or additional time compared to those established for the general candidates, as well as further measures to guarantee equal opportunities in carrying out the entry test. “Candidates with disabilities” shall mean: blind candidates, suffering from absolute blindness or with a visual residual not exceeding one tenth in both eyes; deaf candidates, suffering from deafness from birth or before learning the spoken language; candidates with a civil disability percentage equal to or greater than 66%; candidates in possession of the handicap certification as from Italian Law 104/92 as amended by Italian Law 17/99. These conditions must result from an appropriate medical certification issued by a competent public health authority. The certifications will be accepted only if issued in Italian or English language.

“Candidates with SLD” shall mean: candidates with a diagnosis of dyslexia, dysgraphia, dyscalculia, dysorthography, resulting from appropriate clinical certification, issued by no more than three years by the National Health Service, or by specialists or structures accredited by the regional health service. The additional time allocated to candidates with SLD will be 30% more than the time set for admission tests, in accordance with Italian Ministerial Decree 5669/2011.

These requests must be specified when registering on the web portal [www.unicamillus.org](http://www.unicamillus.org). The medical certification must be sent via certified email (PEC) at [unicamillus@pec.it](mailto:unicamillus@pec.it) or through registered post with proof of delivery to the Registrar’s Office – UniCamillus University – Via di Sant’Alessandro – 00131 Roma, to be received no later than November 13<sup>th</sup> 2019.

### **Article 4 – Examination topics and admission criteria**

UniCamillus admission test consists of a written test in Italian, composed of sixty (60) multiple choice questions of logical reasoning (25), general knowledge (5), biology (10), chemistry (10), and physics

and mathematics (10), which have five response options, among which the candidate must identify only one, discarding the wrong, arbitrary or less likely conclusions. The test will last 70 minutes. For the evaluation of the test a maximum score of 60 (sixty) points is attributed according to the following criteria:

- 1 point for each correct answer;
- minus 0.25 points for each wrong answer;
- 0 points for each answer not given or for multiple markings or, in any case, for all non-single answers.

### **Article 5 – UniCamillus testing procedure**

The written test will take place on November 23<sup>rd</sup>, 2019 at the location that will be published on [www.unicamillus.org](http://www.unicamillus.org), where time and procedures will be detailed.

The University reserves the right to plan additional sessions, change dates, times, locations of the admission test and publication dates of results if it is deemed necessary for organizational reasons.

On the day of the written test candidates must show a valid identification document according to art. 35 of the D.P.R. December 28<sup>th</sup> 2000 n. 445.

During the tests it is absolutely forbidden the use of mobile phones, calculators, tablets, web-connecting devices and the consultation of printed books and / or manuscripts and notes. The possession of these devices must be reported to the operators who, if deemed necessary, might keep it and return it at the end of the test.

The use of pens or other unauthorized writing instruments is forbidden.

Non-compliance with these provisions will result in the exclusion from the test or its continuation if already begun.

### **Article 6 – Final ranking for admission**

Following the completion of the test, a single ranking list based on the score achieved by each candidate in the admission test will be drawn up.

Starting from November 26<sup>th</sup> 2019 UniCamillus will publish on the website [www.unicamillus.org](http://www.unicamillus.org) the single ranking of merit ensuring the anonymity of the candidates.

In case of a tie, the score obtained by the candidate in the solution, respectively, of the questions pertaining to the sections of logical reasoning, general knowledge and scientific knowledge prevails in descending order. In case of further parity, the youngest candidate will prevail.

## **Article 7 – Assignment to the Degree Course**

In case no slots are available in the degree course indicated as the first choice, the candidate will be assigned, for the enrolment purposes, to the degree course indicated as second option.

It is therefore important to indicate, upon registration to the admission test, **ONLY** the degree courses the candidate is actually interested in.

The candidate who has not entered the ranking to be admitted to the Degree Program indicated by him as the first choice, at the time of enrolment in the Degree Course in which he/she was admitted, may request the transition to the Degree Course indicated as first choice, by submitting the application to be filled in on the appropriate form available on the website [www.unicamillus.org](http://www.unicamillus.org) on his own reserved page or at the Registrars' Office. The request must be attached to the enrolment application to be submitted only to the Registrar's Office. This request entails, in the event that slots are open, the candidate's transfer to the course for which he has submitted the related application. Notice of transfers will be given on the dates scheduled for the re-ordering of the ranking. No transfer to degree courses other than those indicated in the application to the competition can be requested. Failure to submit the application for transfer in the terms and in the manner indicated will result in the final enrolment to the Degree Course other than the first choice.

The candidate admitted for enrolment in a Degree Course of first and second choice who, for whatever reason, does not enrol according to the terms and procedures set forth in the following art. 8 of this call, will lose any benefit deriving from its position in the ranking for the purposes of enrolment, for all options expressed and this regardless of any justifications.

## **Article 8 – Enrolment and re-ordering procedure**

From the date of publication of the ranking list and until December 2<sup>nd</sup>, 2019, the candidates admitted must submit the following documentation:

- Signed enrolment application addressed to the Rector, and acceptance of the UniCamillus Code of Ethics;
- Student's Contract, available online;
- two passport-sized photographs (please indicate name and surname on the back); <sup>[L]</sup><sub>[SEP]</sub>
- photocopy of an identity document and photocopy of the fiscal code (foreigners legally residing in Italy must submit a valid residence permit and fiscal code); <sup>[L]</sup><sub>[SEP]</sub>
- Certification of the High School Diploma or authenticated copy of the High School Diploma or, provisionally, self-certification;
- enclose the withdrawal from the studies or the statement of no impediment to the transfer issued by the university of origin (if enrolled);
- Proof of payment of the Regional Tax (to be paid directly to Lazio Region);
- Privacy policy (form available online);
- Proof of payment of the first instalment of the tuition fees for an amount of € 1.500,00.

Italian and foreign students who have obtained their high school qualifications abroad must deliver to the Registrar's Office by December 2<sup>nd</sup>, 2019, under penalty of exclusion, an official translation in



Italian (legalised if necessary) of the qualifications, accompanied by a Declaration of Value issued by the Italian Embassy or Italian General Consulate competent for the territory in the country where the qualification was produced.

The candidate who renounces or who does not complete the enrolment procedure in the deadlines indicated in this call, will not be reimbursed, under any circumstances, the amount paid.

Any vacant places in each Degree Course will be assigned to the candidates included in the single merit ranking, taking into account the progressive order occupied in the ranking itself and the options expressed and will be managed according to the following re-ordering procedure:

- Publication on [www.unicamillus.org](http://www.unicamillus.org) of the number of slots available for missed registrations or withdrawals (reopening of the ranking);
- those admitted for "re-ordering" of the ranking must proceed with the enrolment online and with the payment of the first instalment by 6 p.m. of the second day following the reopening of the ranking;
- the "re-ordering" procedure will be repeated until the available slots are filled.

Candidates not complying with the deadlines indicated above will be considered renouncing candidates and will lose the right to enrol.

#### **Article 9 – Withdrawal process following enrolment**

Students who, after completing their enrolment, wish to withdraw, will have to submit their request and send it via R/R registered mail to: UniCamillus University - Via di Sant'Alessandro 8 - 00131 Rome or by certified email PEC to [unicamillus@pec.it](mailto:unicamillus@pec.it).

In case of withdrawal, in any phase of the procedure, the amount paid for the tuition fees is not refundable under any circumstances whatsoever.

#### **Article 10 - Mandatory vaccinations**

Upon enrolment, the student states his commitment to be screened, within 60 days from the enrolment:

- for tuberculin vaccination (***prova tubercolina***) performed according to the Mantoux technique, according to the guidelines on the Prevention of tuberculosis (provision 17.12.1998 of the State-Regions Conference) and by the D.P.R. 7.11.2001 n. 465, regulating tuberculosis vaccination;
- for viral hepatitis B, pursuant to Law n. 165 of 27.5.1991.

The form for this statement will be available for download from the portal of the University.

The admission to the degree courses in Health Professions is subject to assessment of the suitability for the performance of the activities specific to their professional profile. Failure to undergo medical assessment or any assessment of unsuitability will result in the impossibility to finalize the enrolment procedure or the cancellation of the enrolment.



All enrolled students are registered with reserve. For the final enrolment, students must submit at the teaching facilities of the Degree Courses, before the beginning of the academic year, a "Certificate of suitability specific to their professional profile", issued by the medical examiner of the Local Health Authority or by the occupational physician. It is specified that the certificate of suitability for specific professional functions, which the candidate applies for, is mandatory for the attendance of the theoretical teaching activity and to carry out the compulsory professionalizing activity for the purposes of qualification in the professional profile. The eligibility issued must attest the compatibility of the student to the performance of all the specific professional activities required by the relevant professional profiles for which the admission is required. Any psychophysical inability or failure to submit the Certificate by the deadlines indicated will determine the impossibility of final enrolment in the degree course and the loss for all purposes of the right to enroll.

#### **Article 11 – First instalment reimbursement**

The candidate who renounces or who, however, does not complete the enrolment procedure within the deadlines indicated in this call for application, will not be reimbursed, under any circumstances, of the amount paid and will be considered automatically withdrawn.

#### **Article 12 – Remarks**

The University reserves the right, in any stage of the enrolment procedure, to ascertain the truthfulness of the declarations made by the candidate, in accordance with current legislation. The candidate must therefore provide all the necessary elements to allow for the appropriate checks. In the event that the documentation submitted by the candidate contains false declarations, without prejudice to the penalties provided for by the penal code and by the special laws on the matter and the declarer's exposure to the action for damages by the other parties, the enrolment will be cancelled, any benefits granted will be recovered and the tuition fees paid will be retained.

The publication on the University website of the final ranking of the candidates who have taken the test and of any reordering is an official notification for all purposes of law towards the interested parties.

The University reserves the right to change dates, times, testing location and publication dates of results, internship locations, both in the Region and out of the Region, and teaching methods, if it is deemed necessary for organizational reasons. The participation in the call for application implies the full and unquestionable acceptance of the provisions contained therein.

For juridical and interpretative purposes the Italian call for application approved with Rector's Decree n. 84 of October 24<sup>th</sup>, 2019, filed at the Academic Office, shall prevail.

For any matter not provided for in this call for application please refer to the Statute and Regulations governing the functioning of the University's activities.

**Article 13 – Supervisory Committee for the regularity of the competition**

With a specific decision, a Committee will be appointed to ensure the regular and proper performance of the operative procedures of the competition.

Vittorino Testa, director of student services - UniCamillus University, is responsible for the procedure.