



# RECTOR'S DECREE

*No. 337 of 25<sup>th</sup> November 2022*

## **CALL FOR APPLICATION FOR THE ADMISSION OF NON-EU STUDENTS TO THE SIX-YEAR DEGREE COURSE IN MEDICINE AND SURGERY IN ENGLISH OF SAINT CAMILLUS INTERNATIONAL UNIVERSITY OF HEALTH SCIENCES (UNICAMILLUS) FOR THE ACADEMIC YEAR 2023/2024**

### **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 Code of Ethics and the Organisation, Management and Control Model “231” of UniCamillus University;
- GIVEN** the Law no. 168 of 19<sup>th</sup> May 1989 on the foundation of the Ministry of the University and Scientific Research;
- GIVEN** the Law no. 264 of 2<sup>nd</sup> August 1999, containing “Regulations on access to University courses” and subsequent amendments and integrations;
- GIVEN** the Law no. 189 of 30<sup>th</sup> July 2002 “Amendments on legislation on immigration and asylum” and subsequent amendments and integrations, and notably art. 26;
- GIVEN** the Decree no. 270 of 22<sup>nd</sup> October 2004 “Amendments to the regulation containing dispositions on the didactic autonomy of the Universities”, approved with Decree of the Minister of University and Scientific and Technologic Research of 3<sup>rd</sup> November 1999, no. 509;
- GIVEN** the Ministerial Decree of 16<sup>th</sup> March 2007, which has established the classification of the Degree Courses;
- GIVEN** the Tuition Fees Regulations for the academic year 2023/2024 approved by the Organising

Technical Committee of UniCamillus on 22<sup>th</sup> November 2022;

**GIVEN** the resolution of the Organising Technical Committee of 22<sup>th</sup> November 2022 approving the Call for application for the admission of non-EU students to the six-year Degree Course in Medicine and Surgery in English at Saint Camillus International University of Health Sciences (UniCamillus) for the academic year 2023/2024;

## **DECREES**

### **Article 1**

The approval and the issuing of the Call for application annexed to this Decree, of which it constitutes an integral and substantial part, related to the admission of non-EU students to the six-years Degree Course in Medicine and Surgery in English of the Saint Camillus International University of Health Sciences (UniCamillus) for the academic year 2023/2024.

### **Article 2**

This Decree bearing handwritten signature will be filed in the relevant archive at this University and will be published on the university website.

**Signed: THE RECTOR**  
**Giovan Crisostamo Profita**

## CALL FOR APPLICATION FOR THE ADMISSION OF NON-EU STUDENTS TO THE SIX-YEAR DEGREE COURSE IN MEDICINE AND SURGERY IN ENGLISH OF SAINT CAMILLUS INTERNATIONAL UNIVERSITY OF HEALTH SCIENCES (UNICAMILLUS) FOR THE ACADEMIC YEAR 2023/2024

### Article 1 – Available places and access requirements

For the academic year 2023/2024, the Saint Camillus International University of Health Sciences (hereinafter “UniCamillus”, the “Academic Institution” or the “University”) is holding a public competition for admission to the first year of the Single Cycle English-language Master's Degree Course in Medicine and Surgery.

A total of 225 (two hundred and twenty-five) places are available for non-EU candidates residing abroad.

This number may change following the decisions made in the Decree of the Ministry for Universities and Research (MUR) in accordance with Italian Law No. 264 of 2 August 1999. The MUR Decree may confirm, increase or reduce the number of posts indicated in this notice. The University will make the relevant Ministerial Decree accessible on its website.

Citizens of Norway, Iceland, Liechtenstein, the Swiss Confederation, the Republic of San Marino and the Holy See will be treated as EU candidates and should apply through the relevant notice of call. The same also applies to categories that – in accordance with Article 26 of Italian Law No. 189 of 30 July 2002, as amended – may access Courses on equal terms with Italian students.

Candidates who wish to take the examination for admission to the Degree in Medicine and Surgery must meet one of the following requirements:

- possession of a secondary school diploma allowing entrance to university, issued by a state or state-authorized educational institution of the Italian school system in Italy or abroad;<sup>[1]</sup><sup>[SEP]</sup>
- a secondary school leaving certificate from an institution in a foreign scholastic system located in Italy or abroad, obtained after at least 12 years of schooling;
- a school leaving certificate obtained from a scholastic system requiring 10 or 11 years of schooling supplemented by one or two years of university, on condition that all the examinations required for those academic years have been passed.<sup>[1]</sup><sup>[SEP]</sup>

Candidates enrolled in the last year of secondary school at state and state-authorized educational institutions of the Italian school system or at a foreign secondary school institution that provides a qualification valid for admission to the higher education courses of the Italian system may also apply, provided that they then obtain the study qualification by the last date available for enrolment for the academic year 2023/2024, failing which they may not rely on the results of the admission test.

Students already in possession of an academic qualification (obtained in Italy or abroad) and those transferring from another degree course are required to follow the same procedures indicated in this notice and to take the relative admission test.

For candidates who have completed or are enrolled in the last year necessary to obtain a secondary school diploma from a foreign secondary school, the foreign certificates will be considered valid, provided they are accompanied by the Declaration of Value issued by the Italian diplomatic offices.

Candidates who are not in possession of a suitable qualification or who do not present one within the terms indicated below, in accordance with current legislation, will lose the right of enrolment or will be deregistered if already enrolled, without the right to refund of any payments already made to this University for any reason.

With reference to the recognition of foreign qualifications, the University will take into account the MUR guidelines "*Procedures for the entry, stay and registration of foreign/international students on higher education courses in Italy for the academic year 2022-2023*" as amended (<http://www.studiare-in-italia.it/studentistranieri>).

The University will make available **two cycles** of ancillary seminars for the medical profession (the "**Seminars**") to applicants qualified for admission. The topics covered in the Seminars are accessible on an exclusive basis. Although they are not part of the academic curriculum nor subject to examination, they are considered by the University to be extremely useful for training purposes. Access to the ancillary courses will take place through personal credentials provided by the University to students qualifying for admission. The credentials may not be transferred or made available to any other person and may be used flexibly according to the user's preference. When the personal credentials have been received and activated, the student will have full access to the content of the Seminars, which will be considered to have been used. Non-attendance at the Seminars constitutes an autonomous choice by the student and cannot be used as a reason to request the return of contributions already paid, which will therefore not be refunded to the student by the University, even following the submission of a request for deregistration or transfer.

## **Article 2 – Submission of applications**

For admission to the Master's Degree Course in Medicine and Surgery, candidates must take a test. Registration for the admission test will be open until 13:00 hrs on 6 February 2023.

In order to complete registration for the admission test, each candidate must register on the website <https://unicamillus-admission.ilmiotest.it/> as a non-EU student and follow the instructions given.

The registration fee for the admission test is EUR 50.00 (fifty/00), which must be paid by 13:00 hrs on 6 February 2023 directly to UniCamillus via Paypal.

The fee will not be refunded under any circumstances.

The applicant is responsible for the information given in the application form. The presence of false, incorrect or omitted information, even in only one part of the application, will result in immediate exclusion from the test or, if the latter has already been passed, removal of the candidate from the list of admitted students.

By submitting the registration application, the candidate authorises UniCamillus to carry out checks with the bodies and authorities that issued or validated the declared qualifications.

In case of difficulties in registering for the competition, you can send an email to [relations@unicamillus.org](mailto:relations@unicamillus.org) to request assistance.

### Article 3 – The admission test

The admission test for the Single Cycle Master's Degree in Medicine and Surgery is divided into two parts (Written test and Oral test).

The written test, entirely in English, must be taken between 23 January 2023 and 10 February 2023; the oral test must be taken between 30 January and 14 February 2023.

The University reserves the right to change the dates, times, locations and methods of the admission test and publication of the results if deemed useful by the University for organisational reasons and/or by Ministerial order. This will be done through the publication of notices on the University's website, which is the only official communication channel of this University.

In the event of a postponement – provided that it was decided before the expiry date for registration for the admission test – the University may postpone the deadline for the submission of applications and, if necessary, change the other dates of this Notice of Call, by posting a notice on the University's website, which is the only official communication channel of this University.

#### ➤ Written test

The written test is the computer-based “Internet Reasoning Test – 3” (hereinafter “IRT-3”).

The test consists of three separate sections to be passed within a set time. Each section consists of a series of multiple-choice questions organised as per the following table.

Sections	No. of Questions	Points (min – max)
<b>Verbal Reasoning (IRT3V)</b> Measures basic vocabulary, verbal fluency and the ability to reason with words.	17	0 – 17
<b>Numerical Reasoning (IRT3N)</b> Measures the ability to use numbers logically and efficiently.	17	0 – 17
<b>Abstract Reasoning (IRT3A)</b> Measures the ability to understand abstract logical problems and to use new information outside the field of previous experiences.	17	0 – 17
<b>TOTALS</b>	51	0 – 51

The overall written test result is obtained by adding the scores for the sections “Verbal Reasoning”, “Numerical Reasoning”, and “Abstract Reasoning”, for a maximum score of 51 points.

➤ **Oral test**

The oral interview – which will take place in English and electronically – will test the candidate's knowledge of the following topics: general culture, notions of biology, chemistry, physics and mathematics.

The overall assessment of the oral exam ranges from a minimum of 0 to a maximum of 69 points.

The final score of each candidate is the result of the sum of the scores obtained in the written and oral tests, for a maximum of 120 points.

#### **Article 4 – Final admission ranking list**

UniCamillus will draw up the final ranking based on the results achieved in the written and oral tests.

In the event of a score tie, the score obtained in the oral test will prevail. In the event of a further tie in the score, the candidate with the youngest age will prevail.

The ranking, which guarantees candidates' anonymity, will be published by 20 February 2023 on the website [www.unicamillus.org](http://www.unicamillus.org).

Publication of the ranking and all related notices on the University's website acts as official notification to the interested parties. Any personal notices sent to the email addresses entered by candidates on the system during the exam registration phase are only intended to assist them in following the competition process and in no way substitute the notices published on the University's website, which is the only official communication channel of the University. Therefore, it remains the responsibility of the candidate to verify their position on the website by complying with the terms and conditions for enrolment.

#### **Article 5 – Pre-registration and "sliding procedure"**

Candidates who gain a place on the ranking for pre-registration, after the date of publication of the ranking and until 13:00 hrs on 28 February 2023 are required, under penalty of exclusion from the ranking itself, to

1. make the first payment covering pre-registration office administration costs and the first cycle of online seminars, in the sum of EUR 7,000.00 (seven thousand);
2. submit a declaration certifying that they have read the Student Agreement and the Tax and Contribution Regulations for the academic year 2023/2024 (available on the University's website at the following link <https://www.unicamillus.org/it/regolamenti/>).

Any unfilled placements will be managed according to the following “sliding procedure”:

- publication on [www.unicamillus.org/ammissioni](http://www.unicamillus.org/ammissioni) of a special “sliding procedure” vacancy filling notice for non-registration or dropouts (reopening of the ranking list);

- students accepted to fill vacant positions in the ranking according to the “sliding procedure” must pay the administration fees referred to in the preceding point 1 by 17:00 hrs on the second working day after the day on which the ranking is reopened;
- the “sliding procedure” will be repeated until the available posts indicated in this Article are filled.

Publication of the ranking and all related notices on the University's website acts as official notification to the interested parties. Any personal notices sent to the email addresses entered by candidates on the system during the exam registration phase are only intended to assist them in following the competition process and in no way substitute the notices published on the University's website, which is the only official communication channel of the University. Therefore, it remains the responsibility of the candidate to verify their position on the website by complying with the terms and conditions for enrolment. Candidates who do not meet the above deadlines will be considered as dropouts and will lose their right to pre-register.

Pre-registration is considered “sub conditione” until publication of the Ministerial Decree for the allocation of the places available to UniCamillus for the 2023/2024 academic year.

Subject to the provisions of the following paragraph, the amount paid for this purpose may be refunded only to candidates pre-registered sub conditione for whom registration cannot be confirmed due to the filling of all available positions by candidates placed higher in the ranking. The refund will be made by the beginning of the 2023/2024 Academic Year. Only and exclusively in this case will the costs related to the University's provision of the Seminars be covered by the University itself.

If the pre-registration was completed remotely or not on University premises, the student may, within 14 (fourteen) days starting from the date of pre-registration (based on the date of payment), exercise the right of second thoughts cancellation by clearly informing UniCamillus of their intention to withdraw from the course by sending a letter by registered post with confirmation of receipt. If the right of second thoughts cancellation is exercised, UniCamillus will refund the student the fee paid for pre-registration within the next 14 days, retaining an amount equal to 5% of the fee to cover administration and pre-registration services), using the same means of payment used by the User for the initial payment, unless expressly indicated otherwise. Payments will only be refunded in those cases expressly provided for in this notice of call.

#### **Article 6 – Enrolment and vacancy filling “sliding procedure”**

Candidates who have acquired the right to enrol in the first year must, from 6 July 2023 until 13:00 hrs on 13 July 2023, finalise online enrolment. This procedure entails that the University shall acquire the following documentation:

- a) enrolment application submitted to the Rector and acceptance of the UniCamillus Code of Ethics; <sup>[1]</sup><sub>[SEP]</sub>
- b) Student Contract (completed by the candidate or, if a minor, by a legal guardian);
- c) digital photo; <sup>[1]</sup><sub>[SEP]</sub>



- d) valid identity document and tax code and, if foreigners legally residing in Italy, valid residence permit; <sup>[1]</sup><sub>[SEP]</sub>
- e) receipt certifying the payment of registration fee administration costs and the provision of the second electronic cycle of ancillary medical profession seminars, amounting to EUR 7,000.00. The third and final payment for first-year tuition, examinations and all other activities related to the academic year amounting to EUR 7,000.00 must be paid by January 2024 (as provided for the “Tuition and fees regulation for the academic year 2023/2024 EU and NON-EU students”);
- f) *privacy* information disclosure;
- g) revenue stamp for EUR 16.00 (sixteen/00);
- h) receipt for the tax imposed by the Lazio Regional Authority;
- i) a declaration of commitment to submit, by the start of the classes for the 2023/24 academic year:

- the Mantoux tuberculin test or the quantiferon test, in accordance with the provisions of the Agreement of 7 February 2013 of the State-Regions Conference on “Prevention of tuberculosis in healthcare professionals and equivalent persons” and Presidential Decree No. 465 of 7.11.2001, the Regulation establishing the conditions for mandatory tuberculosis vaccination, in accordance with Article 93, paragraph 2, of Italian Law No. 388 of 23 December 2000; this test must be carried out at an Italian National Health Service centre;

- certificate of vaccination against viral hepatitis B, pursuant to Italian Law No. 165 of 27 May 1991;

With this declaration, students also undertake to undergo any other available vaccination required from time to time by regulations having legal value or deemed appropriate by the University to ensure the safety of the students and of all those with whom they may come into contact in connection with academic activities.

In the case of a candidate who is a minor, the registration procedure must be completed by the legal guardian.

Any unfilled placements will be managed according to the following “sliding procedure”:

- publication on [www.unicamillus.org/ammissioni](http://www.unicamillus.org/ammissioni) of a special “sliding procedure” vacancy filling notice for non-registration or dropouts (reopening of the ranking list);
- candidates admitted to the ranking list via the “sliding procedure” must register in accordance with the procedures laid down in this Article, with the exception of point (e), as the candidate is required to pay the amount of EUR 14,000.00 (fourteen thousand/00), equal to the sum of the expenses under point (1) of Article 5 and under point (e) of Article 6 by 17:00 hrs on the second working day following the reopening of the ranking list;
- the “sliding procedure” will be repeated until the available posts indicated in this Article



are filled.

Candidates who do not meet the above deadlines will be considered as dropouts and will lose their right to enrol.

Subject to the provisions of the following paragraph, the amount paid for this purpose may be reimbursed only to candidates for whom registration cannot be confirmed due to the filling of all available positions by candidates placed higher in the ranking. Only and exclusively in this case will the costs related to the University's provision of the Seminars be covered by the University itself.

If the enrolment has been finalised remotely or outside the University premises, the student, within the term of 14 (fourteen) days, starting from the date of making the envisaged payment, may exercise the right to withdraw by clearly notifying UniCamillus of the wish to withdraw, by registered letter with confirmation of receipt. If the right of second thoughts cancellation is exercised, UniCamillus shall proceed to refund the student for the costs incurred for enrolment within the following 14 (fourteen) days – retaining for secretarial and enrolment services an amount equal to 5% of the amount paid – using the same means of payment used by the User for payment, unless a different means of payment is expressly indicated.

The exercise of the right of second thoughts cancellation is equivalent to the submission of an application to withdraw from the course of studies as referred to in Article 7 of this notice of call.

In addition, by the start of the 2023/24 academic year, the Student Office must be provided with the following documents, under penalty of exclusion:

- a) an official translation into Italian of the candidate's qualifications, complete with legalisation and Declaration of Value issued by the Italian Embassy or Italian Consulate General for the country in which the qualification was produced. This documentation is required from all students with a qualification obtained abroad;
- b) an application for a residence permit issued by the competent authorities;
- c) a copy of the legally-obtained entry visa for study purposes.

For any discussion relating to the student's career, including administrative matters, from the date when the student reaches the legal age of majority, the University will communicate with the student only. Therefore, any communications of any kind from third parties, including parents, will be disregarded and not replied to.

To offer a basic knowledge on some subjects deemed fundamental for the degree course chosen, candidates enrolled in accordance with the conditions as provided for in this Call are required to attend a training course: the course aims to provide key notions on Chemistry, Biology and Physics. At the end of the course the lecturers of reference will carry out an evaluation to verify the acquired knowledge and the achievement of the requirements.

Any candidate who withdraws from the course or who fails to complete the registration procedure by the deadlines indicated in this notice of call will be considered automatically deregistered and will not be entitled to a refund of any payments.

**Payments will only be refunded in those cases expressly provided for in this notice of call.**

### **Article 7 – Withdrawal, transfer or discontinuation of studies**

Students who wish to withdraw from studies must submit an “application to withdraw from studies” using the online procedure by accessing the student portal (Gomp) with their credentials and going to the section “careers>applications>application to withdraw from studies”.

Withdrawal from studies is deemed to be completed with the issue of the relevant release document. This document will only be issued to students who, at the time of application, have complied with the payment of the envisaged fees and contributions.

In the event of renunciation or transfer, amounts already paid up to the time of submission of the relevant application will not be refunded under any circumstances by the University under any circumstances, not even if the student does not attend the Seminars offered by the University.

Outgoing transfer *consent* and the issuance of the relevant documentation may only be granted to students who, on the date of application, have paid all relevant academic contributions, fees and stamps.

In any case, a student who abandons studies after the start of classes is required to pay all the fees and contributions stipulated in the Fees and Contributions Regulations for the academic year in which he or she has enrolled, readily available on the University website at the following link <https://www.unicamillus.org/it/regolamenti/>.

### **Article 8 – Warnings**

Pursuant to prevailing legislation, the University reserves the right to verify the truthfulness of the declarations made by the candidate at any stage of the enrolment process. The candidate must therefore provide all the necessary elements to allow for the appropriate verifications. If false or misleading declarations are found in the documentation submitted by the candidate, without prejudice to the sanctions provided for by the Criminal Code and the special laws on the subject and the exposure of the declarant to action for damages by the interested parties, any enrolment will be cancelled, any benefits granted will be recovered and any university fees and contributions paid will be withheld and not refunded under any circumstances. <sup>[1]</sup><sub>SEP</sub>

The University reserves the right to change the location of placements both in the region and outside the region and the mode of delivery of the courses, should it be deemed useful for organisational reasons and/or health safety requirements, by publishing notices on the University's website, which is the University's only official communication channel.

For legal and interpretative purposes, only the Notice of Call approved by Rector's Decree No. 337/22 shall apply; it is drawn up in Italian and available on file at the teaching secretary's office, with a true copy available on request.

For all matters not provided for in this Notice of Call, please refer to the University's Articles of

Association, the Teaching Regulations for the course, and the Tax and Contribution Regulations for the 2023/2024 Academic Year, which can be readily consulted on the University's website at the following link <https://www.unicamillus.org/it/regolamenti/>.

#### **Article 9 – Procedure Conformity Commission**

A specific provision shall appoint a Commission to ensure the smooth and proper conduct of the competition procedures.

Vittorino Testa, Student Services Directorate – UniCamillus University, is in charge of the procedure.