

Rector's Decree n. 39/2020

New notice for the submission of transfer requests to academic years following the first
DEGREE COURSE IN MEDICINE AND SURGERY TAUGHT IN ENGLISH
Saint Camillus International University of Health Sciences – UniCamillus
A.A. 2020/2021

The Rector

- Given** the Law 264/1999 “Norme in materia di accessi ai corsi universitari”;
- Given** the DM 270/2004 “Modifiche al regolamento recante norme concernenti l’autonomia didattica degli Atenei”;
- Given** the University Statute;
- Given** the University Didactic Regulation;
- Given** the various Decrees issued by the Minister of the University, regarding the assignment of slots/places for the Degree Course in Medicine and Surgery and for the Health Professions Degree courses for the previous academic years at UniCamillus;

DECREES

Article 1 – Available slots

N. 1 for the academic year 2020/2021 the slots made available for the transfer to the third year of the Degree Course in Medicine and Surgery taught in English at Saint Camillus International University of Health Sciences (herein after UniCamillus).

The number of slots available may increase due to possible withdrawals or transfers of current enrolled students at UniCamillus.

Article 2 – Admission requirements

Students enrolled in an Italian or Foreign (non-Italian) University can apply for transfer to the third year of the six-year Degree Course in Medicine and Surgery taught in English.

For students coming from foreign universities, UniCamillus will evaluate the program and the single courses attended at the Home Institution with respect to the ones included in the UniCamillus Degree Course Study Plan.

Article 3 – Application submission: methods and deadlines

The Application Form (*Attachment 1*) must be delivered, signed and clearly written in plain paper, **by June 26th, 2020** in one of the following ways:

- By hand delivery directly to the University (opening hours from **Monday to Friday from 9 a.m. to 1 p.m.**);



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- By registered mail with return receipt to: Registrar's Office - UniCamillus University of Rome - Via di Sant'Alessandro 8 - 00131 Rome;
- By certified mail: office.unicamillus@pec.it

The following documentation must be attached to the Application Form:

- Study Plan;
- Single courses programs;
- Copy of bank transfer of an amount equal to Euros 150,00; on the reason of the payment state "Payment for transfer application Name and Surname";
- Enrolment certificate issued by the Home Institution, stating passed exams and grades, University Formative Credits (CFU) achieved, class of the Degree Course and Scientific Disciplinary Sectors; in the event the certificate cannot be provided within the deadline, a self-certification might be submitted, stating all information requires. The self-certification is provisional and does not replace the certificate, that must be submitted, even beyond the planned deadline, during the evaluation by the Commission;
- Statement confirming the acknowledgment of the Policy for the protection of personal data under articles 13 and 14 of Regulation (EU) 2016/679 on "protection of individuals concerning the treatment of personal data" (hereinafter also "GDPR") provided by UniCamillus.

Students enrolled at a Foreign (non-Italian) University, in lieu of the self-certification, must attach to the above certified documents issued by the Home Institution, a translation in Italian language certified by the responsible bodies. The study plan and the single courses programs (to be delivered in original language and in Italian language – official legalized translation) must be issued on the Home Institution letterhead and must include stamp and signature of the person in charge of the procedure. Moreover, students coming from a Foreign (non-Italian) University must also send a declaration issued by the competent Academic Authority proving the applied voting system or, in other words, the value system, along with a certified translation in Italian language. Lastly, students transferring from non-Italian Universities must submit official documents certifying the acknowledgement of their Home institution by the related Government, complete of official certified translation in Italian language.

If the above documentation, or part of it, is missing, the transfer request will not be considered valid.

For any information regarding the registration procedure, please contact the Registrar's Office at the following email address: trasferimenti@unicamillus.org.

The fee will not be refunded for any reason.

Article 4 – Transfer request: evaluation and criteria

The transfer applications will be evaluated by a dedicated Commission.

The Commission will evaluate only single courses and the corresponding University Formative Credits relating to the first two years of the UniCamillus study plan attached to this notice (*Attachment 2*).

The transcript of each candidate will be assigned a score as specified below, according to the University Formative Credits achieved at the Home Institution and acknowledgeable by the Commission within the course program of UniCamillus:

- from 110 CFU upwards, achieved at the Home Institution and acknowledgeable by UniCamillus 30 points
- from 90 to 109 CFU achieved at the Home Institution and acknowledgeable by UniCamillus 25 points
- from 80 to 89 CFU achieved at the Home Institution and acknowledgeable by UniCamillus 20 points
- from 70 to 79 CFU achieved at the Home Institution and acknowledgeable by UniCamillus 15 points
- from 60 to 69 CFU achieved at the Home Institution and acknowledgeable by UniCamillus 10 points
- less than 60 CFU achieved at the Home Institution and acknowledgeable by UniCamillus 0 points

The assessment on the acknowledgement of the University Formative Credits and the related score is valid only for the competition referred to in this decree.

Article 5 – Admission oral test.

Only candidates who have obtained at least 10 points in the evaluation of the transcript according to the provisions of article 4 of this notice will be admitted to the oral test.

The oral test is an interview aimed at verifying that the candidate has the knowledge and the competencies required by the University for the students of the year the candidate is applying to.

The oral test will be held at the University seat (Via di Sant’Alessandro 8 – 00131 Roma) or in telematic form (at the discretion of the University) starting from July 6th 2020.

The commission can assign up to 70 points for the evaluation of the oral test.

Article 6 – Admission to the Degree Course

The admission to the Degree Course is based on the ranking drawn up according to the total score (evaluation of transcript and oral test) achieved by each candidate and expressed in hundredths.

Candidates scoring less than 50 points are not admitted, regardless of their position in the ranking.

In case of parity in the final ranking the candidate with the transcript scoring higher will prevail.

In case of further parity the youngest candidate will prevail.

Article 7 – Enrolment

Candidates entitled to enrol must carry out the online enrolment procedure within 5 working days from the publication of the results, submitting the following documentation:

- enrolment application, available online, signed and addressed to the Rector, and acceptance of the UniCamillus Code of Ethics and the Regulations available on the University website;
- Student's Contract, signed for acceptance (form available online);
- two passport-sized photographs (please indicate name and surname on the back);
- photocopy of an identity document and photocopy of the fiscal code (foreigners legally residing in Italy must also submit a valid residence permit);
- Privacy Policy (form available online);
- statement of no impediment to the transfer issued by the Home Institution;
- proof of payment of the first instalment of the tuition fees of Euro 6.000,00;
- Proof of payment of the Regional Tax, to be paid directly to Lazio Region (please see the related instructions on <http://www.laziodisco.it/come-fare-per/tassa-regionale-per-il-diritto-allo-studio/>).

Italian and foreign students with qualifications obtained abroad, by the beginning of the academic year 2020/21 (under penalty of exclusion) must submit to the Registrar's Office the official translation (legalised, if necessary) in Italian 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 issued.

Candidates who do not enrol within the deadlines indicated above, will be considered withdrawing and the remaining empty slots will be made available for the eligible applicants according to the ranking.

Eligible applicants are informed of the assignment of any residual slots by the Registrar's Office via e-mail (office@unicamillus.org) sent to the email address stated in the transfer application form

(Attachment 1). **It is the candidate's responsibility to ensure in good time to receive the communication by the University.**

The candidate eligible for enrolment who, once duly notified, does not comply with the above mentioned deadlines, will be considered withdrawing.

Article 8 – Mandatory Vaccinations

Upon enrolment, the admitted student states his commitment to be screened, within 30 days from the enrolment:

- for tuberculosis (*prova tuberculina*) 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 at the Registrar's Office.

Article 9 - Remarks

The University reserves the right, in any stage of the procedure, to ascertain the truthfulness of the declarations made by the candidate, in accordance with the 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.

For juridical and interpretative purposes, the Italian call for application approved with Rector's Decree n. 39 of April 30th 2020, 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.

THE RECTOR
Giovan Crisostamo Profita

Rom, April 30th 2020