

Rector's Decree n.51/2020

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.Y. 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 for the University, regarding the assignment of slots for the Degree Course in Medicine and Surgery and for the Health Professions Degree Courses for the previous academic years at UniCamillus;
- Given** the D.M. 218 of June 16th, 2020;

DECREES

Article 1 – Available slots

N. 8 slots are available for the transfer to the 2° year of the Degree Course in Medicine and Surgery taught in English at the Saint Camillus International University of Health Sciences (hereinafter UniCamillus) for the a.y. 2020/2021.

The number of available slots might increase following possible withdrawals or transfers of students currently enrolled at UniCamillus.

Article 2 – Admission requirements

Students enrolled in an Italian or foreign (non-Italian) University can apply for the transfer to the second year of the single-cycle degree course in Medicine and Surgery taught in English.
For students coming from foreign Universities, UniCamillus will evaluate the programmes and the single courses attended at the Home Institution with respect to the ones stated in the UniCamillus Degree Course Study Plan.

Article 3 – Application submission: modalities and deadlines

The Application Form (*Attachment 1*) must be delivered, signed and clearly written in plain paper, **by September 18th, 2020** in one of the following ways:

- By hand delivery directly to the University (opening hours from **Monday to Friday** from **9.00am to 1.00pm**);



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

The following documentation must be attached to the Application Form:

- Study Plan;
- Single Courses programs;
- Copy of a bank transfer of an amount equal to Euro 150,00; on the reason of the payment state "Payment for transfer application Name and Surname";
- Enrolment certificate issued by the Home Institution;
- University Statement with exams, grades, number of ECTS achieved and the related scientific-disciplinary sector (SSD); if the certificate cannot be provided within the deadline, a self-certification can be submitted with all the information required. The self-certification is provisional and does not replace the certificate, that must be submitted, even beyond the planned deadline, for 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.

In lieu of the self-certification, students enrolled in a foreign (non-Italian) University must attach the certificates issued by the Home Institution with a translation in Italian language certified by the responsible bodies according to the current legislation. 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 evaluation system, along with a certified translation in Italian language. Lastly, students transferring from non-Italian Universities must submit an official document 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 for the transfer procedure cannot be refunded in any case.

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 ECTS relating to the first year 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 ECTS achieved at the Home Institution and acknowledgeable by the Commission with respect to the UniCamillus study plan, and according to the grades achieved:

a) Score assigned according to the acquired and acknowledgeable ECTS:

55 ECTS from the Home Institution and acknowledgeable by UniCamillus	46 points
45-54 ECTS from the Home Institution and acknowledgeable by UniCamillus	39 points
35-44 ECTS from the Home Institution and acknowledgeable by UniCamillus	32 points
26-34 ECTS from the Home Institution and acknowledgeable by UniCamillus	25 points
0-25 ECTS from the Home Institution and acknowledgeable by UniCamillus	0 points

b) Score assigned according to average grade of the acknowledgeable exams:

average higher than or equal to 28/30	24 points
average higher than or equal to 28/30	18 points
average higher than or equal to 22/30 and lower than 25/30	12 points
average lower than 22/30	6 points

The evaluation on the acknowledgeable ECTS and the related score are valid only for the procedure referred to in this Decree.

Article 5 – Admission to the Degree courses

The ranking of the admitted candidates will be published anonymously by September 25th 2020 on www.unicamillus.org.

Candidates with a score lower than 30 points are not admitted, independently from their position in the ranking.

In case of parity, the youngest candidate will prevail.

Article 6 – 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 of 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 DiSCo (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. ^[1]_[SEP]

Candidates who do not enrol within the deadlines indicated above, will be considered withdrawing and their 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. **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 7 – 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 8 – 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. 51 of June 26, 2020,, filed at the Registrar's 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

Rome, June 26, 2020