Faculty of Pharmacy and Medicine – Medicine and Dentistry – Medicine and Psychology

2024-2025 ACADEMIC YEAR

Call for applications for admission to the national restricted access Single-Cycle Degree Programmes in

Medicine and Surgery “F”
LM-41 Class

Dentistry and Dental Prosthodontics
LM-46 Class

Please note: the use of masculine genders or titles herein shall be construed to include all genders and is merely meant to facilitate the legibility of the text.
REMEmber these steps

Register on Universitaly

Registration on Universitaly is carried out online, through the website www.universitaly.it from September 2, 2024, and no later than 15:00 (GMT+2) on September 12, 2024.

Register on Infostud

Register on Infostud filling in the following form https://www.studenti.uniroma1.it/phoenixreg/index.html
Please note: Spid or Cie credentials are necessary to register (only for Italian citizenship students).

Non-EU students

Access the Universitaly platform to apply for a student visa until August 23, 2024.
All the information is available in Annex B of the call for applications.

Check the rankings

Access the Universitaly platform, in the dates indicated in the call for applications, and view your test, score, data sheet and national ranking.

Enrol

Pay tuition fees for the degree programme within the prescribed deadline.
Please note! To pay the reduced amount of tuition fees you need to calculate the 2024 Isee for the right to academic education in time. You may go to a Caf (Tax Assistance Centre) or to Inps website (only valid for candidates with residence for tax purposes in Italy).
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THE RECTRESS

HAVING REGARD TO the law August 2, 1999, no.264, including regulations on admission to academic programmes;
HAVING REGARD TO the Ministerial Decree October 22, 2004, no. 270;
HAVING REGARD TO the resolution of the Medicine and Dentistry Faculty Head of department of 12 January 2024;
HAVING REGARD TO the resolution of the Farmacy and Medicine Faculty Head of department of 12 January 2024;
HAVING REGARD TO the resolution of the Board of Governors of 23 January 2024;
HAVING REGARD TO the resolution of the Academic Senate of 16 January 2024;
HAVING REGARD TO the resolution of the Pharmacy and Medicine Faculty Committee of 20 February 2024;
HAVING REGARD TO the resolution of the Medicine and Dentistry Faculty Committee of 21 February 2024;
HAVING REGARD TO the resolution of the Medicine and Psychology Faculty Committee of 20 February 2024;
HAVING REGARD TO Ministerial Decree 29 July 2024, no. 1101;
HAVING REGARD TO Ministerial Decree 6 August 2024, no. 1133

DECREES

That students’ enrolment in the Single-Cycle Master’s Degree Programmes in Medicine and Surgery “F” and Dentistry and Dental Prosthodontics for the 2024-2025 academic year is subject to successfully passing an admission test.

1. Admission requirements

The admission test is open to:

a. candidates from EU countries and candidates from non-EU countries legally residing in Italy (equated non-EU candidates) referred to in article 26 of Law no. 189/2002 (see point B.1 of Annex B of the present call for applications);
these candidates must follow the procedures indicated below, without prejudice to the regulations on recognition of foreign educational qualifications, and must meet the following requirements:

- high school diploma obtained or to be obtained in the year 2024 within the Italian education system or a non-Italian education system and deemed suitable for access to higher education (for foreign educational qualifications, please see Annex B of the present call for applications, point B.3);

b. non-EU candidates residing abroad who need to apply for a student entry visa in addition to having to follow the procedures indicated in the call for applications, are included in a specific ranking within the quota designated for them if they meet the following requirements:

a. high school diploma obtained or to be obtained in the year 2024 (for foreign educational qualifications, please see Annex B of the present call for applications, point B.3);

b. Online pre-enrolment application for obtaining the entry visa for study purposes “University enrolment” for the 2024-2025 academic year, on the Universitaly website (https://www.universitaly.it/) will be possible until 23 August 2024. Pre-enrolment on Universitaly is mandatory to obtain the student visa. Please note: pre-enrolment does not by itself allow admission to degree programmes. To enrol, the procedures indicated by Sapienza University of Rome for the chosen degree programme must be completed.
For information: https://www.studiare-in-italia.it/studentistranieri/ https://www.uniroma1.it/en/pagina/office-students-international-degrees

Please Note: In the event of candidates with double citizenship, one of which is Italian or EU, the Italian or EU citizenship will prevail over the other.
Candidates already holding an academic qualification (obtained in Italy or abroad) and candidates coming from other degree programmes or academic diplomas must follow the same procedures indicated in the following points and take the admission test, in the case of enrolment on the first year of the degree programme.

1.1 – Enrolment in years following the first year after a degree programme change, transfer or shortening through public notice and selection
Without prejudice to the provisions of the present call for applications for candidates placed in a suitable position in the ranking list, enrolment in years following the first year may take place exclusively through the publication of a specific public notice after recognition of the places that have become available for each year of the degree, in the relative cohort, in relation to the places defined in the annual planning decrees.
In the presence of the above-mentioned conditions relating to the existence of vacant places, applications may be submitted in accordance with the procedures and deadlines that will be set out in the public notice, if any, and will be considered following verification that the established requirements and study plan are satisfied.

The notice will be published on the Student Affairs Office page at the following link:

2. Date and time of the admission test and number of places available
The admission test will take place on 17 September 2024 at Sapienza University of Rome and at the centres abroad indicated below.

Sapienza University of Rome
Candidates must be present in the test hall they have been assigned at 09.00. The admission test will begin at 11.00.

The convocation time will be confirmed through another MUR notice which will also indicate the locations and times, both on the MUR website and in the course catalogue https://corsidilaurea.uniroma1.it/ on the course page.
The distribution of candidates in the classrooms will be published on that occasion.
Candidates will be distributed based on their age, with the exception of twins.

Foreign venues
The admission test will take place in the foreign venues listed in Annex C.
A further notice from the MUR will indicate the venues and convocation times.

Places available - Medicine and Surgery “F”
The number of places available for EU candidates and non-EU candidates legally residing in Italy referred to in article 26 of Law no. 189/2002, is 45.
The number of places available for non-EU candidates resident abroad is 13.

Places available - Dentistry and Dental Prosthodontics
The number of places available for EU candidates and non-EU candidates legally residing in Italy referred to in article 26 of Law no. 189/2002, is 19.
The number of places available for non-EU candidates resident abroad is 6.
3. **Procedures and deadlines for registration to the admission test**

Participation in the admission test is, **under penalty of exclusion**, subject to **registration carried out exclusively with online procedure**, available at the address [www.universitaly.it](http://www.universitaly.it) from September 2 2024 to and no later than 15.00 (GMT+2) on September 12 2024.

The registration procedures and deadlines for the test are compulsory for all candidates with Italian citizenship, citizenship of other EU countries, or non-EU citizens regularly residing in Italy (non-EU equivalents) and non-EU citizens residing abroad and applying for study visas.

When registering online for the admission test, candidates provide, through the proper computerised procedure and upon registration, the following information (all fields marked with an asterisk are mandatory):

- Surname *
- Given name *
- Country of birth *
- Province of birth *
- City of birth *
- Date of birth *
- Sex *
- Citizenship *
- Tax code *
- email *
- Type of document*
- Document Number * Issued by * Valid from <…> to <…>*
- Permanent address: Country * Province * City * ZIP code * Address *
- Landline/mobile phone (a)
- Language certificate, if any.

The declarations indicated above concerning personal data are replacement statements of certifications under article 46 of the d.P.R. no. 445/2000. In the event of false declarations, articles 75 and 76 of the presidential decree previously mentioned apply.

The information in note (a) must be included in case of unavailability of an email address exclusively to receive communications about selection procedures.

Such information is exclusively used for the activities linked to the selection procedure for admission to the pertaining single-cycle degree programme that the candidate has applied for and to the subsequent enrolment procedure.

Any communication regarding the test will be sent to the e-mail address candidates have provided when registering for the test. It is the candidate’s to check and promptly update any change in their e-mail address.

When registering for the admission test, candidates must **indicate, in order of preference, the universities**, among those listed below, for which they intend to compete:

<table>
<thead>
<tr>
<th>Country</th>
<th>City</th>
<th>Name of the Centre</th>
</tr>
</thead>
<tbody>
<tr>
<td>Italy</td>
<td>Bari</td>
<td>University of Bari</td>
</tr>
<tr>
<td>Italy</td>
<td>Milan</td>
<td>University of Milan</td>
</tr>
<tr>
<td>Italy</td>
<td>Milan</td>
<td>University of Milan – Bicocca</td>
</tr>
<tr>
<td>Italy</td>
<td>Rome</td>
<td>Sapienza University of Rome</td>
</tr>
<tr>
<td>Italy</td>
<td>Rome</td>
<td>Tor Vergata University of Rome</td>
</tr>
<tr>
<td>Italy</td>
<td>Naples</td>
<td>Vanvitelli University of Campania</td>
</tr>
</tbody>
</table>
If the candidate intends to take the test at an Italian venue, the first option automatically constitutes the venue at which the test must be taken. If the candidate from a non-EU country regularly residing abroad and applying for a study visa intends to take the test in an Italian venue, the first option automatically constitutes the venue where the test must be taken and must coincide with the venue of the Italian university where the online pre-enrolment application for obtaining the study visa for “University enrolment” for the academic year 2024-2025 was submitted on the Universitaly website (https://www.universitaly.it/).

Such preference options become irrevocable and non-modifiable after 15:00 (GMT+2) on September 12, 2024, the deadline for registrations; at all events, the last choice confirmed by the candidate within such deadline will be the one taken into consideration.

Please Note: First preference available means, based on the preference order indicated by the candidate, the best option relative to the university and degree programme for which the candidate, according to the score obtained and the number of places available, has access to enrolment.

Such procedure is obligatory to take the test, otherwise candidates will be excluded from the test.

Please note: no exceptions are admitted with regard to the test venue.

Candidates who want to take the test abroad must also specify the foreign venue among those indicated in Annex C.

The registration fee payment for participation in the test must be carried out, under penalty of exclusion, in compliance with the methods published at www.universitaly.it upon opening of registrations. Any payments made that are not accompanied by an online registration receipt automatically excludes participants from taking part in the test.

Students who intend to take the test at Sapienza University of Rome must also register on Infostud at the address https://www.studenti.uniroma1.it/phoenixreg/index.html#/ following the specific instructions for registration from September 2, 2024 and no later than September 12, 2024.

Please Note: save the student ID number issued by the system as it is essential for the further stages of the procedure.

Please note

The email address entered when registering on Infostud must be correct and valid and has to be regularly checked during all the stages of the procedure because all the communications coming from Sapienza will be sent there.
Candidates who are already registered on Infostud must verify/enter their email address through the function PROFILE (Profilo) > PERSONAL DATA (Dati personali) Contacts section (Contatti).

A payment that is not accompanied by the online registration receipt does not allow participation in the admission test.

3.1 – Candidates with disabilities or Specific Learning Difficulties
Candidates with disabilities or Specific Learning Difficulties are allowed extra time to carry out the test and may request specific compensatory tools according to their personal necessities. Such requests must be submitted by the deadline for registration for the test. Operating modes are indicated in Annex D of the present call for applications.

4. Admission test procedures

Identification procedures
If more than one test hall is necessary, candidates will be divided according to their age, except for twins.
Candidates may carry out the test exclusively in the test hall they have been assigned to, under the penalty of test annulment. In this case, the score for the test will not be registered.

Candidates will be allowed to enter the test hall after identification procedures have been completed: it is, therefore, mandatory to show a valid ID document.

How the test will be carried out

After the identification procedures, each student will receive the following material from Sapienza University of Rome:
1. a black ballpoint pen;
2. a named “University label” with a barcode;

from Cineca:
3. a sheet of instructions on how to fill in the answer sheet;

and, once the identification procedures are completed and before starting the admission test:
4. a sealed envelope containing:
   a. a data sheet without any ID code, to be filled in by the candidate;
   b. the questions of the admission test, with the ID code of the envelope, as well as no. 2 sheets for draft copy;
   c. an answer sheet with the same ID code as the envelope;
   d. a sheet carrying the ID code of the envelope as well as the name of the university and of the degree programme to which the test refers.

Please note: any replacement even of one of the documents indicated at points b) and c), that should be necessary during the test, entails the replacement of the entire envelope, as they are marked by the same ID code. Any corrections or marks made by candidates on the data sheet will not entail any replacement of the latter. Data sheets will only be replaced if the marks or corrections made by candidates entail any actual difficulties in their identification: in such case, the examination committee will replace the data sheet by taking a new one from the extra envelopes and will acknowledge this operation in the test hall minutes.
The replacement of the candidate data sheet does not, in any case, entail the replacement of the whole envelope.
In cases where one or more candidates report any irregularities regarding the envelope they have received, the President of the test hall committee will check the envelope in question and, should it be necessary, replace it with another one. This shall be recorded in the minutes of the session, together with the reasons for such substitutions.

During the admission test candidates:
- are not allowed to keep with them mobile phones, palmtops, smartphones, smartwatches, tablets, earbuds, webcams or other similar devices, they cannot bring with them and/or use pens, pencils, stationery (or any other tool for writing) and/or introduce and/or use manuals, schoolbooks, or reproductions, even if partial, of them, notes, manuscripts, blank sheets and consultation material
- are not allowed to talk to other candidates, try copying and/or exchange any material, including candidate data sheets and/or answer sheets, otherwise, the test will be invalidated. In such cases, a score for the test will not be registered.
- must only use a black pen, provided by the University;
- have to mark their selected answer with an X sign on the corresponding slot (tracing the diagonal lines on the answer square); have the opportunity to correct the given answer only once, by carefully blackening the whole slot previously marked with an X and selecting a different answer: only one answer slot, of the five available, must be marked with an X in order to have the corresponding score attributed;
- have to mark the round shape alongside the progressive number of each question to indicate that they do not want to give an answer. Once it has been marked, this instruction cannot be corrected anymore; answers that have no mark on the answer slots, even when candidates do not mark the round shape, will be calculated as ungiven answers.

The board of supervisors during the test will be composed of the President of the Board of Examiners, a chief administrative officer and of units of the administrative staff (in a variable number proportional to the number of candidates per test hall).

Obligations at the end of the test

At the end of the test, candidates go to the designated desk that has an appropriate pen and is placed at a proper distance from the board of examiners where they will find:

• a box, with a facsimile data sheet on its side, in which the data sheet must be placed;
• the pairs of adhesive labels with barcodes.

Candidates must choose a pair of identical adhesive labels. The candidate exclusively is in charge of placing one of the adhesive labels on the answer sheet and the other one on the candidate data sheet, the candidate is responsible for making sure that the alphanumeric codes on the two labels match.

The candidate must then sign the proper space on the candidate data sheet to attest that the personal data are true and that the barcodes of the adhesive labels placed on the candidate data sheet and the answer sheet correspond.

The test of candidates who, during the procedures for inserting the data sheet and answer sheet in the proper boxes, use pens, pencils or any other writing tool to make changes, integrations and/or corrections to the answer sheet, will be invalidated by the board of examiners. In such cases, a score for the test will not be registered.

Once these operations have been completed, candidates must insert the data sheet into the sealed box placed at the designated desk and then go to the other designated desk and insert the answer sheet into the proper closed box that has been specifically prepared for this purpose, candidates have to take care that the answer sheet is inserted with the side of the sheet carrying the answers facing down.

Tests are invalidated by the Board of Examiners if the answer sheet (on any of its sides) is signed or marked by the candidate or by a member of the Board. In such cases, a score for the test will not be registered.

The Board of Examiners must keep:
1. The answer sheets for Cineca, inserted in the proper boxes;
2. the data sheets inserted in the proper boxes;
3. the test’s question papers;
4. the envelope’s control sheet;
5. the two sheets of draft copies.

The President of the board of examiners, at the end of the test, will:
   a. seal the boxes with the answer sheets, after counting them, in the presence of the same candidates that have been called to verify the integrity of the boxes or in the presence of four other candidates chosen by lot if the former become unavailable;
   b. seal the boxes with the data sheets in the presence of the same candidates that have been called to verify the integrity of the boxes or in the presence of four other candidates chosen by lot if the former become unavailable;
   c. put a signature on the labels used to close the boxes;
   d. have the four students put their signature on the same closing labels;
   e. pack other boxes in which the envelopes that have been returned and replaced, the envelopes from which the data sheets have been taken and the envelopes that have not been used, the statement certifying the intactness of the boxes, the number of envelopes delivered and the copy/copies of the board of examiners’ minutes must be counted, included and sealed.

5. Topics of the test and assessment criteria

The contents of the tests, identical across the whole national territory, is prepared by the Ministry of University and Research (MUR.)
The admission test consists of a total of sixty (60) multiple-choice questions with five (5) answer options, between which candidates have to select only one, rejecting conclusions that are wrong, arbitrary, or less likely, on topics concerning:

- reading skills and knowledge acquired during studies;
- logical reasoning and problems;
- biology;
- chemistry;
- physics and mathematics

Based on the syllabuses referred to in Annex A, the test questions are organised as follows: four (4) questions regarding reading skills and knowledge acquired during studies, five (5) logical reasoning and problems questions, twenty-three (23) biology questions, fifteen (15) chemistry questions and thirteen (13) physics and mathematics questions.

The time given to carry out the test is 100 minutes.

Mur/Cineca considers the following criteria for the assessment of the test:

1.5 points for each correct answer;
0 point for each answer not given;
-0.4 for each wrong answer.

In the event of a tie between candidates, the following criteria apply in the order indicated below:

a) the candidate score that will prevail is the one achieved, in descending order, respectively, in biology, chemistry, physics and mathematics, logical reasoning and problems, reading skills and knowledge acquired during studies;

b) the candidate who holds, by September 12 2024, a language certificate referred to in Annex 1, as declared by the candidate when registering for the test, shall prevail. The possession of language certificates requested for the present call for applications is stated with a self-certification made by virtue of article 46 of the Presidential Decree No. 445/2000. The administrative services involved in the present procedure reserve, at any stage of the procedure, their right to verify the truthfulness of the self-certification made by the candidate, by virtue of the law in force on the subject. The candidate, therefore, must provide all the
necessary details to allow a proper verification process. If any of the documents submitted by a candidate are found to contain false or mendacious statements, in addition to applying the penalties indicated in the Criminal Code and in the specific laws in force on the subject and the declarant being liable to proceedings for compensation brought by the counterparties, any enrolment made will be annulled, any benefits granted will be reclaimed and any university tuition fee or contribution paid will be withheld;

c) in cases where there is a tie between one or more candidates with a disability certificate equal to or greater than 66% or disabled candidates with certification in accordance with Law No. 104 of 1992 art. 3, par. 3, and one or more candidates that do not belong to one of the above-mentioned categories, the candidate with a disability certificate equal to or greater than 66% or disabled candidates with certification in accordance with Law No. 104 of 1992 art. 3, par. 3, will receive preference.

Please note
Candidates with a certificate of invalidity equal to or higher than 66% or disabled candidates with a certified disability by virtue of law n.104 of 1992 art.3, paragraph 3 holding a medical certificate, even if not up-to-date due to the limitations to the National Health Service caused by the Covid-19 emergency, who wish to invoke their right to prevail in the event of a tie with candidates not pertaining to the above-mentioned categories, must present to the University, if they gain the “assigned” status, within a strict 15 (fifteen) day time limit from the assignation including the first day, the certificate of invalidity equal to or higher than 66% or the certification referred to in law no. 104 of 1992 art.3, paragraph 3, otherwise, they will be excluded from the national ranking.

Please note: The Ministerial Decree of August 6 2024, no. 1133 established that the threshold score to be admitted to Single-Cycle Degree Programmes for EU candidates and non-EU candidates legally residing in Italy referred to in article 26 of Law no. 189/2002, is a score equal to or higher than 20. The other candidates will be considered not eligible and will not be included in the ranking.

The minimum eligibility threshold (score equal to or higher than 20) does not apply to non-EU students permanently residing abroad. These students will be eligible provided that they have obtained a score higher than zero. The other students will be deemed as ineligible and will not be included in the ranking.

6. Further Required Courses (OFA)

Following the test results, the Faculty will assign Further Required Courses (OFA) in Biology and/or Chemistry to candidates with a score below 30 and who achieved a score below 25% of the maximum achievable score in the above-mentioned topics.

Therefore the threshold scores for the topics, below which Further Required Courses (OFA) will be given are:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Maximum achievable score</th>
<th>Further Required Courses Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology</td>
<td>34.5</td>
<td>8.6</td>
</tr>
<tr>
<td>Chemistry</td>
<td>22.5</td>
<td>5.6</td>
</tr>
</tbody>
</table>

Biology and Chemistry courses are organised to allow candidates to fulfil the Further Required Courses (OFA); such courses will be organised following a timetable that will be promptly communicated.
Further Required Courses (OFAs) will be deemed to have been met:

- after passing the relevant recuperation test (OFA test) organised by the Faculty. The dates and procedures for the recuperation tests will be published at a later date

or

- with the successful completion of the course in which the OFA subject is included.

Candidates who fail to fulfil the Further Required Courses are not allowed to take any of the exams of years following the first one starting from the 2025-2026 academic year.

7. Rankings

Based on the score obtained by each candidate, calculated by Cineca in accordance with the criteria laid down in the Ministerial Decree of August 6 2024, no. 1133, a single national ranking is drawn up for EU candidates and for non-EU candidates referred to in art.39. paragraph 5, of the legislative decree no. 286 of 1999 as amended by article 26, paragraph 1, of the law no.189 of 2002.

The ranking for applicants from non-EU countries legally residing abroad and applying for study visas is determined by the University.

The eligible unsuccessful status (idoneo non vincitore) only refers to the current selection process: this status gives no right to admission to degree programmes in academic years following the one in which the admission test has been taken.

7.1 – Results publication

On September 26 2024, CINECA, on behalf of the MUR, publishes the scores obtained by candidates exclusively paired with the label codes on the website www.universitaly.it, in the candidates’ personal area and in compliance with the personal data protection regulations. Such data will be available in the candidate’s personal area until the end of the procedures.

On October 3 2024, on their personal page on the Universitaly portal, candidates may view their test, their score and their data sheet.

On October 10 2024, in the student's personal area on the Universitaly portal, the ranking showing the candidates’ names will be published.

7.2 – Assigned and booked candidates

Candidates who, upon each ranking update:

a) gain a position in the ranking within the number of places available for their first selected preference, get an ASSIGNED status and must enrol in the university and degree programme to which they have been ASSIGNED within the prescribed deadline. Candidates who fail to enrol within the prescribed deadline lose their right to enrol, and any justification for the delay has no relevance at all.

b) Do not gain a position in the ranking within the number of available places for their first selected preference, get a BOOKED status for one of the subsequent selected preferences they qualify for. In such cases, candidates may enrol in the University and degree programme in which they hold the BOOKED status within the set deadline, or they may wait and see if, at the end of the enrolment procedures for candidates that have a higher position in the ranking, places for their previous selected preferences become
available in the following ranking update. If the **BOOKED** candidate enrolls, all the other selected preferences are automatically invalidated.

### 7.3 – Enrolment deadlines

On **October 10 2024**, the ranking will be published in the student personal area with the candidates’ names and indicating for each candidate the score, the position in the ranking and the university where they gained the “assigned” status or, considering the position in the ranking and selected preferences of the preceding candidates, the “booked” status or “placed in waiting list” (*in attesa*).

**Within 4 (four) days** from and including **October 10 2024** (excluding Saturday and public holidays):

- the **assigned candidates** must carry out enrolment;
- the **booked candidates may** carry out enrolment.

Candidates in the **assigned** status who fail to enrol within the 4-day time limit as mentioned above will be deemed to have given up their right to enrol.

**Booked** candidates who do not enrol, are not excluded from the ranking.

The **4 days deadline** (including the date of the ranking publishing and excluding Saturday and public holidays) must also be met for ranking updates following the first ranking publication.

### 7.4 – Deadlines for the confirmation of interest

**Within five days from October 10 2024**, and anyway by 12:00 noon of the fifth day subsequent to each ranking update, including the day of the publication of the ranking update and excluding Saturdays and public holidays, all candidates, except for enrolled candidates, candidates who renounced to the enrolment option offered and those under the “fully booked” (*posti esauriti*) status, must **explicitly confirm their interest in remaining in the ranking** in their personal area on Universitaly.

Candidates who fail to confirm their interest in remaining in the ranking are excluded from further national rankings updates and lose their right to enrol. Any justification for not having completed the confirmation of interest procedure carries no relevance at all, being the computerised procedure to be completed very short and in any case delegable to trustworthy third parties in the five-day time window provided for the procedure.

An automatic notice in their personal area is sent to candidates excluded for such reason when the time limit is over.

Candidates may file an appeal against said notice, without the need of any further notice or objection by the Ministry of University and Research, before the Regional Administrative Court of Lazio within 60 days from the notice or before the President of the Republic within one hundred and twenty days after publication of said notice in the candidate’s personal area; if an appeal against exclusion is not brought within the indicated time limits, any other appeal lodged for reasons concerning exclusion from one of the chosen degree programmes does not rectify the exclusion occurred.

### 7.5 – Ranking updates after the first publication

On **October 17 2024**, CINECA publishes, based on the positions in the ranking and the selected preferences, a new ranking update for runners-up in compliance with the procedures described above. The subsequent ranking updates follow the procedures and timing indicated previously.

As provided by annex no. 2 of the Ministerial Decree of August 6 2024, no. 1133 any further requests to change degree programme or renunciations that take place after all the places available have been filled do not determine new ranking updates.

### 8. Enrolment

Enrolment is carried out by paying the first instalment of university tuition fees for the 2024-2025 academic year, to which the €16,00 stamp duty and the regional tax must be added.

The enrolment procedure is described on the page available at the following link:

[https://www.uniroma1.it/en/pagina/infostud-enrolment](https://www.uniroma1.it/en/pagina/infostud-enrolment)
The enrolment code for each degree programme is indicated in the table below:

<table>
<thead>
<tr>
<th>Code of the selected degree programme</th>
<th>Name of the degree programme</th>
</tr>
</thead>
<tbody>
<tr>
<td>30893</td>
<td>Medicine and surgery “F”</td>
</tr>
<tr>
<td>32365</td>
<td>Dentistry and Dental Prosthodontics</td>
</tr>
</tbody>
</table>

During the enrolment procedure, circumstances which may exempt students from paying enrolment tuition fees and regional tax can be indicated. Students who are not required to pay enrolment tuition fees proceed to enrolment on payment of the €16,00 stamp duty only.

At this stage, it is extremely important to have the 2024 Isee calculation for the right to academic education to be able to benefit from the exemptions and reductions that this indicator provides for (see Annex F).

Information on the sums and the reductions for students with residence for tax purposes in Italy can be found at this link: https://www.uniroma1.it/en/pagina/tuition-fees-and-grants

Information on the sums for students with residence for tax purposes abroad is available at this link: Tuition Fees and Grants

Payments must be made through direct payment. For further information on payment methods, consult this web page https://www.uniroma1.it/en/pagina/payment

8.1 – Enrolment instructions

All the necessary steps for enrolling are on the specific webpage: go to the page

8.2 – Successful candidates with a foreign educational qualification

Successful candidates holding a foreign educational qualification follow the procedures indicated in Annex B of the present call for applications (point B.3).

8.3 – Successful candidates enrolled in another degree programme at Sapienza University of Rome – Degree programme change

Successful candidates already enrolled in another degree programme at Sapienza University of Rome must submit an application for a degree programme change using the form "Degree change with exam recognition ("Passaggio di corso con riconoscimento esami") available on the University website, in the Downloads section of the following page https://www.uniroma1.it/en/node/28758

The degree programme change application must be sent by email no later than the enrolment deadline indicated in point 7.3, including among the e-mail recipients both the student affairs office of the degree programme they are enrolled in and the student affairs office of the degree programme they wish to enrol in (see point 11).

In the email addressed to the student affairs offices you must declare that you are a successful candidate and specify your position in the ranking list.

Please note: after submitting the application for transfer, it will no longer be possible to take exams within the degree programme you came from.

8.4 – Successful candidates coming from other Italian universities – Transfers

Successful candidates from other Italian universities must pay the enrolment tuition fee for their chosen degree programme no later than the deadlines set out in point 7.3 and submit a transfer application to their university of origin.
Within ten days from enrolment, they must send the following to the e-mail address of the student affairs office (see point 11):
- the incoming transfer form available on the university website, in the Downloads section of the following page https://www.uniroma1.it/en/node/28758
- the receipt for the transfer application to the university of origin.
The student affairs office will generate the incoming transfer fee payment slip.

Please Note: after payment of the transfer fee, it will no longer be possible to sit exams for the degree programme of origin.

8.5 – Successful candidates with an Italian academic qualification

Successful candidates already holding an Italian academic qualification who wish to request an abbreviation of their degree or the recognition of university credits (ECTS) acquired during their previous degree programme must pay the enrolment fee for the programme within the deadlines indicated in section 7.3 and submit a €16.00 stamped request to the Student Affairs Office within 15 days of enrolment, following the procedure indicated below:
- pay the university tuition fees;
- activate their institutional email address following the instructions indicated on the University’s website at the following page https://www.uniroma1.it/en/pagina/email-google-apps;
- send a ticket to the student affairs office of their degree programme https://tts.uniroma1.it/otrs/customer.pl selecting the Programme shortening service (Abbreviazione di Corso) and filling in the relative form.
Students coming from other Universities must attach a self-certification of the academic qualification they hold with the complete list of exams taken and the grades obtained, the Scientific-Disciplinary Sectors (SSD) and the ECTS acquired.
The Faculty’s competent bodies will evaluate the request.

8.6 – Successful candidates with a foreign academic qualification

Successful candidates already holding a foreign academic qualification who want to apply for a degree programme abbreviation, or the recognition of exams taken abroad, must pay the enrolment tuition fee for the degree programme by the deadlines indicated in section 7.3 and must follow the instructions indicated in Annex B of the present call for applications (point B.4).

Any exam recognition that allows enrolment in years following the first, subject to the approval of the relating Faculty competent bodies, will not lead to an automatic update of the 2024/2025 Restricted Access ranking for the first year, in order to keep the initial number of enrolments unaltered in accordance with the amount established by the ministerial planning.

9. Obligatory vaccinations

Successful students, when enrolling, declare their commitment to have the tuberculosis Mantoux test done, within 60 days from enrolment, as indicated in the guidelines for tuberculosis’ assessment (Agreement of February 7, 2013 of the State-Regions Conference published in the Government Gazzette no. 63 of March 15, 2013) and in the Presidential Decree of November 7, 2001, No. 465, that rules the anti-tuberculosis vaccination; this test will have to be done at the ASL (Local Health Board) of the candidate’s place of residence.
Furthermore, it is recommended, by virtue of the Law No. 165 of May 27, 1991, to have the vaccine against viral hepatitis B done, available for free, for those who work, study or volunteer in the healthcare sector, at the ASL (Local Health Board) of the municipality of residence.

Please note
Students of degree programmes in Medicine and Surgery “F” and in Dentistry and Dental Prosthodontics are required to undergo the obligatory vaccinations, as mentioned above.
Instructions
1. Undergo the medical examinations and/or vaccinations;
2. Have the medical certificate form available at the link in brackets filled in and stamped by their general medical practitioner or another doctor of trust (go to the form);
3. Keep all the documents and show them to the Health Board of reference if requested.

10. Withdrawal procedure after enrolment

Candidates who, after having enrolled, wish to withdraw from enrolment in the degree programme must:
- activate their institutional email address following the instructions available at https://www.uniroma1.it/en/pagina/email-google-apps;
- send a ticket to the student affairs office of their degree programme in compliance with the following procedure: log in to the ticket platform https://tts.uniroma1.it/otrs/customer.pl, selecting the student affairs office of the degree programme; select the Withdrawal from studies service (Rinuncia agli studi), fill in the relative form and upload the payment receipt for the stamp duty.

10.1 – Non-EU citizens with a study residence permit who withdraw from studies

Non-EU candidates with a residence permit for study purposes that formally withdraw from a programme in this, or other Universities lose the requirements needed to stay in Italy and their residence permit will be revoked. These students must apply for a new study visa following the procedures laid out in point 1.

11. Publication of information and useful contacts

The present call for applications is published on the degree programme page, in the course catalogue https://corsidilaurea.uniroma1.it/en.

Any communications and updates will be published on the Degree Programme web page.

Useful contacts:

**Medicine and Dentistry Student Affairs Office**

| Offices | Piazzale Aldo Moro, 5 – 00185 Rome  
Forensic Medicine Building – Building CU023 – third floor |
| Opening hours (by appointment) | Monday, Wednesday, Friday, from 8.30 to 12.00  
Tuesday and Thursday from 14.30 to 16.30  
The office will be closed from August 12 to August 17 |
| E-mail | segrstudenti.medicina@uniroma1.it |
| Skype | segrstudenti.medicina (during opening hours) |

**CIAO - Centro informazioni accoglienza orientamento**

| Offices | Rome, University Campus, P.le Aldo Moro, 5  
Rectorate portico |
| Opening hours | From Monday to Friday, from 9.30 to 17.00  
The office will be closed from August 12 to August 17 |
| Contacts | ciao@uniroma1.it,  
https://www.uniroma1.it/en/pagina/hello-information-centre |
Hello - International Student Office

<table>
<thead>
<tr>
<th>Offices: Hello - International Student Office</th>
<th>Rome, University Campus, P.le Aldo Moro, 5 General Services Building – Staircase C – II floor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening hours</td>
<td>Monday, Wednesday, Friday, from 8.30 to 12.00 Tuesday and Thursday from 14.30 to 16.30 The office will be closed from August 12 to August 17</td>
</tr>
<tr>
<td>Skype</td>
<td>settore.studentistranieri (during opening hours)</td>
</tr>
<tr>
<td>Email and website</td>
<td><a href="mailto:studentistranieri@uniroma1.it">studentistranieri@uniroma1.it</a> <a href="https://www.uniroma1.it/en/pagina/international-student-office">https://www.uniroma1.it/en/pagina/international-student-office</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Offices: Hello International Students Help Desk</th>
<th>Rome, University Campus, P.le Aldo Moro, 5 Rectorate portico</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening hours</td>
<td>From Monday to Friday, from 9.30 to 17.00 The office will be closed from August 12 to August 17</td>
</tr>
<tr>
<td>Email and website</td>
<td><a href="mailto:hello@uniroma1.it">hello@uniroma1.it</a> <a href="https://www.uniroma1.it/it/pagina/hello-welcome-office">https://www.uniroma1.it/it/pagina/hello-welcome-office</a></td>
</tr>
</tbody>
</table>

Office for students with disabilities and specific learning difficulties

<table>
<thead>
<tr>
<th>Offices</th>
<th>Rome, University Campus, P.le Aldo Moro, 5 Building of Jurisprudence, ground floor, back entrance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contacts for candidates with disabilities</td>
<td><a href="mailto:servizio.disabilita@uniroma1.it">servizio.disabilita@uniroma1.it</a> <a href="https://www.uniroma1.it/it/pagina/disabilita-e-dsa">https://www.uniroma1.it/it/pagina/disabilita-e-dsa</a> The offices will be closed from August 12 to August 17</td>
</tr>
<tr>
<td>Contacts for candidates with specific learning difficulties</td>
<td><a href="mailto:servizio.dsa@uniroma1.it">servizio.dsa@uniroma1.it</a> <a href="https://www.uniroma1.it/it/pagina/disabilita-e-dsa">https://www.uniroma1.it/it/pagina/disabilita-e-dsa</a> The offices will be closed from August 12 to August 17</td>
</tr>
<tr>
<td>Contacts for the Admission Test</td>
<td><a href="mailto:testaccesso.inclusione@uniroma1.it">testaccesso.inclusione@uniroma1.it</a> <a href="https://www.uniroma1.it/it/pagina/disabilita-e-dsa">https://www.uniroma1.it/it/pagina/disabilita-e-dsa</a> The offices will be closed from August 12 to August 17</td>
</tr>
</tbody>
</table>

12. Responsible persons for the administrative procedure and competent court

In accordance with articles 4, 5 and 6 of Law 241/90, Elisa Di Carlo, Head of Unit of the Medicine and Dentistry Student Affairs Office, and for the information technology part, Alessandro Bonelli, Head of the Info Sapienza ICT area, are responsible for the administrative procedure.
In the event of any dispute, the competent court shall be the Court of Rome.

Rome, August 8 2024

undersigned by THE RECTRESS
## Annex 1
### List of official language certifications in accordance with Article 3(6)(b) of Ministerial Decree No 1133 of 6 August 2024

<table>
<thead>
<tr>
<th>Certifying body</th>
<th>Level</th>
<th>Certification in the English language in the 4 skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge English Language Assessment</td>
<td>C2</td>
<td>Cambridge English: Proficiency (CPE)</td>
</tr>
<tr>
<td></td>
<td>C1</td>
<td>Cambridge English: Advanced (CAE)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cambridge English: Business Higher (BEC Higher)</td>
</tr>
<tr>
<td></td>
<td>B2</td>
<td>Cambridge English: First (FCE)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cambridge English: Business Vantage (BEC Vantage)</td>
</tr>
<tr>
<td>City and Guilds (Pitman)</td>
<td>C2</td>
<td>Level 3 Certificate in International ESOL Diploma Mastery C2</td>
</tr>
<tr>
<td></td>
<td>C1</td>
<td>Level 2 Certificate in International ESOL Diploma Expert C1</td>
</tr>
<tr>
<td></td>
<td>B2</td>
<td>Level 1 Certificate in International ESOL Diploma Communicator B2</td>
</tr>
<tr>
<td>Edexcel / Pearson Ltd</td>
<td>C2</td>
<td>PTE General Level 5 Proficient</td>
</tr>
<tr>
<td></td>
<td>C1</td>
<td>PTE General Level 4 Advanced</td>
</tr>
<tr>
<td></td>
<td>B2</td>
<td>PTE General Level 3 Upper Intermediate</td>
</tr>
<tr>
<td>EDI (LCCIEB)</td>
<td>C1</td>
<td>JETSET Level 6 English for Business Level 4</td>
</tr>
<tr>
<td></td>
<td>B2</td>
<td>JETSET Level 5 English for Business Level 3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>English for Commerce Level 3</td>
</tr>
<tr>
<td>IELTS</td>
<td>C2</td>
<td>IELTS band 8.5 - 9.0</td>
</tr>
<tr>
<td></td>
<td>C1</td>
<td>IELTS band 7.0 - 8.0</td>
</tr>
<tr>
<td></td>
<td>B2</td>
<td>IELTS band 5.5 - 6.5</td>
</tr>
<tr>
<td>TCL Trinity College London</td>
<td>C2</td>
<td>Integrated Skills in English (ISE) IV</td>
</tr>
<tr>
<td></td>
<td>C1</td>
<td>Integrated Skills in English (ISE) III</td>
</tr>
<tr>
<td></td>
<td>B2</td>
<td>Integrated Skills in English (ISE) II</td>
</tr>
<tr>
<td>TOEFL ETS</td>
<td>C1</td>
<td>TOEFL score 110-120</td>
</tr>
<tr>
<td></td>
<td>B2</td>
<td>TOEFL score 87-109</td>
</tr>
</tbody>
</table>

Applicants who have attended a school with English-language teaching for at least one school year will be automatically recognised as having a language certificate.
Annex A. Test syllabuses

Syllabuses relative to the questions in admission tests for the single-cycle degree programmes in Medicine and Surgery and in Dentistry and Dental Prosthodontics held in English language

Admission to the courses requires the ability to understand and analyse written texts of various types, to perform logical-mathematical reasoning, as well as knowledge of general culture, with particular emphasis on the historical, geographical, social and institutional fields, and knowledge of mathematics, chemistry, physics and biology.

The knowledge and abilities required are consistent with the educational activities provided by school institutions that organise activities and modules congruently with the Ministerial Programmes for national high school educational planning and with the regulations for technical and professional high schools, especially in view of the final State Exam.

Reading skills and knowledge acquired during studies
The ability to understand written texts in English of various types and with different communicative purposes is considered a transversal competence, given that all types of questions will be formulated in English, also using symbolic language.

The following skills will also be specifically tested:

- understanding abstract, uncommon or specialised vocabulary in real contexts
- identifying textual cohesion and coherence;
- extracting and inferring informative specifics from a text.

These abilities will be tested through the use of scientific non-fiction or classic and contemporary fiction, or short texts of current affairs that have been published in newspapers and in generalist or specialised magazines. Short texts of various types and subject matter will also be used to test the skills acquired in previous studies and knowledge of general culture, including supranational contexts or topics of current public debate.

In particular, the questions will aim to ascertain:

- the ability to navigate space and time, i.e. to place relevant historical and cultural phenomena in the correct context and time frame
- knowledge of the main national and international institutions;
- the understanding of phenomena relating to the fields of law, economics and citizenship.

Logical reasoning and problems
The questions are designed to test the ability of candidates to logically complete an argument, in line with the original premise. These premises are stated in symbolic or verbal form, and deal with cases or problems that can be of an abstract nature, and whose solution requires the adoption of different forms of logical reasoning.

Biology
The chemistry of living things.

The biological importance of weak interactions.

Organic molecules in organisms and their respective functions. The role of enzymes. The cell as the basis of life.

The cell membrane: structure and functions – transport across the membrane. Cellular structures and their specific functions.
Cell cycle and cell division: mitosis and meiosis – chromosomes and chromosome maps.

Bioenergetics.
The energy currency of cells: ATP. Redox reductions in living things.
Energetic processes: photosynthesis, glycolysis, aerobic respiration and fermentation.

Reproduction and Inheritance.

Life cycles. Sexual and asexual reproduction.

Mendelian genetics: Mendel's laws and their applications

Classical genetics: chromosomal theory of inheritance – inheritance patterns.

Molecular genetics: structure and replication of DNA, the genetic code, protein synthesis. Prokaryotic DNA.
Eukaryotic chromosome structure. Genes and regulation of gene expression.

Human genetics: mono- and multifactorial character transmission; hereditary diseases autosomal and linked to chromosome X.

Biotechnologies: recombinant DNA technology and its applications.
Inheritance and environment.


Anatomy and physiology of animals and humans.

The animal tissues.

Anatomy and physiology of systems and apparatuses in humans and their interactions.

Homeostasis.

**Chemistry**
The composition of matter: states of matter; heterogeneous and homogeneous systems; compounds and elements.

Ideal Gas Laws.

Atomic structure: elementary particles; atomic number and mass number, isotopes, electronic structure of different elements.

The periodic table of elements: groups and periods; transition elements. Periodic properties of elements: atomic radius, ionisation potential, electronic affinity, metallic character. The relationships between electronic structure, position in the periodic table and element properties.


Fundamentals of inorganic chemistry: nomenclature and main properties of inorganic compounds: oxides, hydroxides, acids, salts.

Chemical reactions and stoichiometry: atomic mass and molecular mass, Avogadro's number, mole concept and its application, elementary stoichiometric calculations, balancing simple reactions, different types of chemical reaction.

Solutions: solvent properties of water, solubility, the main ways of expressing the concentration of solutions.

Equilibria in aqueous solution.
Chemical kinetics and catalysis.

Oxidation and reduction: oxidation number, concept of oxidising and reducing. Balancing of simple reactions.


Mathematics

Functions: basic concepts of functions and their graphical representation (domain, codomain, sign, maximum and minimum, increasing and decreasing, etc.). Elementary functions: whole and fractional algebraic functions, exponential, logarithmic and trigonometric functions. Composite and inverse functions. Trigonometric equations and inequalities.


Physics

Kinematics: kinematic quantities, various types of motion with particular regard to uniform and uniformly rectilinear motion; uniform circular motion; harmonic motion.


Annex B. International students

B.1 – EU citizens and equated non-EU citizens
The general procedures of the call for applications are followed by applicants who:

- are citizens of one of the countries of the European Union or of one of the following countries: Norway, Iceland, Liechtenstein, Switzerland, Republic of San Marino, Vatican City State;
- have dual citizenship, one of which is from an EU country;
- are citizens of a non-EU country, but hold one of the following residence permits issued by the Italian government:
  - EU long-term resident permit;
  - Residence permit for employment or self-employment;
  - Residence permit for family reasons;
  - Residence permit for political asylum, subsidiary protection or special reasons;
  - Residence permit for religious reasons;
  - Residence card Article 50 TEU - Art 18.4 EU-UK withdrawal agreement
- are citizens of a non-EU country, but have been legally residing in Italy for at least one year and hold an upper secondary school qualification obtained in Italy giving access to the chosen degree programme;
- are citizens of a non-EU country and are enrolled in a degree programme at an Italian university, hold a valid residence permit for study purposes and intend to apply for a transfer or a transfer for years subsequent to their first year of enrolment;
- are citizens of a non-EU country and are members of staff (either themselves or a parent or spouse) in Diplomatic Representations or in international organisations with headquarters in Italy and which are accredited by the Italian Government or by the Holy See. Applicants must submit the residence permit for diplomatic reasons.

It should be noted that in the case of candidates with dual citizenship, one of which is Italian or that of another EU country, Italian citizenship or that of another EU country prevails (Law 218 of May 31, 1995, art. 19, paragraph 2) and it is therefore mandatory to follow the instructions provided for the category of EU citizens and EU equated citizens.

Please note that non-EU citizens holding a residence permit to study in Italy issued to attend an Italian language course or to spend a period of exchange/mobility are not considered EU-equated citizens and must therefore return to their country of origin and submit a formal visa application as indicated in point 1.

For further information on the residence permit for study purposes consult the dedicated page

B.2 – Non-EU citizens resident abroad and applying for a visa
It is necessary to refer to the procedures for 'Non-EU citizens residing abroad and study visa applicants' for citizens of a non-EU country residing outside Italy or, in any case, not meeting the requirements to be treated as EU-equated citizens (as listed in point B.1)

B.3 – Enrolment for candidates with a foreign educational qualification
Applicants holding a qualification obtained abroad, to carry out enrolment within the deadlines set out in point 7.3 and 7.5 must:

- Scan within a single PDF file the documents listed below:
  - valid ID document (for all applicants);
  - entry visa for study purposes "university enrolment" (academic year 2024-2025 for non-EU citizens permanently resident abroad and candidates applying for study visas) issued by the Italian Representation in the country of last residence;
- copy of the receipt for the application for the first residence permit for study purposes (only for non-EU citizens residing abroad and study visa applicants). For further information on the residence permit for study purposes, please consult the dedicated page;
- valid residence permit and any receipt for the renewal request (only for non-EU citizens legally residing in Italy. For further information on the residence permit for study purposes, consult the dedicated page;
- upper secondary school diploma (obtained after at least 12 years of schooling).

If the qualification was obtained in one of the countries listed in the following Automatic Recognition Database: [https://ardi.cimea.it/en](https://ardi.cimea.it/en) applicants are required to submit:

- Copy of upper secondary school diploma as indicated, accompanied by sworn translation in Italian or English
- Statement of comparability downloaded from [https://ardi.cimea.it/en](https://ardi.cimea.it/en)
- Statement of Verification issued by CIMEA ([https://cimea.diplo-me.eu/sapienza/#/auth/login](https://cimea.diplo-me.eu/sapienza/#/auth/login)) or, alternatively, legalisation/apostille of the qualification itself.

If the qualification was obtained in a country NOT listed in the following Automatic Recognition Database: [https://ardi.cimea.it/en](https://ardi.cimea.it/en) applicants are required to submit

- Copy of upper secondary school diploma, accompanied by sworn translation in Italian or English
- Statement of Comparability and Verification issued by CIMEA ([https://cimea.diplo-me.eu/sapienza/#/auth/login](https://cimea.diplo-me.eu/sapienza/#/auth/login)). Instead of the Statement of Comparability, it is possible to present the Statement of Validity issued by the Italian representation in the country to which the qualification refers. In this case, the qualification presented must be legalised (or with Apostille) both in its original version and in its translated version.

For further information on qualifications obtained in a non-Italian education system that are suitable for access to higher education, the following document is available, which lists most of the countries from which Sapienza University of Rome received the highest number of applications: [https://www.uniroma1.it/sites/default/files/field_file_allegati/entry_requirements_for_qualifications_awarded_by_non-italian_education_systems.pdf_0.pdf](https://www.uniroma1.it/sites/default/files/field_file_allegati/entry_requirements_for_qualifications_awarded_by_non-italian_education_systems.pdf_0.pdf)

- Send the resulting file to the “Hello-International Student Office” at the email address studentistranieri@uniroma1.it indicating in the subject line of the email the following obligatory wording: "Ready for enrolment + degree programme code and programme name + student ID + student surname and first name”.
- Carry out the payment of University tuition fees within the deadlines set out in point 7.3 and 7.5 following the specific instructions on the page [https://www.uniroma1.it/en/pagina/infostud-enrolment](https://www.uniroma1.it/en/pagina/infostud-enrolment)

Further information on the documents required for enrolment and how to submit them can be found at the following link [https://www.uniroma1.it/en/pagina/international-student-office#3-mandatory-documents-for-enrolment-bachelor-s-degree-courses-and-single-cycle-degree-courses](https://www.uniroma1.it/en/pagina/international-student-office#3-mandatory-documents-for-enrolment-bachelor-s-degree-courses-and-single-cycle-degree-courses)

Once the administrative checks have been completed, the "Hello - International Student Office” unit reserves the right to request additional documentation if it deems it necessary or to deny admission to the programme for lack of requirements.

Moreover, to verify the authenticity of the documents submitted in digital format, the "Hello - International Student Office” will invite all enrolled international students in person to view the original paper documents.

Any further updates are available on the page: [https://www.uniroma1.it/en/pagina/international-student-office](https://www.uniroma1.it/en/pagina/international-student-office), or by contacting: studentistranieri@uniroma1.it

**B.4 – Degree programme abbreviation for candidates with a foreign academic qualification**

Those who have an international academic qualification and wish to request an abbreviation of their degree, or the recognition of university exams taken abroad, must submit a request with a €16.00 stamp duty to the Office for Students with International Qualifications within 30 days of their date of enrolment (point 7.3 and 7.5).

These students must:
a. Complete enrolment and pay tuition fees following the procedures indicated in point 8. Activate their institutional email account following the methods indicated on the university website at the page https://www.uniroma1.it/en/pagina/email-google-apps.
b. Send a ticket to the Office for Students with International Qualifications https://tts.uniroma1.it/otrs/customer.pl filling in the application/request form, attaching the documents listed below:

**IF THE ACADEMIC DEGREE HAS BEEN COMPLETED**

- **Academic qualification**

If the qualification has been obtained in one of the countries listed in the following Automatic Recognition Database: https://ardi.cimea.it/en it is required to submit:

- University degree with corresponding exams certificate, both in the original version and accompanied by a sworn translation in Italian or English.
- Statement of Comparability downloaded from the website https://ardi.cimea.it/en
- Statement of Verification issued by CIMEA (https://cimea.diplo-me.eu/sapienza/#/auth/login) or, alternatively, legalisation/apostille of the academic qualification.

If the qualification has been obtained in a country NOT included in the following Automatic Recognition Database: https://ardi.cimea.it/en it is required to submit:

- University degree with corresponding exams certificate, both in the original version and accompanied by a sworn translation in Italian or English;
- Statements of Correspondence and Verification of the educational qualification and exams certificate issued by CIMEA (https://cimea.diplo-me.eu/sapienza/#/auth/login).

Instead of the Statement of Comparability, it is possible to submit:
1) the Statement of Value (DoV) issued by the Italian representation in the country to whose university system the qualification refers. In this case, the qualification and exams certificate must be legalised (or with Apostille) both in their original version and in their translated version.
2) the Diploma supplement issued by the university where the qualification was obtained. It can only be accepted if it is complete with all the information needed to assess the university degree. In this case, both the degree and the Diploma Supplement must be legalised (or apostilled).

- **A copy of the detailed syllabus for each subject**, indicating the hours of teaching and theoretical-practical activities envisaged for the attainment of the foreign qualification, with the original stamp of the University and a translation into Italian or English. A sworn translation is not required for this document.

**IF THE ACADEMIC DEGREE HAS NOT BEEN COMPLETED**

Students applying for an abbreviation based on a partial university course of study, for which the final degree has not been obtained, must submit:

- the exams certificate, with a sworn translation in Italian or English. The originals and the translation must be duly legalised (or apostilled).

- **A copy of the detailed syllabus for each subject**, indicating the hours of teaching and theoretical-practical activities envisaged for the attainment of the foreign qualification, with the original stamp of the University and a translation into Italian or English. A sworn translation is not required for this document.

For further information on qualifications obtained in a foreign education system that are eligible for access to higher education, the following document is available, which lists most of the countries from which Sapienza University of Rome received the highest number of applications: https://www.uniroma1.it/sites/default/files/field_file_allegati/entry_requirements_for_qualifications_awarded_by_non-italian_education_systems.pdf_0.pdf
Once the administrative checks have been completed, the "Hello – International Student Office" reserves the right to request further documentation if it deems it necessary and to reject the application if the necessary conditions are not met.

Any further updates and information can be found at: https://www.uniroma1.it/en/pagina/international-student-office, and by contacting: studentistranieri@uniroma1.it

Once the necessary checks on the international qualifications submitted have been completed, the student's request will be sent by the Hello International Student Office to the relevant student affairs office for administrative procedures.

The assessment of the application will be carried out by the competent Faculty bodies.
### Annex C. List of countries and test venues

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<th>Country</th>
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* programme in the initial accreditation phase
Annex D. Services for disabled students or students with Specific Learning Difficulties

D.1 – Candidates with a recognised disability/invalidity in accordance with art. 4 of the Ministerial Decree of August 6 2024, no. 1133

Candidates with a recognised disability pursuant to art.3, paragraph 1 or 3 of the law February 5, 1992, no. 104 or with a certificate of invalidity who require special aids or extra time to carry out the test, must submit an explicit request on the Infostud System (after registering) and send the certification to testaccesso.inclusione@uniroma1.it

Information on the procedure is available on the page https://www.uniroma1.it/en/pagina/disability-and-specific-learning-difficulties

Candidates are allowed up to 50% extra time than ordinarily defined for the test.

Particular situations will be examined, taking into account the certificates presented.

These requests must be accompanied by adequate certification issued by INPS or by the National Health Service competent bodies.

D.2 – Candidates with specific learning difficulties in accordance with art. 4 of the Ministerial Decree of August 6 2024, no. 1133

Students with Specific Learning Difficulties, referred to in law no. 170/2010 and in the Ministerial Decree no. 5669/2011, who require special aids to carry out the test based on the type of Specific Learning Difficulty, must submit an explicit request on the Infostud System (after registering) and send the certification to testaccesso.inclusione@uniroma1.it

Information on the procedure is available on the page https://www.uniroma1.it/en/pagina/disability-and-specific-learning-difficulties

Candidates are allowed:
- extra time equal to 30% more time than ordinarily defined for the test;
- to use a simple non-scientific calculator based on the certificates presented.

These requests must be accompanied by adequate certification of the Specific Learning Difficulty. The certificates must be issued by national health services or by national health service-approved specialists and health structures. The student must produce documentation proving the accreditation of the structures that produced the certification that is sent if this is not explicitly stated within the certification.

The Specific Learning Difficulty certificate must be detailed and clear, indicating the nosographic classification and a specific definition of the Specific Learning Difficulty (in reading and/or writing and/or numeracy). The diagnosis made for a minor must be not more than three years old.

D.3 – Candidates with Specific Learning Difficulties residing in foreign countries

Candidates with disabilities or Specific Learning Difficulties residing abroad who intend to avail themselves of the measures mentioned above must present the certificate attesting the disability or Specific Learning Difficulty issued in the country of residence, accompanied by a sworn translation either in Italian or English.
Annex E. Privacy statement

Information notice on personal data processing (Articles 13 and 14 of the EU Regulation 679/2016)

The information regarding the processing of personal data in accordance with Art. 13 and Art. 14 of the EU Regulation 679/2016, provided by each candidate, is posted on the Universitaly portal and can be checked by each candidate, who must read it when registering for the test prior to providing their data, in accordance with the procedures indicated in Annex 2 of Ministerial Decree no. 1133 of 6 August 2024.
Annex F. Isee for the right to academic education

The Isee (Equivalent economic status indicator) for the right to academic education is necessary to obtain tuition fees reductions (the lower the Isee, the lower the sums to be paid).
The calculation of the Isee for the right to academic education must be requested from a CAF (Tax Assistance Centre) after January 15, 2024, and at least 30 days before the prescribed deadline for enrolment. Candidates with the PIN code or the SPID digital identity (unique code to access all the services of the Public Administration) may also request the 2024 Isee calculation directly online, submitting the DSU (Unique Replacement Statement) on the INPS website (www.inps.it).