Div. III

CALL FOR APPLICATIONS FOR ADMISSION TO THE FIRST CYCLE DEGREE PROGRAMMES IN
HERBAL SCIENCES AND TECHNOLOGIES (CLASS L -29)
CHEMICAL SAFETY AND TOXICOLOGICAL ENVIRONMENTAL SCIENCES (CLASS L - 29)

ACADEMIC YEAR 2017/2018

THE RECTOR

HAVING REGARD TO

Law no. 264 of 02.08.1999 regulating access to university programmes;

HAVING REGARD TO

Ministerial Decree no. 270 of 22 October 24, “Amendments to the regulations on the
educational autonomy of universities” (Modifiche al regolamento recante norme concernenti
l’autonomia didattica degli atenei) approved with Decree of the Minister for Universities and
Scientific and Technological Research no. 509 of 3 November 1999;

HAVING REGARD TO

The decision of the academic boards of the University regarding access to university
programmes;

DECREES

A call for applicants for admission to the degree programmes in Herbal Sciences and
Technologies (class L -29) and in Chemical Safety and Toxico logical Environmental Sciences
(class L -29) for the academic year 2017/2018.

Art. 1 - Admission requirements

Applicants with an upper secondary school diploma or equivalent qualification obtained
abroad can take the admission exam.

Foreign qualifications are valid if obtained after at least 12 years of schooling. If the local
education system provides 11 or 10 years of schooling, the qualification is valid if
supplemented by one or two years of university study, respectively, and if all exams
scheduled for the years attended have been passed. The years of university study can be
substituted by a post-secondary qualification awarded by a non-university higher education
institute. Further information about the foreign qualifications valid for access to University is
contained in the relevant annual Ministerial provisions, in particular in the attachments 1 and 2, published on the Ministry website: http://www.studiare-in-italia.it/studentistranieri/.

The eligibility of the foreign qualification in any case is assessed by the University having regard to the ministerial instructions on the subject and in implementation of bilateral applicable agreements.

EU and non-EU citizens with qualifications obtained abroad who hold a Residence Permit issued in accordance with art. 26 of law no. 189 of 30 July 2002 have access to university education under the same conditions as Italian students.

Citizens of Norway, Iceland, Liechtenstein, Switzerland, the Republic of San Marino, refugees and beneficiaries of subsidiary protection, personnel serving in foreign diplomatic missions and in international bodies with headquarters in Italy - accredited by the Italian State or the Holy See - as well as their dependent family members (spouses and children only) are considered equivalent to EU citizens.

Non-EU applicants resident abroad access with the procedures and the limitations provided by the mentioned ministerial instructions.

**Art. 2 - Number of places available**

The number of places available for the first year is as follows:

- Degree programme in Herbal Sciences and Technologies: 150 places plus 5 places reserved for non-EU students resident abroad, plus 2 places reserved for the students of the “Marco Polo” programme.
- Degree programme in Chemical Safety and Toxicological Environmental Sciences: 100 places plus 5 places reserved for non-EU students resident abroad.

**Art. 3 - Registering for the admission exam and deadlines**

All applicants must register for the admission exam online starting from 17 July 2017 and by no later than 12 noon on 4 September 2017.

1. Register on the University portal through the page https://www.unimi.it/registrazione/ENG/registra.keb (not required of those already registered on the portal or in possession of University login credentials);
2. Access the online application services using their credentials: http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html; During the online registration, candidates must select only one degree programme.
3. Pay the € 30.00 fee in one of the following ways:
   - using the MAV bank form generated at the end of the online registration procedure;
   - by credit card (the only accepted payment method for resident abroad applicants).
Without exception and on pain of exclusion, payment must be made by the deadline for registration.

The online admission form cannot be amended, nor it can be completed with additional documentations once it has been submitted.

A receipt (application for admission) is issued at the end of the online enrolment procedure and must be shown to the examining committee on the day of the exam.

The receipt is the only document accepted as proof of registration for the admission exam.

Applicants who provide false details will be excluded from the final ranking list.

Applicants with an upper secondary school diploma obtained abroad must upload their qualification and an eligible certification which demonstrates the final grade and the minimum and maximum possible grades of the system of grades applied (Eg: “Dichiarazione di valore in loco” issued by the Italian Embassy in the country where the qualification was awarded, certificate issued by the school attesting the final grade or the grades of every subjects of the last year of upper secondary school, if the system does not foresee a unique final grade).

Besides online university enrolment, non-EU applicants resident abroad, must also present an application for pre-enrolment to the Italian diplomatic office in their country of origin, in accordance with the methods and deadlines set out in current provisions regarding the enrolment of foreign students in university programmes published on the Ministry of Education, Universities and Research webpage: http://www.studiare-in-italia.it/studentistranieri/.

Art. 4 - Disabled applicants

In order to ensure equal opportunities during the exam, applicants with disabilities who require extra time and/or specific aids - if in possession of a certificate of legal disability and/or acknowledgement of status of handicap under law 104/92 - must provide specific application (available at the following link: http://www.unimi.it/cataloghi/segreterie/Application_disabled.pdf) together with the above-mentioned certificate issued by the National Health Service or accredited specialists or facilities.

The scanned documents must be uploaded during the online admission procedure, by the 4 September 2017.

Art. 5 - Applicants with SLD

To the applicants with a diagnosis of specific learning disabilities (SLD) under law no. 170/2010 is granted an extra time until the 30% more time than that set for the other applicants. The committee will evaluate the received applications and, in order to ensure equal opportunities during the exam, will be able to consent the use of other compensatory
tools taking into consideration the type of test to be taken and the type/degree of the candidate’s disability.

To be accorded the abovementioned measures, applicants with SLD must provide specific application (available at the following link: http://www.unimi.it/cataloghi/segreterie/Application_sld.pdf) together with appropriate certification issued by the National Health Service or accredited specialists or facilities (issued no more than three years earlier if the applicant was underage at the time of the issuance of the certification).

The scanned documents must be uploaded during the online admission procedure, by the 4 September 2017.

Art. 6 - Students from other programmes or universities, and graduates

For the degree programme in Herbal Science and Technologies, students enrolled in a long single cycle degree programme in Pharmacy or Pharmaceutical Chemistry and Technology at this or another university or students enrolled in a degree programme in Herbal Science and Technology or Herbal Techniques at another university do not have to sit for the admission exam if they have passed all the exams of the first year, earning at least 50 credits under their respective regulations.

Graduates in Pharmacy or Pharmaceutical Chemistry and Technology from any Italian or foreign university and graduates in Drug Biotechnology or Pharmaceutical Biotechnology (5 year programme) from the University of Milan do not have to sit for the admission exam.

For the degree programme in Chemical Safety and Toxicological Environmental Sciences students enrolled in and graduates of study programmes in Pharmaceutical Science of the University of Milan do not have to sit for the admission exam.

Art. 7 - Admission exam schedule and procedure

The admission exam will take place on 18 September 2017 at the Teaching Sectors in Città Studi (entrances at Via Celoria 26 and Via Golgi 19).

Applicants must arrive at 9 am bearing the valid identity document indicated during exam registration. The 90 minute exam will begin once applicant identification procedures are completed.

During the exam applicants cannot leave the room, use handwritten notes, texts of any kind, calculators or anything else specified before the start of the exam.

The committee and the supervisory staff will ensure that the abovementioned rules are observed and can adopt the necessary measures in case of non-observance of the same. For any matters not covered in this announcement, the provisions on the conduct of public competitions apply.
Art. 8 - Examining committee

The examining committee is appointed by the appropriate academic body.

During the exam the committee will be assisted by teaching and administrative staff, who will be responsible for supervising and identifying applicants.

Art. 9 - Examination programme and assessment criteria

For access to degree programmes in Herbal Sciences and Technologies or Chemical Safety and Toxicological Environmental Sciences, the admission exam is set by the University and is common to the two degree programmes.

It consists in a multiple-choice questionnaire designed to test knowledge of biology, mathematics, chemistry, physics and logic.

Points are assigned as follows:

- Correct answer: 1 point
- No answer, deleted or illegible: 0 points
- Wrong answer: minus 0.33 points

The ranking list is formed on the basis of the sum of all correct answers. In the case of equal scores, priority is given to the applicant with the better school leaving certificate result. In the case of other equal scores, priority is given to the younger applicant.

Applicants with scores of less than 15 points are excluded.

Non-EU applicants residing abroad who do not have a residence permit will be placed in separate ranking lists to cover the places reserved as specified under art. 2.

Art. 10 - Enrolment

10.1 Ranking lists and enrolment of place winners

The ranking list for each degree programme will be published on the University website, at the following page: www.unimi.it - Servizi online SIFA - Graduatorie ammissione corsi di laurea (http://www.unimi.it/hpsifa/nonProfiledPage_100.html) from 21 September 2017.

Publication of the ranking lists constitutes official notification to those concerned.

Based on the number of places available, place winners of the competitions must enrol online by midday, 28 September 2017, as indicated on the website http://www.unimi.it/studenti/matricole/77604.htm.

Not enrolling within the prescribed period the candidate will operate an implicit waiver and his place will become available for the following selections in accordance with the order of the ranking list.
10.2 First updating of ranking list

Places left vacant after the deadline for enrolment described in 10.1 are assigned to the next students in the ranking list and will be published on the website www.unimi.it - Servizi online SIFA - Graduatorie ammissione corsi di laurea (http://www.unimi.it/hpsifa/nonProfiledPage_100.html) as of 5 October 2017.

Applicants admitted for the places available must enrol by 12 noon on 11 October 2017, in accordance with the procedures published at http://www.unimi.it/studenti/matricole/77604.htm.

Following possible updating of the ranking list will be notified as from 16 October 2017 on the website: www.unimi.it - Servizi online Sifa - Graduatorie ammissione corsi di laurea.

10.3 Applicants with qualifications gained abroad

Applicants with qualifications gained abroad who enrolled online as indicated above must deliver the following documentation (show original and lodge photocopy) to the Ufficio studenti internazionali - Via Santa Sofia 9/1, Milan - by the deadlines indicated above:

- Upper secondary school diploma, translated into Italian, legalized by the authorities in the country where the qualification was issued and carrying a Dichiarazione di valore; or statement of validity issued by ENIC_NARIC centres or by diplomatic missions resident in Italy;
- Certificate of enrolment at university with a list of the exams taken, or certificate of post-secondary education obtained in a non-university higher education Institute if the local education system provides less than 12 years of schooling;
- Certificate of academic eligibility if provided for in the country of origin;
- Any other document stating specific requirements of validity of the title (e.g. Aps for the United States titles, A-level for British titles);
- Valid residence permit (only for non-EU citizens).

Verification of the validity of qualifications gained abroad is conducted on presentation of the official documents. Until then, applicants are admitted to the programme conditionally and may be excluded from the ranking list if they prove not to have the necessary qualifications.

Non-EU candidates resident abroad must sit for and pass the Italian language test organised by the University, as indicated at: http://www.unimi.it/studenti/foreign_students/23986.htm#c36777.

Art. 12 - Procedure Manager and contacts

Pursuant to law no. 241 of 7 August 1990, the manager of the procedure related to this announcement is Ms Filomena Cicora (Head of the Auditing and Quality Assurance Systems Development Office).
For any further information regarding the content of the call please use the Infostudenti service (www.unimi.infostudente.it) by selecting the category: Test, bandi e graduatorie.

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signed Gianluca Vago