CALL FOR APPLICATIONS FOR ADMISSION TO THE FIRST CYCLE DEGREE PROGRAMME IN
BIOTECHNOLOGY

SEPTEMBER SELECTION
ACADEMIC YEAR 2018/2019

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THE HEAD OF STUDENTS OFFICE

HAVING REGARD TO

Law no. 264 of 02 August 1999 regulating access to university programmes;

HAVING REGARD TO

Ministerial Decree no. 270 of 22 October 2004, “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 decisions of the responsible academic boards concerning access to university programmes;

HAVING REGARD TO

The Rectoral Decree 6616/2018 of 16/05/2018 which set a spring selection for a quota of places for admission to the first cycle degree programme in Biotechnology for the 2018/2019 academic year

CONSIDERING THAT

In the spring selection that took place in June 2018 were made available 50 places for the Biotechnology programme and that to cover the remaining available places the programme has set an autumn selection to be held in September 2018;

DETERMINES

A september selection for admission to the first cycle degree programme in Biotechnology for the 2018/2019 academic year.

Art. 1 - Admission requirements

Candidates can take part to the admission test if:

- holding an Italian secondary school qualification or equivalent qualification obtained abroad
- having passed the TOLC-S test provided by CISIA - Consorzio Interuniversitario Sistemi Integrati per l'Accesso within the deadlines reported on art. 3
Foreign qualifications are valid if obtained after at least 12 years of schooling and if allow the admission to University in the country where they have been obtained. Further information about the foreign qualifications and about the access of foreign students to Italian Universities is contained in the relevant Ministerial provisions for the academic year 2018/19, published on the Ministry website http://www.studiare-in-italia.it/studentistranieri/ and on http://www.unimi.it/studenti/foreign_students/23798.htm.

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.

Art. 2 - Number of places available

The number of places available for enrolment in the first year is 213 places plus 8 places reserved for non-EU candidates residing abroad.

Remaining places from spring selection will be added to the aforementioned places up to a totale coverage of the 250 places programmed for the academic year 2018/2019. These places will be announced after 24 August 2018 on the website http://www.unimi.it/corsi_istituti/corsiUrla.jsp, section “Avvisi”.

Art. 3 - Registration procedure

To take part in the selection, candidates must register online on the CISIA portal to apply for the test and on UNIMI portal to enter the ranking list.

The TOLC-S test can be taken:

a) at Università degli Studi di Milano on 19 July 2018 or on one of the available dates in September, as published on the website http://www.unimi.it/studenti/matricole/118907.htm
b) at one of the CISIA test venues according to the calendar published on the website www.cisiaonline.it.

The TOLC-S test can be taken more than one time, but no more than once a solar month. For the admission to the programmes, the only results taken into consideration are those of the last TOLC-S passed from 1st January 2018 and within 17 September 2018.

3.1 CISIA registration and testing

Registration to TOLC-S test must be done through CISIA portal - www.cisiaonline.it - by the deadlines set for every testing date and available in the section DATE TOLC.

Using the credentials received after the registration, candidates must login in their personal area and fill in the online form with the required data.

Date and venue of the test are reported on the receipt issued after completing the application.
To register in the test it is necessary to pay to CISIA an admission fee of 30.00 euros via MAV or credit card.

3.2 Application on the University portal

To enter the ranking list, all candidates must apply on our University portal [www.unimi.it](http://www.unimi.it) from 11 July 2018 until 18 September 2018, 2:00 p.m.

To register in the test, applicants must follow the procedure below:

1. Register on the University portal through the page [https://www.unimi.it/registrazione/ENG/registra.keb](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](http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html);

3. Select the programme they are interested in and fill the online application with the requested data.

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

Any applicant who provides false details or lacks requirements will be excluded from the final ranking list.

At the end of the procedure, a receipt is issued as a proof of the admission application.

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).

Art. 4 - Applicants with disabilities / SLD

Applicants with disabilities and/or with a diagnosis of specific learning disabilities (SLD) must declare their condition and require extra time and/or specific aids for the test during the registration in the TOLC area of the CISIA portal.

They must select Università degli Studi di Milano as test venue and must submit through the CISIA portal suitable certification:

- of specific learning disabilities (SLD) under law no. 170/2010, 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),

together with an ASST conformity document

- of status of handicap under law 104/92
- of civil invalidity.

**Art. 5 - Students coming from other programmes or universities, and graduates**

Students already enrolled in a Biotechnology degree programme at the University of Milan are not required to sit the admission exam.

Students enrolled in other degree programmes at the University of Milan or another university may be admitted to years following the first only if they have acquired at least 24 CFU (ECTS) in the subjects of the first year of Biotechnology. To be recognised, the exams must be equivalent in credit weight and scientific sectors and must be considered valid by the Teaching Commette. The documents about the academic career must be sent **within 24 August 2018**, together with a copy of the tax code, to the Didactic Secretariat e-mail biotecnologia.segreteria@unimi.it. Candidates will be notified of the outcome of the evaluation by e-mail.

Students and graduates who do not fall into the aforementioned categories must sit the test.

**Art. 6 - Admission exam**

The TOLC-S is a tool of assessing one’s initial preparation composed by 50 questions divided in 4 sections:

- Basic Mathematics - 20 questions in 50 minutes
- Reasoning abilities and problem solving - 10 questions in 20 minutes
- Text comprehension - 10 questions in 20 minutes
- Basic Science - 10 questions in 20 minutes

The test includes an **English non-mandatory section** whose result is not considered nor for the calculation of the final score neither for the linguistic assessment set by the degree programmes.

Indications for the preparation of the exam are available at the website http://www.test.scienzemfn.unimi.it/wp/.

**Art. 7 - Examination assessment criteria and ranking list**

The admission exam answers are scored as follows:

- 1 point for each correct answer,
- –0.25 points for each wrong answer,
- 0 points for no answer and for deleted or illegible answers.

The examining committee compiles a ranking list according to the total point score. In the case of equal total score, priority is given to the candidate with the better score in the
section Basic Mathematics and, later, in the section of Text comprehension. In case of further equality, priority is given to the younger candidate.

Art. 8 - Examining committee

The examining committee is appointed by the appropriate academic bodies.

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

Art. 9 - Ranking list publication and enrolment

The ranking list for each degree programme will be published on the University website, at the following page: www.unimi.it - Online services SIFA - Admission Ranking Lists (http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html) from 21 September 2018, after 2:00 p.m.

Non-EU candidates resident abroad will be placed in a separate ranking list, to cover the reserved places defined in Art.2, based on the totale score obtained in the test.

Publication of the ranking lists constitutes official notification to those concerned. Candidates will not receive any communication. They must personally consult the enrolment deadlines, scrollings of the ranking lists and every other information published on the webpage of the chosen degree course.

9.1 Enrolment

Place winners must enrol online by 2:00 p.m. on 24 September 2018 following the procedure published at the page:
http://www.unimi.it/ENG/admission/31190.htm#par111598.

Winners who do not enrol by the above date and time tacitly withdraw from the place.

9.2 First updating of the ranking list

Places left vacant after the deadline for enrolment described in 9.1 are assigned to the next students in the ranking list and will be published on the website www.unimi.it - Online services SIFA - Admission Ranking Lists (http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html) as of 27 September 2018, 2:00 p.m.

Applicants admitted for the places available must enrol by 2:00 p.m. on 1 October 2018, in accordance with the procedures published at http://www.unimi.it/ENG/admission/31190.htm#par111598.

9.3 Second updating of the ranking list

Places left vacant after the deadline for enrolment described in 9.2 are assigned to the next
students in the ranking list and will be published on the website www.unimi.it - Online services SIFA - Admission Ranking Lists (http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html) as of 5 October 2018, 2 p.m.

Applicants admitted for the places available must enrol by 2:00 p.m. on 8 October 2018, in accordance with the procedures published at http://www.unimi.it/ENG/admission/31190.htm#par111598.

Following possible updating of the ranking list will be notified as from 11 October 2018 on the website: www.unimi.it - Online services SIFA - Admission Ranking Lists.

9.4 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 International Students Office - 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. Further details are available at the link http://www.unimi.it/ENG/admission/29528.htm.

Non-EU candidates resident abroad can enrol only if they enter in the number of reserved places available and if they have passed the Italian language test organised by the University. For more details about the test and the exemptions, please address to http://www.unimi.it/ENG/admission/31192.htm#par31341.

Art. 10 - Deadlines

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Register on UNIMI portal</td>
<td>from 5/7/2018 to 18/9/2018, 2:00 p.m.</td>
</tr>
<tr>
<td>Register on CISIA portal</td>
<td><a href="https://tolc.cisiaonline.it">https://tolc.cisiaonline.it</a></td>
</tr>
<tr>
<td>Sit the test</td>
<td>within 17/9/2018</td>
</tr>
<tr>
<td>Ranking list publication</td>
<td>21/9/2018</td>
</tr>
</tbody>
</table>
**Enrolment** | within 24/9/2018, 2:00 p.m.  
**First updating of ranking list** | 27/9/2018  
**Enrolment** | within 1/10/2018, 2:00 p.m.  
**Second updating of ranking list** | 5/10/2018  
**Enrolment** | within 8/10/2018, 2:00 p.m.  
**Following updatings** | From 11/10/2018

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**Art. 11 - Procedure Manager and contacts**

Pursuant to law no. 241 of 7 August 1990 the manager of the procedure related to this announcement is Ms. Monica Delù (Head of the Students Welcoming Service).

For any further information regarding the content of the call please use the Infostudenti service ([www.unimi.infostudente.it](http://www.unimi.infostudente.it)) by selecting the category: “Iscrizioni, test e graduatorie”.

For any request related to TOLC-S please address to the CISIA Help Desk at the link [http://helpdesk.cisiaonline.it/](http://helpdesk.cisiaonline.it/).

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Rep. Reg. 21247/18 dell’11/07/2018

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THE HEAD OF STUDENTS OFFICE

Emanuela Dellavalle