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

HUMANITES

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;

DECREES

A competition for admission to the first cycle degree programme in Humanities for the academic year 2018/2019.

Art. 1 - Admission modality

Applicants are required to take a mandatory, non-selective exam to gain admission to the first cycle degree programme in History with the aim of a starting self-assessment.

Non-EU applicants resident abroad, for whom 5 places have been reserved, must also sit for the exam.

Art. 2 - 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 and if allow the admission to University in the country where they have been obtained.

Further information about the foreign qualifications valid for access to University 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
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. 3 - Admission procedure and deadlines**

All applicants must register online between 16 July 2018 and by no later than 28 August 2018, 2:00 p.m., following 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 degree program and fill in the form online with their personal data
4. Pay the € 30.00 fee in one of the following ways:
   - using the “MAV” (notice of payment) form generated at the end of the online registration procedure;
   - By credit card (the only accepted payment method for applicants resident abroad).

Payment must be made by the deadline for registration, on pain of exclusion.

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

At the end of the procedure, a receipt is issued as a proof of the admission application. Together with the payment receipt of the admission fee, it may be asked on the day of the test, to prove the regular registration.

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

Besides online university enrolment, **non-EU applicants residing abroad**, must also submit a pre-application to the Italian diplomatic office in their country of origin, as required by the laws governing access of foreign students to university programmes published on the Education Ministry website [http://www.studiare-initalia.it/studentistranieri/](http://www.studiare-initalia.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 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](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, within 28 August 2018.

**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 30% more 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](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, within 28 August 2018.

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

Students wishing to transfer from a degree programme of this or other University must take the entrance test in order to enrol, in accordance with the procedures indicated at [http://www.unimi.it/studenti/37876.htm](http://www.unimi.it/studenti/37876.htm) (Italian text) for those enrolled in the University of Milan, and at [http://www.unimi.it/ENG/admission/31190.htm#par111598](http://www.unimi.it/ENG/admission/31190.htm#par111598) for students from other Universities.

Graduates are exempted from the exam and can enrol from 16 July 2018 to 15 October 2018, by 2.00 p.m., following the procedures available at [http://www.unimi.it/ENG/admission/31190.htm#par111598](http://www.unimi.it/ENG/admission/31190.htm#par111598).

**Art. 7 - Admission exam schedule and procedure**

The admission exam will take place on 7 September 2018 at 9:00 a.m. at the University of Milan. The venue and the exam room will be indicated on the admission receipt.

Candidates must bear the valid identity document indicated during the exam registration. The exam will begin once candidate 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 beginning of the exam.

The Committee and the supervisory staff will ensure that the abovementioned rules are observed and can adopt the necessary measures in the case of non-observance of the same. For what is not included in this call of application, the provisions on open competitive exams shall be applied.
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 the applicants.

Art. 9 - Exam programme and evaluation criteria

The exam consists of questionnaire aimed at verifying the general knowledge of Italian language and literature, History, general culture and text comprehension ability.

Points are assigned as follows:

- Correct answer: 1 or 2 points, depending on the test sections
- No answer, wrong, deleted or illegible answer: 0 points

The questionnaire consists of 80 questions, resulting in a score of 100 points; the exam is considered passed if a score of at least 60/100 is reached. The total time available is 120 minutes.

Students can practice for the admission exam (general culture, disciplinary knowledge of Italian and History, verification of text comprehension and error identification) by accessing on the website http://pari.ariel.ctu.unimi.it - Accedi all’ambiente di simulazione (authenticate by following the instructions on the page).

Candidates who show specific gaps will be assigned by the Committee - taking into consideration the general performance in the exam and the specific gaps in the different areas - bridging courses (Obblighi formativi aggiuntivi, OFA), to be fulfilled by attending recovery and support courses organised by the degree programme in Humanities. The procedure of assignment of the OFA will be published on the website of the Faculty of Humanities and on the website of the degree programme in Humanities together with the results of the exam.

Students who do not attend the support and recovery courses (which are partially online) after the end of February 2019 will not be able to register in any exam of the programme. Recovery course attendance can be considered fulfilled also passing, by the end of February 2019, the exams of Italian Literature and Italian Linguistics.

Art. 10 - Publication of results and enrolment

The test results will be published on the University website: www.unimi.it - Online services SIFA - Admission Ranking Lists - First and second cycle ranking Lists (http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html) from 11 September 2018, after 2:00 p.m.

Publication 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.
After the publication of the results, candidates who have taken the exam will be able to enrol until 15 October 2018 in accordance with the procedures indicated at http://www.unimi.it/ENG/admission/31190.htm#par111598.

Non-EU applicants residing abroad will be included in a specific ranking list of reserved places as specified under art.1, according to the result of the test. They 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.

Applicants with qualifications gained abroad must book an appointment to deliver the following documentation (show original and lodge photocopy) to the Ufficio studenti internazionali - Via Santa Sofia 9/1, Milan, by 15 October 2018:

- Upper secondary school diploma, translated into Italian and 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 representation 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 here http://www.unimi.it/ENG/admission/29528.htm.

Art. 11 - Deadlines summary

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<th>From 16/07/2018 to 28/08/2018, 2:00 p.m.</th>
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<tbody>
<tr>
<td>Self-assessment test registration</td>
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<tr>
<td>Test date</td>
<td>07/09/2018</td>
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<tr>
<td>Publication of results</td>
<td>11/09/2018, after 2:00 p.m.</td>
</tr>
<tr>
<td>Enrolment</td>
<td>From 11/09/2018 to 15/10/2018</td>
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</tbody>
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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. 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) by selecting the category: “Iscrizioni, test e graduatorie”.

Rep. Reg. 21582/18 del 13/07/2018

HEAD OF THE STUDENTS OFFICE
Emanuela Dellavalle