CALL FOR APPLICATIONS FOR ADMISSION TO THE SINGLE CYCLE DEGREE PROGRAMMES IN
PHARMACY (LM-13)
PHARMACEUTICAL CHEMISTRY AND TECHNOLOGY (LM-13)

ACADEMIC YEAR 2018/2019

THE HEAD OF THE 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;

SETS

A July session and a September Session for admission to single cycle degree programme in Pharmacy and Pharmaceutical Chemistry and Technology for the 2018/2019 academic year.

Art. 1 - Admission requirements

Italian, European or equivalent candidates can take part on equal terms in these sessions of the admission test if:

- enrolled in the final year of a secondary school, obtaining their qualification in the 2017/2018 scholastic year

or
holding an Italian secondary school qualification or equivalent qualification obtained abroad

- having passed the TOLC-F test provided by CISIA - Consorzio Interuniversitario Sistemi Integrati per l’Accesso within the deadlines set in 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/.

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 determined as follows:

<table>
<thead>
<tr>
<th>Pharmacy</th>
<th>July session</th>
<th>September session</th>
<th>Total places</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>150</td>
<td>150 (plus 20 non-UE and 1 M. Polo)</td>
<td>300 (plus 20 non-UE and 1 M. Polo)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Pharmaceutical Chemistry and Technology</th>
<th>July session</th>
<th>September session</th>
<th>Total places</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100</td>
<td>100 (plus 10 non-UE and 1 M. Polo)</td>
<td>200 (plus 10 non-UE and 1 M. Polo)</td>
</tr>
</tbody>
</table>

Places left vacant in the July session will be assigned during the September session, in addition to those available.

Art. 3 - Test dates and registration procedure

The TOLC-F test can be taken:

- at Università degli Studi di Milano on 24 July 2018 or 6 September 2018
- at one of the CISIA test venues according to the calendar published on the website www.cisiaonline.it.
The TOLC-F 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-F passed from 1st January 2018 and within

- 24 July 2018 for the July session
- 6 September 2018 for the September session.

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.

3.1 CISIA registration and testing

Registration to TOLC-F 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, within the following deadlines:

<table>
<thead>
<tr>
<th>July Session</th>
<th>from 15 June 2018 until 27 July 2018, 2:00 p.m.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test within 24 July 2018</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>September Session</th>
<th>from 10 August 2018 until 10 September 2018, 2:00 p.m.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test within 6 September 2018</td>
<td></td>
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</tbody>
</table>

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 (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;

3. Select the programme they are interested in and fill the online application with the requested data.
The application is valid only for the selected programme, candidates interested in both courses must submit two applications. 

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.

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

These candidates are exempt from the admission exam:

- Students already enrolled in the degree programme in Pharmacy or Pharmaceutical Chemistry and Technology at the University of Milan or another university, only if they have passed all the exams of the first year as set in their study plan with marks expressed in thirtieths
- Graduates in Pharmacy or Pharmaceutical Chemistry and Technology of any University and graduates in Drug Biotechnology and Pharmaceutical Biotechnology (5-year programme) of the University of Milan
- Graduates in Pharmacy of foreign Universities.

Students coming from degree programmes different from those above mentioned have to sit for the test. They have to send within 13 July 2018 to the email address of the coordinator of the degree programme a specific application together with the self-certification of the passed exams with marks, dates, credits, disciplinary scientific sectors and copy of the study plan, to allow to the appropriate academic body the verification of the career for the admission to years subsequent to the first. The self-certification form is available at the link http://www.unimi.it/studenti/segreterie/963.htm.

The email addresses of the coordinators of the two degree programmes are the following:
• Pharmacy: Prof. Marco Andrea Riva (m.riva@unimi.it), didactic secretariat (eva.imperato@unimi.it).
• Pharmaceutical Chemistry and Technology: Prof.ssa Maria Luisa Gelmi (marialuisa.gelmi@unimi.it); didactic secretariat (eva.imperato@unimi.it).

Art. 6 - Admission exam

The TOLC-F is a tool of assessing one’s initial preparation composed by 50 multiple-choice questions divided in the following sections:

- Biology - 15 questions in 20 minutes
- Chemistry - 15 questions in 20 minutes
- Physics - 7 questions in 12 minutes
- Mathematics - 7 questions in 12 minutes
- Logic - 6 questions in 8 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.

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 not given answers.

A ranking list is defined according to the total score of the TOLC-F test. In the case of equal total score, priority is given

- for Pharmacy, to the candidate with the better score in the section Logic and, later, in the section of Biology.
- for Pharmaceutical Chemistry and Technology, to the candidate with better score in the section Logic and, later, in the section of Chemistry.

Candidates who score fewer than 20 points, the 40% of the total points, will be excluded from the July session’s ranking lists.

Those not included in the ranking list will be allowed to sit for the next September selections. Only the result of the last TOLC-F passed from 1 January 2018 and within the deadlines set by this Call (Art. 3) will be taken into consideration.

Non-EU applicants residing abroad who do not have a residence permit for Italy will be placed in separate ranking lists to cover the places reserved as per article 2 above.
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 lists 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)

- on 30 July 2018, after 2:00 p.m. for the July session
- on 12 September 2018, after 2:00 p.m. for the September session.

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.

Art. 10 - Enrolment - July session

Place winners must enrol online from 30 July and by 2:00 p.m. on 6 August 2018 through the online Enrolment service at the page:
http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html.

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

After the abovementioned deadlines, any other place left vacant will be available for the September session.

Art. 11 - Enrolment - September session

11.1 Enrolment

Place winners must enrol online from 12 September and by 2:00 p.m. on 17 September 2018 through the online Enrolment service at the page:
http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html.

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

11.2 First updating of the ranking list

Places left vacant after the deadline for enrolment described in 11.1 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 18 September 2018.
Applicants admitted for the places available must enrol by 2:00 p.m. on 21 September 2018, in accordance with the procedures published at http://www.unimi.it/studenti/matrice/77604.htm.

11.3 Second updating of the ranking list

Places left vacant after the deadline for enrolment described in 11.2 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 24 September 2018.

Applicants admitted for the places available must enrol by 2:00 p.m. on 27 September 2018, in accordance with the procedures published at http://www.unimi.it/studenti/matrice/77604.htm.

Following possible updating of the ranking list will be notified as from 1 October 2018 on the website: www.unimi.it - Online services SIFA - Admission Ranking Lists.

11.4 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 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 organized by the University, as indicated at: http://www.unimi.it/studenti/foreign_students/23986.htm#c36777.
Art. 12 - Deadlines summary

<table>
<thead>
<tr>
<th>July session deadlines summary</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Register on UNIMI portal</td>
<td>from 15/6/2018 to 27/7/2018, 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 24/7/2018</td>
</tr>
<tr>
<td>Ranking list publication</td>
<td>30/7/2018</td>
</tr>
<tr>
<td>Enrolment</td>
<td>from 30/7/2018 to 6/8/2018, 2:00 p.m.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>September session deadlines summary</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Register on UNIMI portal</td>
<td>from 10/8/2018 to 10/9/2018, 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 6/9/2018</td>
</tr>
<tr>
<td>Ranking list publication</td>
<td>12/9/2018</td>
</tr>
<tr>
<td>Enrolment</td>
<td>from 12/9/2018 to 17/9/2018, 2:00 p.m.</td>
</tr>
<tr>
<td>First updatink of ranking list</td>
<td>18/9/2018</td>
</tr>
<tr>
<td>Enrolment</td>
<td>within 21/9/2018, 2:00 p.m.</td>
</tr>
<tr>
<td>Second updatink of ranking list</td>
<td>24/9/2018</td>
</tr>
<tr>
<td>Enrolment</td>
<td>within 27/9/2018, 2:00 p.m.</td>
</tr>
</tbody>
</table>

Art. 13 - 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: “Test, bandi e graduatorie”.

For any request related to TOLC-F please address to the CISIA Help Desk at the link http://helpdesk.cisiaonline.it/.

Rep. Reg. 17683/18 del 06/06/2018

THE HEAD OF THE STUDENTS OFFICE

Emanuela Dellavalle

* For the specific purposes of these provisions 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. Also non-EU citizens 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.