CALL FOR APPLICATIONS: SELF-ASSESSMENT TEST FOR ADMISSION TO THE FIRST CYCLE DEGREE PROGRAMME IN SCIENCE AND TECHNOLOGY FOR STUDYING AND PRESERVING THE CULTURAL HERITAGE AND INFORMATION STORAGE MEDIA (CLASS L-43)

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 call for the self-assessment test for admission to the first cycle degree programme in Science and Technology for Studying and Preserving the Cultural Heritage and Information Storage Media.

Art. 1 - Admission modality

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

Non-EU applicants resident abroad, for whom 3 places have been reserved for the degree programme, are also admitted to the exam.
Art. 2 - Admission requirements

All candidates can take the admission exam if:

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

or

- already in possession of a secondary school qualification
- having passed the TOLC-S test or the TOLC-B 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 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/.

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 - Test dates and registration procedure

The TOLC-S test can be taken:

a) at Università degli Studi di Milano on 19 July 2018 or on September 2018 (dates available at 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.

Each test can be taken more than one time, but no more than once a solar month. For the admission to the programme, only the result of the last test passed from 1st January 2018 and within 17 September 2018 will be taken into consideration.

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 tests 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

All candidates have to apply on our University portal www.unimi.it from 15 June 2018 until 18 September 2018.

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 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 - Admission exam

TOLC-S and TOLC-I are both tools of assessing one’s initial preparation composed by 50 multiple-choice questions divided in the multiple sections.

**TOLC-S**
- 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

**TOLC-B**
- Basic Mathematics - 20 questions in 50 minutes
- Biology - 10 questions in 20 minutes
- Physics - 10 questions in 20 minutes
- Chemistry - 10 questions in 20 minutes

The tests include 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.

More information about the tests are available at [www.scienzemfn.unimi.it](http://www.scienzemfn.unimi.it) - section Test d’Ingresso.

Art. 6 - Examination assessment criteria and ranking list

The test answers are scored as follows:
- 1 point for each correct answer,
- -0.25 points for each wrong answer,
- 0 points for not given answers.

Art. 7 - 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. 8 - Ranking list publication and enrolment

8.1 Enrollment

The test results will be published on the University website, at the following page: [www.unimi.it](http://www.unimi.it) - Online services SIFA - Admission Ranking Lists
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.

Applicants who have taken the exam will be able to enrol starting from the date of publication of the exam results and by no later than 15 October 2018, following the procedures published on the following University webpage: http://www.unimi.it/studenti/matricole/77604.htm.

Non-EU candidates resident abroad will be included in a specific ranking list of reserved places as reported in Art. 1, on the basis of the score obtained in the test. These candidates 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/studenti/foreign_students/23986.htm#c36777.

Applicants with qualifications gained abroad who have sat the exam must submit the following documents (show original and lodge photocopy) to the International Students Office in Via Santa Sofia 9/1, by 16 October 2017:

- 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.

Art. 9 - Bridging courses

Candidates who scored fewer than 10 points in the section of Basic Mathematics (TOLC-S or TOLC-B), the 50% of the total points of the section, are required to do bridging courses (obblighi formativi aggiuntivi, OFA).
Only the result of the last test passed from 1st January 2018 is considered for the assignment of the bridging courses (OFA).

Point scores gained in the different sections will be published on the website: www.unimi.it - Online services SIFA - Admission Ranking Lists (http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html).

OFA can be recovered attending tutoring activities and passing the recovery test. Students not recovering the bridging courses (OFA) in this manner will not be able to sit for exams of the second year without having passed General Mathematics.

Art. 10 - Deadlines summary

<table>
<thead>
<tr>
<th>Deadlines</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Register on UNIMI portal</td>
<td>from 15/6/2018 to 18/9/2018</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>Results publication</td>
<td>21/9/2018</td>
</tr>
<tr>
<td>Enrolment</td>
<td>from 21/9/2018 to 15/10/2018</td>
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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) by selecting the category: “Iscrizioni, Test e Graduatorie”.

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

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.