



Div. III-10/ED/MD

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

**BIOTECNOLOGY**

**ACADEMIC YEAR 2019/2020**

**SEPTEMBER AND JULY SELECTIONS**

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**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;

**DETERMINES**

A selection for admission to single cycle degree programmes in Biotechnology (Class L-2) for the 2019/2020 academic year. The selection is set on two sessions taking place in July and September 2019. Each selection contributes to the coverage of a quota of the total available places.

**Art. 1 - Admission requirements**

The following requirements are necessary to be admitted to the selection:

- be enrolled in the final year of a secondary school, with the prospect of obtaining the qualification in the 2018/2019 scholastic year
- or*
- hold an Italian secondary school qualification or equivalent qualification obtained abroad.
- have passed the [TOLC-S 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 they allow the admission to University in the country where they have been obtained.

All details on foreign qualifications and access for foreign students to Italian Universities are contained in the annual Ministerial provisions, published on the Ministry website: <http://www.studiare-in-italia.it/studentistranieri/> and reported on the University website in the sections dedicated to international students.



The eligibility of the foreign qualification is in any case assessed by the University having regard to the aforementioned provisions and in application of the bilateral agreements in force.

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

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

- July session: **50 places**
- September session: **200 places**, plus **8 places** reserved for non-European candidates applying for a study visa

Total: **250 places** plus **8 places** for non-European candidates

Places left vacant in the July sessions will be assigned in the September session.

#### **Art. 3 - Test dates and registration procedure**

The TOLC-S test can be taken:

- at Università degli Studi di Milano on **22<sup>nd</sup> May, 22<sup>nd</sup> July, 4<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> September 2019**;
- at one of the CISIA test venues on the dates indicated on to the calendar published on the website [www.cisiaonline.it](http://www.cisiaonline.it).

**The test can be taken more than one time**, but no more than once in a calendar month. For the purposes of the selection, will be considered valid the outcome of the last TOLC-S, within the deadlines established for each session.

To take part in the selections, candidates must register online:

- a) on the CISIA portal to book the test
- b) on the UNIMI portal to be included in the ranking list.

#### **a) CISIA registration and testing**

Registration for the TOLC-S test must be done on CISIA portal - [www.cisiaonline.it](http://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.

**b) 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), within the deadlines established for each session, following the procedure below:

1. Register on the University portal (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:

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

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.

**Art. 4 - Admission exam and assessment criteria of the ranking list**

The TOLC-S is an orientation and evaluation test, aimed at ascertaining the aptitude and preparation for studies for access to degree courses, composed by 50 multiple-choice questions divided in the following sections:

- Mathematics - 20 questions in 50 minutes
- Logic and problems - 10 questions in 20 minutes
- Text Comprehension - 10 questions in 20 minutes
- Science - 10 questions in 20 minutes

The test includes an English section whose result does not contribute to the calculation of the final score.

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.

The ranking list is formulated on the basis of the total score, obtained in the four sections indicated above.



In the event of equal point scores, priority is given to the candidate with the best score in the *Mathematics* test section and, subsequently, in *Text Comprehension*. In the event of further parity, priority is given to the younger candidate.

Candidates who do not achieve an overall score of at least 20 points, equal to 40% of the points available, are excluded from the ranking lists of July.

Those who are not included in the rankings of July can compete in the next session.

#### **Art. 5 - Disabled applicants**

Applicants with disabilities 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 status of handicap under law 104/92 or civil invalidity.

For further information please contact the Servizio Disabili e DSA of the University of Milan at the e-mail address: [ausili.ammissioni@unimi.it](mailto:ausili.ammissioni@unimi.it)

#### **Art. 6 - Applicants with SLD**

Applicants 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 private center or specialists, together with an ASST conformity document.

The documentation must be issued no more than three years earlier if the applicant was underage at the time of the issuance of the certification.

For further information please contact the Servizio Disabili e DSA of the University of Milan to e-mail address: [ausili.ammissioni@unimi.it](mailto:ausili.ammissioni@unimi.it)



### **Art. 7 - Students coming from other programmes or universities, and graduates**

Students already enrolled in the degree programme in Biotechnology at the University of Milan are exempt from the admission exam.

Students enrolled in other degree programmes at the University of Milan or another university may be admitted to years subsequent to the first only if they have acquired at least 36 CFU (ECTS) in subjects equivalent to those of the first year of Biotechnology. To be recognised, the exams must be considered valid by the Teaching Committee, in particular Mathematics, Physics, General and Inorganic Chemistry and Organic Chemistry. In the validation request cannot be included credits obtained in English courses. The documents about the academic career must be sent **within 1st July 2019**, together with a copy of the tax code, to the Didactic Secretariat e-mail [biotecnologia.segreteria@unimi.it](mailto: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. 8 - Ranking list publication, enrolment and updating**

#### **8.1 Ranking list publication**

The ranking lists will be published on the University website, at the following page [http://www.unimi.it/hpsifa/ENG/nonProfiledPage\\_100.html](http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html) (www.unimi.it - *Online services SIFA - Admission Ranking Lists*) on the days established for each session (art.9), after 2:00 p.m.

The publication has full notification value. No individual communication is sent to the candidates, who are required to verify the enrolment deadlines, scrollings and all the notices published on the page of the ranking of the degree programme chosen.

In any case, the admission to the degree programme is subordinated to the achievement of a secondary school qualification or equivalent foreign qualification, within the deadlines established for the enrolment.

**Non-EU candidates resident abroad**, recipients of the reserved places indicated in art. 2, will be placed in separate ranking lists, based on the totale score obtained in the test. These candidates can enroll only if included in the quota of reserved places and if they pass the Italian language test organized by the University. For details on the test and the cases of exemption, please visit the page [http://www.unimi.it/studenti/foreign\\_students/23986.htm#c36777](http://www.unimi.it/studenti/foreign_students/23986.htm#c36777).

#### **8.2 Enrolment and updating**

Place winners must enrol online within the deadlines established for each session, indicated at art.9, through the online Enrolment service at the page: [http://www.unimi.it/hpsifa/ENG/nonProfiledPage\\_100.html](http://www.unimi.it/hpsifa/ENG/nonProfiledPage_100.html).

Only for the September session will be made an updating of the ranking list.

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



Detailed information concerning the enrolment procedure are available on the website at the following page: <http://www.unimi.it/ENG/admission/31190.htm>

### 8.3 Applicants with qualifications gained abroad

Applicants with qualifications gained abroad must complete the enrolment delivering the following documentation to the International Students Office - Via Santa Sofia 9/1, Milan - by **31<sup>st</sup> October 2019**:

- 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 upon presentation of the official documents (show the original and deposit a photocopy).

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.

The International Students Office is available by appointment. For the reservation please refer to the Infostudenti Service at the page [www.unimi.infostudente.it](http://www.unimi.infostudente.it).

#### Art. 9 - Procedures and deadlines summary

In order to access to the degree programmes in BIOTECNOLOGY it is necessary to perform the following steps, in accordance with the deadlines established for each session:

- 1) Register for the TOLC-S test on CISIA portal
- 2) Apply for the ranking list on UNIMI portal
- 3) Pass the TOLC-S test
- 4) Enrol

#### 9.1 - July session

Registration for the test	<a href="https://tolc.cisiaonline.it/calendario.php?tolc=scienze">https://tolc.cisiaonline.it/calendario.php?tolc=scienze</a>
Application for the ranking list on Unimi portal	from 13 May to 24 July 2019, 2:00 p.m.
Sit the TOLC-S test	within 22 July 2019
Ranking list publication on Unimi website	26 July 2019
Enrolment	from 26 July to 5 August 2019, 2:00 p.m.



## 9.2 - September session

Registration for the test	<a href="https://tolc.cisiaonline.it/calendario.php?tolc=scienze">https://tolc.cisiaonline.it/calendario.php?tolc=scienze</a>
Application for the ranking list on Unimi portal	from 9 August to 13 September 2019, 2:00 p.m.
Sit the TOLC-S test	within 11 September 2019
Ranking list publication on Unimi website	17 September 2019
Enrolment	from 17 September to 23 September 2019, 2:00 p.m.
First update: ranking list publication	24 September 2019
First update: enrolment	within 27 September 2019, 2:00 p.m.
Second update: ranking list publication	1 October 2019
Second update: enrolment	within 4 October 2019, 2:00 p.m.
Possible following updates	from 8 October 2019

### Art. 10 - 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. 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 please address to the CISIA Help Desk at the link <http://helpdesk.cisiaonline.it/>.

THE HEAD OF THE STUDENTS' OFFICE

Emanuela Dellavalle