Dir. DF/FTLI

Call for applications to the advanced course "Single cell analysis boot camp" starting in July (academic year 2023-2024)

THE RECTOR

– Having regard to Presidential Decree no. 162 dated 10 March 1982, and in particular article 1, paragraph 2, point (c), and articles 16 and 17, pertaining to advanced courses;

– Having regard to art. 6 of Law no. 341 dated 19 November 1990;

– Having regard to Ministerial Decree no. 270 dated 22 October 2004, containing new rules governing the educational autonomy of Universities and replacing Ministerial Decree no. 509 dated 3 November 1999;

– Having regard to the Statute of the University of Milan, issued by Rector's Decree on 15 March 2012, as subsequently amended and supplemented;

– Having regard to the Academic Regulations of the University of Milan, issued by Rector's Decree no. 1208 dated 4 March 2020;

– Having regard to the Regulations for Master Programmes, Advanced Courses and Lifelong Learning, issued by Rector's Decree no. 1737 dated 23 April 2020;

– Having regard to the resolution approved by the Managing Director of the Academics and Training Division, authorising the implementation of the advanced course for the a. y. 2023/2024, as it bears no substantial differences from the previous editions

HEREBY DECREES AS FOLLOWS:

The advanced course "Single cell analysis boot camp" is instituted for the a. y. 2023/2024 (beginning in July).

The fact sheet annexed to this call, which is an integral part of this document, contains information on the objectives, number of places available, application requirements, teaching organisation, enrolment fee and all other details regarding the course.

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Applicants in possession of one of the qualifications listed for this advanced course, or equivalent qualifications awarded by foreign universities, may enrol in the course. Applicants holding a non-university qualification recognised by law as equivalent to a university degree may also enrol.

Attendance is mandatory for all activities included in advanced courses.

Enrolment

Applicants will be admitted to the course on a first-come, first-served basis up to the number of places available, as specified in the fact sheet. Applications must be submitted by the deadline specified in the fact sheet, as follows:

1. Register on the University portal at https://registrazione.unimi.it. This operation is not required of those already registered on the portal or in possession of university login credentials (upcoming graduates or those who graduated from the University of Milan less than a year ago) or a SPID identity;

2. Log in with your credentials and enrol in the advanced course at http://studente.unimi.it/ammissioni/a/corsiPerfezionamento/checkLogin.asp;

3. Pay the enrolment fee in the amount specified in the fact sheet via the PagoPA online platform, by the deadline indicated on the payment notice. Applicants who are exempt from paying the enrolment fee must nonetheless pay the stamp duty.

Compliance with application requirements is checked ex post, which means that applicants enrol in the course under their own responsibility. Those who provide false data or fail to meet the requirements will be excluded from the course and will not be entitled to any refund.

Required documents

When enrolling online, applicants must upload the documents specified in the fact sheet attached to this call. Documents must be in .pdf, .jpg or .rtf format.

Applicants holding a foreign qualification must also submit the following documents:
   A. Bachelor's or Master's diploma;
   B. Italian translation of such diploma, carried out by an official translator and legalised in accordance with existing regulations;

C. *Dichiarazione di valore in loco* (Declaration of value), to be requested to the Italian diplomatic mission in the country where the qualification was obtained;

D. Degree certificate in Italian or English with transcript of records;

E. Passport (only the page with personal data).

The documents listed in points b), c) and d) above may be replaced by a Diploma Supplement issued by the University in accordance with the standards established by the European Commission, the Council of Europe and UNESCO/CEPES, or by any other statement of validity issued by ENIC_NARIC centres or by the relevant diplomatic mission in Italy. **Non-EU applicants residing abroad** must submit an application for pre-enrolment through **Universitaly**, at https://universitaly-private.cineca.it/index.php/registration/firststep . The pre-enrolment application will be validated once they are admitted to the advanced course. Subsequently, they will have to apply for a visa to the competent diplomatic or consular authorities.

Foreign applicants are required to provide a copy of their tax ID (*codice fiscale*) and their residence permit (for non-EU citizens) via the online enrolment procedure.

Applicants holding a non-university qualification recognised by law as equivalent to a university degree must attach a copy of such qualification and their high school diploma to their CV.

Enrolment fee

Participants **whose enrolment fee is to be paid by an institution, organisation or company** will be asked to provide additional data so that the University can issue a payment notice in the name of the sponsoring institution/organisation/company. These data must be provided during the application process, **by the deadline specified in the fact sheet**, and include:

COMPANY NAME / REGISTERED OFFICE

TAX ID / VAT NUMBER

COMPANY CONTACT PERSON (NAME AND E-MAIL / CERTIFIED E-MAIL)

For information on payments, please use the **InformaStudenti online platform** and select the category POSTGRADUATE>Advanced programmes.

As advanced courses are part of the University's institutional activities, no VAT is applied to the enrolment fee, and no invoice will be issued.

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Applicants are advised to keep the payment receipt issued by the system, as it is valid for tax purposes.

Enrolment fee waiver for applicants with disabilities

Students with a disability at or above 66% and/or a recognised handicap (art. 3, paragraphs 1 and 3 of Law no. 104 of 5 February 1992) are only required to pay the stamp duty in the amount of €16.00. To apply for the enrolment fee waiver, please contact the Student Office for PhD, Vocational Masters, State Exams and Post-Graduate Programmes via the InformaStudenti online platform, selecting the category POSTGRADUATE>Advanced programmes.

Withdrawal

Enrolled students who intend to withdraw from the course must fill in the corresponding form available on the website and send it to the Student Office for PhD, Vocational Masters, State Exams and Post-Graduate Programmes via the InformaStudenti online platform, selecting the category POSTGRADUATE>Advanced programmes.

If withdrawal occurs prior to the actual start of the course, any fees paid will be reimbursed, minus an amount equal to 10% of the enrolment fee and in any case not lower than €100.00, which will be withheld to cover general and administrative costs. Studies cannot be interrupted for any reason whatsoever.

Certificate of attendance

After the end of the course, students who have fulfilled their obligations will receive a digital certificate of attendance at their University email address.

Further information and data protection

Further information on the organisation of advanced courses is available on the University website (https://www.unimi.it/en/node/1040). Pursuant to Legislative Decree no. 196 of 2003 (Italian Personal Data Protection Act), as subsequently amended and supplemented, and to Regulation (EU) 2016/679 (General Data Protection Regulation, GDPR), the University undertakes to respect the confidential nature of the information provided by applicants. All data will be processed solely for purposes related and instrumental to the course, and to manage the applicants' relationship with the University, in compliance with current laws and regulations.

The personal data protection policy is available at https://www.unimi.it/en/university/legislation/privacy.

Milan, 15 March 2024

Index no. 2272/24 of 15 March 2024

THE RECTOR
(Prof. Elio Franzini)
signed Elio Franzini

Advanced course "Single cell analysis boot camp"

Coordinator: Prof. Domenico Mavilio

Learning objectives

This course aims to provides participants with: the basics of single cell RNA sequencing (scRNA-Seq) data analysis, such as data production, normalisation and cell quantification; the ability to use software and tools for scRNA-Seq data analysis, such as Cell Ranger, Seurat, Monocle; proficiency in the processing and interpretation of scRNA-Seq data, including cell classification and identification of specific cell populations. Moreover, the course aims to develop the participants' ability to integrate scRNA-Seq data with other sources of data, such as genomics and epigenomics, so as to better understand the cellular dynamics and raise awareness of the importance of scRNA-Seq data analysis in fuelling new discoveries in fields such as biology, medicine and biotechnologies.

The course will be held in English.

Places available

A maximum of **30** students can enrol in the course. The course will not run if the number of enrolled students is less than **10**.

Application requirements

To be eligible for the course, applicants must hold a Bachelor's or Master's degree in one of the following degree classes pursuant to Ministerial Decree 270/2004:

- L-2 Biotechnologies;

- L-13 Biology;

- L-29 Pharmacy;

- L-31 Computer science;

- LM-6 Biology;

- LM-9 Pharmaceutical, veterinary and medical biotechnologies;

- LM-13 Pharmacy and industrial pharmacy;

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- LM-18 Computer science;

- LM-21 Biomedical engineering;

- LM-41 Medicine;

- LM-42 Veterinary medicine;

- LM-61 Nutrition;

- LM-70 Food science;

- LM-86 Livestock management.

Teaching organisation

The course will be held from **22 July 2024** to **26 July 2024** in the graduation hall (Sala Lauree) and the computer science room 2 (Aula 2 di Informatica) of the university campus on via Conservatorio 7 - 20122 Milan.

The course includes **31** hours of lectures and exercises. There will be a final exam at the end of the course.

Upon completion of the course, students will be awarded 3 university credits (CFU/ECTS).

Enrolment fee and deadline

To enrol in the course, applicants are required to pay an enrolment fee of **€616.00** (including the insurance premium and a €16.00 stamp duty). Applications will be accepted on a first-come, first-served basis, until all places are allocated. The application window will close on **4 July 2024 at 11.59 pm**.

Course administrative office

Department of Medical Biotechnology and Translational Medicine

Via F.lli Cervi 93 - 20090 Segrate (Milan)

Prof. Domenico Mavilio - Prof. Silvia Della Bella

Tel. 02.50330426 or 02.50330425

E-mail: citometria.biometra@unimi.it

Documents to be submitted to the course administrative office

Applicants are required to submit the following documents **by 11.59 pm on 4 July 2024:**

- CV

Administrative enquiries

For information on enrolment please contact the Student Office for PhD, Vocational Masters, State Exams and Post-Graduate Programmes via the InformaStudenti online platform, selecting the category POSTGRADUATE>Advanced programmes. All instructions are available at https://www.unimi.it/en/study/student-services/welcome-desk-informastudenti.