Dir. DF/FTLI

Call for applications to the advanced course Single Cell Analysis Boot Camp, beginning in July - Academic year 2024-2025

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 Single Cell Analysis Boot Camp for the a. y. 2024/2025, with no substantial differences from the previous edition of the same course

HEREBY DECREES AS FOLLOWS:

The advanced course Single Cell Analysis Boot Camp is instituted for the a. y. 2024/2025 (beginning in July).

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

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To be eligible for enrolment, applicants must hold one of the degrees required for this advanced course, or an equivalent qualification (including those awarded by foreign universities). 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 and payment

Applicants will be admitted to the course on a first-come, first-served basis, until all available places are filled. The maximum number of participants is indicated in the course specification. Applicants must enrol by the deadline stated in the course specification, by following the instructions below:

1. Register on the University portal at https://registrazione.unimi.it. This step is not required of those already registered on the portal or in possession of University login credentials (former students of the University of Milan who graduated 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 stated in the course specification) via the PagoPA online platform, by the deadline indicated in the payment system. **Applicants who do not pay the enrolment fee will see their application rejected.**

Compliance with admission 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 of the enrolment fee.**

Required documents

When enrolling online, applicants must upload the required documents as specified. These documents must be in .pdf, .jpg or .rtf format.

A. For applicants holding a non-university qualification recognised by law as	1. Upload a copy of your qualification and high school certificate.

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equivalent to a university degree	
B. For applicants holding a foreign qualification	Upload the following documents: a) university degree; b) Italian translation of such qualification, 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 authority 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 authorities in Italy.
C. For non-EU students residing outside of Italy	1. Submit an application for pre-enrolment through **Universitaly** at https://universitaly-private.cineca.it/index.php/registration/firststep; 2. Once your application for pre-enrolment has been validated, apply for a visa to the competent diplomatic or consular authorities; *3.* Upload a copy of your Italian tax ID (*codice fiscale*) and residence permit.

Payment

To finalise enrolment, applicants must pay the enrolment fee via the PagoPA payment system **by the deadline indicated in the course specification**. Applicants who do not pay the enrolment fee will see their application rejected.

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**.

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

Late payment will be subject to a penalty fee of €30.00 (Regulations on Tuition and Fees, Waivers and Scholarships).

For information, please contact us via the InformaStudenti online platform, selecting the category Postgraduate > Advanced courses.

Enrolment fee waiver for students 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. Those who are entitled to the fee waiver must declare it during the online enrolment procedure, in order to be directed to the payment of the stamp duty only.

Other reductions on the enrolment fee

Students who are granted other partial or full waivers on the enrolment fee (if any) are nonetheless required by law to pay the stamp duty by the enrolment deadline.

University credentials

The enrolment receipt contains the student's credentials for accessing the University webmail and online services.

Further information is available at: University credentials | University of Milan (unimi.it).

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 and Advanced Courses via the InformaStudenti online platform, selecting the category Postgraduate > Advanced courses.

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

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A certificate of attendance will be issued to all students who fulfilled their obligations relating to the course. The certificate will be sent in PDF format to the student's 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) 679/2016 (General Data Protection Regulation or 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 the laws in force. The personal data protection policy is available at https://www.unimi.it/en/university/legislation/privacy.

Milan, 11 April 2025

Index no. 1913/25 of 11 April 2025

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THE RECTOR
(Prof. Marina Marzia Brambilla)
Signed Marina Marzia Brambilla

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Advanced course Single Cell Analysis Boot Camp

Coordinator: Prof. Domenico Mavilio

Learning objectives

This course aims to provide 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; the ability to integrate scRNA-Seq data with other sources of data, such as genomics and epigenomics, so as to better understand cellular dynamics; 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

Places are capped at **30** students. The University reserves the right not to run the course if the number of enrolled students is less than **10**.

Admission 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;

- LM-18 Computer Science;

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- LM-21 Biomedical engineering;

- LM-41 Medicine and surgery;

- LM-42 Veterinary medicine;

- LM-61 Nutrition;

- LM-70 Food science and technology;

- LM-86 Livestock management.

Enrolment and payment deadline

Applications will be accepted on a first-come, first-served basis, until all places are filled. The enrolment deadline is **4 July 2025 at 23:59**.

Payment of the enrolment fee is necessary to finalise enrolment. After completing the enrolment procedure, applicants must pay the enrolment fee **before the enrolment deadline**.

The enrolment fee amounts to **€616.00** (inclusive of the insurance premium and a €16.00 stamp duty).

Course organisation

The course will be held from **14 July 2025 to 18 July 2025**, on the University campus located in via Santa Sofia 9/1, 20122 Milan (room Delta).

The course includes **31 hours** of lectures and exercises, plus a final exam.

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

Academic office (for information on classes and course schedule)

Department of Medical Biotechnology and Translational Medicine

Interdisciplinary Laboratory for Advanced Technologies (Laboratorio Interdisciplinare Tecnologie Avanzate – LITA), Via Fratelli Cervi 93, 20054 Segrate (MI)

Prof. Domenico Mavilio, tel. 02.50330426

Prof. Silvia Della Bella, tel. 02.50330425

E-mail: citometria.biometra@unimi.it

Course website: https://www.labmavilio.it/

Documents to be submitted to the course administrative office

Applicants are required to submit the following documents **by 23:59 on 4 July 2025**:

- CV

Student Office (for administrative information)

For information regarding admission requirements, online procedures (enrolment, payment), documents, awarding of the end-of-course certificate and withdrawal from studies, please contact the Student Office for PhD, Vocational Masters and Advanced Courses via the **InformaStudenti online platform**, selecting the category Postgraduate > Advanced courses. All instructions are available at https://www.unimi.it/en/study/student-services/welcome-desk-informastudenti.