**CALL FOR ADMISSION TO THE MASTER DEGREE COURSE IN PHYSICAL ACTIVITIES AND HEALTH PROMOTION (LM-68)**
_**ACADEMIC YEAR 2017/2018**_

**Art. 1 Enrolment requirements**

The University of Rome Tor Vergata officially opens the call for admission to the Master Degree course in **Physical Activity and Health Promotion**.
Italian, EU citizens and non-EU citizens legally living in Italy (law n.189/2002 art.26) can apply.
Places reserved for **non-EU citizens residing abroad** are 20 (twenty), 2 (two) of which are reserved to Chinese students participating to the **"Marco Polo"** programme.
The admission is upon an evaluation of specific academic requirements and skills (in accordance with M.D. 270/2004, art. 6, paragraph 1).

**English is the official language of the course.**

Those possessing one of the following qualifications can participate:
- University Diploma ISEF (College of Physical education)
- 1st Level University Degree in Physical Education
- 1st Level University Degree in Sport Sciences
- 1st Level University Degree in Physiotherapy
- University Degree in Medicine and Surgery
- University Degree in Pharmacy
- 1st Level University Degree in Biology

Those possessing other qualifications provided under the M.D. 270/2004, art.6, paragraph 2 can also participate. In this case, qualifications will be evaluated by the Master degree course Committee.

Attendance at lectures and laboratory is 60% mandatory for every integrated courses.

**The beginning of the courses is scheduled on October 16th 2017**.
The timetable will be published on the School of Medicine and Surgery's website www.med.uniroma2.it.

**Art. 2 How to apply**
Applicants must submit an on line application first.
Application period: from **August 1st 2017 to October 10th 2017**

Procedure:

1) Fill out the online application form, available on http://delphi.uniroma2.it;

2) Select Student Section> key 1> Start Application Procedures > Choose School and Master degree course> Fill out the application form. At the end of the procedure, the application sheet and a bank bulletin (with a CTRL code) will be provided;

3) Print the application sheet (and keep it with you) and the bank bulletin with a **35,00 euro** payment to be made;

4) Go to any Unicredit bank and pay the 35,00 euro; on the receipt issued by the bank you will find and AUTH code;

5) Enter the Delphi system > Select Student Section> key 1> Insert CTRL and AUTH codes.

Please note that international students not residing in Italy without a fiscal code, shall send an email to: totem-support@uniroma2.it with name, last name, place and date of birth.

**It is mandatory to pay and validate the payment for the assessment**.

**The 35,00 euro fee is not refundable for any reason.**

The above-mentioned fee is not required by the following categories:

- Candidates with disability equal or higher to 66% recognized by the Italian law (art. 3 comma 1, Legge 104/1992);

- International students not residing in Italy;

- University of Rome Tor Vergata's graduates with 100/110 grade.

The Master Degree Course Committee will evaluate applications (in accordance with M.D 270 of 10/22/2004, art.6, paragraph 1). Candidates can check the **assessment's evaluation as following:**

1. Log on the Online Services website: http://delphi.uniroma2.it, click on Student Section, section 1> "Request to Verify Academic Requirements";

2. Select B section "You have already filled out an application"> check status of application;

3. Enter the fiscal code and CTRL.

❑ **In case of positive evaluation, students can start enrolment procedures under the following art. 3, from October 12th 2017.**

In case of negative evaluation (under art.2 of this notice), the student will receive an email on how to send additional academic requirements, established by the Master Degree Course Committee.

**Art. 3  Enrolment procedure**

**A)  Online enrolment, first instalment payment and payment validation**
Fill the evaluation survey on the website: http://www.quest.uniroma2.it. A code (CQ) will be issued at the end of the procedure, it must be inserted at the moment of the confirmation of payment. The CQ is valid for five days since the filling date. In case of expiring, a new questionnaire shall be filled again. Successively:

1. Connect to the website http://www.uniroma2.it;
2. Select Student Section, key 2: Registration;
3.  Select "start application procedure";
4.  Read carefully the instructions;
5.  Fill out the application form by first selecting between On-campus courses or Distance learning courses (online courses), specifying the Course of Study of interest then enter the requested data. If the student wishes to pay the second instalment in a single payment instead of paying it in two instalments select the related option.
6. Print out the bank bulletin for the first instalment payment;
7. Pay the bulletin at any Unicredit bank;
8. Enter back the Delphi system with the above-mentioned procedure and insert the payment codes reported on the bank receipt (CTRL and AUTH) together with the CQ (questionnaire) code to validate the payment. The student will be provided with a matricola and a password.
9. The matricola is the student's number, it will be necessary to carry out all the administrative and bureaucratic procedures at the University (get the email, pay tuition fees, get into the Delphi system, book exams, etc.). Please keep it safe.

Only students holding the Fiscal Code can chose to pay online the due amount, on the Italian website of the Unicredit bank:
https://onlineretail.unicredit.it/ibx/web/public/universityTaxes.jsp?url=confirm&univ=vergata&action=pag

Students with any disability equal or higher than 66% (according the Italian law n.10, 5 February 1992, article 3, paragraphs 1 and 3) in order to be totally exempted from payment are obliged to provide all documents issued by the competent authorities stating the disability, to the **Technical Secretariat of the Commission for the Inclusion of Students with Disabilities and DSA (CARIS) - Via the Politecnico, 1 (School of Engineering).** Further information on cases of partial or total exemption are available on the Student Guide A.Y. 2017/2018.
EU students and non-EU students legally living in Italy, who earned a degree abroad can enrol after a verification of their documentation and study degree certificate in accordance with "Ministerial Provisions in force for the academic year 2017/2018 of 28/02/2017" published on www.miur.it >università>studenti stranieri.

**B) Documents Submission to the Students Secretariat Office**

Once the payment is validated, it is mandatory to submit the following documentation to the Students Secretariat Office of the School of Medicine and Surgery by **November 17th, 2017**:

a) The **enrolment form** (printed at the end of the on-line procedure) to be signed only in front of the Officer in charge, attached with a passport-size photo in the space provided on the application;

b) **Two passport-size photos** identical to the one attached on the enrolment form;

c) A copy of a **valid identity card or passport**;

d) A copy of the **receipt** of the first instalment;

e) The receipt attesting registration, the one reporting **"to be delivered to Students Secretariat Office"**

✓ **The payment validation and the documentation's submission to the Students Secretariat Office are to be considered strictly mandatory in order to get the enrolment**.

✓ **Incomplete documentation will not be accepted.**

Candidates with a degree earned abroad will have to supply, in addition to the aforementioned documents, documents under this link:

Italian language
http://www.studiare-in-italia.it/studentistranieri/moduli/2017/Circolare2017_2018.pdf
English language
http://www.studiare-in-ialia.it/studentistranieri/moduli/2017/Circolare2017_2018En.pdf

❏ Furthermore, **international students** will have to formalise their enrolment at the International Students Office (Via Orazio Raimondo 18, 00173 Roma; email: international.students@uniroma2.it within the deadlines established hereby in this call.
For further information, please visit **International Students Office website:**
http://web.uniroma2.it/module/name/Content/newlang/italiano/action/showpage/content_id/2081

❏ **In case of enrolment with abbreviation of course** (exclusively for those who earned another qualification unmentioned in point 1) follow the normal enrolment procedure of point A) and B) and deliver to the Student secretary's office, other than the documents under point B):

- o  Copy of the Degree certificate with exams' transcript;
- o  Programme of taken exams duly stamped by the related structure

**Art. 4  Tuition fees – A.Y. 2017/2018**

All the information about the tuition fees payment, deadlines and payment procedures are available on the Students Guide 2017/2018, published on http://iseeu.uniroma2.it/.
Total or partial exemption will also be specified into the Students Guide.


**Art. 5   Useful information**

The University of Rome Tor Vergata offices and buildings will be closed from 14th to 22 th August 2017

**Course coordinator: Professor Paola Sinibaldi**
paola.sinibaldi@uniroma2.it

**School of Medicine and Surgery - Student Secretariat Office:** Via Montpellier, 1 – 00133 Roma
Opening hours:
Monday: 9 am - 12 pm,
Wednesday: 9 am - 12 pm and 2 pm - to 4 pm
Friday: 9 am - 12 pm
During the month of August, the help desk will be closed on Wednesday afternoon
E-mail: Segr-studenti-medicina@uniroma2.it
Phone: +39 06 7259 6013-43-44-45

**International Students Office:** Via Orazio Raimondo 18 – 00173 Roma.
Opening hours:
- Monday: 9 am – 12 pm
- Wednesday: 9 am – 12 pm and 2 pm – 4 pm
- Friday: 9 am – 12 pm
Email: international.students@uniroma2.it

**Welcome Office: Appointment via email**
Email: welcome@uniroma2.it
Phone: +39 06 7259 281

**Disability Commission (CARIS)**
Email: segreteria@caris.uniroma2.it

**University website:** web.uniroma2.it

**Roma, 11/07/2017**

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| **The Director General** | **The Pro Rector** |
| **Dr. Giuseppe Colpani** | **prof. Claudio Franchini** |

The hereby call is a translation made for the convenience of the international students; only the call (bando) in Italian has to be considered as the official document issued by the University, the only one students may refer to in case of disputes or controversies.