

Regulation approved by the S.A. on 19.5.2015 and approved by the Executive Board of 26.5.2015, and passed with the Regional Decree n. 1772 of 16.6.2015.

REGULATION REGARDING THE TRANSFER OF STUDENTS ENROLLED AT ITALIAN OR FOREIGN UNIVERSITIES IN THE ACADEMIC YEARS FOLLOWING THE FIRST YEAR OF STUDY IN THE ONE CYCLE MASTER DEGREE COURSES IN MEDICINE AND SURGERY AND IN DENTISTRY AND DENTAL PROSTHETICS

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**Art. 1
Application**

1. The present Regulation concerns the transfer to the University of Rome “Tor Vergata” of students enrolled at Italian or foreign universities for the second year onwards of the one cycle master degree courses in Medicine and Surgery and in Dentistry and Dental Prosthetics.

**Art. 2
Requirements for transfer requests**

1. The following can put in a transfer request for admission to the second years and following years of the one cycle master degree courses in Medicine and Surgery and in Dentistry and Dental Prosthetics at the University of Rome “Tor Vergata”: - students with Italian citizenship, - students from the European Union, - non European Union students that reside in Italy in accordance with art. 26 of law n. 189/2002, and students enrolled at an Italian university in accordance with art. 46 of the decree of the President of the Republic n. 394/99, regarding non European Union students that reside abroad.
2. Students mentioned in paragraph 1 must be enrolled in year two and following years and be in line with administrative regulations for the degree course in question. Students who are “fourti corso” or repeating an academic year are not to be considered to be in line with administrative regulations.
3. Students who enrolled in degree courses regulated by legislation preceding the reform mentioned in ministerial decree n. 509/99 cannot request a transfer even when it regards the continuation of a career.
4. Transfers to degree courses in English with an entrance exam in English at the University of Rome “Tor Vergata” can be requested only by students that have enrolled, at their university of origin, in corresponding degree courses in English with an entrance exam in English.

**Art. 3
Procedure for the identification of available places**

1. With regard to the current academic year, by the 30th June of each year, the University of Rome “Tor Vergata” for each degree course identifies the number of remaining places available, in each year of the course following year one, taking into consideration the withdrawals and transfers during the year in question, and in accordance with the number of places established in the annual decrees of the Ministry of Education, Universities and

Research.

2. The number of places available is adopted and inserted in the call regarding admission to the one cycle master degree courses in Medicine and Surgery and in Dentistry and Dental Prosthetics at the University of Rome "Tor Vergata" for the following academic year.
3. The available places in accordance with paragraph 2 are reserved for students that, having passed the entrance exam, have a previous career and obtain, following official recognition of these previous exams, a place in an academic year other than the first.
4. Once the procedure regarding the official recognition of previous careers for students that have passed the entrance exam has been completed (in accordance with paragraph 3), the University of Rome "Tor Vergata" will calculate the number of places that have not been used for such purposes and which are still available and will use these for transfers to the university.
5. Within thirty days following the closure of the ranking list regarding the selection for admission to degree courses in Medicine and Surgery and in Dentistry and Dental Prosthetics by the Ministry of Education, Universities and Research (MIUR), through a Rectoral decree published on the website of the University of Rome "Tor Vergata", the number of places available for transfers for each academic year and the terms regarding the transfer applications will be published.

Art. 4

Submission of transfer requests

1. Applications regarding transfer can be filed only for places foreseen in the Rectoral decree in accordance with art. 3, paragraph 5.
2. In the application, the student must indicate the academic year requested for transfer. Failure to indicate the precise year will automatically invalidate the application.

Art. 5

Evaluation of applications and the creation of ranking lists

1. The number of places available for transfers are assigned following a specific selection.
2. Transfer requests will be evaluated by a Commission composed of three degree course professors that will be nominated by the Degree Course Council.
3. The application for transfer can not be taken into consideration if the exams that can be validated, in accordance with the didactic provisions in force of the degree course regarding exams, attendance and limits, are not sufficient to be admitted in the requested year of the course. Exams that are not included in the above-mentioned didactic provisions will not be taken into account.
4. For the purposes of the assessment, only the exams that have been passed and the training credits will be taken into account, and only if they have been officially certified by the date set out in the relevant Rectoral decree and self-certified by the person concerned in their transfer request. Integrations after the submission of the application are not allowed.
5. If the applications received are equal to or less than the number of available places, the Commission will automatically accept them, once the requirements have been verified. In such cases, no selection procedure will be necessary.
6. If the applications received exceed the number of places available, the Commission will create a ranking list based on the average score of the exams that have been officially registered and the total number of training credits obtained in relation to the number of academic years enrolled.
7. The average score of the exams passed and the number of training credits are calculated as follows: a) average score of the exams for a maximum of 60 points: the average score is calculated by subtracting eighteen and multiplying the result obtained by five. No partially

completed exams, no "idoneità" or validations without a vote in thirtieths will be taken into account; B) the number of total training credits in relation to the number of enrolment years taken, for a maximum of 60 points: 1 point for each acquired training credit and divide the sum obtained by the number of enrolment years taken in the degree courses in Medicine and Surgery or in Dentistry and Dental Prosthetics.

8. The final ranking list will be based on the number of points obtained according to point a) and point b).
9. In cases of equal score, priority is given to the youngest candidate.

Art. 6

Publication of the ranking list and registration

1. Art. 3, paragraph 5 of the Rectoral decree also specifies the modality of: - the publication of the ranking list; - the issuing of the transfer nulla-osta; - the enrolment in the course in question.
2. Before enrolling the student in the requested course, the University of Rome "Tor Vergata" will verify the veracity of the self-certification supplied by the interested party at the moment of the transfer request.