



UNIVERSITÀ DI PAVIA

INSTRUCTIONS FOR CANDIDATES FOR THE ADMISSION TEST MD IN MEDICINE AND SURGERY IN ENGLISH 13 September 2022

Candidates need to go to the location check point in via Abbiategrasso 35a-Pavia by 9.00 am.

Candidates need to present themselves by the Check Point (gazebos in the limited area) for the following checks, as set by current law provisions:

- ✓ verification that only candidates registered to the test enter the structure without companions. Only registered candidates are allowed to enter structures.
- ✓ no personal objects can be entered in the test room, such as mobile phones, electronic devices, stationary material (pens and paper), or teaching material. **Candidates are invited not to bring such objects on the test premises.**
- ✓ pick up the **FFP2 filtering mask**. Only the filtering mask issued by the University is allowed to be worn.
- ✓ having the **COVID-19 self-declaration** received by e-mail and filled in that will be validated by staff members once all checks have been performed.

After the Check Point, candidates have to go directly to the assigned test room; university staff, recognisable by means of their bright yellow or orange sports vests, will be there to indicate the test room to candidates. Candidates are kindly asked to go to the assigned classroom at their earliest convenience as not to slow down the phases preceding the admission test start.

By entering the assigned building, candidates will need to go to the wardrobe section to deposit the personal objects that cannot be entered in the test room. The University is not responsible for possibly lost personal items. **Candidates entering the test room with electronic devices, personal pens or one of the not allowed objects will be immediately expelled and their test made void.**

Candidates need to wait outside the test room and waited to be called by the Commission for identification. Candidates are advised to keep at a distance and wear correctly their FFP2 masks as indicated by the current health measures.

During the identification phase, candidates need to:

- Wash their hands with the hand sanitizer on the table of the Commission;
- Submit a valid ID (passport with visa for Extra-EU applicants or valid permit of stay), possibly the one indicated in the IMAT online registration. The document is then returned to the candidate after identification and CANNOT BE kept on the desk during the test;
- Submit the filled-in, validated COVID-19 self-declaration and sign it in front of the Commission;
- Sign the attendance sheet to confirm your presence for the test.

Identified candidates allowed in the test room can keep with them only tissues and a bottle of water.

The identification phase has to be finished 30 minutes before the test starts in order to allow the following phases to take place, except for particular cases to be evaluated by the Commission.

After the identification phase, the candidate cannot leave the test room. They can ask to use the toilets only before the test starts and they will be accompanied by the appointed staff members.

The packages with the exam papers are open in front of the candidates after randomly selecting 4 applicants who must check the packages contain the right amount of test papers, and to sign the minutes. These 4 candidates are invited to check these phases until the end.

Before the test starts, the Commission distributes the envelopes containing the test to each applicant. Candidates can open the envelope only when signalled to do so by the Commission.

Candidates have to check the contents of the envelope, which should contain:

- ✓ ONE registry card for personal information
- ✓ ONE answer sheet
- ✓ ONE booklet with 60 questions
- ✓ ONE scrap paper with the ID code of the package and the name of the university. It can be used for your calculations and must be returned at the end of the test.

Please report immediately any irregularities so that a replacement envelope may be provided.

After checking the contents of the envelope, candidates need to fill in the registry card **WITHOUT signing it**.

Candidates need to use the black pens given by the Commission to fill in the answer sheet. Pens and papers brought in from the outside will not be allowed. They are reasons for exclusion.

During the test, candidates cannot talk to each other, but only to security staff members or to the Commission in case of need, they cannot consult any textbook or exchange test material; they are reasons for exclusion.

Keep your answer sheet clean and do not make extra markings.

You must mark the correct answer with an X the answer choice. You may only change your answer one time by completely blacking out the box with the incorrect response and mark an X in the new correct answer. The circle on the left must be marked if you wish NOT to answer the question, then all marked answers will be ignored. Questions with no markings, neither on the box nor circle, will also be considered NOT answered.

Leaving the test room earlier than the test ending for any reason is not allowed and it is a reason for exclusion.

Candidates wishing to hand in the exam papers **cannot leave the room before the end of the test**.

When the time is up, immediately drop your pens. They will be collected by the invigilators. Wait to be called by the Commission for handing in the exam papers. If you continue to write after the time is up, your test will be cancelled.

Candidates are called one by one, respecting the safety distance among each other, to hand in the exam papers to the Commission. Candidates need to hand in:

- the booklet with the 60 questions
- the scrap papers for the calculations.

The Commission checks that each applicant, after handing in the envelope, still has the registry card and the answer sheet.

Then the applicants with these 2 sheets have to go to the assigned location where they need to:

- wash their hands with the sanitizing gel
- choose a pair of identical sticky labels reporting a code;
- put one of the label on the answer sheet, and the other one reporting the same code on the registry card;
- sign the registry card with the pen you find on the table, thus confirming the personal data and the labels are identical;
- insert the registry card in the dedicated ballot box

Then the candidate has to insert the answer sheet in the dedicated ballot box face down and wash their hands with the sanitizing gel.

PLEASE NOTE: INSERTING THE TWO SHEETS IN THE WRONG BALLOT BOX MEANS THE TEST WILL NOT BE MARKED AND THUS IT WILL BE VOID.

Candidates cannot copy down the sticky label codes.

Once the test is handed in, candidates need to retrieve their personal objects in the wardrobe room and leave the University premises without gathering outside with others and always respecting the health safety measures.

On September 27, 2022 on the website www.universitaly.it, the candidates scores will be published according to the label codes and respecting the rules concerning the protection of personal data and anonymity of candidates.

On September 28, 2022 at 9.00 am, in the Student's Secretary offices in via Ferrata 5, the University of Pavia will proceed to unseal the ballot boxes containing the registry cards, read them and send the relevant information to CINECA. This process is public and all candidates wishing to do so can attend.

From **14 October 2022**, on the University platform, candidates can see their own answer sheet, their score and the registry card.

On **14 October** in the reserved area of the website the national ranking list will be published with the names of applicants assigned to the University of Pavia as first choice.

Please consult the website www.unipv.it for any information concerning the enrolment procedure reported in the dedicated call.