



UNIVERSITÀ DI PAVIA

Call for applicants for the the second-cycle, inter-university degree course (*Laurea Magistrale*)
taught in English in:

Psychology, Neuroscience and Human Sciences (class LM-51)

Academic Year 2024-2025

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IMPORTANT INFORMATION and DEADLINES

Webpage dedicated to the call for applicants: https://portale.unipv.it/it/didattica/corsi-di-laurea/corsi-di-laurea-magistrale/psychology-neuroscience-and-human-sciences	
Online applications period	from March 1st, 2024 at 00.00 Italian time until March 26 th , 2024 at 23.59 Italian time
Rankings available from	April 29 th , 2024 (in the dedicated webpage)
Enrollments deadline	from April 30 th , 2024 at 9.00 am Italian time to May 9 th , 2024
Reassignment requests and reassignments	from April 30 th , 2024 to May 9 th , 2024
Publication of reassigned places	May 14 th , 2024 (in the dedicated webpage)
Shifting of the final rankings in case of available places after reassignments – EU applicants and NON-EU candidates residing in Italy	from May 14 th , 2024 until November 6 th , 2024
Shifting of the final rankings in case of available places after reassignments – NON-EU applicants residing abroad	from May 14 th , 2024 until June 28 th , 2024
Deadline to obtain the bachelor degree in order to complete the enrollment requirement	November 30 th , 2024

1. EDUCATIONAL OFFER

For the academic year 2022-2023 the University of Pavia sets up the second-cycle degree course taught in English in **Psychology, Neuroscience and Human Sciences (class LM-51)**, organized in two academic curricula.

This degree course is locally programmed, and in the table below are reported the numbers of places available for each curriculum:

Name of the degree course	Places for EU and non-EU students legally residing in Italy- as set by Law 189/2002, art.26 <i>Citizens of Norway, Iceland, Liechtenstein, Switzerland and Republic of San Marino are considered as EU applicants</i> <i>Non-EU students residing in Italy with a residence permit for study reasons for less than 12 months on the deadline of the application period will be considered as non-EU</i>	Places for non-EU students residing abroad – as set by DPR n. 394/1999 and successive amendments
Psychology, Neuroscience and Human Sciences(LM-51)	60	80*
Curriculum in COGNITIVE PSYCHOLOGY AND NEUROSCIENCE	30	40
Curriculum in CLINICAL PSYCHOLOGY AND NEUROSCIENCE	30	40

*places not assigned or occupied by NON-EU candidates residing abroad will be reassigned to EU candidates.

2. ADMISSION REQUIREMENTS

In order to be admitted to the second-cycle degree course in Psychology, Neuroscience and Human Sciences a candidate needs:

➤ Study title:

- A Bachelor degree (in compliance with the educational system set out in Ministerial Decree 509/99 or prior, or Ministerial Decree 270/04)
- University final diploma lasting 3 years
- University study title obtained abroad and deemed suitable for admission

Admission is also granted to candidates graduating within November 30th, 2024 and who will have submitted at the time of the online application:

- European study title, with min. 120 credits CFU/ECTS necessary to graduate;
- Non-European study title, with at least 65% exams or credits CFU/ECTS necessary to graduate.

➤ The minimum curricular requirements necessary to enroll are the following:

- For Italian degrees: **88 CFU/ECTS** in at least 7 scientific sectors (Italian “SSD”) concerning Psychology from M-PSI/01 to M-PSI/08;
- In case of candidates with a foreign title, instead of the 88 CFU/ECTS their bachelor degree will be evaluated, comparing it to the Italian bachelor degree course in Psychological Sciences and Techniques (*Scienze e tecniche psicologiche L-24*) and/or the Europsey certificate;
- An English language knowledge comparable to B2 level (in oral and written forms) according to

the Common European Framework of Reference for Languages - *CEFR*.

- The English language knowledge certificate is not mandatory, but highly recommended to apply for this course;
- Candidates may have a suitable linguistic certificate to be submitted preferably during the selection process;
- The list of acceptable English language certificates is available at the link <https://web.unipv.it/formazione/iscriversi-a-una-laurea-magistrale-o-ad-una-laurea-magistrale-plus/con-esaurimento-posti-o-con-numeri-chiusi-plus/concorso-area-psicologia-eng/>
- The evaluating Commission will consider case by case different English language certificates from the ones listed, and may ask for support to the University language center;
- For those applicants who have not obtained or submitted any certificates, the linguistic competence may be verified by the Commission.

- **Adequate personal preparation**, checked by the Commission via analysis of the academic curriculum and other possible qualifications and/or interview, for which candidates will be contacted at the email address provided during registration and which may take place, in agreement with the Commission, also in telematic form.

3. HOW TO APPLY

The evaluation request must be submitted online **from March 1st from 00.00 Italian time to March 26th, 2024 at 23.59 Italian time** at the following link <https://apply.unipv.eu> by registering into the platform, filling out the mandatory fields and attaching the following documents:

CANDIDATES GRADUATING OR ENROLLED IN ITALIAN UNIVERSITIES	CANDIDATES GRADUATING OR ENROLLED IN UNIVERSITIES ABROAD
<ul style="list-style-type: none"> • Self-certificate of their exams with date, SSD, number of CFUs, mark, possible graduation mark and certificate stating the enrollment years; 	<ul style="list-style-type: none"> • Certificate (transcript of records) issued by their home University reporting all exams taken, dates of exams, number of credits, marks, possible graduation mark and certificate reporting the enrollment years or any other element useful to the Commission for the evaluation of the academic curriculum;
<ul style="list-style-type: none"> • Possible self-declaration showing the access requirements for admission if obtained in another study path. 	<ul style="list-style-type: none"> • Other suitable titles deemed useful for the curriculum evaluation.
<ul style="list-style-type: none"> • English language certificate internationally recognized proving a B2 level knowledge; 	
<ul style="list-style-type: none"> • Valid ID/Passport (please double check beforehand the expiry date). 	

The applicant needs to report the curriculum preference during the online application process, and can indicate up to 2 choices on the proposed curricula, with the preference order. The candidate will be considered for admission only in the reported curriculum choices.

3.1. CALCULATION OF THE SCORE RELATED TO THE ACADEMIC RECORD

To be eligible to enroll, the Commission will assign a maximum of 100 points according to the following criteria:

- **For the past academic curriculum, a maximum of 50 points** for a suitable degree, evaluation of single exams, evaluation of the marks average, having the 88 CFU for students enrolled in Italian universities;
- **For other titles a maximum of 50 points, including:** CV, possible interview, etc.

The eligibility to enroll will be achieved by obtaining at least 50 points in total.

All eligible evaluation requests will be ranked in the final ranking lists according to the overall score obtained by each applicant. In case of equal score, priority will be given to the youngest candidate.

3.2. RANKINGS

Results of the evaluation process will be available online at the following webpage <https://web.unipv.it/formazione/isciversi-a-una-laurea-magistrale-o-ad-una-laurea-magistrale-plus/con-esaurimento-posti-o-con-numeri-chiusi-plus/concorso-area-psicologia-eng/> on **April 29th, 2024 after 3 pm Italian time.**

Candidates will be listed under their ID number assigned from the apply.unipv.it portal during the application process, and the ID will be always available from the platform. The ranking will also be published in the official University's noticeboard (*Albo di Ateneo*).

The publication of the rankings stands for communication of the result to candidates.

It is the duty of each candidate to verify the achieved result in the dedicated webpage. Applicants can notify the admission office at admission@unipv.it in case of omissions within April 30th, 2024.

NON-EU candidates legally residing in Italy having a study permit of stay issued within March 26th for at least 12 months by that date are counted as EU applicants.

At the same time of the rankings publication, the assignment of the chosen curricula will be available to peruse in the same webpage; for each successful applicant, there will be the indication of the assigned curriculum into which they can enroll, with respect to their position in the merit ranking and according to the availability of places in the selected curriculum, according to the priority order expressed during the application stage.

Candidates in the ranking eligible to enroll have time to do so from **April 30th, 2024 from 9 am Italian time until May 9th, 2024**, according to the instructions reported in paragraph 4 *HOW TO ENROLL AND DEADLINES*. Candidates enrolled in their first-choice curriculum who do not enroll within the set deadline will not keep their place.

In case none of the chosen curricula options has available places, the candidate will be labeled as "under condition" (*con riserva*).

Candidates not assigned to their first-choice curriculum or in the "under condition" position can submit a **reassignment request** for a better choice with respect to the one obtained keeping the priority order reported in the application stage, according to the procedure reported in paragraph 5 *REASSIGNMENT REQUESTS AND REASSIGNMENTS*.

4. HOW TO ENROLL AND DEADLINES

The Commission checks the performance of traineeship activities compatible with the 10 ECTS-CFU credits requirement for the vocational traineeship *TPV- Tirocinio Pratico Valutativo*.

If the student has no such credits, they can include traineeship activities in their study plan as extra credits.

4.1 EU AND ITALIAN CANDIDATES:

Eligible candidates can proceed to enroll online following the instructions in the dedicated webpage: <https://web.unipv.it/formazione/iscrivarsi-a-una-laurea-magistrale-o-ad-una-laurea-magistrale-plus/cosa-serve-per-procedere-plus/>

Students secretary offices will enroll eligible students, after checking the payment of the first tuition fee within the deadline reported in paragraph 3.2. RANKINGS, and after receiving the enrollment documents if the final diploma has been obtained abroad.

4.2 NON-EU CANDIDATES RESIDING ABROAD:

➤ VISA REQUEST

Non-EU students residing abroad must ask for a study visa in the platform University.it, and, following validation by the selected University, have to go to the local Italian Embassy in their home country to complete the procedure to obtain an entry visa document.

➤ ENROLLMENT

Candidates eligible to enroll need to abide by the deadlines reported in paragraph 3.2 RANKINGS and follow the instructions reported at <https://web.unipv.it/formazione/iscrivarsi-a-una-laurea-triennale-o-magistrale-a-ciclo-unico/come-immatricolarsi> .

Candidates with a study title not obtained in Italy can send a support request to admission@unipv.it .

4.3 CONDITIONED ENROLLMENT FOR NOT YET GRADUATED STUDENTS

Eligible candidates in the rankings not yet graduated at the time of the enrollment deadline will be enrolled under condition. Enrollment will be effective if they graduate within November 30th 2024. Otherwise, the student will have no right to enroll, and the tuition fee will be automatically refunded (to the net value of the revenue stamp).

Students graduating in other universities must attach to their reserved area, *section Carriera-Allegati di Carriera* a [self -declaration document](#) within November 30th, 2024, in which they state graduation mark and date, list of passed exams reporting SSD and TAF, academic years of enrollment in their home university (it is possible to attach the self-certificate signed and downloadable from the home university).

5. REASSIGNMENT REQUEST AND REASSIGNMENTS

5.1 REASSIGNMENT REQUEST

Eligible candidates not assigned to their first-choice curriculum and candidates without assignment of a curriculum in the “under condition” status can submit a reassignment request **from April 30th, 2024 until May 9th, 2024**.

Candidates wishing to submit the reassignment request have to:

- ✓ connect to <https://studentonline.unipv.it/Home.do> and LOG IN to access the student portal using the username and password sent to their email address;
- ✓ from the menu, select ADMISSIONS > Admission test > *Concorso di Ammissione alla LM in Psychology, Neuroscience and Human Science*;
- ✓ click on “*Presenta Domanda*” for the curricula they wish to select, making the choice at the end of the webpage.

The submitted reassignment requests will be published **on May 10th, 2024** after 12 pm, Italian time [on the dedicated webpage](#).

5.2 REASSIGNMENTS

Places still available after the end of enrollment will be reassigned only to candidates who did submit a reassignment request within the set deadline, according to the merit order reported in the ranking and the selected preferences. On **May 14th 2024** the list of candidates reassigned to a better choice will be [published in](#)

[the dedicated webpage](#); publication of the ranking is valid as communication to all applicants; no personal communications will be provided in this regard.

In order to accept a reassignment:

- the candidate not yet enrolled can now enroll according to the given instructions of paragraph 4 and respecting the set deadline, otherwise enrollment will not be valid;
- the candidate already enrolled in their second-choice curriculum needs to send a communication to admission@unipv.it expressing their will to accept the reassignment within the set deadline. Office staff will edit the chosen curriculum without any extra action from the student; candidates who do not communicate their wish to accept the reassignment via email will not be considered and will stay enrolled in their second-choice curriculum.

All updates on the ranking and reassignments are reported [in the dedicated webpage](#); publication is valid as communication to all applicants; no personal communications will be provided in this regard.

5.2.1 SHIFTING OF THE RANKING TO REASSIGN AVAILABLE PLACES

Shifting of the ranking and reassignments of available places for NON-EU candidates residing abroad will end on **June 28th, 2024**.

Shifting of the ranking and reassignments of available places for EU and Italian students will end on **November 6th, 2024**.

Communications about free places and enrollment instructions are sent by email to the student via their email address reported in the application form. It is thus crucial to regularly check your email address.

6. ADMISSION TO SECOND YEAR

Students already having an academic career in the second level of education must anyway submit an evaluation request as set by paragraph 3. *HOW TO APPLY*, completing as well the following requirements:

CANDIDATES ENROLLED OR GRADUATED IN ITALIAN UNIVERSITIES	CANDIDATES ENROLLED OR GRADUATED IN UNIVERSITIES ABROAD
Self-certificate of exams passed in the master’s degree course indicating date of exam, SSD, CFUs, marks and graduation mark if available and enrollment years	Official university certificate attesting all exams, exams dates, CFU/ECTS, marks and graduation mark if available, as well as enrollment years
In the field <i>Additional Information</i> please add the words PREVALUTAZIONE CARRIERA PREGRESSA	

The Commission draws up a final merit ranking, according to the obtained score after evaluation, respecting the choices made by the applicant, only if places will be available in second year.

The list of available places and the admission ranking will be issued [at the dedicated webpage](#).

REGULATORY REFERENCES

- **Ministerial Decree October 22, 2004, n. 270** “Changes to the regulation concerning the teaching autonomy of Italian universities”, approved by Ministry of University and Scientific & Technological Research’s decree of November 3, 1999, n. 509;
- **MINISTERIAL DECREES March 16, 2007** redefining the classes of degree courses of first and second cycles, as set by Ministerial Decree 2004, n. 270
- **Law August 2, 1999 n. 264** (provisions concerning university access) art. 2 comma 1, letter a);
- **Resolutions of the Academic Senate, November 21, 2023 and Administration Council November 28, 2023** (locally programmed admission for the academic year 204-2025 as set by art.2

comma 1, letter a) and b) of law August 2, 1999 n. 264;

- **Ministry procedures** for the “entry, residency and enrollment of international students and the respective recognition of qualifications for higher education courses in Italy”;
- **Chancellor Decree n.2901/2023 of December 12, 2023** about the nomination of the evaluating Commission members.

Information pursuant to art. 13 of the EU Regulation 2016/679 2003 ("Code regarding the protection of personal data")

The information provided by candidates will be processed by the University of Pavia in the interests of the institutional purposes of the University, for the provision of specific services requested by users, as well as for the fulfillment of the requirements of the law. Processing is normally performed by means of IT and informatic tools with the aim of storing and managing the data; in some phases this can be done on paper and, in any case, in such a way as to guarantee security and protect the confidentiality of the party concerned.

The provision of personal details is therefore mandatory; the penalty for not providing them is exclusion from selection on the basis of qualifications. In compliance with current legislation, the personal details of users may become known to, and processed by personnel who are specifically in charge of processing. Candidates enjoy the rights provided for by art. 7 of the aforementioned Code, which include access to their personal details, and the rectification, updating, integration and cancellation, etc. of them, as well the opposing of the use of data other than the aforementioned institutional data.

These rights may be claimed against the Chancellor of the University of Pavia, the person responsible for the treatment of personal data. For any information not specifically provided in the present document, readers are referred to current legislation. The person responsible for the administrative procedures, pursuant to art. 4 of Law n. 241, 7 August 1990, as amended by Law 15/2005, is Dr Matteo Bonabello.

The candidate is responsible of perusing and reading the present Call and to respect the dispositions hereby reported. No exceptions can be made following a wrong interpretation of this Call.

For more information, please send an online request via the link <https://filodiretto.unipv.it/it>.

Pavia, protocol date

THE CHANCELLOR
Francesco Svelto

Digitally signed document