



SCHOOL OF MATHEMATICAL, PHYSICAL AND NATURAL SCIENCES AND FACULTY OF MEDICINE

Department of Biology

CALL FOR ADMISSION TO THE FIVE-YEAR ONE-CYCLE DEGREE IN PHARMACY

(CLASS LM-13 DM 270/2004 PHARMACY AND INDUSTRIAL PHARMACY)

A.Y. 2024/2025

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Art. 1 — Places available and selection rounds

For the academic year 2024/2025, The University of Rome Tor Vergata officially opens the call for admission in the first year to the five-year One-cycle Degree in Pharmacy for a total number of 80 places, distributed as follows:

- a) 60 (sixty) places available to Italian citizens, EU citizens and non-EU citizens legally residing in Italy (Art. 2, Italian Law n. 189/2002);
- b) 20 (twenty) places reserved to non-EU citizens resident abroad (two of which are reserved to Chinese students participating to the "Marco Polo" programme)—applying for the visa.

The number of places established by the Italian Law n. 264, 02/08/1999.

The Degree Course will have **two rounds of selection**. The total number of places available will be divided accordingly.

- **FIRST ROUND: 60 places of which 10 places** are reserved for non-EU citizens residing abroad and **2 places** are reserved for students from the People's Republic of China participating in the "Marco Polo" program.
- **SECOND ROUND: 20 places of which 8 places** are reserved for non-EU citizens residing abroad In addition to any available spaces for each category after the first round.

PLEASE NOTE

- For the registration for the selection, the methods of carrying out and the structure, please refer to articles 3, and 4.
- **It is necessary for the registration in the selection and successive enrolment, to respect the deadlines and procedures set out in this call.**
- **Only after having been successful in the selection procedure in accordance to art. 4, it is possible to enrol by following the relative instructions in Art. 8.**

The Course is held at the Department of Biology, School of Mathematical, Physical and Natural Sciences the beginning of the classes are scheduled for the 14th of October 2024.

Attendance to lessons and laboratory activities is mandatory.

English is the official language of the Course.

Art. 2 - Requirements for participation in the selection

Italian citizens, EU citizens and non-EU citizens legally residing in Italy referred to in Art. 26 of law 189/2002 can participate to the admission test as well as foreign/international citizens applying for a visa.



To be admitted to participate in the admission test of this call, it **is mandatory to have a second level secondary school diploma** issued by Italian educational institutions (according to current legislation) or a foreign qualification considered valid for admission to university courses activated in Italian universities (see Art.11 of this call).

Students enrolled in the last year of Italian secondary schools of second grade, or in the last year of a secondary school of non-Italian secondary school that confers a valid qualification for admission to university courses activated at Italian universities, and who expect to achieve the Diploma by the enrolment dates provided for in this call, **can also participate.**

To participate in the selection, it is also necessary to have a good knowledge of the English language which will be verified through an oral interview as described in the following Art. 4.

Art. 3 – How to apply to the admission test

Eligible candidates must apply via the Delphi University online services portal at <http://delphi.uniroma2.it> during the following periods:

- **FIRST ROUND:** from 22 April 2024 to 24 June 2024
- **SECOND ROUND:** from 22 July 2024 to 30 August 2024

Each candidate can participate in all the active selection rounds by submitting a specific application for participation for each round via the Delphi University online services site using the following procedure:

1. Connect to the Delphi Online: <http://delphi.uniroma2.it/>;
2. Select Student Section, Key 1=> "Enrolment in the assessment tests" => a. Fill in the application form => select "Faculty Of Mathematical, Physics And Natural Sciences" => select the chosen degree course and insert the requested information.

Afterwards,

- Italian, EU and non-EU students legally residing in Italy must select the chosen course > "non reserved places"(*)
- Non-EU students residing abroad applying for a visa must select the chosen course > "foreign citizens residing abroad applying for a visa"

3. Fill in the application entering the information requested (NOTE: enter "name" and "surname" **as printed in your passport or other valid picture id.**

- All candidates have to upload a valid identification document.
- Only non-EU candidates will also have to:
 - *Upload the valid residence permit. If expired, upload the expired permit and the renewal request.*
 - *Declare whether you are enrolled at another Italian university, specifying whether you are attending a degree or a single course (*).*



At the end of the procedure, an application and bulletin will be produced containing a CTRL code and an AUTH code;

PLEASE NOTE: In the application the fiscal code will be calculated for non-resident international students.

4. **Print** the application (to be saved) and the bulletin of €30,00 Euro for the participation to the selection.

5. **Pay** the due participation fee through the PagoPa system, a payment method that allows to pay through a plurality of channels, in person or online.

Additional information on payment methods is available at the following link: <https://www-2023.studenti.uniroma2.it/en/pagamento/>

- In this phase the data entered and the attachments uploaded within the application form can be modified by returning to the DELPHI system <https://delphi.uniroma2.it/totem/jsp/homeStudenti.jsp?language=EN> Key 1=> "Enrolment in the assessment tests" => b- "You have already filled out an application, **modify**".

6. **Log back** on the Delphi online Services:

<https://delphi.uniroma2.it/totem/jsp/homeStudenti.jsp?language=EN> 1. Registration for the admission tests" > b. "You have already completed the application" > Enter the requested data and proceed to validate the payment. A protocol number will be assigned to each candidate.

(* It is important to note that students who live in Italy and have a residence permit for study purposes to enrol in single courses can apply for the selection as candidates equivalent to EU citizens. If they are placed in the ranking they will be able to enrol only if they meet the following two criteria:

- The course must be relevant to the single-cycle master's degree in Pharmacy mentioned in this notice
- and should have a positive final exam outcome

If any of the requirements mentioned above are not met, the candidate will not be able to enrol. For additional information, please refer to Article 11 and the Student Guide for the academic year 2024/2025.

PLEASE NOTE:

- It is absolutely essential to carry out, under penalty of exclusion from the selection, **both the payment and the online validation of the payment** within the indicated deadline to complete the registration procedure and participate in the test.
- After validation there is no possibility to modify the application.

The contribution of Euro 30.00 for participation in the selection is non-refundable for any reason.

The aforementioned **contribution is not due by:**

- **Students with a disability equal to or greater than 66% or with recognition of disability according to Article 3 paragraph 1 of the Law of 5 February 1992 n. 104** (the condition of disability must be indicated in the application for participation in the competition).



These candidates, exempted from paying the participation fee for the tests, will still have to validate the zero amount slip using the CTRL and AUTH codes automatically assigned by the computer system, present on the application form.

The University reserves the right to check the truthfulness of the declarations made, under penalty of exclusion from access to the test.

Art.4 - Selection procedures and evaluation criteria

The selection of candidates is aimed at ascertaining the **appropriate initial preparation** of the candidate and the predisposition for the subjects covered by the Degree Programme referred to in this Call (pursuant to art. 6, paragraph 1, of D.M. 270/2004) as well as an appropriate knowledge of the English language as indicated in art. 5 of the Regulation of the single cycle CdLM in Pharmacy.

The admission test for access to the single-cycle master's degree course in Pharmacy will consist of two assessment moments:

- a) **Written test:** 60 multiple choice questions aimed at ascertaining the preparation regarding the disciplines of secondary schools such as Mathematics, Physics, Chemistry and Biology as well as notions of general culture.

The test is carried out in English.

- b) **Oral exam:** aimed at verifying the knowledge of the English language and at ascertaining the preparation regarding the disciplines of upper secondary schools such as Mathematics, Physics, Chemistry and Biology as well as notions of general culture.

Test schedule

- **FIRST ROUND:**
 - **Deadline for submitting applications is on Monday, 24 June , 2024.**
 - **Written test is on Tuesday, 2 July 2024 at 8:30 AM,**
 - **followed by an oral test at 2:30 PM on the same day.**
- **SECOND ROUND:**
 - **Deadline for submitting applications is on Friday, 30 August , 2024.**
 - **Written test is on Friday, 6 September 2024 at 8:30 AM,**
 - **followed by an oral test at 2:30 PM on the same day.**

The written test will take place at the Department of Biology of the Macroarea of Sciences MM.FF.NN., Via della Ricerca Scientifica n. 1 – 00133 Rome, at 9:30 a.m, rooms 1, 2 and 4, building PP1. **Candidates are called at 8:30 a.m.** on the same day for the identification procedures in alphabetical order, which will be promptly published on the CdLM website following the application deadline.

A maximum of 90 minutes will be allotted to complete the test.



The **oral exam** will take place after the revision of the written exam, starting at 2.30 pm, if necessary, may continue the following day.

Only candidates who have obtained the minimum score required to pass the written test will be admitted to the oral test.

Evaluation criteria

The score obtained in the written test and the score obtained in the oral interview are considered by the Commission as evaluation criteria for the purpose of forming the merit ranking referred to in the following Art. 6.

The evaluation is fulfilled on a scale of 80 total points of which:

- **Up to 60** points obtained in the written test (**minimum score required to access the oral test 24/60**);

The test score is determined as follows:

- Correct answer: **1 point**
- Incorrect answer or not given: **0 points**

- **Up to 20** points obtained in the oral interview in English (**the candidate is qualified with a minimum score of 10/20**).

IMPORTANT:

On the day of the test, **all candidates** must show a valid identification document/passport already uploaded on Delphi during registration for the selection and payment receipts of the 30,00 euro payment slip.

Furthermore:

- **non-EU candidates legally residing in Italy** must also present a photocopy of their valid residence permit; if expired, a photocopy of the expired permit and the renewal request.
- **non-EU candidates residing abroad and applying for a study visa** must submit a photocopy of the pre-enrolment application presented on Universitaly. **The deadline for submitting the pre-enrolment application on the Universitaly portal is :**
 - **28 June 2024** for candidates choosing to participate in the **first round**;
 - **31 July 2024** for candidates choosing to participate in the **second round**.

Candidates may not bring bags, briefcases, mobile phones, smartphones, notes, manuscripts, books or publications into the classroom. Any other material is equally prohibited, unless otherwise decided by the Commission. The use of scientific calculators is permitted as long as they do not require an electrical or wireless connection.

During the admission test, candidates are not allowed to communicate with each other or to communicate with others, except with supervisors or members of the Commission.



Art. 5 - Appointment of the Examining Commission and the Head of the Procedure

The selection Commission is appointed by the Rector, on the proposal of the Director of the Department of Biology.

The person in charge of the administrative procedure is identified, according to Art. 4 of Law 241/90, in the person of Dr. Antonella Mariucci - Head of the Student Secretariat Office of School of Science. The responsible for the procedure is the Coordinator of the One-cycle Degree in Pharmacy, Prof Laura Di Renzo.

Art. 6 - General ranking list

For each selection round, the General Ranking list will be published on the University website <http://web.uniroma2.it> => Offerta Formativa => select the single-cycle degree course of interest, on the website of the Macro-area of Science <http://www.scienze.uniroma2.it> e and on the website of the single-cycle degree course in Pharmacy <https://farmacia.uniroma2.it/> on the dates indicated below. The publication of the Rankings shall be considered for all purposes as official communication of the results. No other form of communication of the merit rankings or of any subsequent sliding rankings is foreseen.

PLEASE NOTE: A specific ranking will be proposed for non -EU citizens residing abroad who apply for a study visa.

The General Ranking list, will be formulated and approved by the Commission inserting only candidates that:

- have duly registered within the set deadlines (see Art. 3)
- have passed the written test with a score equal to or higher than 24/60;
- have subsequently passed the oral interview with a minimum score of 10/20.

The rankings will be drawn up on the basis of the overall marks obtained in the written test and the oral interview. Candidates who obtain a score of 34/80 or higher (sum of the minimum pass marks in the two tests) will be considered successful.

In the event of a tie, the youngest candidate will prevail.

- **FIRST ROUND - no. 60 places** of which 10 places reserved for non-EU citizens resident abroad and 2 places reserved for students from the People's Republic of China participating in the "Marco Polo" programme:
 - **Publication of General Ranking List:** from Thursday **11 July 2024**
 - **Deadlines for enrolment:**
 - ⇒ Entry of matriculation application on Delphi: Friday **30 August 2024**
 - ⇒ Payment of first instalment: Monday **9 September 2024**

It is absolutely essential to confirm payment of the first instalment by the indicated deadlines in order to enrol. Candidates admitted on the General Ranking List who do not enrol by the indicated deadline will be considered as drop-outs and the vacant places will be made available for the second round of selection.

N.B.: for the first selection round, there will be no shortlisting.



- **SECOND ROUND - 20 seats** of which 8 seats are reserved for non-EU citizens residing abroad, in addition to any seats that may have become available at the end of the first round for each category:
 - **Publication of General Ranking List:** from Friday **13 September 2024**
 - **Deadlines for enrolment:**
 - ⇒ Entry of matriculation application on Delphi: Friday **20 September 2024**
 - ⇒ Payment of first instalment: Friday **27 September 2024**

It is absolutely essential to confirm payment of the first instalment by the indicated deadlines in order to enrol.

Candidates admitted on the General Ranking List who do not enrol within the specified deadlines will be deemed to have withdrawn and any vacancies will be allocated to the eligible candidates immediately following them in the ranking. To this end, supplementary rankings will be published if necessary (see art. 7).

Art. 7 - Eventual Supplementary ranking Lists

If, among the candidates in the **SECOND SELECTION ROUND** who were included in the list as winners, there are any drop-outs, supplementary lists will be published on the dates indicated below.

First shortlisting - publication date: from **Thursday 3 October 2024**

- **Matriculation deadlines:**
 - ⇒ Registration application entry on Delphi: **Wednesday 9 October 2024**
 - ⇒ Payment of first instalment: **Monday 14 October 2024**

Second shortlisting - publication date: from **Thursday 17 October 2024**

- **Matriculation deadlines:**
 - ⇒ Entry of matriculation application on Delphi: **Wednesday 23 October 2024**
 - ⇒ Payment of first instalment: **Monday 28 October 2024**

if the registration deadline for the second shortlisting is also met, a further shortlisting list will be published, indicating the registration deadlines.

Art. 8 - Enrolment process

Successful candidates in the ranking lists must compulsorily fulfil the requirements set out in the enrolment procedure, including payment of the first instalment of 156.00 euro consisting of the regional tax (140.00 euro) and revenue stamp (16.00 euro) **by the deadlines indicated below, following the instructions at the link: <https://www-2023.studenti.uniroma2.it/en/immatricolazione/>.**

In particular:

- **FIRST ROUND:**
 - ⇒ **by 30 August 2024:** enter the matriculation application on the Delphi University online services portal;
 - ⇒ **by 9 September 2024:** pay and validate the first instalment slip to confirm matriculation.



- **SECOND ROUND:**
 - ⇒ **by 20 September 2024:** enter the matriculation application on the Delphi University online services portal;
 - ⇒ **by 27 September 2024:** pay and validate the first payment slip to confirm matriculation.

- **First shortlisting:**
 - ⇒ **by 9 October 2024:** enter the matriculation application on the Delphi University online services portal;
 - ⇒ **by 14 October 2024:** pay and validate the first instalment slip to confirm enrolment.

- **- Second shortlisting:**
 - ⇒ **by 23 October 2024:** enter the matriculation application on the Delphi University online **services portal**;
 - ⇒ **by 28 October 2024:** pay and validate the first instalment slip to confirm enrolment.

PLEASE NOTE: Admitted candidates who have not enrolled by the deadline described will be considered as **drop-outs**.

The enrolment procedures will be published at the same time as the publication of the rankings list.

Any variations with respect to what is indicated in this article will be communicated at the same time as the publication of the rankings on the institutional websites of the University, of the Macro-area of MM.FF.NN. Sciences and of the Single-cycle degree course in Pharmacy in English.

For candidates with **qualifications obtained abroad, please refer to the further information in art. 11** of this call for applications.

Art. 9 - Payment of university taxes and contributions

All information regarding the calculation of taxes and contributions, with the related deadlines and payment methods, will be available in the 2024/2025 Student Guide published on the University websites <https://web.uniroma2.it/en>, and <https://www-2023.studenti.uniroma2.it/en/>,

The Guide will also specify all the possibilities of total or partial exemption from the payment of taxes and contributions.

Art. 10 – Course transfers, passages and course abbreviations

According to the procedure set out in this announcement, admission is also necessary for:

- a. for students enrolled at other universities who intend to apply for a transfer;
- b. for students enrolled at the University of Rome "Tor Vergata" who intend to request a change of course;



These students, after having been usefully placed on the ranking list as "winners", within the enrolment deadlines, must proceed with the transfer or transfer application **as indicated in Annex 1 of this notice**;

- c. for students who intend to apply for a **shortening of their course** because they have already graduated or have completed and unfinished careers at other degree courses or other universities (including foreign ones).

In this case, the student, after having carried out the normal enrolment procedure, must submit a written request to the Student Secretariat Office accompanied by appropriate documentation of the examinations taken and the programmes of the courses taken. The programmes must be duly validated by the relevant academic office.

PLEASE NOTE: successful students who matriculate following a request to change course or transfer from another university and who possess additional qualifications or academic studies carried out at foreign universities must request recognition **at the same time as completing their matriculation** by submitting the appropriate application in the manner reported on the Degree Course in Pharmacy website at the link: <https://farmacia.uniroma2.it/apply-transfer/transfers-course-abbreviations/>

Requests for recognition of examinations or integration of recognition submitted at different times will not be accepted.

Art. 11 - Candidates with qualifications obtained abroad and international candidates applying for a visa

Preliminary enrolment requirements for international students residing abroad and applying for a visa

Before proceeding to enrolment, all international students residing abroad applying for visas must follow the procedure for submitting a "pre-enrolment application" via the University portal (<https://www.universitaly.it>) by the following deadlines

- 28 June 2024 for candidates who choose to participate in the first round;
- 31 July 2024 for candidates who choose to participate in the second round.

Following the submission of the pre-enrolment application, wait for validation by the University and contact the relevant Diplomatic Representations to complete the required procedures.

All students in possession of a foreign qualification and international students applying for a visa, who have completed all the procedures described above and have been successful in the selection process, must proceed with enrolment within the deadlines set out in the Announcement/Notice by following the instructions available at the following links:

- http://web.uniroma2.it/module/name/Content/newlang/italiano/navpath/STD/section_parent/6303 (procedure in italian)
- https://web.uniroma2.it/en/percorso/admissions/sezione/how_to_enroll (procedure in inglese)

N.B: Students with a foreign qualification are advised to prepare the study documents required for enrolment well in advance. In the event of irregularities in the documentation provided relating to the foreign qualification, the student's enrolment will be automatically cancelled.



o **Foreign access title**

Documents to be submitted upon enrolment:

- **Final secondary school qualification obtained with at least 12 years of schooling**
- Certificate of verification of the final qualification issued by the CIMEA to be requested online at the following link: <https://cimea-diplome.it/page-diplome>.
- If the country that issued the final qualification is on the list of signatories to the Lisbon Convention*, it is possible to submit the Certificate of Correspondence, which can be downloaded free of charge by the candidate on the ARDI platform: : <https://ardi.cimea.it/it>
- If the country that issued the qualification is not on the list of signatories to the Lisbon Convention*, it is mandatory to submit the Certificate of Comparability issued by the CIMEA - <https://cimea-diplome.it/page-diplome>.
- certificate of successful completion of any academic aptitude test required for access to the university of the country of origin (e.g. GAO KAO for China, Vestibular for Brazil, Selectividad in Spain, etc.).
- school reports
- The summary of the pre-enrolment application as validated by the University (for non-EU students applying for visas).

*Albania, Andorra, Armenia, Australia, Austria, Azerbaijan, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Canada, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Iceland, Ireland, Israel, Italy, Kazakhstan, Latvia, Liechtenstein, Lithuania, Luxembourg, North Macedonia, Malta, Moldova, Monaco, Montenegro, New Zealand, Netherlands, Norway, Poland, Portugal, Romania, Russia, San Marino, Holy See (Vatican), Serbia and Montenegro, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, Ukraine, Hungary, United Kingdom, United States of America.

The candidate must be in possession of the specific documentation concerning the qualification depending on the country that issued the qualification.

All information concerning the specific documentation is published on the CIMEA website at the following link: <https://cimea-diplome.it/page-require-documents>

If the qualification was obtained at the end of an educational pathway lasting less than 12 years, it is necessary to present, in addition to the original secondary school diploma, the academic certificate attesting to having passed all the required examinations:

- for the first year of university studies, in the case of a local school system of eleven years;
- for the first two years of university studies, in the case of a ten-year local school system.

They can also be accepted as a supplement to the course:

- final degrees of post-secondary studies obtained in non-university higher education institutions and in subjects related to the chosen course;
- certifications from Italian universities attesting the successful completion of preparatory "Foundation Course" courses.

The aforementioned additional and complementary certifications to secondary school qualifications obtained with less than 12 years of schooling, only allow enrolment in the first academic year in Italy and may not be assessed further for enrolment with course shortening in order to avoid double assessment of



the same qualifications. Certificates of successful completion of propaedeutic courses may also be used for the purpose of filling additional requirements for admission to courses, which differ from the years of schooling, but in any case they cannot make up for the absence of an "upper secondary school diploma or other qualification obtained abroad and recognised as suitable" (DM 270/2004 and DPR 212/2005).

PLEASE NOTE: In the event that a candidate for a course of study presents a foreign qualification obtained against a background of studies mainly carried out in Italy, even partial recognition of this qualification is subject to the accreditation procedure of the institution operating in Italy, in accordance with the provisions of Decree no. 214 of 26 April 2004, "Regulations on criteria and procedures for foreign higher education institutions operating in Italy for the purposes of recognition of the qualification they award (implementation of Article 4 of Law no. 148 of 11 July 2002)", 37 implementing Article VI.5 of the Lisbon Convention.

For further details on the validity of qualifications obtained abroad, see the ministerial procedures published at the following link: <https://www.universitaly.it/studenti-stranieri>. In particular, please consult Attachment 1 in the case of a qualification awarded in the **United States** (American High School Diploma), **the United Kingdom**, or **Greece**, or issued **by university institutes of ecclesiastical studies based in Italy** and approved by the Holy See, and Attachment 2 in the case of an Italian qualification awarded in frontier schools or Italian sections of foreign schools, **an International Baccalaureate**, the Republic of San Marino, awarded at foreign schools operating in Italy or European schools.

N.B.: International students residing abroad and applying for a visa, who in the academic year 2023/2024 enrolled in single courses offered by the University of Tor Vergata or by other universities, must have successfully passed at least one examination related to the aforementioned single courses, by the deadline for completing enrolment; the single courses must be related or consequent to the degree courses referred to in this notice.

o **Completion of the enrolment procedure**

International students resident abroad applying for study visas must complete the enrolment process in person by the deadlines specified in this Notice at the **International Students Secretariat**.

Non-EU students in possession of a regular residence permit and with a qualification obtained in an Italian school, must complete the enrolment process at the **MM.FF.NN. Student Secretariat**.

Art. 12 – Students with specific learning disorders (SLD).

Students with a disability equal to or greater than 66% and/or with a recognised disability pursuant to art. 3, paragraphs 1 and 3 of law no. 104 of 5 February 1992 and/or with a diagnosis of specific learning disorders (DSA) pursuant to law no. 170/2010, when registering on Delphi, as per art. 2 of this notice, may declare that they are students with disabilities or SLD.

The above certifications must be sent, scanned in PDF format, to the CARIS Secretariat at the following e-mail address: segreteria@caris.uniroma2.it, at the same time as the request for dispensatory measures and compensatory tools (additional time, use of non-scientific calculator and reader tutor, technological aids, LIS interpreters, etc.) that may be required for the entrance test.



Applicants with disabilities or with SLD residing in foreign countries, who wish to take advantage of the above-mentioned measures, must also forward, scanned in PDF format, by e-mail to the CARIS secretariat at the following address: segreteria@caris.uniroma2.it, the certification accompanied by a sworn translation in Italian or in English from the Italian embassy competent for the territory attesting to the state of disability or SLD.

The CARIS Secretariat will examine the certifications and assess their suitability and consequently authorise the granting of the measures requested; it will also inform the candidate by e-mail.

PLEASE NOTE: The University reserves the right to verify the truthfulness of all declarations made. Please also note that anyone who makes false declarations, draws up false documents or uses them shall be punished in accordance with the Penal Code and the relevant laws.

At the time of enrolment, in order to request partial or total exemption from fees (where applicable) or all the services provided for by law and provided by CARIS, students, in addition to ticking the relevant item when enrolling on Delphi, must produce the certifications to the CARIS Secretariat, also by sending good quality scans in PDF format, to the email address: segreteria@caris.uniroma2.it. All documents containing sensitive data will be kept by the CARIS office in compliance with the regulations in force.

In particular:

- Students with a disability equal to or greater than 66% or with recognition of a disability pursuant to Article 3, paragraphs 1 and 3 of Law no. 104 of 5 February 1992 are totally exempt from paying university fees and contributions for enrolment and must follow the same 'on-line enrolment' procedure provided for all students, self-certifying the disability in the same enrolment application. In order to proceed with the enrolment procedure, they will then have to deliver or send to the CARIS Secretariat all the documentation issued by the competent authorities certifying their disability status.
- It is also possible, following the same procedure, to request a 20% discount on the amount of the second instalment for students with a recognised disability of between 46% and 65%.

In the event of non-presentation or ineligibility of the documentation submitted by the student, the latter will be required to pay all university fees and contributions.

During the course of studies, the request for dispensatory measures and compensatory tools for each individual course to be followed or examination must instead be made with specific written requests to CARIS.

There is no fee waiver for students with SLD, who may, however, apply for dispensatory measures and compensatory tools for the entrance test and for their university course by following the same accreditation and document delivery procedures set out above.

Information and contacts can be found at <http://caris.uniroma2.it>

Art. 13 – Personal data processing

All information concerning the contact details of the Data Controller and Data Protection Officer, the type of data processed, the source of personal data, the purposes of the processing and the legal basis, the recipients



of the personal data and any data transfers overseas, the retention times of personal data, the rights of the interested party, the obligation to provide data, the methods of data processing, the transfer of data overseas are contained in the Information under articles. 13 and 14 of EU Regulation 2016/679 for users who intend to register for admission tests and state exams, for users who intend to register for degree programs and for students, undergraduates, graduates, postgraduates, trainees and doctoral students of the 'University of Rome Tor Vergata which can be found at the link: <http://utov.it/s/privacy>

Art. 14 – Useful information

Didactic Secretariat CdLMCU in Pharmacy

Via della Ricerca Scientifica snc, 00133 Roma
Building PP1, second floor
Telephone: +39 06 7259 4074/40786
Email: segreteria@farmacia.uniroma2.it
Website: <https://farmacia.uniroma2.it/>

The Student Secretariat for the Science Area MM FF NN, via della Ricerca Scientifica n. 1 - 00133 Rome receives by appointment via email: on Monday, Wednesday and Friday from 9:00 to 12:00 and on Wednesday also from 14:00 to 16:00

Receives only by appointment: <https://prenotazioni.uniroma2.it/segreteria-scienze-mm-ff-nn/>

E-mail: segreteria-studenti@scienze.uniroma2.it

Website: <https://segreteria.scienze.uniroma2.it/>

The Public Relations Office (URP) - Via Cracovia 50 - 00133 Rome - carries out: desk service: Mondays to Fridays from 9:00 to 13:00 - Tuesday and Thursday from 14:00 to 16:00 "Call Tor Vergata" telephone answering service: Monday to Thursday from 9:00 to 13:00 and from 14:00 to 17:00 - Friday from 9:00 to 13:00.

E-mail: relazioni.pubblico@uniroma2.it

Tel. +39 06 7259 2542

Sito web: www.urp.uniroma2.it

International Students Office, Via Cracovia 50 - 00133 Rome (Building D, ground floor)- is open to the public on Monday, Wednesday and Friday from 9:00 to 12:00 and on Wednesday also from 14:00 to 16:00.

Email address: international.students@uniroma2.it .

Welcome office: Via Cracovia 50 – 00133 Rome (Building C, first floor)

Website: http://web.uniroma2.it/en/contenuto/welcome_office-75072

Telephone: +39 06 7259 2817/2567/3233

Public reception hours: Monday, Wednesday and Friday from 9:00 to 12:00 and Wednesday from 14:00 to 16:00

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Service for Students with Disabilities or LD/SLDs (CARIS) is located in the New Engineering teaching buildings - ground floor - Via del Politecnico 1 - 00133 Rome. Telephone 062022876 - telephone and fax 0672597483 Email address segreteria@caris.uniroma2.it

Website <http://ing.uniroma2.it/caris-servizio-disabilita/>

Receives by appointment Monday, Wednesday and Friday from 9:00 to 12:30 and Tuesday and Thursday from 14:30 to 16:00.

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The Macroarea of Science website - <http://www.scienze.uniroma2.it/>

The University Portal - <http://web.uniroma2.it/>

THE RECTOR

Prof. Nathan Levialdi Ghiron

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