



SINGLE COURSE REGISTRATION for the 2022/2023 academic year

MASTER DEGREE COURSE IN MEDICINE AND SURGERY

IT IS ALLOWED TO TAKE ONLY FIRST YEAR COURSES:

PHYSICS AND STATISTICS - CHEMISTRY AND PRELIMINARY BIOCHEMISTRY

BIOLOGY AND GENETICS - HISTOLOGY AND EMBRIOLOGY - ANATOMY 1

Deadline for enrollment in first semester courses: 09/11/2022

Deadline for enrollment in second semester courses: 22/02/2023

STUDENTS CAN APPLY FOR A MAXIMUM OF THREE COURSES

Applicant cannot enroll in single courses if they have already taken and passed 5 exams of the Degree Course in Medicine and Surgery, even if taken at other universities. (fill in the self-declared certification form)

The exams must be taken no later than 31 December 2023

Information regarding the academic system and lesstimes/classrooms: <http://medschool.uniroma2.it/>

ENROLLMENT RULES FOR SINGLE COURSES

To professional updating, curricular integration, or cultural enrichment, application for enrollment in single courses given in a bachelor's degree or master's degree at the University without being enrolled in the degree course itself, sustaining the relevant exam and receiving formal certification, is possible for all those who:

- are enrolled in foreign Universities;
- are students enrolled at other universities in Italy, subject to the authorization of the university attended or through specific agreements;
- are graduates or hold a qualification foreseen for enrollment in University degree courses (graduates);
- are graduates that do not have the curricular requirements necessary for admission to a master degree course and so must take the above-mentioned single exams to integrate these requirements (prescribed by the competent commission of the course itself).

The governing bodies of the University establish the amount of fees due each year for enrollment in courses with the exclusion of foreign students participating in inter-university mobility programs. Students enrolled in a degree course of the University are not allowed to enroll simultaneously in the paid tuition courses referred to in this article.

The individual courses are subject to the same general or special discipline in accordance with the academic system of each reference Department, in particular regarding attendance.

Possible exceptions to the prerequisites can be authorized by the competent teaching structures.

The number of courses that can be attended annually, by the subjects indicated in the previous paragraphs, can be authorized following a motivated proposal of study path, which is subject to approval.

Degree courses, with a limited number of places available, govern enrollment in accordance with the decisions of the relevant degree course council based on available facilities, sustainable teaching load and curricular requirements.

The benefits for students enrolled in degree programs of the University are not applied to students enrolled in single courses except for students with disabilities and what is foreseen for foreign students involved in inter-university mobility programs. For information regarding the date of submission for applications, contact the Student Affairs Office of the degree course.



PROCEDURE REGARDING ENROLLMENT IN SINGLE COURSES

- a. Connect to the on-line website: <http://delphi.uniroma2.it>
- b. Student area;
- c. Section 3 – enrollment in single courses;
- d. Fill in the application form and print it out;
- e. Pay the participation fee due via PagoPA system, allowing to pay in different ways (traditional and online procedures). Links and further information are available in the following website: <https://studenti.uniroma2.it/pagamento/>
- f. Open again to the Delphi Online Services website and validate your payment by tapping “Convalida PagoPA” within 24 hours from the payment time.
- g. Go to the Student Affairs Office where you want to attend the single courses, before the beginning of the teaching period foreseen for the courses chosen and consign:
 - An enrollment application for single courses together with a passport-size photograph
 - A copy of your paid pa receipt
 - A copy of your valid i.d. card or passport
 - Clearance from your University of origin, if enrolled in other Universities that are not party to the convention.
 - Self-declared certification form, which must be filled in

Student Affairs Office Medical Area Reception: Mon-Fri 9:00am-12:00pm / Wed 9:00am-12:00pm and 2:00-4:00pm

The Student Affairs Office will issue the payment receipt for the individual courses as follows:

200 euros for exams that require an acquisition of ECTS credits equal to or less than 6;

400 euros for exams that require an acquisition of more than 6 ECTS credits.

- **THE RECEIPT OF PAYMENT MUST BE DELIVERED TO THE STUDENT AFFAIRS OFFICE.**
- **MISSED PAYMENT BEFORE THE DEADLINE CAUSE THE IMMEDIATE DELECTION OF THE APPLICATION**
- **FEES FOR SINGLE COURSES ENROLLMENT ARE NOT REFUNDABLE.**

Non-EU students applying for VISA to attend single courses must provide a scanned copy of the following documents:

- **Pre-enrollment application submitted on Universitaly platform**
- **Declaration of equivalence of the final title issued by CIMEA or DICHIARAZIONE DI VALORE issued by the Italian Embassy abroad with the translation and legalization of the final title**
- **Passport**
- **VISA for study purposes**

Non-EU students need to submit the enrolment application and all required documents to the Foreign students affairs office- Via Cracovia, 50 –Bldg D Ground floor – tel. 06 72593231/2566/2567/3233.

Student Affairs Office Reception: Mon & Fri 9:00am-12:00pm / Wed 9:00am-12:00pm & 2:00-4:00pm

N.B. According to the current ministerial dispositions at the following link: <https://www.studiare-in-italia.it/studentistranieri/>, the renewal of a residence permit (for non - eu students who attend single courses) will be guaranteed only in case of enrollment in a program (Bachelor's; Master's or Single-cycle Degree) of the same field of study of the single courses attended.

N.B. According to the current ministerial dispositions at the following link: <https://www.studiare-in-italia.it/studentistranieri/>, the renewal of a residence permit (for non - eu students who attend single courses) will be guaranteed only in case of enrollment in a program (Bachelor's; Master's or Single-cycle Degree) of the same field of study of the single courses attended.

STUDENT AFFAIRS OFFICE (ADMINISTRATION): segr-studenti-medicina@med.uniroma2.it

STUDENT AFFAIRS OFFICE (DIDACTICS): medschool@uniroma2.it

FOREIGN STUDENTS AFFAIRS OFFICE: international.students@uniroma2.it



Self-declaration of certification

(art. 46 D.P.R. 28 December 2000 n. 445)

I, the undersigned, / _____ Personal Tax
number _____
born in _____ (_____) on ____ / ____ / _____,
resident at _____ (_____) in _____ n° _____

fully aware of the penalties foreseen in art. 76 of the Decree of the President of the Republic 445 of
December 28, 2000 regarding false statements and the compilation or use of false documents,

DECLARE

I have never taken and passed an exam of the Academic System of the degree course in Medicine and Surgery

or

I have taken and passed no. _____ exams of _____ of the Academic System of the degree course in Medicine and Surgery at other Universities:

Rome, _____

Signature

In accordance with art. 10 of law 675/1996 and subsequent modifications, the information provided in this declaration will be used only for the purposes for which they were requested.