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UNIVERSITÀ
DEGLI STUDI
DI PADOVA

GUIDE TO THE SCHOOL OF MEDICINE AND SURGERY FOR FIRST YEAR STUDENTS

Academic Year 2021/2022

SUMMARY

1. THE ORGANISATION- GOVERNANCE AND STRUCTURE

The University of Padua is one of Europe's oldest and most prestigious seats of learning. As a multi-disciplinary institute of higher education, the University aims to provide its students with professional training and a solid cultural background. A qualification from the University of Padua acts as a symbol of the ambitious objectives respected and coveted by both students and employers alike.

Even today, the University of Padua holds some impressive numbers, with over 65,000 students and 2,200 educators within its 32 departments. The University employees over 2,300 technical administrators, has more than 13,000 graduates each year, awards 5,000 scholarships, and brandishes over 2 million books available throughout its 29 libraries. The governing bodies of the University (also called "organi maggiori") are the **Academic Senate** and the **Board of Administration**, presided by the **Rector**. Each of these bodies has some student **Representatives**, elected every two years. These bodies are assisted by a number of **commissions**. More information about these bodies and the University governance can be found at this webpage: https://www.unipd.it/en/governance .

1.1 THE SCHOOLS

The University is divided into eight Schools. Those are bodies that coordinate courses which are managed by each Department.

The 8 Schools are:
- Agricultural Sciences and Veterinary Medicine
- Economics and Political Sciences
- Law
- Engineering
- **Medicine and Surgery**
- Psychology
- Science
- Human and Social Sciences and Cultural Heritage

Each School is governed by a **Council**, led by a **President**. In each School an important commission called **Commissione Paritetica** is formed to monitor the quality of teaching. The name comes from the composition of the commission, with the same number of students and Professors. The current representatives in the School Council are Vincenzo Foti, Annarita Sansonetti and Filippo Valle.

1.2 THE DEPARTMENTS

Each School comprises a number of **Departments** who manage the single teaching activities and research projects. The School of Medicine consists of 8 Departments:

- Medicine (DIMED)
- Molecular Medicine(DMM)
- Neuroscience (DNS)
- Women's and Children's Health (SDB)
- Biomedical Sciences (DSB)
- Cardiac, Thoracic, Vascular Sciences and Public Health (DCTV)
- Surgery, Oncology and Gastroenterology (DISCOG)
- Pharmaceutical and Pharmacological Sciences (DSF)

1.3 THE DEGREE PROGRAMMES

The smallest components of the University are the **Degree Programmes** (Corsi di Laurea), managed by a **Council** led by a **President**. Each Degree Programme is managed by a Department (except for Medicina e Chirurgia which is managed by all 8 departments of the School of Medicine). The council provides support to the students, such as management of teaching, didactics organisation, monitoring of teaching, study plan changes, exam organisation and so on.

The Bachelor's Degree Programmes of the School of Medicine are (and in brackets its relative department):

- ASSISTENZA SANITARIA (DCTV)
- DIETISTICA (DIMED)
- EDUCAZIONE PROFESSIONALE (DNS)
- FISIOTERAPIA (DNS)
- IGIENE DENTALE (DNS)
- INFERMIERISTICA
- LOGOPEDIA (DNS)
- ORTOTTICA ED ASSISTENZA (DNS)
- OSTETRICIA (SDB)
- SCIENZE FARMACEUTICHE APPLICATE (DSF)
- SCIENZE MOTORIE (DSB)
- TECNICA DELLA RIABILITAZIONE PSICHIATRICA (DNS)
- TECNICHE AUDIOMETRICHE (DNS)
- TECNICHE AUDIOPROTESICHE (DNS)
- TECNICHE DELLA PREVENZIONE NELL'AMBIENTE E NEI LUOGHI DI LAVORO (DCTV)
- TECNICHE DI LABORATORIO BIOMEDICO (DIMED)
- TECNICHE DI NEUROFISIOPATOLOGIA (DNS)
- TECNICHE DI RADIOLOGIA MEDICA, PER IMMAGINI E RADIOTERAPIA (DIMED)
- TERAPIA DELLA NEURO E PSICOMOTRICITÀ DELL'ETÀ EVOLUTIVA (SDB)
- TERAPIA OCCUPAZIONALE (DMM)

The Master's Degree Programme of the School of Medicine are:

- MEDICAL BIOTECHNOLOGIES (DMM)
- PHARMACEUTICAL BIOTECHNOLOGIES - BIOTECNOLOGIE FARMACEUTICHE (DSF)
- SCIENZE DELLE PROFESSIONI SANITARIE DELLA PREVENZIONE (DIMED)
- SCIENZE DELLE PROFESSIONI SANITARIE TECNICHE DIAGNOSTICHE (DIMED)
- SCIENZE E TECNICHE DELL'ATTIVITÀ MOTORIA PREVENTIVA E ADATTATA (DSB)
- SCIENZE INFERMIERISTICHE E OSTETRICHE (DIMED)
- SCIENZE RIABILITATIVE DELLE PROFESSIONI SANITARIE (DIMED)

The Single-Cycle Degree Programmes of the School of Medicine are:

- MEDICINA E CHIRURGIA
- MEDICINE AND SURGERY (DIMED)
- ODONTOIATRIA E PROTESI DENTARIA (DNS)
- FARMACIA (DSF)
- CHIMICA E TECNOLOGIA FARMACEUTICHE (DSF)

1.4 STUDENT REPRESENTATION

In each of the previously described Council there's **student representation**. Elections are held every two years (next will be in May 2022). Students are elected directly by other students. In each council there are also some commission who work in collaboration with the council, and there's student representation in most of those too.

In some degree programmes (especially Medicine) some course representatives are informally elected to assist teachers in the everyday organisation of lecture timetables and so on. A list of student representatives in the school of medicine is available here: https://www.scholamedica.it/elenco-rappresentanti-degli-studenti/.

As of Today the governing members important for the School of medicine are:

❖ **Prof.ssa Daniela Mapelli – Rector of the University of Padua**

 Prof. Stefano Merigliano – President of the School of Medicine

- Prof. Marcello Rattazzi– President of the single-cycle Degree Programme in Medicina e Chirurgia

- **Prof. Roberto Vettor – Director of DIMED**

- Prof.ssa Patrizia Pontisso– President of the single-cycle Degree Programme in Medicine and Surgery (DIMED)

- Prof. Carlo Agostini- President of the Bachelor's Degree Programme in Infermieristica (DIMED)

- Prof.ssa Valerie Tikhonoff - President of the Bachelor's Degree Programme in Dietistica (DIMED)

- Prof. Matteo Fassan - President of the Bachelor's Degree Programme in Tecniche di Laboratorio Biomedico (DIMED)

- Prof. Roberto Stramare - President of the Bachelor's Degree Programme in Tecniche di Radiologia Medica, per immagini e Radioterapia (DIMED)
- Prof.ssa Maria Luisa Scapellato - President of the Master's Degree Programme in Scienze delle Professioni Sanitarie e della Prevenzione (DIMED)
- Prof. Gianmaria Pennelli - President of the Master's Degree Programme in Scienze delle Professioni Sanitarie Tecniche e Diagnostiche (DIMED)

- Prof. Renzo Zanotti - President of the Master's Degree Programme in Scienze Infermieristiche e Ostetriche (DIMED)

- Prof.ssa Luciana Caenazzo - President of the Master's Degree Programme in Scienze Riabilitative delle Professioni Sanitarie (DIMED)

- **Prof. Federico Rea – Director of DCTV**

  - Prof. Giovanni Cecchetto - President of the Bachelor's Degree Programme in Assistenza Sanitaria (DCTV)
  - Prof. Vincenzo Baldo - President of the Bachelor's Degree Programme in Tecniche della prevenzione nell'ambiente e nei luoghi di lavoro (DCTV)

- **Prof. Raffaele De Caro – Director of DNS**

  - Prof. Edoardo Stellini – President of the Bachelor's Degree Programme in Odontoiatria (DNS)

  - Prof.ssa Elena Tenconi - President of the Bachelor's Degree Programme in Educazione Professionale (DNS)

  - Prof.ssa Veronica Macchi - President of the Bachelor's Degree Programme in Fisioterapia (DNS)

  - Prof. Cosimo De Filippis - President of the Bachelor's Degree Programme in Igiene Dentale (DNS)

  - Prof.ssa Patrizia Trevisi - President of the Bachelor's Degree Programme in Logopedia(DNS)

  - Prof. Andrea Leonardi - President of the Bachelor's Degree Programme in Ortottica ed Assistenza Oftalmologica (DNS)

  - Prof. Gino Marioni - President of the Bachelor's Degree Programme in Tecniche Audioprotesiche (DNS)

  - Prof. Paolo Gallo - President of the Bachelor's Degree Programme in Tecniche di Neurofisiopatologia (DNS)

- **Prof. Fabio Farinati – Director of DISCOG**

- **Prof. Giorgio Perilongo – Director of SDB**

  - Prof. Erich Cosmi - President of the Bachelor's Degree Programme in Ostetricia (SDB)
  - Prof. Silvia Carraro - President of the Bachelor's Degree Programme in Terapia della neuro e psicomotricità dell'età evolutiva (SDB)

- **Prof. Andrea Crisanti – Director of DMM**

  - Prof. Paolo Bonaldo - President of the Bachelor's Degree Programme in Terapia Occupazionale (DMM)
  - Prof.ssa Arianna Loregian – President of the Master's Degree Programme in Medical Biotechnologies (DMM)

- **Prof. Stefano Moro – Director of DSF**

  - Prof.ssa Raffaella Filippini – President of the Bachelor's Degree Programme in Scienze Farmaceutiche Applicate (DSF)

  - Prof.ssa Adriana Chilin – President of the single-cycle Degree Programme in Farmacia (DSF)

  - Prof. Vincenzo De Filippis – President of the single-cycle Degree Programme in Chimica e Tecnologia Farmaceutiche (DSF)

  - Prof.ssa Patrizia Polverino De Laureto – President of the Master's Degree Programme in Pharmaceutical biotechnologies - biotecnologie farmaceutiche (DSF)

- **Prof. Marco Sandri – Director of DSB**

  - Prof. Antonio Paoli - President of the Bachelor's Degree Programme in Scienze Motorie (DSB)

  - Prof. Antonio Paoli - President of the Master's Degree Programme in Scienze e tecniche dell'attività motoria preventiva e adattata (DSB)

2. LESSONS AND LECTURES

Educational activities for the **first semester** of the academical year 2021/2022 start on the 4th of October and end on the 15th of January 2022. For the students enrolled in their first year in any degree course belonging to the School of Medicine and Surgery, lessons can start a bit later, so we advise you to check this platform for the timetables: http://agendastudentiunipd.easystaff.it/
Educational activities for the **second semester** of the academical year 2021/2022 start on the 28th of February 2022 and end on the 11th of June 2022.

If you want to know the exact dates in which a suspension of classes is expected due to national or local festivities, you must consult the **Academic Calendar**: https://www.unipd.it/calendario-scadenze

Until March 2022, the University of Padova guarantees the delivery of lectures in a dual modality (face-to-face and online), although some Departments and some Degree courses have independently decided to guarantee telematic lessons (via zoom) only to those who cannot be present in class for health reasons or because they are in fiduciary isolation.

It is important to specify that the Degree course in Medicine and Surgery guarantees the dual modality for all students for this semester.

Whether you are attending classes face-to-face or online, it is necessary to download the app **OrariUniPD** (https://www.unipd.it/orariunipd) in order to check in when you attend a class. In fact, all degree courses belonging to the School of Medicine and Surgery have mandatory attendance (in order to understand the minimum percentage of classes you need to attend, you have to consult the Regulation for your Degree course. At page 17 we will give you more info about it.

Classrooms can potentially accommodate all the students enrolled in the course, so it is not necessary to book a place in order to attend classes face-to-face.

For specific indications about the behavior to adopt during your permanence in the University structures, we refer you to the chapter about "Rules for COVID-19".

3. EXAMS

In the University of Padova there are **three exam sessions** during the Academic year. For the A.Y. 2021-2022, profit assessments (exams) will take place in the following time spans:
- 17th January – 26th February 2022
- 14th June – 23rd July 2022
- 22nd August – 24th September 2022

According to the Regulation of the University, **five exam dates** *(appelli di esame)* are guaranteed in the whole year, distributed in the three exam sessions (Winter, Summer and an additional one in September).
In the Degree course of Medicine and Surgery it is not possible to take exams outside of the time spans defined in the Academic calendar.

In order to understand how to register for exams and how to reject a grade, we advise you to consult the chapter in this guide about Uniweb.

GLOSSARY

Exam session: Period of time during which lectures and educational activities stop and students can take the exams according to their Degree Course. There are three exam sessions during every year: one in Winter, one in Summer and one in September.

Exam date: Day or Days in which you can take the exam for a specific course. The exam can be written and/or oral and/or practical. After the evaluation is completed, the examination commission will publish the grade on Uniweb.

Examination commission: Commission formed by the professors who held the course. Every commission has a President, who is the referent teacher of the course. The commission can also be formed only by one professor.

4. WEBSITES AND PLATFORMS

4.1 UNIWEB

Uniweb is the platform you will have most to do with, since it plays the role of an **exam booklet**, of a secretariat to book exams, and it is a source of forms that can be useful for many reasons.

In the

main page, you can find different options.

1) **Personal area**: it refers to everything that has to do with the user, from the registration, to the login, and the management of your username/password; By clicking on "Forgotten password", you will enter a page where you will have the chance to change your password, or, if you forgot it, you will be able to recover your username and/or password following the given instructions.

2) **Didactics**: by clicking on this option, you will see different possibilities from the University educational offer; you can consult each category in order to know more about what the University has to offer. NB: when you click on "Study Courses", you will access the *Syllabus*, and we will give you more info about it later.

3) **Exams**: by clicking on this option and then selecting "Exam Sessions Board", you will have the chance to look for exam dates for every subject, after compiling the requested fields. NB: we advise you to keep in contact with your professors for each subject in order to gather this kind of information.

4) **Companies Area**: through this option, it is possible to find the CV of the University personnel.
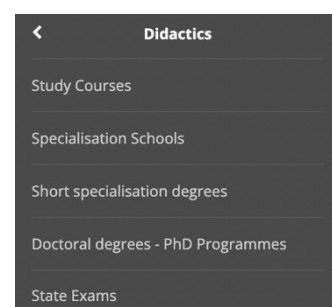
4.1.1 The main page

After you login and access with your credentials, the first page you will find is the main page. On this page you can find:

1) **Personal details:** a list of all the information you entered in the platform;
2) **Student status:** a summary of all your data as a student, meaning: academical year, cohort year, degree, department, degree course track, location, class, duration of your degree course and year you are attending, date of enrollment. You will also find the mean of your grades, both the arithmetic and the weighted one, and a link that will bring you directly to your booklet.
3) **Control panel:** here you can modify your study plan, register for exams and see the exams you have already registered for;
   ● At the voice "fees", you will find all the information about your payments. You can get more information by clicking on "display".
   ● After you click there, you will find a list of all the fees, the ones you have already paid for and the ones that still have to be paid for. For each one, it is shown the precise amount, the last day to pay for the fee and the status of the payment;
   ● If you click on the code in red, in the future, you will enter the details of the specific fee and you will be shown the different ways to pay that fee.
4) **Messages:** this is the place where you can find possible messages that have been sent to you;
5) **Notes:** for possible notes.

4.1.2 Home

If you open the drop down menu at the top right of the page and click on "home", you will see different possibilities:

1) **Messages:** for possible messages you have been sent;
   2) **My Photo;**
3) **Master data:** here there is a more detailed summary of all your personal data that you entered on the platform, which we advise you keep updated;
4) **Identity documents:** here you can insert your identity documents (identity card, driving license or passport);
5) **Registrations:** this is a summary of your registration in the University in the current academical year, in addition to a list of all the registrations from the past academical years; You will find all the information about the degree course you are enrolled in.
6) **Study plan:** this is a summary of the organization of the credits (CFU) for your degree course; every year there is a specific time span for you to modify it, according to the established track for your degree course. For example, students enrolled in the degree course of Medicine and Surgery follow a common track, so you cannot modify your study plan except for the 8-32 CFU given by optional courses. In this case, in fact, you will go into this page only to confirm your study plan, possibly adding the optional courses you chose for the current year.

7) **Select plan:** this is also connected to the organization of the path of your degree course and it is not modifiable for common tracks.

8) **Booklet:** in this page you will find the means of your grades, arithmetic and weighted, and the list of all the courses that you already passed and the ones you still have to pass, according to your study plan.
   - For every course, you will see the code, the year of the course, the number of CFU for that course, the status (down the same page you can find the legend to understand the symbols), the year in which you attended the course, the grade, the exam modality and the possibility to book exam dates (clicking on the book symbol)

9) **Exam sessions:** in here you can register for exams during every exam session. Also, you will be able to see the date when the registration opens and the date when the registration closes for each exam.

10) **Partial exams:** this is very similar to the voice above, but this one is about "partial exams", which follow a regulation that is slightly different from the actual exam (click on this link if you want to have more information https://www.scholamedica.it/489/) NB: It is not possible to register to any exam or partial exam if you have not compiled the questionnaires related to the evalutation of the didactical activities (this will be explained later);

11) **Booking notice board:** in this page you can verify that you correctly registered for exams. In addition to this, you will also see the time and place where the exam will take place;

12) **Exam results:** in this page you will find the results for exams that have been uploaded in the portal, but not yet verbalized. You will have 8 days from the publication of the result to reject a grade (in order to do that, you have to click on the symbol in the last column of the row of that exam, and the confirm);

13) **Certificates:** here you can find forms related to self-certifications that can be useful for you in the future;

14) **Course change:** through this option, that shows you a summary of your current enrollment, you will be able to submit an application for a course change (more information at: https://www.unipd.it/trasferimenti-cambi-corso-sede).

15) **Transfer application:** through this option, which also shows you a summary of your current enrollment, you will be able to submit an application for a transfer (more information at: https://www.unipd.it/trasferimenti-cambi-corso-sede);

16) **Request to withdraw from and end studies:** through this option, which also shows you a summary of your current enrollment, you will be able to submit an application for a withdrawal or end studies (more information at: https://www.unipd.it/en/study-interruption);

17) **Admission test:** through this option, you will be able to enroll in a degree course, either one with unlimited places or one with restricted access (more information at: https://www.unipd.it/corsi/iscriviti);

18) **State exams:** after you follow the specific pre-enrollment procedures, you will be able to participate in state exams;

19) **Enrolment:** in this page, you will be able to complete your enrollment process in the University of Padova;

NB: In Italy it is not possible to be enrolled in two Degree courses at the same time. The Uniweb page will be open and at your disposition even if you decided to end your career.

4.1.3   Certificazione unica

Through this link, after you select "documents", it is possible to download the payslips for all the different years.

4.1.4   Right to University studies, disability disclosure, summer courses

1) **Payments:** through this option, you will gain access to the area related to the University fees, similar to the one previously shown;
2) **Disability/learning disability certificate:** through this option, you will be able to insert a disability certificate (more info on inclusion and disability at: https://www.unipd.it/inclusione-e-disabilita);
3) **Application for benefits:** through the following link, you will be able to submit an application for benefits, according to all the notices available (more info on the University benefits at https://www.unipd.it/target/studentesse-e-studenti/borse-di-studio-e-contribuzioni?target=Studentesse%20e%20studenti);
4) **Summers courses Bressanone:** through this option you can enroll for the Summer courses in Bressanone (more information about it at: https://www.unipd.it/corsi-estivi-bressanone).

4.1.5   Diploma attainment

By selecting the option "diploma attainment", you will be able to register for graduation (more information at: https://www.unipd.it/en/graduation).

4.1.6   Apply as an exchange student

By selecting "application form for Incoming Students", you will obtain this form for international mobility (more information about it on: https://www.unipd.it/target/studentesse-e-studenti/studenti-internazionali-incoming?target=Studentesse e studenti).

4.1.7   Iniziative (initiatives)

Through this option, you will visualize all the different initiatives started by the University that you can apply for.

4.1.8   International Mobility

By selecting "International Outgoing Mobility", you will be shown all the open calls for international mobility that are available at the moment (more information on the international mobility at https://www.unipd.it/target/studentesse-e-studenti/studenti-internazionali-incoming?target=Studentesse%20e%20studenti).

4.1.9 Questionnaires

1) **General Questionnaires**: in this page, you will find all the questionnaires directed to all the students of the University, on general topics;
2) **Annual questionnaire**: in this page, you will find the questionnaires directed specifically towards you, related to courses you attended and exams you did;
3) **Assessment questionnaires on the educational activities**: in this page, you can evaluate the educational activities done in the precedent semester.

NB: Unless it is specified, all questionnaires are **anonymous**. The results will be elaborated by different offices in the University in charge of guaranteeing the quality of teaching, and they are a fundamental asset for the improvement of the University itself. That is why **we advise you to compile all of them, even if this is not strictly necessary.**

4.1.10 Elezioni studentesche (Student elections)

Through this option, during the period of Student elections, it will be possible for you to:

1) **Subscribe to the lists:** meaning that you can confirm the existence of the list, which cannot present itself as a candidate list if it does not reach a minimum of subscriptions;
2) **Handle the lists:** meaning that you can present your own list and handle all the candidates and the symbols;
3) **Confirm your candidacy:** if you choose to candidate yourself, the representative of the list will take care of inserting your name, and then the candidacy will have to be confirmed here.

You can find more information about the student elections at: https://www.unipd.it/elezioni-rappresentanze-studenti.

4.2 SYLLABUS

The https://didattica.unipd.it website will allow you to deepen the organization of each course offered by the University.

From the main page, you will find different ways of accessing the information contained.

1) **First way**:
   a. Select the year of enrolment;
   b. Select, at the top, the type of course ([three-year] Degree Courses – Master's Degree Courses – Single Cycle Master's Degree Courses);
   c. Select the School of interest;
   d. Select the course of interest;
   e. You will find information on the degree course and, scrolling down, the list of courses related to the cohort of the selected matriculation year.

In this case, therefore, if you want, for example, to consult the syllabus relating to the course of Medicine and Surgery (ME1726 - ME1727 - ME1728 - ME1729), you will have to select the academic year of enrolment, select "Single Cycle Master's Degree", then your course.

1) **Second way**:
   a. From the main page, select the School of interest;
   b. You will find, in alphabetical order, the list of courses delivered in the current academic year, with information relating, therefore, to those who are preparing to follow this teaching.

By selecting each degree course, you will find various interesting information, such as the code, the year of activation, the class, the location, as well as the **Degree Course Regulations** and their attachments.

Further down, you will find a brief description of the course of study, with purposes, characteristics, and occupational areas.

Further down, you will find the list of courses of the degree course.

School of Medicine

MEDICINE AND SURGERY

Information concerning the students who enrolled in A.Y. 2021/22

If it is not your enrollment A.Y. go back to the home page

▼ **Degree course details**

Degree course type	6 years single cycle degree D.M. 270/2004
Degree course code	ME1726
Activated in	2009/10
Year of degree course structure	2015/16
Class (Ministerial field of study code)	LM-41 - Medicine
Degree issued	
Branch	Padova
Language	Italian
Degree course tracks	Common track
Related degree courses	--
Other degree courses within the same class	ME2549 - MEDICINE AND SURGERY ME1727 - MEDICINE AND SURGERY ME1728 - MEDICINE AND SURGERY ME1729 - MEDICINE AND SURGERY ME2491 - MEDICINE AND SURGERY
Degree programme regulations	Regulations Rector's decree and regulations, issued on 08/10/2020 with RD n. 3353/2020
	Annex 1 General description of educational activities
	Annex 2 Study progression and proposed educational activities (course units, contact hours, credits, relevant subject areas, teaching-learning methodology, etc.)
	Annex 3 Credit transfer regulations
	Annex 4 Additional annex

bring this page with you

▼ **Brief description of the degree course**

Characteristics and objectives

The Master Degree in medicine and Surgery has as its main objective, to prepare future physician-surgeons for diverse clinical and biomedical disciplines, to respond to employment demand in the health care system. Toward this goal, the program offers qualified programs of study that match the unified objective of treating and caring for patients, including those with critical and complex illnesses.

The course is organized in 6 years and leads to acquire 360 CFU, of which 60 are dedicated to professional activities, according to current Italian and European legislation.

The Degree's Program recognizes and applies the Dublin parameters and employs a teaching method that envisions the integration of the progressive levels of medical knowledge. The first 3 years of the program are aimed at building a solid foundation of knowledge of the scientific method and understanding of the basic molecular and pathophysiological mechanisms of disease. This preclinical preparation is followed by clinical training that will enable students to acquire a thorough knowledge of clinical and diagnostic topics and develop their ability to identify and resolve problems, reach decisions in an autonomous manner, interact with other professional colleagues to facilitate the resolution of complex cases, and develop the human qualities and ethical principles that distinguish the medical profession. The clinical competencies and abilities will be developed during rotations that commence with the first year of study.

The Medical School program transmits to students profound knowledge of the human body. By learning the causes, incidence and distribution of diseases, students will understand their pathophysiological mechanisms and gain the capacity to evaluate signs and symptoms, master the methods to formulate a diagnosis, identify the appropriate diagnostic verification steps, critically evaluate exam results, and propose an effective treatment regimen. Students will gain a thorough understanding of the mechanisms of action of drugs and toxic compounds, and the therapeutic applications of drugs. They will grasp the important role of rehabilitation for patients with acute and chronic degenerative diseases. They will learn to act in accordance with professional rules, regulations and standards of responsibility.

Translational research is one of the strengths of the Medical School of Padova and, during their rotations and preparation of the required thesis, students will be trained on how to design an experimental clinical study, how to collect and analyze clinic pathological data, and interpret their findings in connection with the social and human implications of the research.

Occupational opportunities

The occupational perspectives for the medical doctors are:
• Public and private clinics
• Hospitals and specialized centers
• Universities and research centers
• National and international health and humanitarian organizations.

Medical doctors in Italy practice their profession in compliance with European Union regulations. The medical doctor is involved in any activity that is aimed at maintaining the good health status of the human, in accordance with the World Health Organization's definition of health as 'a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity.'

The graduate in Medicine and Surgery will be prepared to apply her/his professional expertise at the highest level compatible with the structure and organization of the institution in which she/he will be operating. The 6-year master degree in medicine and surgery is a prerequisite for access to the medical specialization schools.

For each course, the curriculum, the code, the number of credits, the year and semester of delivery, and the responsible teacher will be reported.

You will be able to select the information and the program for those enrolled in the year selected at the beginning, but also of the current academic year.

By pressing one of the two options, you will find a series of fields, which report different useful information about the specific teaching:

1. The course of study to which it belongs;
2. **Credits (ECTS)**;
3. **Type of assessment**;
4. English name;
5. Department of reference;
6. Obligation to attend;
7. Language of delivery and Location;
8. If there is the possibility to choose the course freely or attend it outside the degree course;
9. Responsible teachers and any other teachers;
10. Detail on training credits, in which the disciplinary area and the scientific-disciplinary sector will be specified;
11. Organization of the teaching, which shows the period of delivery and methods, and the distribution of the hours of the training credits;
12. Calendar, i.e. the beginning and end of teaching activities;
13. Examination board;
14. **Syllabus** (proper):
    - Prerequisites;
    - Knowledge and skills to be achieved;
    - Examination methods;
    - Evaluation criteria;
    - Contents (i.e. the exam program);
    - Planned learning activities and teaching methodology;
    - Possible indications on the study materials;
    - Reference books and literature.

If, on the other hand, you select the name of a teacher, a page will open where you can find:

1. **Contact details**;
2. Reception hours;
3. **Thesis proposals**;
4. *Curriculum vitae*;
5. Research Area and Publications;
6. Teachings in the current academic year.

The syllabus contains everything that may interest a student about the organization of his own and other courses and is therefore of great use.

4.3 **TIMETABLE PLATFORM**

Through the link http://agendastudentiunipd.easystaff.it/ you can search for the timetable of your degree course, its teacher, as well as location and methods of delivery.

.
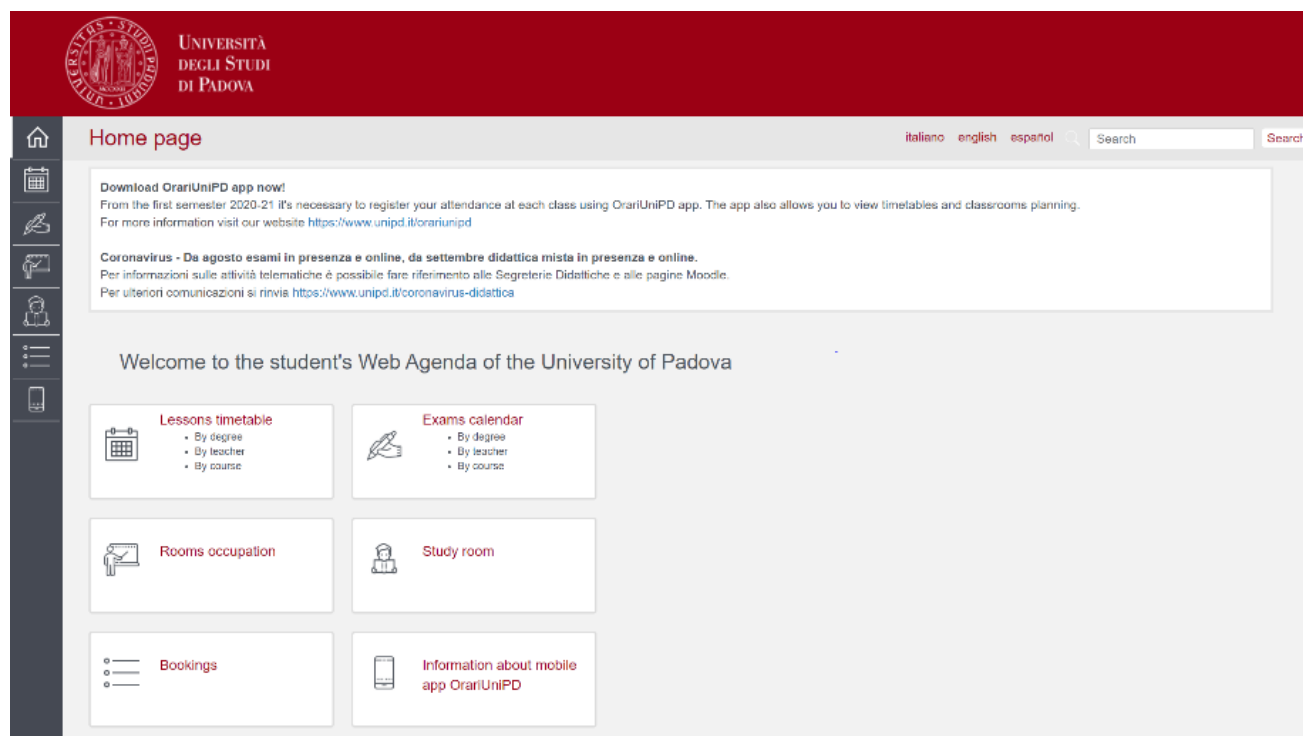
1) **Lesson** schedule: you will be able to search by course of study, by a teacher, or by teaching; in each case, you will be asked to complete fields for research with information about the course/teacher/teaching of interest.

    NB: For a more practical view, just go down to the bottom and press on "Complete calendar". By clicking on "Export Excel", you will be able to comfortably dispose of the page displays as an excel sheet.

    For each course will be reported name, teachers of reference, location, methods of development, and schedules.

2) **Exam** calls: you will be able to search by course of study, by a teacher, or by teaching; in each case, you will be asked to complete fields for research with information about the course/teacher/teaching of interest.
3) **Classroom** occupations: by selecting the location of the classroom of interest, you can see if it is occupied or not, and by which teaching.
4) **Study** rooms: by selecting the location, you can view the list of study rooms present there, as well as the description, opening hours, and availability.
5) **List of events filtered by the venue, type, status**, or keyword: Lists the bookings made.

6) **About the OrariUniPd app**: it contains information on this fundamental application that, in addition to offering the possibility of quickly viewing the times of your course of study, is also necessary for frequency detection and tracking

4.4 ADDRESS BOOK

The https://www.unipd.it/rubrica site allows you to quickly trace the contact details of the staff and facilities of the university, selecting the appropriate function.

For each professional profile, you will find:
   a) Qualification;
   b) Structure;
   c) Service;
   d) Address;
   e) Telephone;
   f) EE-Mail Address.

NB: all the facilities of the university, and its staff, have their opening hours to the public, and a good part of them, especially in conjunction with the COVID-19 emergency, provide for a request for an appointment. Therefore, you are invited to consult this information before contacting the desired facilities.

As for the facilities, you will find information regarding locations, schedules, and related personnel

4.5 UNIPD.IT

The main site of the university is well structured and incredibly extensive, and its encyclopedic exploration is beyond the scope of this guide; however, it has been included in the list of useful sites, as it represents one of the major sources of information for the student.

To make the most of it, just select your profile at the top (usually, for you, it will be that of "Students"), and move between the different categories, in search of the desired information. Otherwise, by filling in the search string, you can search for the keywords of your interest.

5. ROOMS AND LABORATORIES OF THE SCHOOL OF MEDICINE

The locations of the various degree courses of the School of Medicine are distributed throughout the whole Veneto Region, therefore in this section we will show the Institutes placed in Padua. For further information, we invite you to consult the online platform for the timetables, in which the lesson locations are indicated:
http://agendastudentiunipd.easystaff.it/?view=home&include=homepage&_lang=it (you can switch to English as an option of the portal).

In Padua, the majority of the lessons are held in the clinics of the **Azienda Ospedale – Università**, in via Giustiniani 1, 2, 3 e 5:
● Aula Morgagni – Complesso Aule Comuni, via Giustiniani 2
● Aula Ramazzini – Complesso Aule Comuni, via Giustiniani 2
● Aula Vesalio – Complesso Aule Comuni, via Giustiniani 2
● Aula De Giovanni – Complesso Aule Comuni, via Giustiniani 2
● Aule del Palasanità, via Giustiniani 2 (prefabbricato bianco con infissi rossi di fianco al Pronto Soccorso)
● Aula Magna di Ortopedia, via Giustiniani 1
● Aula Magna di Pediatria, via Giustiniani 3
● Aula di Magna di Ginecologia, via Giustiniani 3
● Aula Magna di Neurologia, via Giustiniani 5

Some classes are also held at **Clinica Dermosifilopatica** in via Gallucci 16, where you can find the aula Magna, aula A, aula B e aula C, aula D, aula E.

At the **Istituto di Anatomia** in via Gabelli 59/61 (main entrance in via Falloppio 58) you can find aula Falloppio, aula Cagnetto, aula esercitazioni (ground floor, north wing), aula Terni, aula Vesalio (underground floor, south wing).

Istituto di Fisiologia is placed in In via Marzolo 3/A, in which you can find the aula Magna.

In the **Edificio di Farmacologia** (largo Meneghetti 2) aula Meneghetti can be found.

In via Loredan 18, the **Istituto di Igiene e Sanità Pubblica** can be found (aula A, B, C).

The **Complesso Interdipartimentale Vallisneri**, in via Ugo Bassi 58/B, lodges many rooms, on the ground floor and the mezzanine (aule A, B, C, D, E, F, G, H, I, L, M, N).

The **Fiore di Botta**, where the first year of Medicina attends the lessons in the first semester, is placed at via del Pescarotto 8. Here, 8 rooms are lodged at ground floor, and 6 in the first floor. Beyond that, in the underground floor two study rooms are placed, and the upper floors are home to various laboratories and informatics rooms.

The degree course Medicine and Surgery holds lessons at **Collegio Morgagni** in via S. Massimo 33.

6. LIBRARIES AND STUDY ROOMS

6.1 LIBRARIES AND LIBRARY SERVICES

Libraries are ideal places to study in tranquility, but also to use computer stations and borrow textbooks. There are various libraries, two specifically of the School of Medicine.

6.1.1 Biblioteca Biologico-Medica Antonio Vallisneri

It's the library of reference for pre-clinical studies, and it's placed in via Ugo Bassi 58/B, in the Complesso Vallisneri.

6.1.2 Biblioteca Medica Vincenzo Pinali

It's the library of reference of clinical subjects. It's placed in the Complesso Ospedaliero, in via Giustiniani 2, in front of the building of Radioterapia (West area).

6.1.3 Booking your place

In order to access libraries and study rooms, it's required to reserve one place through the app **Affluences** (https://www.unipd.it/app-affluences)*. The application allows you to see in real time the open libraries and study rooms, and check their capacity.
To reserve a place, it's sufficient to select the interested location, then choose the room and place, indicating the time of arrival and estimated time of permanence. Continuing the reservation, it will be necessary to specify personal data and an eE-Mail Address address, to which a copy of the reservation, also available on the app, will be sent.
After having completed the reservation and received a confirm via eE-Mail Address, you will have to use your app upon the arrival to scan the QR code corresponding to the chosen place, or at the entrance of the library. This passage will allow you to confirm your presence, so that the system won't re-assign your place to somebody else. If the entrance hasn't been validated in 30 minutes, it will be automatically cancelled.

6.1.4 Borrowing books

In order to borrow a book, you will need to reserve the front office service of the library of interest through the app **Affluences** (for the usage of **Affluences**, you can consult the section "Reserve the Place") and bring with you your university badge (if you haven't received that, you can specify your registration number). A person in charge of the Atheneum will be at your service to show you the location of the volume, the date of return and the modality of renewal of the borrowing.

6.1.5   Consulting the library cathalogue

To check the availability of the book in one of the University libraries, you will need to use the *Galileo Discovery* portal, accessible for the website *GalileoDiscovery (unipd.it)*, authenticating yourself through the SSO credentials of the Atheneum.
It will be sufficient to inset the books data, clicking on the title of the chosen book in the list, and verifying its location: you will find the library in which the volume is available, along with its precise location of shelf.

6.1.6   Additional library services

Beyond the standard services, the Atheneum grants the students additional services. The access to these resources is bound to the Eduroam net, the login through SSO (for NEJM) or thourh Proxy (for its activation, consult the paragraph "Activation of the Proxies")
Among the available resources, we indicate:

- **New England Journal of Medicine (NEJM)** where you can find recent publications: https://www.nejm.org/action/ssostart?redirectUri=https%3A%2F%2Fwww.nejm.org%2F
- **UpToDate** one of the main databases of. Medical concern, of which we invite you to take a look of the access guide: http://bibliotecapinali.cab.unipd.it/documenti-download/ComecreareilmioaccountUpToDate.pdf
- **AccessMedicine**: https://accessmedicine.mhmedical.com/index.aspx

6.1.7   Proxy activation

This technology allows you to establish a secure and recognized connection between you and the resource of your interest, so that you are recognized as a member of UniPD (in some cases, as for NEJM, you just need to log in with SSO and university credentials, but in general you will need to use the auth-proxy). In order to activate the service, you will need: to

1. Connect to the address: http://bibliotecadigitale.cab.unipd.it/bd/auth-proxy
2. For the first activation, click on "receive password", and insert the university E-Mail Address address, to which a temporary link will be sent;
3. Enter the link and set a password, that you will need to create an account in order to access the connection;
4. Download the extension (available for every browser) "ProxyDocile" and activate it on your browser by clicking on the icon of the extension and clicking "attiva";
5. You will be asked to insert a username and a password: the username is the university E-Mail Address address, the password is the same one created in the preceding steps;
6. From this moment forward, the browser session will be recognized as a university net, and you will have access to the resources in each moment.

6.2 **STUDY ROOMS**

The study rooms are calm places, provided with spacious tables, electric sockets and Wi-Fi
They are differentiated from the libraries as there are no books to be borrowed or consulted from, but the environment you can find is the same.
Here's a list of study rooms made available by the University and the City Council, so that you can choose the easiest for you to reach.

6.2.1 Zona Ospedali

Aula studio (Dip. Scienze statistiche)
Places 50
Address: Complesso Santa Caterina Via Cesare Battisti, 231
Opening hours: Monday-Friday 8.00-18.30; Saturday 8.00-13.00

Sala Studenti (Dipartimento di Medicina)
Places 7
Address: Policlinico Universitario eighth floor, Via Giustiniani, 2
Opening hours : Monday Friday 8:00-14:00 free access (later with limited access)

Aula Studio (Scuola di Medicina e Chirurgia)
Places 150
Address : Via Giustiniani, 3 first floor
Opening hours: Monday-Friday 8.00 - 18.30

Aula Studio "Borsatti" (Scuola di Medicina e Chirurgia)
Places 20
Address: Policlinico Via Giustiniani, 2
Opening hours: Monday-Friday 8:00 - 18.30

6.2.2 Zona Piovego

**EX FIAT
(Aula studio di Ateneo)**
Places 240
Address: Via Venezia 13, Padova
Equipment: WIFI (Eduroam)

**JAPPELLI
(Aula studio di Ateneo)**
Places 184
Address: Via Jappelli 9, Padua
Opening hours: Monday-Sunday
8.30 - 22.00
Dotation: WIFI (Padova WIFI), Air conditioning

AULA STUDIO (Dipartimento Biologia Complesso Biomedicina "Fiore di Botta")
Places 80
Address: Fiore di Botta, via del Pescarotto 10 (Underground floor), Padua
Opening hours: Monday-Friday 8 - 18.30
Dotation: WIFI (Eduroam), air conditioning

AULA STUDIO D. DONGHI (Dipartimento DII, DICEA)
Places 60
Address: Via Marzolo 9, Padua
Opening hours: Monday-friday 7 - 19
Dotation: WIFI, 6 computer stations, air conditioning

PAOLOTTI
(Aula studio Dipartimento di Fisica e Astronomia G. Galilei)
Places 52
Address: Via Belzoni, 7 - Padua
Opening hours: Monday-Friday 8.30 - 18.30
Dotation: WIFI (Eduroam), air conditioning

AULA STUDIO (Centro Servizi Interdipartimentali Vallisneri Complesso Biologico)
Places 80
Address: Via Ugo Bassi 58 B (piano terra), Padua
Opening hours: Monday-Friday 8 - 18.30
Dotation: air conditioning

AULA STUDIO (Centro Servizi Interdipartimentali Vallisneri Complesso Biologico)
Places 140
Address: Via Ugo Bassi 58 B (mezzanine), Padua
Opening hours:Monday-Friday 8 - 18.30
Dotation: air conditioning

POLLAIO/ACQUARIO e SERRA
(Aule studio di Ateneo)
Places: 132
Address: Via Belzoni 7, Padua
Opening hours: Monday-Sunday 8.30 - 01
Dotation: WIFI (Eduroam), air conditioning

AULA ASTA (Dipartimento di Matematica)
Places 80
Address: Torre Archimede, Via Trieste 63 (second floor), Padua
Opening hours: Monday-Friday 8.30 - 19
Dotation: WIFI (Math, Eduroam), air conditioning

AULA SCIENZE DELLA TERRA (Dipartimento di Geoscienze)
Places 126
Address: Via Gradenigo 6, Padua
Opening hours: Monday-Friday 8.00 - 19.30
Dotation: WIFI (Eduroam), air conditioning

AULA STUDIO di SCIENZE CHIMICHE (Dipartimento di Scienze Chimiche)
Places 42
Address: Via Marzolo 1, Padua
Opening hours: Monday-Friday 7 - 19
Dotation: WIFI (Eduroam), electric sockets for PC, air conditioning

AULA STUDIO EDIFICIO A (Dipartimento di Scienze del Farmaco)
Places 40
Address: Via Marzolo 5 (internal courtyard, spread though A and B buildings of Dip. Scienze farmaceutiche), Padua
Opening hours: Monday-Friday 8 - 19
Dotation: WIFI (Eduroam)

6.2.3   Zona Centro Storico

TITO LIVIO
(Aula studio di Ateneo)
Places 180
Address: Galleria Tito Livio 7, Padua
Opening hours: Monday-Sunday 8.30 - 22.00
Dotation: WIFI (Padova WIFI), air conditioning

AULA STUDIO "B" (Dipartimento di Fisica e Astronomia)

AULA STUDIO EDIFICIO B (Dipartimento di Scienze del Farmaco)
Places 15
Address: Via Marzolo 5 (cortile interno dislocate tra gli edifici A e B del Dip. Scienze farmaceutiche), Padova
Opening hours: Monday to Friday 8 - 19
Dotation: WIFI (Eduroam)

Places 21
Address: Vicolo dell'Osservatorio 2, Padua
Opening hours: Monday-Friday 8 - 18.30
Dotation: wiring WIFI (Eduroam), 3 PC stations, air conditioning

AULA "STUDENTESSE" (Palazzo del Bo)
Places 16
Address: Via 8 Febbraio 2, Padua
Opening hours: Monday-Friday 7 - 19.30; saturday 7 -13.30
Dotation: WIFI (Eduroam)

AULA "STUDENTI" (Palazzo del Bo)
Places 20
Address: Via 8 Febbraio 2, Padua
Opening hours: Monday-Friday 7 - 19.30; Saturday 7 - 13.30
Dotation: WIFI (Eduroam)

AULA STUDIO "LA VETRINA" (Scuola di Scienze umane)
Places 40
Address: Via Accademia angolo via Patriarcato, Padua
Opening hours: Monday-Friday 7.30 - 19.10

AULA STUDIO (Scienze statistiche)
Places 50
Address: Complesso Santa Caterina Via Battisti 231 (ground floor)
Opening hours: Monday to Friday 8-18:30
Dotation: 10 desktop computer, WIFI (Eduroam), air conditioning

SALA LETTURA STUDENTI (Dipartimento Ingegneria Industriale DII Complesso Ingegneria Meccanica)
Places 30
Address: Via Venezia 13, Padova
Opening hours: Monday to Friday 8-19
Dotation: WIFI (Eduroam), air conditioning

Centro Culturale Altinate di San Gaetano (Comunale)
Places 23 (aula studio) e posti biblioteca
Address: Via Altinate 71, Padova
Opening hours: Monday to Saturday 8-19, Sunday 10-19.
Dotation: WIFI (Padova WIFI)

Centro universitario Padovano- Palazzo Zabarella (Comunale)
Places: 70
Address: via Zabarella 82, Padova
Opening hours: Monday to Friday 7.30 - 21.00, Saturday and Sunday 9.00 – 19.00
Dotation: WIFI through Captive Portal

GALILEI
(Aula studio di Ateneo)
Posti 280
Indirizzo: via Galilei 42, Padova
Orario di apertura: da lunedì a venerdì dalle 8.30 alle 20
Dotazione: WIFI (Padova WIFI), aria condizionata
1 stanza adibita per studio di gruppo

MARSALA
(Aula studio di Ateneo)
Posti 120
Indirizzo: via Marsala 15, Padova
Orario di apertura: da lunedì a domenica dalle 8.30 alle 20
Dotazione: WIFI (Padova WIFI), NO aria condizionata

7. CANTEENS AND AFFILIATED RESTAURANTS

Students enrolled to a degree programme, to one of the specialisation schools and to a PhD programme can have access to the **canteen service** provided by ESU Padova, the regional company for the Right to University Education. In proximity of the main University facilities are located places for eating managed directly by ESU or by institutions, companies or privates that are associated with it. The choice of food offered is various and submitted to many quality controls.

7.1 THE MEAL

Food Service and Canteens offer two different types of meals: a "full meal" or alternatively a "reduced meal".

The **full meal** is composed by:

- First course
- Main course
- Side course
- Dessert or fruits
- Beverages

The **reduced meal** instead differs from the full meal by the choice of either a first course or a main

course, with everything else maintained as in the full meal. Sometimes it is also possible to get a:

- Pizza (same as a full meal)
- Mini-meal (same as a reduced meal)
- Salad (same as reduced meal)

If the customer desires a meal composition that differs from the two alternatives (full or reduced meal), he/she can ask, when allowed and indicated, the provision of a single dish, with specific rates for service, first and main course, side and dessert/fruits.

7.2 PRICE OF THE SERVICE AND DISCOUNTS

The price that the student has to pay for the service is different based on specific levels defined by the type of student, the academic merit and income merit. The evaluation of the type of merit is based on data provided by the University, while income merit is calculated using ISEE and ISPE indicators. Once in possess of 2021 ISEE attestation (corresponding to 2020 income), students must fill, within 11/30/2021, the "Application for benefits" available on www.uniweb.unipd.it website. After 11/30/2021, requests will not be considered anymore (see section "funding and fees").

Further benefits for the food service are given to Veneto region scholarship awarded, as part of the funding is converted into services. Indeed, ESU provides a daily meal to commuter students, which correspond to 400€ subtracted from the scholarship each year.

The tariffs subdivided in levels and the relative requirements can be found at ESU's website https://www.esu.pd.it/en/our-main-activities/food-services-canteens inside the section "Tariffs valid for A.Y. 2020/2021".

7.3 ACCESS TO THE FACILITIES

To have access to any of the facilities of the University food service is compulsory for the student to possess:

- A personal **QR code**, not transferable, downloaded from a special section of ESU website. For further information refer to https://www.esu.pd.it/en/our-main-activities/food-services-canteens
  The QR code will be available within 72 hours from the enrolment, after the creation of the university personal serial number.
- **Certificazione verde COVID19** (*Green Pass*) to eat the meal inside the facility. For those who do not possess a green pass there is the possibility, only in certain facilities, to take advantage of take away service (*D.L. 105 of 23 July 2021 and further dispositions*).

7.4 THE FACILITIES

All the facilities are open from Monday to Friday, except when specified.

7.4.1 ESU Restaurants

Nord Piovego
PADOVA Via G. Colombo, 1 (at the corner with via Ugo Bassi)
Lunch opening time: 11.30-14.30

Easily reachable for Psychology, Science, Economy and Engineering students. Possibility to have Pizzas, sandwiches and salads other than conventional daily menu

Agripolis
LEGNARO (PD) Via dell'Università, 12
Lunch opening time: 11.45-14.30
Canteen available for students attending classes at Agripolis campus.

7.4.2 I ristoranti affiliated with ESU in PADOVA

Murialdo
PADOVA Via Grassi, 42
Lunch opening time: 11.30-14.30
Dinner opening time: 18.45-21.00
Located in Stanga district, close to Europa Park
Easily reachable through a bike path.
Possibility to have Pizzas.
Open for lunch on Sunday twice per month.

Belzoni
PADOVA via Belzoni, 158
Lunch opening time: 11.45-14.30
Due to the limited size, it is advisable to go early to avoid queues.

ACLI- PIO X
PADOVA Via Bonporti, 20
Lunch opening time: 11.30-14.30
Dinner opening time: 18.45-21.00
Easily reachable for Humanities, History and Philosophy students.
Due to the limited size, it is advisable to go early to avoid queues.

Forcellini
PADOVA Via Forcellini, 172
Currently closed. Easily reachable for Medicine students.

In each canteen's dedicated website is possible to have a look to the weekly menu.

Portogruaro, Vicenza) ESU operates through agreements with local food service structures, that can be found in a dedicated section of ESU website:
https://www.esu.pd.it/en/Pagine/Servizi/Ristorazione/ristorazione-convenzionata.aspx

8. FUNDING AND FEES

University tuition fees are divided into three instalments, not further splittable. The deadline for the payment of the second instalment is February 15th 2022, while for the third instalment is May 16th 2022.

- **First instalment**: first instalment is €189 for first-year students of any degree programme (to be paid at the completion of the enrolment process), €569 for students already enrolled in the a.y. 2020/21 and €16 for students already eligible for scholarships or with specific disabilities. The instalment must be paid by September 30th 2021. For those who do not meet with the requirements of the regional scholarship by November 2021. They will have to pay the amount indicated on Uniweb website by November 30th 2021.

Students graduating by December 31st 2021 do not have to pay the first instalment.

- **Second and third instalment:** The amount that has to be paid for second and third instalments varies depending on the degree programme attended, and personal and economic conditions. It is possible to use a simulator in order to have an idea of the amount to be paid for the two instalments, available at this link: https://www.unipd.it/en/services/fees-simulator

The amount of the two instalments can be significantly waived based on your "Equivalent Economic Status Index – ISEE", that has to be requested by November 30th 2021, using the dedicated online procedure available on Uniweb inside the section "Right to university studies, disability disclosure, summer courses". For further information on how to obtain your ISEE and apply for the economic benefits, see the guide available here: https://www.unipd.it/en/isee.

Tuition fees can be paid through PagoPA, mode, available on Uniweb ("Payments"). Detailed instructions on PagoPA are available on page www.unipd.it/en/pagopa

Students are invited to check regularly their personal University E-Mail Address (name.surname@studenti.unipd.it), used for official notifications.

It is also important to connect to Uniweb's personal page (through Home – Master data) to verify that all the information is correct, in particular private e-E-Mail Address and phone number, to be easily reachable by the University.

9. ERASMUS AND INTERNATIONALIZATION

9.1 EXCHANGE PROGRAMMES FOR THE SCHOOL OF MEDICINE

The School of Medicine and the University offer many possibilities of exchange and internalization. The office responsible for this area is the "International Office of the School of Medicine", of which the coordinator is Dr Giuseppe Scarsi; it's possible to contact the office by eE-Mail Address at the following address: international.medicinachirurgia@unipd.it. An overview of mobility offers can be seen here: https://www.unipd.it/studiare-estero.

The main opportunity is **Erasmus+**, the EU programme for instruction, formation, youth and sport. The general objective of the Erasmus programme is to support, through lifelong learning, the educational, professional and personal development of students in education, training, youth and sport, in Europe and beyond, thereby contributing to sustainable growth, quality jobs and social cohesion, to driving innovation, and to strengthening European identity and active citizenship.

9.2 ERASMUS+ STUDY

The Erasmus + Study programme allows students to spend a period of study (between 3 and 12 months) at one of the other 500 universities in one of the participating European countries or, since 2015, also in a non-European country. It is possible to carry out the mobility during every study cycle, to attend courses and take exams, to prepare thesis works and to carry out an internship work as long as it runs alongside a period of study. An arrangement for exchanges with Switzerland (SEMP) and countries beyond Europe (Ulisse) also exists.

You usually need to apply for the Erasmus+ Study programme between December and February of the previous year of the mobility. The study period abroad can last a minimum of 3 months and a maximum of 12 months in 2021/2022.

Available destinations are also the ones of Arqus Alliance, which is composed by University of Padua and other 6 Universities: Bergen, Granada, Graz, Leipzig, Lyon and Vilnius. The mobility towards these cities is known as "Open Arqus Mobility" and it usually dosen't have a limit of participants.

Students are required to independently consult the websites of partner universities to check the academic courses on offer, language prerequisites and, once having accepted the place, inform themselves on the procedures and planned deadlines in place for incoming Erasmus students. In order to know which are the partner universities and their selection procedures, it's possible to consult the Mobility Office websites, there's one for each of the 8 Schools, the one of the School of Medicine is: https://www.medicinachirurgia.unipd.it/servizi/erasmus-e-internazionalizzazione.

9.3 HOW TO APPLY

Students regularly enrolled at the University of Padua in Bachelor's degrees, Master's degrees, single-cycle Master's degrees, Doctoral degrees and in Specialisation Schools can participate in the Erasmus+ for studies Programme. It is necessary to be regularly enrolled and up to date with the payment of fees at the time of submission of the application, before departing and during the entire mobility abroad.

For students who in the a.y. 2020/21 are enrolled in their FIRST YEAR of a Bachelor's degree or a single-cycle Master's degree (e.g. Medicine and Surgery) it's necessary to: have registered **at least 15 credits** on Uniweb at the time of application (except for specific restrictions outlined by the Schools or Departments).

It's then necessary to gain **at least 40 credits** before the departure, otherwise the mobility cannot take place.

Students enrolled from the second year on are required to have **at least 40 credits registered on Uniweb** at the moment of application (Master's students and PhD candidates automatically satisfy this condition, given that they have already completed at least a Bachelor's degree).

Students also must **follow the requisites of participation** outlined in the call, as well as the criteria given by Schools and Departments, so it's important to periodically monitor the Erasmus section of the School (the link is above).

The application is usually filled between December and January and rules vary every year. For example, we display the latest rules for the application.

The application must be done on Uniweb and you need to choose 2/3 places for the mobility; you also need to state your language skills. You should include with the application: a proposal of activities to do abroad, a cover letter, any language certificate and/or a letter from your Italian thesis supervisor or internship tutor. When you upload the attachments, you have to confirm the application (which till that moment was modifiable). It's possible to do the application for all the announcements.

Once the rankings are calculated, winners will have to decide whether accept their allocated place or not. Every activity has a specific deadline that varies by years, so we invite you to monitor the International Office website for the School of Medicine.

9.4 BEFORE THE MOBILITY

After the process of accepting the Erasmus places, the Erasmus Office of each School or Department sends the *nomination* of successful students to their partner universities. The student should independently find the paperwork on the web pages of their respective host universities and return it within the specified deadlines (in some cases the universities inform students on enrolment and deadlines via E-Mail). The documents most commonly required are an *Application form* and a "Learning Agreement" (the European study plan): this is the document in which you can find activities of the host universities and the equivalent ones that will be validated in Padua. It must be approved by the person in charge. You need to use Uniweb to present the *Learning Agreement* and its next changes, you can also get informed about the procedures during the Erasmus meetings organized by the School of Medicine.

In order to receive the scholarship by the European Commission, it's compulsory to sign the **Erasmus grant agreement before the departure**. Further information will be given to successful students.

You will have to take a language test and, possibly, you can attend language courses of CLA. Further information will be given to students awarded the place.

9.5 DURING THE MOBILITY

After the departure, host university will sign your *Certificate of Attendance*, then you will upload it in the home university platform (with the *Learning Agreement before the mobility*) in order to receive the deposit of the scholarship.

During the study period abroad the student has the chance to modify the Learning Agreement on Uniweb, to add or eliminate courses. Students can submit **up to 4 *Learning Agreement***, in established periods. If you have to remove a course, it's not necessary to upload a new LA in Uniweb; if you have to

replace and/or add a new course, you have to upload a new LA in Uniweb and it must be approved by both the home and host universities.

It is possible to submit a request for the extension of the Erasmus student status up to a maximum of **12 months** (including the original mobility period). To gain such an extension, you should submit the request **at least a month before** the end of the mobility indicated in the Grant Agreement. For students whose mobilities finish between the beginning of August and the beginning of September, the documentation must arrive by and **no later** than 15th July. After 15th July requests of extension will not be authorised.
Before returning, you have to request certain documents from the host university (at their International Relations Office), such as the *Attendance Certificate* of the end of mobility and the *original Transcript of Records* (which certifies the exams done abroad), and/or a letter from the foreign teacher about the thesis activity and/or frequency certificates of internship (these must be written on letterhead with date, sign and stamp).

9.6 AFTER THE MOBILITY

For the recognition of the activities carried out abroad you must attach to the Learning Agreement (approved on Uniweb) the following documents: *Attendance Certificate* and *Transcript of Records*, then you will sit the language exam (the OLS test) and an assessment survey about the Erasmus experience.
Next step will be the recognition of exams carried out abroad. This procedure is different by Schools and it will be explained to winners.
At the following link https://www.unipd.it/erasmus-studio you can find every detailed information.

9.7 ERASMUS INCOMING

ERASMUS incoming students will be contacted by the Mobility Office of the School in order to learn procedures and how to choose courses and internships. Further information and documents can be found here:
https://www.medicinachirurgia.unipd.it/international-mobility-study-practical-training.
Incomings can receive a tutor buddy: UniPd sends a form to all the Incoming students and they can ask for this free opportunity (the task of a Buddy is to welcome exchange students, assist them during the registration and enrollment procedures). The Tutor Junior Office can help Erasmus students too, a contact is: tutor.medicinachirurgia@unipd.it.

10. COVID-19 RULES AND REGULATIONS

All the guidelines for lessons during this academic year can be read at the following link https://www.unipd.it/corsi/covid-informazioni.

Rules are in effect from 1st September till 31st December, then they will be updated according to the pandemic. The aim of these guidelines is to ensure a safe place for having lectures. You can enter classrooms, libraries, labs and offices only if you have the Green Pass (or a medical certificate of vaccine exemption, according to the Italian Ministry of Health – notice of 04/08/2021).
It's mandatory to wear a mask in the correct way (nose and mouth must be covered) in every university place, with the exception for those who have pathologies incompatible with the use of such devices.

People with temperature (more than 37,5 °C) or respiratory symptoms cannot enter university buildings. In the buildings it's advisable to keep a social distancing of at least one meter, as the structural-logistical conditions of the buildings allow it.

In classrooms, you have to take a seat with the green sticker (if number of students exceed the number of green stickers, it's possible to use every seat – so also the ones with a red sticker).
Every student will be asked to fill the "Self-Certification to Access University Buildings" before entering university buildings. It's possible to find the safety guidelines at https://accessostrutture.unipd.it/.

Regarding the course of Medicine and Surgery, lectures will be held in a dual mode during all the first semester.

11. RECAPITI UTILI

Associazione Studenti e Professori di Medicina Uniti Per
Website: www.studentieprofunitiper.it
E-Mail Address: info@studentieprofunitiper.it
Tel: 049 821 1751

Back Office – Scuola di Medicina
E-Mail Address**:** medicina.studenti@unipd.it
Telephone:
from Monday to friday from 10:00 to 12:00;
on Tuesday also from 15:00 to 16:00
049 827 6435 – fax: 049 827 6447

Call Centre of University
Tel: 049 827 3131
From Monday to Friday from 9 to 17

Rappresentanza Studentesca di Medicina e Chirurgia
Website: www.scholamedica.it
E-Mail Address: rappresentanza@scholamedica.it
Tel: 049 821 1751

Segreteria Corso di Laurea in Medicina e Chirurgia (Padova)
E-Mail Address: cdl.medicinachirurgia@unipd.it
Tel: 049 821 8668
Tel: 049 821 1448

Segreteria Corso di Laurea in Medicina e Chirurgia (Treviso)
E-Mail Address: cdl.medicinachirurgiatreviso@unipd.it
Tel: 049 821 7836
Tel: 049 821 8673
Tel: 049 821 3950

Segreteria Corso di Laurea in Medicine and Surgery
E-Mail Address: medicine.surgery@unipd.it
Tel: 049 821 7836
Tel: 049 821 8673

Segreteria Corso di Laurea in Infermieristica
E-Mail Address: cdl.infermieristica@unipd.it
Tel: 049 821 8668
Tel: 049 821 8657
Tel: 049 821 1448

Segreteria Corso di Laurea in Dietistica
Romina VALENTINI – Tel. 049 821 8653
romina.valentini@unipd.it

Segreteria Corso di Laurea in Tecniche di Laboratorio Biomedico
Gemma ROCCO – Tel. 049 821 7135
gemma.rocco@unipd.it

Segreteria Corso di Laurea in Radiologia Medica, per Immagini e Radioterapia
Margherita MARTINELLO – Tel. 049 821 2357
margherita.martinello@unipd.it

Segreteria Corso di Laurea Magistrale in Scienze delle Professioni Sanitarie Tecniche Diagnostiche
Fortunata MARCHESE – Tel. 049 821 8238
fortunata.marchese@unipd.it

Segreteria Corso di Laurea Magistrale in Tecniche dell'Attività Motoria Preventiva e Adattata
Sabrina CERON – Tel. 049 821 5857
sabrina.ceron@unipd.it
preventiva.medicina@unipd.it

Segreteria Didattica Dipartimento di Neuroscienze
E-Mail Address: segrdid.neuroscienze@unipd.it

Segreteria Didattica Dipartimento di Medicina Molecolare
E-Mail Address: didattica.medicinamolecolare@unipd.it

Segreteria Didattica Dipartimento di Salute della Donna e del Bambino
E-Mail Address: didattica.sdb@unipd.it
Tel: 049 821 7515
Tel: 049 821 8081

Segreteria Didattica Dipartimento di Scienze Biomediche
E-Mail Address: didattica.biomed@unipd.it

Segreteria Didattica Dipartimento di Scienze Cardio-Toraco-Vascolari e Sanità Pubblica
E-Mail Address: didattica.dctv@unipd.it

Segreteria Didattica Dipartimento di Scienze del Farmaco
E-Mail Address: didattica.dsf@unipd.it

Ufficio Tutor Scuola di Medicina
E-Mail Address: tutor.medicinachirurgia@unipd.it
Appointment:
https://www.scholamedica.it/appuntamenti-ufficio-tutor-scuola-di-medicina/
Tel: 049 821 8672

12. TUTOR'S OFFICE – SCHOOL OF MEDICINE AND SURGERY

The tutors are Master Degree students, PhD students and residents who help other students in their University Career. They provide other students with welcoming services, organisative-didactic support, promotion of contacts with Professors and help in finding information. They also coordinate integrative didactic activities and help with laboratory activities and difficult exams.

The tutor's office of the School of Medicine consists of the following members
Contact Professors: Prof.ssa Veronica Macchi, Prof. Marco Rossato
Coordination Tutor: Elisa Boccali (Speech Therapy)
Tutors:
- Camilla Bacchin (Medicine and Surgery)
- Luca Barbato (Medicine and Surgery)
- Beatrice Baù (Medicine and Surgery)
- Irene Bertazzolo (Immunology and experimental Oncology)
- Caterina De Pazzi (Medicine and Surgery)
- Ilaria Dissette (Neuro and psychomotor therapy of the developmental age)
- Vincenzo Foti (Medicine and Surgery)
- Ilaria Govoni (Medicine and Surgery)
- Chiara Massimi (Medicine and Surgery)
- Francesca Meraglia (Experimental and Clinical Sciences)
- Maria Francesca Priore (Medical Biotechnologies)
- Sofia Raccanello (Medicine and Surgery)
- Francesca Segat (Medicine and Surgery)
- Mattia Spagna (Medical Biotechnologies)
- Chiara Suraci (Medicine and Surgery)
- Simona Vallata (Medicine and Surgery)
- Filippo Valle (Medicine and Surgery)

CONTACTS

E-Mail Address: tutor.medicinachirurgia@unipd.it
Address: via Giustiniani 2 Padova, ground floor Presidenza della scuola di medicina
Tel: 049 821 8672
WhatsApp: 049 821 8672
Book an appointment: https://www.scholamedica.it/appuntamenti-ufficio-tutor-scuola-di-medicina/
Skype: @Tutor Scuola Medicina UNIPD
Zoom: http://www.zoom.us/j/7058561404
Instagram: @tutormedicina.unipd
Facebook: Tutorato Scuola di Medicina e Chirurgia Unipd
Office hours: Monday to Thursday 14:30 – 17:30, Friday 10:00 – 13:00