

APPLICATION GUIDE

ATTENTION: THIS GUIDE DOES NOT REPLACE WHAT IS PUBLISHED IN THE COMPETITION NOTICES OF EACH DEGREE COURSE. BEFORE PROCEEDING IT IS NECESSARY TO CAREFULLY READ THE INFORMATION PUBLISHED IN THE OFFICIAL COMPETITION NOTICE

WHAT YOU NEED TO START



Identity document



Passport size photo in jpeg format (see page 3)



Medical documentation (only if you need to request test accommodations as per the Italian Laws 104/92 and 170/2010)



Verify the payment method on www.paypal.com

WHAT ARE THE NEXT STEPS

1. Register on the University portal and access the section "Admission Test"
2. Select the competition
3. Upload the identity document and the photo
4. Submit your application and access the Selexi portal
5. Request test accommodations and make the payment

1. REGISTER ON THE UNIVERSITY PORTAL AND ACCESS THE SECTION "ADMISSION TEST"

To apply for the competition(s) you must first **register on the University portal**.

If you have not already done so, proceed by following the instructions in the "Registration Guide".

Enter your login information to access the link <https://intranet.unisr.it/esse3/Home.do>: you will find the page illustrated below.



To submit your application, open the Menu and click on **"Registrar's Office" Admission Test"**.

Before proceeding, **make sure you have with you the passport photo** in jpeg format as detailed at page 3 of this guide.

On the **"Register for Admission Test"** page you can view the list of information you will be asked for in the following steps: the first two lines are in the "Work in progress" state because you are starting to register; the following are still in the "locked" state because you haven't entered the information yet. It is correct: you can proceed with the data entry.

Click then on **"Register for the Admission Test"** button to proceed.

Register for the Admission Test

In the following pages you can register for the Admission test. If you need to stop the application process or if you close your internet page by mistake, you can log in again and continue from the point you were, since all data are automatically saved.

Activities	Section	Info	Status
A - Competition Selection	Select the Competition	1	🔒
	Confirm	1	🔒
B - End Procedure	Explicit confirmation	1	🔒
	Confirmation	1	🔒

Legenda

- 1 Information
- 🔒 Work in progress
- 🔒 Section blocked. It will start working again after all previous sections have been completed
- ✅ Section correctly completed

Register for the Admission Test

Register for the Admission Test



NB: if you want to register for a **second competition**, once you have accessed the section "Registrar's Office > Admission test", you will find the details of the registration already made and the **"Proceed with another registration"** button: click on it to register for a new competition.

2. SELECT THE COMPETITION

List of competitions

Select the Competition:

Select the Competition

- Competition* Biotechnology and Medical Biology NON EU Citizens reserved
- Competition* Corsi di Laurea delle Professioni Sanitarie
- Competition* Corsi di Laurea magistrale in Medicina e Chirurgia e in Odontoiatria e Protesi dentaria
- Competition* Corsi di Laurea in Scienze Biologiche in Medicina
- Competition* Corsi di Laurea in Scienze e Tecniche odontoiatriche
- Competition* Corsi di Laurea triennale in Scienze Biologiche e in Scienze Odontoiatriche
- Competition* International MD Program NON EU CITIZENS RESERVED (Medicina e Chirurgia in LINGUA INGLESE per Cittadini Comunitari)
- Competition* International MD program NON EU CITIZENS RESERVED (non-European Citizens)
- Competition* Scuole di Specializzazione in Ginecologia e Ostetricia (SM2013)
- Competition* Scuole di Specializzazione in Epigenetica e Medicina preventiva (SM2013)
- Competition* Scuole di Specializzazione in Malattie Infettive e Tropicali (SM2013)
- Competition* Scuole di Specializzazione in Medicina d'Emergenza-urgenze (SM2013)
- Competition* Scuole di Specializzazione in Medicina interna (SM2013)
- Competition* Scuole di Specializzazione in Neurologia (SM2013)
- Competition* Scuole di Specializzazione in Pediatria (SM2013)

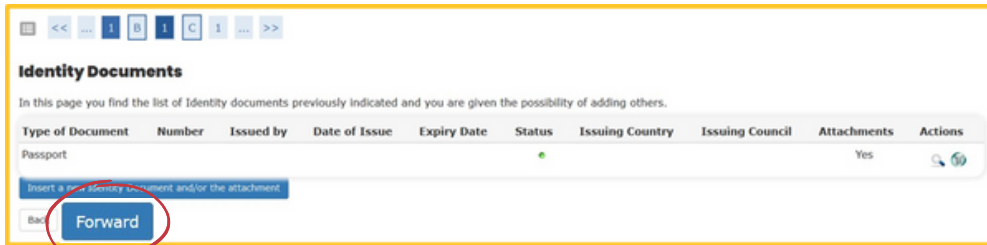
Forward

Select the competition you want to register for and click on "Forward".

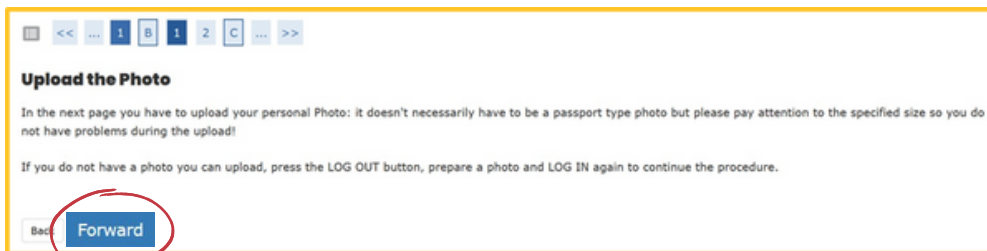
If you intend to register for more than one competition, you must proceed with one registration at a time. When you will have finished all the registration procedure you can proceed with another.

3. UPLOAD THE IDENTITY DOCUMENT AND THE PHOTO

Enter the data of a valid identity document (ID, passport etc.) and upload a copy of the document itself. Then click "Forward"



This is a very important section: on the following page you will be asked to upload a photo which will then be used for your Badge and for recognition. **Read carefully the information below!**



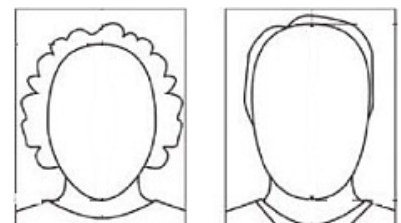
If you have arrived at this stage in the application and you do not have a suitable photo available, click on "Logout" and log back in when you will be ready: the data you entered up to this page will be saved and you will be able to resume from where you had left off.

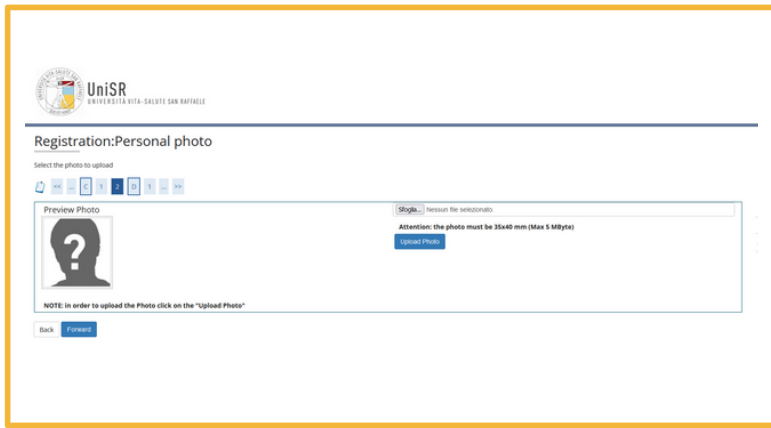
Attention: the passport photo will be **printed on the badge** and used for recognition.



How the photo must be:

- frontal shot of the face
- the face must be clearly visible (no glasses, hats, accessories etc.)
- clear and neutral background
- the photo must be in bitmap or jpeg format
- resolution of at least 300x400 pixels
- make sure that the photo is suitable for the academic and professional environment!





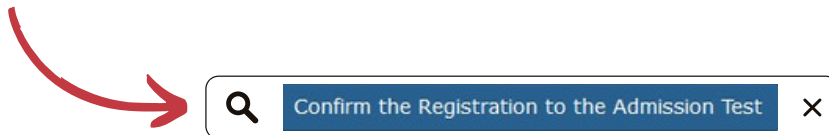
To upload the photo click on *"Sfoglia"*: select the image from your Computer and click on **"Upload photo"**.

Once the photo has been uploaded, click on **"Forward"**.

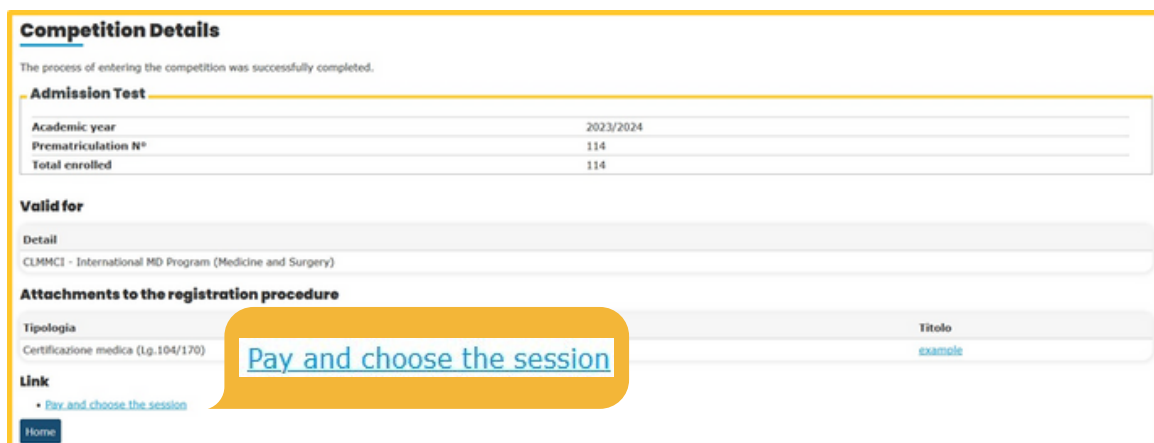
4. SUBMIT THE APPLICATION AND ACCESS THE SELEXI PORTAL



Click on **"Confirm Registration to the Admission Test"** and proceed.



On this page you will find the summary of what you have chosen so far: from here you must proceed with the second part of registering for the admission test by clicking on **"Pay and choose the session"**: remember to carry out the last steps **within 60 MINUTES (including payment!)**



5. REQUEST TEST ACCOMMODATIONS AND MAKE THE PAYMENT



From this page begins the session booking phase and then the payment: read carefully the instructions necessary to complete the procedure correctly.

After having read the instructions carefully, enter the credentials previously obtained and click "LOGIN".

As advice, save the link to the Selexi portal in your favorites for any future need.

Remember that, as detailed in the Notice of Competition, the refund of the payment made is NOT admitted IN ANY CASE.

To proceed, click on **"request for accommodation"**. If you need to request access arrangements, indicate "yes" and then click "confirm" to complete your request; otherwise indicate "no" and "confirm".

Access Arrangement Request

Pursuant to Law no. 104 dated 5 February 1992 or pursuant to other legislation applicable to international candidates, or pursuant to Law no. 170 dated 8 October 2010, and to the Italian Ministerial Decree of the Ministry of Universities and Research (MUR) no. 5669 dated 12 July 2011 or pursuant to other legislation applicable to international candidates :*

Do you need to request access arrangements?

YES NO

CONFIRM

Legend

- Seats available
- Seats in exhaustion
- Sold-out

IMD program eu reserved (LM-41)

119g 20:44:27
Time left to choose the session
119g 20:44:27
Time left to pay the registration fee

The available sessions are:

Concorso	Data test	Stato
IMD program eu reserved	27 May 2023 03:30 PM	●
IMD program eu reserved	27 July 2023 02:00 PM	●

Before selecting the session it is necessary to fill in the form relating to any request for special accommodation.

Request for accommodation

IMD program eu reserved (LM-41)

119g 23:31:41
Time left to choose the session
119g 23:31:41
Time left to pay the registration fee

The available sessions are:

Concorso	Data test	Stato
IMD program eu reserved	27 May 2023 03:30 PM	●
IMD program eu reserved	27 July 2023 02:00 PM	●

It is necessary to select the session in which to perform the test.

Select the session **Modify request for accommodation**

Click now on **"select the session"** to choose the competition and the day and time of the test.

Once you have confirmed your choices, click on "**status domanda**" to return to the main page and pay the participation fee.

Selection of the test session: **IMD program eu reserved (LM-41)**

Entry for round 1- Location: **IMD program eu reserved**

Entry for round 1 - Selected: **Saturday 27 May 2023 03:30 PM CEST**

Entry for round 2- Location: **IMD program eu reserved**

Entry for round 2 - Selected: **Thursday 27 July 2023 02:00 PM CEST**

Soon you will receive an e-mail at
We remind you that you have 60 minutes to pay the registration fee.

Back to **STATUS DOMANDA**

To complete the procedure it is necessary to pay the registration fee within 60 minutes.

Buy Now



Remember that the registration for the competition that you have concluded with the steps described in this guide will always remain valid and accessible at any time by accessing the Selexi portal.