

Master Degree in Genetics and Molecular Biology 2016/17

Terms and conditions for participation in the selection procedure

a) Participation in the selection process is subject to payment of a fee of € 35.00 to be paid at any branch of UniCredit Group throughout the country from 12 July 2016 and without fail by September 7, 2016.

To make the payment you must only use the custom form to be printed through the online information system of the University, according to the instructions on www.uniroma1.it/didattica/sportelli/infostud site.

Payment can also be made online, by credit card (see www.uniroma1.it/didattica/tasse/pagamenti-tasse): on the due date the online payment is made within the closing time of bank branches (15:45).

The test participation fee will not be refunded for any reason.

Note: Keep the serial number issued by the information system, which is essential for further stages of the procedure.

Please note: All notices will be sent to the email address indicated at registration on Infostud. It is recommended that candidates and applicants to check the accuracy of the entered email address. Female students and students already registered on Infostud system must verify / enter their email address using the User Data> Data editing function access.

The module for the payment is simultaneously:

- Self-certification of personal data;
- Payment bulletin of the participation fee in the selection procedure.

Payments received in different ways from those described will not be accepted.

b) The candidate must send the application for participation in the selection procedure by 7 September 2016 in the following way:

1. Go to the website <http://corsidilaurea.uniroma1.it/en/corso/2016/genetica-e-biologia-molecolare/isciversi>;
2. Open the spreadsheet called **Allegato 28700** only with Windows systems (Millennium or Windows XP with Excel 97 or Excel 2002) and Mac (OS10, with Excel 2004), and carefully fill in all the fields contained in it;
3. Save the spreadsheet using the "filename" SurnameFirstname format (without spaces, apostrophes and accented characters); the spreadsheet must be saved in Microsoft Excel 97-2003 format;
4. print the spreadsheet, Annex A, filled out and sign it in the space provided (box "6 - Place, date and signature");
5. submit by email to both the email address of the master's degree (LSGBM@uniroma1.it) and the email address of the Student Office of the Faculty of Mathematical, Physical and Natural Sciences (scienzefn.proveaccesso@uniroma1.it), with the subject: MASTER Genetics and Molecular Biology, the following documents:

- a) spreadsheet, compiled and saved in Microsoft Excel 97-2003 format in the manner set out in points 2. and 3.;
- b) scanned copy (scanned in .pdf format) of the spreadsheet completed, printed and signed, in the manner set out in 2. 3. and 4 .;
- c) scanned copy (scan front / back in .pdf format) of a valid passport;
- d) scanned copy (scanned in .pdf format) of language certification*

* The language certificates will be valid as long as issued by certification bodies (see [http://hubmiur.pubblica.istruzione.it/web/istruzione/dg-personale-school / institutions-certification-foreign-languages](http://hubmiur.pubblica.istruzione.it/web/istruzione/dg-personale-school/institutions-certification-foreign-languages))

Please note that this documentation sent by mail must be received no later than September 7, 2016.

WARNING: the two e-mail addresses to which the completed application must be sent are not alternatives: Applications must be sent to both e-mail addresses of the University.

Incomplete applications of the requested data, or applications not received within the deadline will result in exclusion from the selection procedure.

The list of winners will be published by 21 September 2016 on www.uniroma1.it/didattica/offerta-formativa and <http://bbcd.bio.uniroma1.it/bbcd/didattica/offertaformativa.it>.

The winners from countries outside the European Union, permanently residing abroad, to carry out the registration, must go by September 26, 2016 at the Sector Students with a foreign diploma (for info settoretitolostraniero@uniroma1.it, Skype: [settoretitolistranieri](#) on Monday, Wednesday, Friday from 8.30 to 12.00 and Tuesday and Thursday from 14.30 to 16.30) for submission of the documentation required by Ministry of Education. Within the deadline they will have to pay the master degree fee following the instruction on the website www.uniroma1.it/didattica/sportelli/infostud.

The winners, to carry out the final registration, necessarily have to go before the deadline at the Sector Students with a foreign diploma to validate the title.

The list of documents necessary for registration is available on page:

http://en.uniroma1.it/sites/sitoen/files/allegati/FAQ_%20english_0.pdf