



UNIVERSITÀ
DEGLI STUDI
DI PADOVA

Call for selection for admission to
short specialisation degrees for the
2025/2026 academic year

Approved by Rector's Decree no. 2669 of
23/06/2025

ART. 1 ACTIVATED SHORT SPECIALISATION DEGREES

Public selections are called for admission to the one- or two-year 1st- and 2nd-level short specialisation degrees listed above for the 2025/2026 academic year, the main characteristics of which are detailed in the attached data sheets. Short specialisation degrees normally entail the award of 60 ECTS credits.

ARTICLE 2 ADMISSION REQUIREMENTS AND INCOMPATIBILITY

2.1 Entry qualifications: to be admitted to a short specialisation degree, you must have a university degree as follows

- For the 1st-level short specialisation degree: degree awarded under the former Italian system, university diploma, bachelor's degree, specialised/master's degree.
- For the 2nd-level short specialisation degree: degree awarded under the former Italian system, specialised/master's degree.

The entry qualifications required for admission are set out in detail for each short specialisation degree in the attached data sheets. Other university qualifications of the same level (according to the Italian Qualifications Framework - IQF available on the website <http://www.quadrodeititoli.it/index.aspx?IDL=1>) other than those specified in the attached sheets may also be assessed by the Examination Committee, provided that the student has a high school diploma allowing access to the university and a curriculum proving an adequate education consistent with the chosen short specialisation degree.

Any qualifications considered equivalent to those required for admission to the short specialisation degree of this call by virtue of specific legislative provisions can only be assessed if the applicant has a high school diploma that allows access to university studies.

Undergraduates who are only missing their final examination may also participate in the selection as long as they earn the required qualification by the day before the start of classes. Self-certification of the degree must be received by the Postgraduate Office - Short Specialisation Degree and Continuing Education Unit by the beginning of the short specialisation degree classes.

2.2 Incompatibility: updated information is published at the link: <https://www.unipd.it/come-iscriversi-master>.

ART. 3 PRE-REGISTRATION PROCEDURE

For each short specialisation degree you wish to apply for, you must complete the pre-registration application via **web by 12.30 pm on the expiry date specified in the attached data sheets**, at the link <https://pica.cineca.it/unipd/>.

After the expiry date, the link will be deactivated and you will no longer be able to complete the pre-registration application. The service may be temporarily suspended for technical updating reasons.

Please note that the pre-registration application is mandatory.

For instructions on filling in the pre-registration application, see the file "Instructions for filling in the pre-registration application" published at the following link: www.unipd.it/avvisi-selezione-master.

Note that the Postgraduate Office - Short Specialisation Degree and Continuing Education Unit will be closed on 11-19 August 2025.

For any other closures of the Postgraduate Office - Short Specialisation Degree and Continuing Education Unit, please consult the university website.

Applicants with a qualification obtained abroad must refer to the provisions of Article 6 below of this call for selection.

Failure to meet the deadline for submitting the pre-registration application will result in exclusion from the selection.

The following must be enclosed with the pre-registration application, which is filled out online and includes the payment of the fee of €30.00:

1. Curriculum.
2. Any documents required for admission to the chosen short specialisation degree: see the "selection" field of each individual data sheet.
3. Copy of a valid personal identity document (copy of a valid passport for non-EU citizens).

In the event of pre-registration in more than one short specialisation degree, each application must be accompanied by the aforementioned documents and €30.00 fee.

The pre-registration fee of €30.00 (including the €16.00 stamp duty paid online) is non-refundable, regardless of the activation of the short specialisation degree or the outcome of the selection.

The application is a declaration in lieu of certification of the qualification required for admission to the short specialisation degree. The University of Padua reserves the right to request confirmation from the institutions that issued the degrees.

All documents must be submitted in the form of a true copy of the original ("Declaration in lieu of self-certification of the qualification" available on the website: <http://www.unipd.it/master-modulistica-normativa>, under "Short specialisation degree forms").

Pursuant to Article 40 of D.P.R. (Presidential Decree) no. 445/2000, as amended by Article 15 of Legge (Law) no. 183/2011, for dealings with public administration bodies and public service providers, certificates and affidavits are always replaced by declarations pursuant to Articles 46 and 47 of such decree.

Citizens of non-EU States lawfully residing in Italy may use the declarations pursuant to Articles 46 and 47 of D.P.R. (Presidential Decree) no. 445/2000 limited to status, personal qualities and facts that can be certified or attested to by Italy's Public Administration (see Article 3, paragraphs 2, 3 and 4 of D.P.R. (Presidential Decree) no. 445/2000).

The university administration accepts no responsibility in the event of the loss of communications due to inaccurate information on the applicant's residence, domicile and address, or due to failure/delay in communicating changes thereof, nor for any postal, electronic or telegraphic errors not attributable to administration.

Applicants with disabilities or specific learning disorders (SLDs) may take the short specialisation degree admission tests (where envisaged) with customised support, making an explicit request to the Student Service Office - Inclusion Unit.

To this end, interested candidates must:

- 1) Request the individualised test during the pre-registration procedure at <https://pica.cineca.it/unipd/>.
- 2) Upload documentation on the disability or SLD during the pre-registration procedure at <https://pica.cineca.it/unipd/>.

Applicants may be contacted by the Student Service Office - Inclusion Unit if certain required documents are found to be missing.

Applicants with a disability or specific learning disorders (SLDs) living abroad must upload the following documents during the pre-registration procedure at <https://pica.cineca.it/unipd/>: a certificate attesting to the state of disability or SLD issued in the country of residence together with a sworn translation in Italian or English.

Following this, an interview will be held with designated personnel and in a manner to be agreed upon in order to define the support required for the test.

For more information follow this link: <http://www.unipd.it/accoglienza-prove-ingresso>.

ART. 4 SELECTION PROCEDURE

The selection procedure will take place in accordance with the procedures and timing indicated for each short specialisation degree in the attached data sheets.

If there are no preferred prerequisites in the individual data sheets, the Committee shall assign precedence to the younger applicant in the event of a tie.

The Short Specialisation Degree Organising Committee reserves the right to organise pre-selection aptitude tests if applications for admission considerably exceed the maximum number of places available.

ART. 5 SELECTION RESULTS, REGISTRATION OF WINNERS AND REPLACEMENTS

5.1 Publication of the ranking list: the ranking list will be made public from the date specified in each individual short specialisation degree data sheet by publication on the University of Padua website: <https://uel.unipd.it/master-e-corsi/>.

The publication of the ranking list has the value of official communication to the interested parties.

5.2 Enrolment of EU and non-EU applicants with a qualification earned in Italy: in order to complete registration, winning applicants in the ranking list must follow the registration instructions that will be published by 1 October 2025 at the following link: www.unipd.it/avvisi-selezione-master.

Admitted applicants must register starting from the date of publication of the ranking list until the date shown at the bottom thereof. The ranking lists will be published from 16 October 2025.

Those who have not completed their registration by the deadline (by completing the online registration and paying the registration fee) will be deemed to have withdrawn.

Applicants with a qualification obtained abroad must refer to the provisions of Article 6 below of this call for selection.

5.3 Replacements: any places that become available following express or tacit withdrawal or forfeiture of the right to register will be assigned in order of the ranking list until it is exhausted.

ART. 6 PROCEDURE FOR APPLYING FOR PRE-REGISTRATION WITH A QUALIFICATION EARNED ABROAD AND RULES FOR FOREIGN NATIONALS

Italians and foreign nationals having a degree earned from a foreign university equivalent to one of the degrees envisaged as a qualification for admission to the chosen course unit may apply for pre-registration in the short specialisation degree for the 2025/2026 academic year. Registration remains subject to the assessment of the administrative suitability of the degree held and the relative programme and skills acquired by the Postgraduate Office - Short Specialisation Degree and Continuing Education Unit, by the Organising Committee.

Registration remains conditional on academic recognition of the degree as well as passing the selection.

The Postgraduate Office - Short Specialisation Degree and Continuing Education Unit is available to provide information on foreign degrees at the following email address: formazionecontinua.lauream@unipd.it.

6.1 Pre-registration for applicants with foreign qualifications

For each short specialisation degree you wish to apply for, you must complete the pre-registration application via **web by 12.30 pm on the expiry date specified in the attached data sheets**, at the link <https://pica.cineca.it/unipd/>.

After the expiry date, the link will be deactivated and you will no longer be able to complete the pre-registration application. The service may be temporarily suspended for technical updating reasons.

Please note that the pre-registration application is mandatory.

For instructions on filling in the pre-registration application, see the file "Instructions for filling in the pre-registration application" published at the following link: www.unipd.it/avvisi-selezione-master.

The following must be enclosed with the pre-registration application, which is filled out online and includes the payment of the fee of €30.00:

- 1) Curriculum.

- 2) Any degrees and documents required for admission to the chosen short specialisation degree: see the "selection" field of each individual data sheet.
- 3) Copy of the university diploma with declaration of value if already available at the time of pre-registration or certificate of comparability and verification issued by ENIC-NARIC centres.
- 4) Supplement diploma in the case of a qualification earned in a European Union country.
- 5) Certificate indicating the examinations taken and the corresponding marks.
- 6) Any other documentation deemed useful for assessing the admissibility of the qualification obtained (European format curriculum, etc.).
- 7) Translation of the documents into Italian or English (if not already drafted in a working language).
- 8) Copy of a valid personal identity document (copy of a valid passport if a non-EU citizen).

Failure to meet the deadline for submitting the pre-registration application will result in exclusion from the selection.

It should be noted that applicants with a qualification obtained abroad who wish to apply for pre-registration in short specialisation degrees involving attendance at hospitals must hold the qualification required to practise the profession in Italy and be entered in the relevant professional register. It will therefore be necessary to attach these documents to the online pre-registration application if the applicant already has them. Otherwise, the applicant must provide the Postgraduate Office - Short Specialisation Degree and Continuing Education Unit with the required documentation as soon as they have it and in any case before the start of lessons in the hospital.

6.2 Registration for applicants with a qualification earned abroad: in order to complete registration, applicants must follow the registration instructions that will be published by 1 October 2025 at the following link: www.unipd.it/avvisi-selezione-master.

The winning applicants in the merit ranking list must register starting from the date of publication of the ranking list until the date shown at the bottom thereof. The ranking lists will be published from 16 October 2025.

Those who have not completed their registration by the deadline (by completing the online registration and paying the registration fee) will be deemed to have withdrawn.

With regard to the documentation required for registration and the residence permit of non-EU international students, see the information at <http://www.studiare-in-italia.it/studenti stranieri/>, specifically the General Part and Part VIII of the circular. Only upon request of the applicant in the ranking list of admitted applicants, the Postgraduate Office - Short Specialisation Degree and Continuing Education Unit shall communicate the outcome of the selection process to the competent bodies for the issue of the necessary entry visa and for the completion of any documentation required for registration in the short specialisation degree.

ART. 7 ATTENDANCE, FORFEITURE, SUSPENSION, WITHDRAWAL, FALLING BEHIND AND FINAL CERTIFICATE

7.1 Attendance/forfeiture: students are required to attend at least 70% of the classes and traineeships, unless otherwise specified in the individual data sheets.

Any student who does not fulfil the minimum attendance requirements of the short specialisation degree forfeits their status as a student.

7.2 Suspension: in general, attendance obligations may not be suspended. Only in cases of prolonged illness (exceeding the maximum percentage of absence), pregnancy or maternity/paternity leave (at the request of the person concerned) may a suspension from the short specialisation degree be granted, subject to a request being submitted to the Postgraduate Office - Short Specialisation Degree and Continuing Education Unit. In this case it is possible to exceed the maximum number of students in the edition of the immediately subsequent academic year, subject to the activation of that edition.

Except in cases envisaged by law, interruption of participation in the short specialisation degree entails the non-recognition of any work already done.

7.3 Withdrawal: the student may submit a request for withdrawal at any time. This is irrevocable and must be manifested in a clear, explicit written document, submitted in the original using the "Withdrawal from studies" form available on the website <http://www.unipd.it/master-modulistica-normativa>, under "Short Specialisation Degree Forms". Withdrawal entails the loss of status as a student. Upon withdrawal, the student is **not entitled to a refund of any fees paid**, while the obligation to pay any overdue fees remains.

A student who withdraws from studies after 28 February 2026 (for one-year short specialisation degrees) and after 31 August 2026 (for two-year short specialisation degrees) is still required to pay the second instalment, if envisaged.

7.4 Falling behind: those who, having already enrolled in the same course unit as taken in the immediately previous academic year, have complied with the attendance obligations but have not completed the exams or the final examination and therefore have not earned the diploma may register as students who have fallen behind in a short specialisation degree under this call. Upon request, these students will be granted automatic recognition of their attendance, exams and traineeship attendance with the relevant ECTS credits already acquired for the activities that remain unchanged in the university short specialisation degree programme. The registration fee due for students who have fallen behind is 60% of the registration fee for regular students. These applicants must apply for pre-registration in the manner specified in Article 3 of this call and submit it together with a communication requesting admission as an applicant who has fallen behind.

7.5 Final certificate: at the end of the Course Unit, a 1st- or 2nd-level short specialisation degree shall be issued. The award is subject to the acquisition of the required ECTS credits indicated in the call for selection, including those relating to the final examination to ascertain the skills acquired. In order to be admitted to the short specialisation degree final examination, students must be up to date with the payment of any registration fees due.

In addition to the final certificate, an Open Badge will also be issued — a digital credential that certifies acquired disciplinary knowledge, personal skills (soft skills), and technical competencies.

If the final examination is failed, it is possible to repeat it once only, in accordance with the procedures laid down by the Short Specialisation Degree Organising Committee.

ART. 8 SINGLE COURSE UNITS IN SHORT SPECIALISATION DEGREES

Some short specialisation degrees may offer lessons in the form of single course units.

Where applicable, this information can be found in the individual short specialisation degree data sheets. For details and admission procedures concerning this option, see the call for selection concerning single course units for the short specialisation degrees of the 2025/2026 academic year available at: <https://www.unipd.it/corsi-singoli-nei-master>.

ART. 9 PERSON IN CHARGE OF THE PROCEDURE

Pursuant to Article 4 of Legge (Law) no. 241 of 7 August 1990 (New regulations on administrative procedures and the right of access to administrative documents) and subsequent amendments, the Head of the Postgraduate Office, Andrea Crismani, is appointed as Person in Charge of the Administrative Procedure for the selection tests.

Applicants are entitled to exercise their right of access to the records of the selection tests according to the provisions of D.P.R. (Presidential Decree) no. 184 of 12 April 2006 (Regulation governing access to administrative documents pursuant to Chapter V of Italian Legge (Law) no. 241/90). The Director of the Postgraduate Office, Andrea Crismani, is appointed as the Person in Charge of the Administrative Procedure.

ART. 10 SPECIAL CASES

10.1 Activation of short specialisation degrees: failure to reach the minimum number of enrolled students who have paid the registration fee in full, as specified in the individual data sheets, will prevent the activation of the short specialisation degree. In such cases any registration fees paid shall be refunded.

The activation of short specialisation degrees in the healthcare area that envisage the involvement of hospitals/ULSS other than Padua Hospital is subject to the signing of a specific agreement supporting the training network used for the tutoring/training envisaged.

10.2 Auditors: some short specialisation degrees admit auditors beyond the maximum capacity, applicants who do not meet the admission requirements. For such applicants see the specific call for selection for auditors in short specialisation degrees available at: <https://www.unipd.it/avvisi-selezione-master>.

10.3 Immunity screening: to attend some short specialisation degrees, especially in the medical area, a screening for immunity to exanthematous diseases and tuberculosis infection may be required by the host hospitals.

10.4 Recognition of prior credits: pursuant to Legge (Law) no. 240 of 30 December 2010 and art. 19, paragraph 7, of the Regulations for University Short Specialisation Degrees, Advanced Professional Course Units and Advanced Training Course Units at the University of Padua, the Organising Committee may recognise as credits acquired for the purposes of completing the short specialisation degree – with a corresponding reduction in the required classes – the activities carried out in a university environment at a postgraduate level up to a maximum of 20 ECTS credits, provided that they are consistent with the educational objectives and content of the Course Unit, and documented professional experience up to a maximum of 12 ECTS credits. Such recognised credits may be summed up to a maximum of 20 ECTS credits for each career. The individual short specialisation degree data sheets indicate the educational activities that can be recognised and the corresponding ECTS credits.

ART. 11 BENEFITS

11.1 Discounts: students with a disability recognised by the National Health Service Committees of between 66% and 100% or with recognition of a disability pursuant to Article 3, paragraph 1, of Legge (Law) no. 104 of 5 February 1992 are totally exempt from the registration fee. However, they are still required to pay the pre-registration fee (€30.00), insurance (€6.50) and stamp duty (€16.00).

If a student with a disability is registered in a two-year short specialisation degree, said student must pay the premium for accident and third-party liability insurance of €6.50 for the second year.

Students with disabilities are invited to contact the academic office of the short specialisation degree they are enrolled in for information on attendance arrangements.

11.2 Discounts for DAC List students: DAC List applicants, i.e. non-EU foreign nationals (i.e. both citizenship and residence) from Developing Countries (included in the DAC List of ODA recipients Effective <http://www.oecd.org/dac/stats/daclist.htm>) may be eligible for discounts on the registration fee, as specified in the individual short specialisation degree data sheets.

11.3 Discounts by category of public employees for short specialisation degrees that have adhered to the "PA 110 e lode" Protocol: students employed on a fixed-term/permanent basis by a public administration are entitled to a reduced fee as indicated in the individual data sheets attached.

11.4 Further discounts: other types of partial discounts of the registration fee may also be envisaged, specified in the individual short specialisation degree data sheets with the relevant qualifying criteria.

In the event of more than one person being entitled to the same discount, the exemption will be granted based on the merit ranking list, and in the event of a further tie a random drawing will be held.

11.5 Study awards: at the end of the short specialisation degree, where envisaged study awards may be assigned to students in accordance with the criteria set out in the individual data sheets.

11.6 Scholarships: some short specialisation degrees may award scholarships for attendance. These scholarships are awarded based on the general merit ranking list (unless otherwise specified in the short specialisation degree data sheet) and their award does not exempt payment of the registration fee. The awarding is understood to be conclusively conditional

on actual attendance of the short specialisation degree. The amount of the scholarships is understood to be gross and all-inclusive of the costs borne by the organisation. The scholarships are paid in two instalments.

Scholarship recipients must agree not to combine the scholarship for the short specialisation degree with any other scholarship for any reason whatsoever, except those granted by national or foreign institutions useful for supplementing the programme's activities with studies abroad.

The awarding of scholarships financed by external bodies is subject to the successful conclusion of an agreement between the university and the external body concerned.

11.7 Summing of benefits: a student enrolled in a short specialisation degree may not enjoy more than one benefit in the same course unit and academic year.

11.8 Honour loans: students enrolled in the short specialisation degrees covered by this call may apply for honour loans.

Further information is available at <https://www.unipd.it/prestiti-per-merito> or by contacting the Student Service Office - Economic Benefits Unit - Via del Portello 31 - 35129 Padua email: benefici.studenti@unipd.it.

ART. 12 NOTES AND WARNINGS

12.1 Any changes and additions to the content of this call for selection will be made known by means of:

- Publication on the university's official register.
- Publication on the University of Padua website: <http://www.unipd.it/master>.

12.2 All applicants are conditionally admitted to the selection procedure and attendance of the short specialisation degree. The university administration may at any time, with reasoned decision, order the dismissal of a student for failure to meet the prescribed requirements. This measure will be notified to the person concerned by registered letter with return receipt or PEC certified email.

12.3 If the documentation submitted reveals false statements, untrue information or the use of false documents, the applicant shall be automatically dismissed from the short specialisation degree and shall forfeit any benefits that may have been received, without prejudice to any criminal sanctions envisaged by the Italian Criminal Code and the specific laws on the subject (Articles 75 and 76 of D.P.R. (Presidential Decree) no. 445/2000). The aforementioned false statement shall result in exposure to action for damages by counterclaimants, and the registration fees paid by the interested party shall not be refunded.

12.4 Registration fees and refunds: some short specialisation degrees envisage a registration fee divided into two instalments. In the case of a one-year short specialisation degree, the 2nd instalment must be paid by 31 March 2026. For a two-year short specialisation degree, the 2nd instalment must be paid by 30 September 2026. Recall that the second instalment of the two-year short specialisation degree includes the premium for insurance against accidents and third-party liability amounting to €6.50, and therefore failure to respect the aforementioned deadline will result in the student not being covered by insurance.

Failure to comply with the aforementioned deadlines for payment of the second instalment shall entail the payment of a late fee of €21.00 up to 15 days late and €54.00 from the 16th day onwards.

Interested students will be reminded by email of the deadlines and arrangements for payment of the second instalment where applicable. Registrants are still required to pay regardless of the notice sent by email regarding the deadlines.

The registration fee is non-refundable except in the case envisaged in Article 10.1.

A student who has completed enrolment in a short specialisation degree covered by this call is not entitled to a refund of the fees paid.

12.5 Processing of personal data: the processing of the personal data provided by applicants and collected for the purposes identified in this call is done in compliance with the provisions of EU Regulation no. 679 of 27.04.2016 (General Data Protection Regulation, GDPR), see link <http://www.unipd.it/privacy>.

ART. 13 RELEVANT LEGISLATION

The short specialisation degrees referred to in this call for selection are governed by Decreto (Decree) no. 270 of the Ministry of Education, Universities and Scientific and Technological Research of 22 October 2004, specifically Article 3 (paragraphs 9 and 10), Article 5 and Article 7 (paragraph 4); by the Regulations for University Short Specialisation Degrees, Advanced Professional Course Units and Advanced Training Course Units of the University of Padua, which may be consulted at the following link: <http://www.unipd.it/regolamenti-studenti>.

For anything not specified in this call for selection, reference is made to current regulations.

FOR INFORMATION:

For any technical problems related exclusively to the Pica platform:

contact support via the link at the bottom of the page <https://pica.cineca.it/unipd>

For information on teaching:

Contact the academic office of the short specialisation degree at the number indicated in the relevant short specialisation degree data sheet under "For information".

For more information, please contact:

Postgraduate Office - Short Specialisation Degree and Continuing Education Unit at 049 8276373/6374 - Via Ugo Bassi 1 - 35131 Padua

(telephone hours: Monday to Friday from 10 am to 12.30 pm)

(help desk hours: Monday to Friday from 10 am to 1 pm, Tuesday also from 3 pm to 4.30 pm, Thursday from 10 am to 3 pm)

Email: formazionecontinua.lauream@unipd.it

This call for selection is available on the website <http://www.unipd.it/master> and at the Postgraduate Office - Short Specialisation Degree and Continuing Education Unit - Via Ugo Bassi 1 - 35131 Padua.

**CALL FOR SELECTION FOR ADMISSION TO SHORT SPECIALISATION DEGREES ♦ UNIVERSITY OF PADUA
2025/2026 ACADEMIC YEAR**

Note that the Postgraduate Office - Short Specialisation Degree and Continuing Education Unit will be closed on 11-19 August 2025.

For any other closures of the Postgraduate Office - Short Specialisation Degree and Continuing Education Unit, please consult the university website.

Padua, date of registration

The Rector
Prof. Daniela Mapelli
digitally signed pursuant to D.lgs (Legislative
Decree) no. 82/2005

Person in Charge of the service or administrative procedure Andrea Crismani	Executive Roberta Rasa	Director General Alberto Scuttari
---	---------------------------	--------------------------------------