

INSTRUCTIONS FOR CANDIDATES FOR THE ADMISSION TEST DEGREE PROGRAM IN MEDICINE AND SURGERY IN ENGLISH 17 SEPTEMBER 2025

Candidates are required to report at 8:30 a.m. to the Check Point located in the square in front of the Faculty of Engineering (entrances from Via Ferrata and Via Abbiategrasso 35a – Pavia) for the following checks:

- Admission to University facilities is permitted only to candidates enrolled in the admission test; **no accompanying persons are allowed.**
- **Verification of personal belongings that may not be brought into the examination room**, such as mobile phones, electronic devices, stationery (sheets of paper and pens), teaching materials, backpacks or bags. **Candidates are kindly requested to arrive without any of the above-mentioned items.**

After passing the Check Point, candidates must **IMMEDIATELY proceed to the building of the assigned examination room**, so as not to delay the preliminary procedures before the test begins. University staff will be stationed along the way to guide candidates to their rooms.

At the entrance to the assigned building, candidates must stop at the “cloakroom” checkpoint to deposit personal belongings not permitted inside the room. The University accepts no responsibility for any loss of deposited items.

Any candidate found using or in possession of electronic devices, personal pens, notes, mobile phones, smartwatches, etc., during or at the end of the test will be immediately removed and their test annulled.

After the “cloakroom” checkpoint, candidates must wait outside the examination room until called by the commission for identification.

During the identification process, candidates must:

- present a valid identity document to the commission (passport with visa for non-EU students or residence permit), preferably the same one indicated during the test registration procedure. The identity document will be returned after identification and **MUST NOT** be kept on the desk or shown during the test;
- sign the attendance sheet for the test;
- submit the test registration receipt printed at the end of the registration procedure on the website www.universitaly.it.

Identified candidates who have been assigned a seat may only keep tissues, a small bottle of water, and a snack, which must be consumed before the test begins.

The candidate identification procedure ends thirty minutes before the start of the test in order to allow subsequent operations to take place. Entry into the examination room is not permitted once the commission has completed the identification process and provided the test instructions. Exceptional cases will be assessed by the commission.

The test will begin at 11:00 a.m. and will last 100 minutes.

After identification, candidates may not leave the examination room. Access to restrooms is only permitted before the test begins and candidates will be escorted by the designated staff.

The packages containing the exam booklets are opened in the presence of the students, after four candidates have been randomly selected to verify their integrity and sign the official report. The four selected candidates are invited to monitor the proper conduct of the test until the completion of all procedures.

Before the test begins, the commission delivers one exam booklet package to each candidate. Candidates may open the package and take out its contents only after the Commission’s signal.

Within the first five minutes from the start of the test, each candidate must check the contents of their package, which must include:

- the personal data sheet
- an answer sheet
- the booklet containing the 60 questions
- two sheets of paper (one of which bears the identification code of the package and the name of the university), to be used by the candidate for calculations; these must be returned at the end of the test together with the question booklet.

Any irregularities found must be reported immediately to the Commission, which will replace the package if necessary.

After verifying the contents of the package, the candidate must fill out the personal data sheet **WITHOUT signing it**.

Candidates must use exclusively the black pen provided by the Examination Commission to complete the answer sheet. Any candidate found, during or at the end of the test, in possession of a personal pen not issued by the Commission will be excluded from the ranking list and their test will be annulled.

During the test, candidates are not allowed to communicate with one another or with outsiders, except with the proctors or Commission members. They may not consult any texts or exchange test materials; violation of this rule will result in annulment of the test and exclusion from the competition.

If the answer sheet is signed or marked by the candidate or by a member of the Commission, either on the front or back, the test will be annulled.

To answer a question, the candidate must mark the chosen option with an **X**. Only one change is permitted: the candidate must completely black out the box of the answer to be cancelled and then mark the new chosen answer with an X.

If the candidate does not intend to answer a question, they must mark the circular figure on the left with a cross, thereby cancelling any answers possibly given.

If no mark is made in the answer boxes and the circular figure is not crossed, the answer will be considered not given.

Leaving the examination room before the end of the test (for any reason) implies abandonment and forfeiture of the test. **Candidates wishing to submit their exam papers may not leave the room before the official end of the allotted time.**

At the end of the test, the candidate must return the pen to the staff in charge of collecting them, turn the answer sheet so that the completely blank side is visible, keep their hands off the desk, and wait to be called to appear before the Commission for the official submission. Any candidate found filling out the answer sheet after the official end of the test will be excluded from the ranking list and their test will be annulled.

Candidates are called one at a time, keeping adequate distance from others, to hand over to the Commission the envelope containing:

- the booklet with the 60 questions
- the two sheets used for calculations.

The Commission will verify that, after handing over the envelope, the candidate still has in their possession the personal data sheet and the answer sheet.

With these two documents, the candidate proceeds to a designated station where they must:

- select a pair of labels bearing the same code;
- carefully place one label on the answer sheet and the other, with the same code, on the personal data sheet;
- sign the personal data sheet, using the pen provided at the station, confirming the accuracy of the personal details and the correspondence between the codes affixed to the answer sheet and the personal data sheet;
- insert the personal data sheet **face down** into the designated ballot box.

The candidate must then insert the answer sheet **face down** into the designated container.

WARNING: INSERTING THE TWO FORMS INTO THE WRONG BALLOT BOX WILL MAKE IT IMPOSSIBLE TO GRADE THE TEST AND WILL RESULT IN THE ANNULMENT OF THE EXAM.

UNDER NO CIRCUMSTANCES IS IT POSSIBLE TO RETRIEVE FORMS ONCE THEY HAVE BEEN INSERTED INTO THE BALLOT BOX.

Candidates are not allowed to copy the codes related to their test.

After submitting the exam, candidates must collect their personal belongings, if left at the cloakroom checkpoint, and leave the University premises without creating gatherings.

On **25 September 2025**, the candidates' scores will be published on the website www.universitaly.it, identified by label code, in compliance with personal data protection regulations and ensuring candidate anonymity.

On **26 September 2025 at 10:30 a.m.**, the Examination Commission will break the seals of the boxes containing the personal data sheets, for the purpose of reading and sending the candidates' personal data to CINECA. The procedure for opening the ballot boxes of the personal data sheets is public, and all interested candidates may attend at the offices of the *Servizio Offerta Formativa e Carriere Studenti*, Via Ferrata 5.

Starting from **6 October 2025**, candidates will be able to view on the University portal an image of their test paper, their score, and their personal data sheet.

On **13 October 2025**, the national merit ranking will be published in the candidates' reserved area of the website, along with the names of those "assigned" to the University of Pavia, if indicated as their first-choice institution. For information on enrollment procedures, please consult the admission notice published on the website www.unipv.it.