

## THE RECTOR OF THE UNIVERSITY OF MILANO-BICOCCA

- Following the D.P.R. n. 162 dated 10 March 1982, concerning the Rearrangement of the Post-Graduated Courses;
- Following the regulations concerning the didactic autonomy of Universities (D.M. n. 509 dated 3 November 1999 with relative modifications included in D.M. n. 270 dated 22 October 2004;
- Following the Statute of the University of Milan Bicocca, promulgated with the Rector Decree n. 0020723 dated 19 December 2007 and relative modifications;
- Following the didactic regulations of the University (D.R. n°0025124 dated 27 March 2009) with relative modifications;
- Following a Deliberation of the Council of the Department of Surgical Sciences, during a meeting held on 7 March 2011;
- Following the Deliberation of the Senate of this University, during a meeting held on 2 May 2011

### DECREES THAT

#### **Art. 1**

#### **Start of the Specialization Course**

Applications are now open at the University of Milano-Bicocca, for admission to attend the University Specialization Course “CAVEAT - Hands on Course on Basic & Advanced Vascular & Endovascular Techniques” for the academic year 2011/2012.

#### **Art. 2**

#### **Co-Ordinator Committee of the Course**

The Co-ordinator Committee of the Specialization Course “CAVEAT - Hands on Course on Basic & Advanced Vascular & Endovascular Techniques” is composed by:

|                      |                               |           |
|----------------------|-------------------------------|-----------|
| Giorgio M. Biasi     | Milano-Bicocca Medical School | President |
| Marialuisa Lavitrano | Milano-Bicocca Medical School | Member    |
| Alberto Froio        | Milano-Bicocca Medical School | Member    |
| Gaetano Deleo        | San Gerardo Hospital          | Member    |

#### **Art. 3**

#### **Objectives of the Specialization Course**

Endovascular techniques were introduced in the 1970's for the treatment of vascular lesions of difficult access and with a high risk of mortality. During the 80's and especially during the last ten years, endovascular procedures have become practically the treatment of preference for almost all arterial diseases, both obstructive and aneurysmal in the various arterial territories. In the 1990's the introduction of the use of endo-prosthesis with a stent, revolutionized completely the treatment of vascular diseases, which until then, were treated with traditional open surgery.

With the rapid, progressive increase in the number of procedures performed (approximately 270,000 only in the year 2003) the question of the vascular and endovascular specialist was most qualified to treat these cases became inevitable.

Every year a variety of endovascular devices are put on the market. Because of that, endovascular specialists need constant training and updates. For example, the opportunity of releasing new therapies directly or indirectly through drug eluting stents requires even higher specialization and the refinement of dedicated abilities in endovascular operators.

Thanks to this course, the candidate will take part in the process of developing and learning highly qualified procedures in order to reduce the complications vascular patients are usually exposed to.

The programme of the Course is available on the website: [www.unimib.it](http://www.unimib.it) in the session “Dopo la Laurea – Corsi di Perfezionamento”.

**Art. 4**  
**Length of Training Programme and Sites**

The *CAVEAT* educational programme covers a period of three months commencing on the **17<sup>th</sup> of April 2012** and will finish the **16<sup>th</sup> of July 2012**.

The participation in the full training programme, from Monday to Friday, at the Azienda Ospedaliera San Gerardo – Via G.B. Pergolesi, 33 – 20900 Monza, is mandatory.

**Art. 5**  
**Available Positions**

A maximum of **2** participants will be accepted.

**Art. 6**  
**Listeners**

It is not possible to register listeners.

**Art. 7**  
**Requirements for Admission**

**Participation in the Specialization Course is open to: Doctors with MBBS (Bachelor of Medicine and Bachelor of Surgery) Diploma who have completed their training in Vascular Surgery, Cardiology, Radiology, Cardiac-Surgery or those who are in possession of certificates of completion of their training periods in these specialties for the countries where such specialties do not exist.**

The selection of candidates will depend on the evaluation of the curriculum vitae, eventual scientific publications and papers presented at national and international meetings and personal experience in the field of endovascular techniques.

**Art. 8**  
**Registration Fee**

Registration fee: **€3.000,00**

For ***ISVS (International Society for Vascular Surgery) Members*** the fee is discounted to **€2.500,00**

Payment must be made in a sole installment.

**Art. 9**  
**Application for citizens from Italy with medical degree obtained in Italy**

Applications to participate must be presented **from 15 December 2011 to 17 February 2012** following these procedures:

All applicants, **except foreign students**, must make their application exclusively via internet, at the following: *@SIFA online*, directly through the university web-site: [www.unimib.it](http://www.unimib.it) also available at the self-service terminals located at the University of Milano-Bicocca.

The fiscal code must be included when available (not applicable for foreign students).

**The via internet procedure is as follows:**

University self-service terminals - SIFA from SIFA ONLINE, click on:

- **Access to service SIFA**

From a personal computer, from the University website: [www.unimib.it](http://www.unimib.it), click on:

- **Services to students – SIFA and Students Secretariats**
- **Direct access to SIFA on line.**

In case of the first access to the sistem:

- **Area Riservata – Registrazione**

Candidates must indicate: Personal data, Telephone, e-mail, etc....

For all applicants just registered:

- **Area Riservata – Login**
- **Area Registrato - Ammissione**
- **Requests for admission - Iscrizione**
- **Tipi di corsi di studio – Corsi di Perfezionamento**

Candidates must indicate: Specialization Course, all details of their degree.

Once the application is completed it will be possible to print a copy of the application form, which will serve as a legal receipt and will therefore have to be kept for future reference.

**Within the 17 February 2012 candidates must present :**

1. **Copy of the application to admission to the Specialization Course;**
2. **Curriculum vitae;**
3. **Eventual scientific publications and papers presented at national and international meetings and personal experience in the field of endovascular techniques.**
4. **Copy of the MBBS Diploma and copy of the Training Certification (even if these two documents are not yet authenticated, as requested in Art.10)**

to the Organizing Secretariat of the Course as follows:

- **By fax at the number 0039-039-2301454 or By e-mail: [segreteriachirurgiavascolare@unimib.it](mailto:segreteriachirurgiavascolare@unimib.it) (PDF format)**

According to Article N°75 of the D.P.R. n° 445/2000 , should the Administration discover any false statement or certification, the candidate responsible will be subject to penalties imposed by the criminal law and special laws regulating the subject matter and their application will automatically be annulled.

The Administration of the University holds no responsibility whatsoever concerning the loss or non-arrival of applications, due to incorrect information, address, postal errors, etc.

#### **Art.10**

#### **Foreign Citizens or Applicants that Trained in Foreign Countries**

**All citizens from EC Countries and non EC countries and Italian citizens with medical degree obtained in a foreign country, must download the application form on the web page: <http://www.unimib.it/go/page/Italiano/Studenti/Dopo-la-laurea/Master-universitari/Modulistica> and proceed in this manner from 15 December 2011 to 17 February 2012:**

**A - Citizens from EC Countries – Citizens from non EC countries but legally resident in Italy – Italian citizens with medical degree obtained in a foreign country.**

**Applicants according to Article 26 of Law 189 30/7/2002, will have to present by fax at the number 0039-02-6448.6289 the following documentation:**

**- If their medical degree obtained in a foreign country IS NOT the equivalent of to the Italian MD qualification:**

1. Application form (the candidate must make formal request of equivalency in the application form);
2. Authenticated copy of the MBBS (Bachelor of Medicine and Bachelor of Surgery) Diploma;
3. A sworn translation of the MBBS Diploma with legal authentication of the relevant authorities in the Country that issued the Diploma;
4. Declaration of its Value (Dichiarazione di Valore) in the said Country issued by the relevant Italian Diplomatic Representation for the area (Embassy or Consulate);
5. Copy of documents attesting your training in Vascular Surgery, or Cardiology, or Radiology, or Cardiac-Surgery, or those who are in possession of certificates of completion of their training periods in these specialties for the Countries where such specialties do not exist, that might be of interest to the Co-Ordinator Committee of the Specialization Course. Please note that MBBS plus FRCS or GMC are not sufficient for enrolment.
6. Copy of passport-size photograph;
7. Copy of the VISA (only for non EC countries citizens).

**- If their medical degree obtained in a foreign country IS the equivalent of to the Italian MD qualification:**

1. Application form (the candidate must indicate the Italian university where their MD certificate was qualified in the application form);
2. Copy of passport-size photograph;
3. Copy of the VISA (only for non EC countries citizens)

Citizens from the following countries are equivalent to EC citizens

- Norway, Island, Liechtenstein
- Switzerland
- Republic of San Marino

### **B - Non EC countries citizens residing abroad.**

Applicants from non EC countries, will have to present by fax at the number 0039-02-6448.6289 the following documentation:

1. Application form;
2. Copy of the MBBS (Bachelor of Medicine and Bachelor of Surgery) Diploma;
3. Copy of passport-size photograph

Once the application from the candidate has been accepted, the University will inform the Embassy or Consulate in the respective countries of the applicants. At this stage applicants must apply for a visa, for study, for the period of the Course, in order to attend the CAVEAT.

Students **must contact the Italian Embassy or Consulate in their country** in order to obtain:

- An official translation of the MBBS Diploma with legal authentication of the relevant authorities in the Country that issued the Diploma;
- Declaration of its Value (Dichiarazione di Valore) in the said Country issued by the relevant Italian Diplomatic Representation for the area (Embassy or Consulate)

to be submitted upon registration – **17 February 2012** – together with:

- **Authenticated copy of the MBBS (Bachelor of Medicine and Bachelor of Surgery) Diploma.**

\*\*\*\*\*

**All candidates - points A and B – must submit by 17 February 2012 to the organizing secretariat of CAVEAT:**

- **Copy of application form;**
- **Copy of the MBBS (Bachelor of Medicine and Bachelor of Surgery) Diploma;**
- **CV**

By **fax** at the number 0039-039-2301454  
or by **email** to [segreteriachirurgiavascolare@unimib.it](mailto:segreteriachirurgiavascolare@unimib.it)

### **Art. 11 Selection for Admission**

Applications will be evaluated by the Coordinating Committee, based on aptitude and qualifications presented by each candidate on the basis of the curriculum vitae, eventual scientific publications and papers presented at national and international meetings and personal experience in the field of endovascular techniques.

The selection of the candidates will be the **7 March 2012**.

The Section Committee is appointed by the Co-ordinating Committee of the Specialization Course.

### **Art. 12 Admission Score**

The list of the accepted candidates will be posted and visible on the university web page <http://www.unimib.it/go/page/Italiano/Studenti/Dopo-la-laurea/Perfezionamento-e-aggiornamento/Graduatorie-di-Ammissione> from **15 March 2012**.

### **Art. 13 Registration Procedure**

For those candidates accepted, the registration procedure and the payment of the registration fee must be received **by 13 April 2012** in the following manner:

1) Fill in the registration form download by the web page:  
<http://www.unimib.it/go/page/Italiano/Studenti/Dopo-la-laurea/Master-universitari/Modulistica> ;

2) Payment of the registration fee should be made by the candidates as follows:

- **Through a bank money order to:**  
Università degli Studi di Milano-Bicocca - Piazza dell'Ateneo Nuovo 1 – 20126 Milano, at  
Banca Popolare di Sondrio - Agenzia n. 29 Bicocca  
Piazza della Trivulziana, 6 – 20126 Milano  
IBAN IT87 K056 9601 6280 0000 0200 X71  
SWIFT CODE POSOIT22XXX

**On the money order, should clearly be indicated:**

- a. the code of the causative (causale): **66**
- b. name and surname of the candidate
- c. name of the Specialization Course (CAVEAT)

3) Hand to Secretariat for Students (opening hours to the link <http://www.unimib.it/go/page/Italiano/Studenti/Per-gli-iscritti/Segreteria-Studenti>):

- a. the completed and signed Application Form;
- b. a passport-size photograph to be applied by the candidate on the Application Form;
- c. the receipt of the payment of the sole instalment;
- d. Copy of the VISA for non EC countries citizens residing abroad;
- e. Copy of passport

#### **Proxy**

The above documentation can also be submitted by proxy by another person, by presenting:

- a proxy signed by the candidate;
- a photocopy of a document-sized photograph of the candidate.

There will be no reimbursement of the registration fee in case of renouncement.

#### **Art. 14**

#### **Required Attendance for Qualification**

Attendance to the Specialization Course is compulsory.

To qualify a minimum attendance of 75% of the total hours is required.

An assessment of progress will be made upon completion of the Course.

Trainees are required to attend full-time the institutions involved for a total of 550 hours. A total of **22 university credit points** will be assigned upon completion of the Specialization Course.

#### **Art. 15**

#### **Final Regulations**

For all that is not stated in detail in this document, the laws and regulations for University Specialization Course Degrees will apply.

#### **Art. 16**

#### **Privacy of Personal Data**

According to Law N° 196 of 30 June 2003, the University vows to consider as strictly confidential all information provided by candidates concerning their participation in the CAVEAT programme. All data presented by candidates is reserved and the University guarantees that it will be utilized exclusively for the purposes connected to the application to the Course.

#### **Art. 17**

#### **Administrative Person in Charge of the Procedure**

In accordance with the Law n. 241 of 7 August 1990, Doctor Franca Tempesta- Area Formazione-Settore Offerta Formativa is responsible for all administrative duties concerned with the University Specialization Course (CAVEAT).

Rector of the University of Milano-Bicocca  
Professor Marcello Fontanesi

**Decree N°21755/11**

**Date: 3 September 2011**

**Rep. n. 2173/2011**