

THE RECTOR OF THE UNIVERSITY OF MILANO-BICOCCA

- 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. 6243 dated 11 June 2003 and relative modifications;
- Following the didactic regulations of the University (D.R. n°3231 dated 13 December 2001) with relative modifications;
- Following a Deliberation of the Council of the Department of Surgical Sciences, during a meeting held on 2 March 2009;
- Following the Deliberation of the Senate of this University, during a meeting held on 11 May 2009;
- Following the Deliberation of the Board of Directors of this University, during a meeting held on 19 May 2009

DECREES THAT

Art. 1

Starting of the Master

Applications are now open at the University of Milano-Bicocca, for admission to attend the University Master in Endovascular Techniques (*MET*) (level 2) for the academic year 2009/2010.

Art. 2

Co-Ordinator Committee of the Master

The Co-ordinator Committee of the MET is composed by:

Giorgio M. Biasi	Milano-Bicocca Medical School	President
Luigi Inglese	Policlinico San Donato	Vice-President
Giuseppe Mancia	Milano-Bicocca Medical School	Member
Claudio Rabbia	A.S.O. Molinette S.G.Battista –Torino	Member
Antonio Colombo	Emo Centro Cuore Columbus-Milano	Member
Marialuisa Lavitrano	Milano-Bicocca Medical School	Member
Alberto Froio	Milano-Bicocca Medical School	Member

Art. 3

Objectives of the Master

Due to the rapid and progressive increase in the application of endovascular techniques, the question of which specialist among those qualified should carry out these procedures, soon became inevitable. The most eligible are vascular surgeons, interventional radiologists, interventional cardiologists and interventional neuro-radiologists.

A situation came about in which, especially in the interest of the patient in order to obtain the so-called 'gold-standard' diagnosis indication to treatment in vascular lesions, it would have been advisable to have present during the entire surgical procedures at least two or more of the above-mentioned specialists, a situation quite difficult to organize and in any case cause of friction between the various specialists involved, especially due to the fact that only one surgeon at a time can be held responsible for each procedure.

Following various considerations a conclusion was reached, which is the constitution of a new specialist; a figure which reunites the notions of all four specialists who qualify to carry out the endovascular procedures.

During the course of the Master, the specialist will learn how to diagnose in patient selection and how to solve problems in the most efficient, long-lasting and less invasive manner and should be in

a position to finish any procedures which are started and to find solutions to any complications which may arise.

The programme of the Master is available on the website: www.unimib.it in the session "Dopo la Laurea – Master Universitari".

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

The *MET* educational programme covers a period of one year commencing on the **1st of October 2009** and will finish the **30th of September 2010**.

The participation in the full training programme, from Monday to Friday, is mandatory.

Participating centres:

Azienda Ospedaliera San Gerardo – Via G.B. Pergolesi, 33 – 20052 Monza, Milan
Istituto Policlinico San Donato, Via Morandi, 30 - San Donato Milanese, Milan
Ospedale Policlinico Le Molinette, Corso Bramante 88/90 – 10126 Turin
Azienda Ospedaliera Luigi Sacco, Via G.B. Grassi, 74 – 20157 Milan
Ospedale Villa Maria Cecilia, Via Corriera 1 - Cotignola, Ravenna
Emo Centro Cuore Columbus – Via M. Buonarroti, 48 – 20145 Milan
Associazione per la Ricerca Pre-Clinica e Clinica, la Prevenzione e il Trattamento delle Malattie Cardio-Vascolari – Via GB Pergolesi, 33 – 20052 Monza
ICP – Ospedale Bassini – Via M. Gorki, 50 – Cinisello Balsamo, Milano
Ospedale Sant'Anna – Via Napoleona, 60 - Como

Art. 5 **Posts Available**

A maximum of **8** participants and a minimum of **1** will be accepted.

Art. 6 **Listeners and Separate Teaching**

No enrolment has foreseen neither for listeners nor for separate teaching.

Art. 7 **Requirements for Admission**

Participation in the Master 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.

Application to the MET is not compatible for candidates who are registered in other Courses activated at the Milan Bicocca University.

Art. 8 **Registration Fee**

Registration fee: **Euro 12.000,00** which includes an insurance coverage and the issuing of diploma.

Payment must be made in two instalments:

- the first (**Euro 6.000,00**) upon admission;
- the second (**Euro 6.000,00**) within the **31st of March 2010**.

Art. 9 Application

Applications to participate must be presented by 24 July 2009 and must be followed 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 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, 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 registred:

- **Area Riservata – Login**
- **Area Registrato - Ammissione**
- **Requests for admission - Iscrizione**
- **Tipi di corsi di studio – Master di I o II Livello**

Candidates must indicate: Master, 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. (Please see the article 10).

Art. 10 Presentation of the Application Forms

Within the 24 July 2009 the candidates must present :

1. **The application to admission to the Master** (download the application form on the web page: www.unimib.it and go to the section: "Dopo la Laurea - Master Universitari - Modulistica");
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 authenticated yet, as requested in Art. 11)**

to the Organizing Secretariat of the Master as follows:

- **By fax at the number 0039-039-2301454 or By e-mail: met@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.11

Foreign Citizens or Applicants that Trained in Foreign Countries

Foreign citizens or applicants that trained in foreign countries must proceed as indicated in art. 10 and then in this manner:

If their medical degree obtained in a foreign country is equipollent to the Italian MD qualification, candidates must indicate the Italian university where their MD certificate was qualified.

In all the other cases, candidates must make formal request of equipollence in the application form, which will include:

1. **Authenticated copy of the MBBS (Bachelor of Medicine and Bachelor of Surgery) Diploma;**
2. **A sworn translation of the MBBS Diploma with legal authentication of the relevant authorities in the Country that issued the Diploma;**
3. **Declaration of its Value (Dichiarazione di Valore) in the said Country issued by the relevant Italian Diplomatic Representation for the area (Embassy or Consulate);**
4. **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. Please note that MBBS plus FRCS or GMC are not sufficient for enrolment.**

A - Citizens from EC Countries or from non EC countries but legally resident in Italy.

Applicants who apply to the above conditions, according to Article 26 of Law 189 30/7/2002, will have to present their **application form (point 1 art.10)** and the complete documentation including their degree certificate, etc., **directly to the office Post-Laurea** (position n. 18) c/o Students Secretariats – Ed. U21, Via Temolo 4 – 20126 Milano (Mon 13.45-15.45 and Tue-Fri 09.00-12.00), at the University of Study Milano-Bicocca, within **24 July 2009**, or **through registered letter A/R**.

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.

All documents must be translated and legally ratified by the competent authorities into the Italian language.

Students applying from abroad **must contact the Italian Embassy or Consulate in their country** in order to obtain an official translation of their university degree and relative official documentation, which must accompany their application (**point 1 art.10**) to take part in the MET. A certified translation of an official identity document must be obtained from the Italian Embassy or Consulate in the country of origin of the candidate and must be included in the documentation. **The Embassy or Consulate offices**, in accordance with the C.M. n. 1291 dated 16 May 2008, **will transmit the documentation to the University within the prescribed terms (24 July 2009) and conditions.**

Applicants from non-EC countries must send their application to attend the MET together with their Curriculum Vitae to the University of Milan Bicocca Secretariat. 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 a period of one year, in order to attend the MET.**

The necessary documentation (see list from 1 to 4) must be received by the University within four (4) months after the commencement of the Course (1st October) otherwise the inscription will automatically expire.

Entire documentation must be submitted in Italian or English and must be joined with an official translation in Italian legalized by the competent authorities.

Art. 12 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 **2nd of September 2009**.

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

Art. 13 Admission Score

The list of the accepted candidates will be posted and visible on the university web page (under Masters) from **11 September 2009**.

Final results will be available at the Secretariat for Students (office of Masters) at the University Milano-Bicocca and on the website: www.unimib.it in the session "Dopo la Laurea – Master universitari – Graduatorie Master".

Art. 14 Registration Procedure

For those candidates accepted, the registration procedure and the payment of the registration fee must be received **by 22 September 2009** directly to the office Post-Laurea (position n. 18) c/o Students Secretariats – Ed. U21, Via Temolo 4 – 20126 Milano (Mon 13.45-15.45 and Tue-Fri 09.00-12.00), at the University of Study Milano-Bicocca. Failing to do so their place will be assigned to the next student according to the order of merits, who will be duly informed by the Secretariat.

Successful candidates should proceed in the following manner:

1) Payment of the registration fee should be made by the candidates within the deadline date (see art. 8), as follows:

- Direct to the Banca Popolare di Sondrio;
- Through Credit Card, to link on the website of the Bank: www.popso.it/pagofacile.html;
- Through a bank money order to:

Banca Popolare di Sondrio
Agenzia n. 29 Bicocca
Piazza della Trivulziana, 6 – 20126 Milano
ABI 05696 CAB 01628 C/C 00000200X71
CIN K IBAN IT87 K056 9601 6280 0000 0200 X71

under the name of: Università degli Studi di Milano-Bicocca - Piazza dell'Ateneo Nuovo 1 - 20126 Milan

In the money order, should clearly be indicated:

- a. the code of the causative (causale): **65**
- b. name and surname of the candidate
- c. name of the Master

- 2) Collect an Application Form from the, Secretariat for Students - Office of Post-Laurea (position n° 18) University Milano-Bicocca (Ed. U21, Via Temolo 4 - Milan – Mon 13.45-15.45 and Tue-Fri from 09.00 to 12.00 hours). The Form will be also available on-line www.unimib.it in the session “Dopo la Laurea – Master Universitari – Modulistica” (Please note that foreign applicants should apply directly to the Secretariat of MET at: met@unimib.it for appropriate Form).
- 3) Hand to the same position:
 - 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 first instalment for €6.000,00.

Proxy

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

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

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

Art. 15 Required Attendance for Qualification

Attendance to the Master is compulsory.

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

An assessment of progress will be made at the end of the first semester and upon completion of the course.

Trainees are required to attend full-time the institutions involved for a total of 1,600 hours. A total of 64 university credit points will be assigned upon completion of the Master.

Art. 16 Final Regulations

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

Art. 17 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 MET 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 Master.

Art. 18 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 Master in Endovascular Techniques (MET).

Rector of the University of Milano-Bicocca
Professor Marcello Fontanesi

Decree N°0025674
Date: 5 June 2009