



**School of MEDICINE AND PSYCHOLOGY**

**ANNOUNCEMENT OF COMPETITION ACADEMIC YEAR 2013/2014**

**II LEVEL UNIVERSITY MASTER IN  
“BREAST RECONSTRUCTION”**

**DIRECTOR: PROF. FABIO SANTANELLI DI POMPEO**

**code of the course: 12931**

**THE RECTOR**

- IN VIEW OF law n. 341 on November 19, 1990;
- IN VIEW OF D.M. on October 22, 2004 n. 270;
- IN VIEW OF articles n. 3, 5, 18 and 19 of the “Regolamento didattico d’Ateneo” (part one) issued on D.R. n. 000547 on June 3, 2008;
- IN VIEW OF the Regulations for the institution, activation and management of Master Courses at University level, of courses of High Education and Formation issued on D.R. n. 000502 on May 20, 2010;
- IN VIEW OF the Resolution of the Academic Senate on April 12, 2007, which established the Master Course in “Breast Reconstruction”;
- IN VIEW OF the Resolution of the Academic Senate on May 14, 2013 which approved the educational offer (“offerta formativa”) for the Academic Year 2013/2014”;

**DECREES**

The activation in the Academic Year 2013/2014, of the **IInd level University Master** course in “**Breast Reconstruction**” at the **School of Medicine and Psychology** of the University of Rome “Sapienza”. The Master course is conducted in cooperation with the **Operative Unit of Plastic Surgery – Sant’Orsola Malpighi Hospital – Director Dr. Riccardo Cipriani**, located in Via Pietro Albertoni, 15 – 40138 **Bologna, Italy**; tel.: +39 051 6361111; the **Operative Unit of Plastic Surgery – “S. Maria della Misericordia” University-Hospital of Udine, Director Dr. Mauro Schiavon**, located in Piazzale Santa Maria della Misericordia, 15 – 33100 **Udine, Italy**; tel. and fax: +39 0432 552510; the **European Institute of Oncology – Milano – Director Prof. Mario Rietjens – Plastic and Reconstructive Surgery Unit** – tel. +39 02 57489723, fax +39 02 94379203



## 1 – Goals

The Master aims at creating a training program designed to offer specific training in the field of Breast Reconstruction. The final objective will be to provide students with the knowledge about breast reconstruction, either after mastectomy or for malformations, useful to treat any type of defect and any type of patient in the most appropriate manner. Participants will be expected to learn not only the latest method of reconstruction, but different methods in order to be able to cope with every aspect of immediate or delayed reconstruction, participating with the general surgeon in planning both the defect and the expected result. Participants will be able to place the patient, and its reconstruction problem, in the center of a decision-path articulated on several factors, in order to address each patient to the most suitable reconstructive technique, while consenting her to have an active role in the decision-making process.

At the end of the Master course the participant should have acquired:

- knowledge of the causes of congenital and acquired breast pathologies;
- knowledge of the anatomo-pathologic and clinical aspects of congenital and acquired breast pathologies;
- in-depth knowledge of the surgical anatomy applied to the plastic and reconstructive surgery of the breast;
- knowledge of the biological and immunological mechanisms concerning the transplantation and utilization of alloplastic material;
- the ability in clinical analysis, in order to be able to examine and solve, in the presence of a tutor, the most common and relevant clinical and surgical problems, in patients undergoing, or to be addressed to, breast reconstruction;
- the ability and sensitivity to enclose the specialized reconstructive issues in a broader view of the general health status of the patient;
- the ability to analyze and solve, in the presence of a tutor, clinical issues about internal medicine, surgery and oncology, assessing the relationships between benefits, risks and costs, especially in light of the principles of evidence-based medicine;
- knowledge of the ethical rules and of the regulations concerning the high professional responsibility, and the ability to develop an interdisciplinary and cross-cultural mental approach;
- a thorough knowledge of the technological and bio-technological developments of the modern medicine applied to Breast Reconstruction.

## 2 – Organization of training activities

The course is conducted in Italian/English language.

The training corresponds to 1500 hours of activity, of which at least 300 hours dedicated to lectures and 50 hours held for the final exam.

The remaining hours will be used for the following training activities: **practical training in inpatient and outpatient clinic, operating theatre, consultations, etc.**

The annual didactic program of the course is divided into modules, providing subjects and topics aimed at developing specific professional profiles taking into account their constant evolution.

The following table shows the number of credits assigned to each course:



EDUCATIONAL ACTIVITIES	UNIVERSITY FORMATIVE CREDITS (UFC)
<b>DIDACTIC ACTIVITY – 1st SEMESTER</b>	
<b>Module A-1 Vascular Anatomy of abdominal wall</b> Contents: <ul style="list-style-type: none"> <li>– Surgical anatomy MED 18</li> <li>– Diagnostic imaging MED 36</li> <li>– Plastic Surgery MED 19</li> </ul>	<b>UFC 3</b>
<b>Module A-2 Surgical Treatment of acquired and congenital breast pathologies</b> Contents: <ul style="list-style-type: none"> <li>– Diagnostic imaging MED 36</li> <li>– General surgery MED 18</li> <li>– Anatomic Pathology MED 08</li> <li>– Clinical Pathology MED 05</li> </ul>	<b>UFC 4</b>
<b>Module A-3 Breast Reconstruction with alloplastic materials</b> Contents: <ul style="list-style-type: none"> <li>– Plastic Surgery MED 19</li> <li>– Diagnostic imaging MED 36</li> <li>– Anesthesiology MED 41</li> <li>– General Surgery MED 18</li> <li>– Immunology MED 09</li> </ul>	<b>UFC 6</b>
<b>Module A-4 Mixed Breast Reconstructions (autologous tissue / alloplastic materials)</b> Contents: <ul style="list-style-type: none"> <li>– Diagnostic imaging MED 36</li> <li>– General Surgery MED 18</li> <li>– Plastic Surgery MED 19</li> <li>– Anesthesiology MED 41</li> </ul>	<b>UFC 6</b>
<b>Module A-5 Aesthetic Surgery of the breast and complementary techniques</b> Contents: <ul style="list-style-type: none"> <li>– Plastic Surgery MED 19</li> <li>– General Surgery MED 18</li> <li>– Anesthesiology MED 41</li> </ul>	<b>UFC 3</b>
<b>Module A-6 Doctor-patient relationship</b> Contents: <ul style="list-style-type: none"> <li>– Plastic Surgery MED 19</li> <li>– Clinical Psychology M-PSI 08</li> <li>– Anesthesiology MED 41</li> </ul>	<b>UFC 3</b>
<b>Module A-7 Student's activities</b> Contents: <ul style="list-style-type: none"> <li>– Internship MED 18, MED 08, MED 36</li> <li>– Optional Didactic Activities</li> </ul>	<b>UFC 3</b>
<b>APPLICATIONS OF BREAST RECONSTRUCTIVE SURGERY – 2nd SEMESTER</b>	
<b>Module B-1 Informed Consent</b> Contents: <ul style="list-style-type: none"> <li>– Clinical Psychology M-PSI 08</li> </ul>	<b>UFC 4</b>



– Plastic Surgery MED 19	UFC 1	
– Psychiatry MED 25	UFC 1	
– Forensic Medicine MED 43	UFC 1	
<b>Module B-2 Breast Reconstruction with Autologous Tissues</b>		<b>UFC 11</b>
Contents:		
– Anesthesiology MED 41	UFC 2	
– Medical Oncology MED 06	UFC 2	
– General Pathology MED 04	UFC 1	
– Plastic Surgery MED 19	UFC 4	
– General Surgery MED 18	UFC 2	
<b>Module B-3 Health Management for Breast Reconstruction</b>		<b>UFC 2</b>
Contents:		
– Forensic Medicine MED 43	UFC 1	
– Business Economics 8 SECS-P07	UFC 1	
<b>Module B-4 Analysis and definition of a scientific protocol</b>		<b>UFC 4</b>
Contents:		
– Bioethics MED 43	UFC 1	
– Plastic Surgery MED 19	UFC 1	
– General Pathology MED 04	UFC 1	
– Medical Statistics MED 01	UFC 1	
<b>Module B-5 Rehabilitation</b>		<b>UFC 5</b>
Contents:		
– Clinical Psychology M-PSI 08	UFC 1	
– Psychiatry MED 25	UFC 1	
– Plastic Surgery MED 19	UFC 1	
– Physical medicine and rehabilitation MED 34	UFC 2	
<b>Module B-6 Student's activities</b>		<b>UFC 4</b>
– Internship MED 18, MED 19	UFC 2	
– Formative Activities for the Final Examination	UFC 2	
<b>OTHER ACTIVITIES</b>		
<b>FINAL PROJECT WORK</b>		<b>UFC 2</b>
<b>TOTAL</b>		<b>60</b>

The whole set of training activities indicated in the previous paragraphs corresponds to the acquisition of 60 academic University Formative Credits (European Credits Transfer System), in addition to the credits already acquired during the course of study required to enroll for the Master course.

The educational activities of the Master course will take place in Rome at the **Plastic Surgery Unit – Sant'Andrea Hospital – Via di Grottarossa, 1035-1039, Rome**, Director Prof. Fabio Santanelli di Pompeo.

The location for educational activities or internship will be communicated in advance directly to the participants.

The lessons will begin within February 1, 2014 and will be completed by December 31, 2014.

Attendance at the educational activities of the course is mandatory and must be attested by the signatures of the participants; absences for more than 25% of the total number of hours of classes will result in the inability to obtain the Master's degree.



In the event of non-attendance, scarce advancement or reprehensible behavior, the Master's Scientific and Didactic Committee may opt for the suspension or exclusion of the participant. In such cases, registration fees will not be refunded.

For participants being employees or freelancers working within the National Health System, the attendance to the course will exempt the candidate from the obligatory C.M.E. (Continuing Medical Education) courses.

The Academic Senate, in the resolution of April 12, 2007, reiterated the ban for students belonging to the Faculty of Medicine to supply, within the course, medical assistance without the tutor.

### **3 – Duration and number of places available**

The training course lasts **one year**.

The course is limited to a maximum number of **15** participants, while the minimum number required for the activation of the Master course is **10**.

### **4 – Admission Requirements**

Without limitation of age and nationality, the Master course is intended for those in possession of a University degree belonging to one of the following:

<b>DENOMINATION OF CLASS OF DEGREE</b>	<b>CLASS OF DEGREE CODE</b>
MEDICINE AND SURGERY	46/S; LM-41
PSYCHOLOGY	58/S; LM-51

Can also be admitted to the Master course those that are in possession of a Degree issued according to the University system preceding the law 509/1999, or an equivalent degree, even if obtained abroad, previously recognized as equivalent by the Master's Scientific and Didactic Committee for the sole purpose of admission to the course, and/or in the frame of inter-university agreements of cooperation and mobility.

#### **4.1 – Qualified Admission (admission with reservation)**

Undergraduates may be admitted “with reservation” to attend the course and, under penalty of cancellation, must promptly inform the Master's office as soon as they graduate, which must be no later than:

- **December 17, 2013** for students coming from other Italian universities (Article 8, paragraph 5 of the General Study Program);

- **January 31, 2014** for undergraduate students attending Master degree programs at the “Sapienza” University (Article 30 paragraph 3 of the General Study Program).

Students admitted with reservation cannot participate in competitions for scholarships (assigned basing on the admission evaluation list).

#### **4.2 – Admission of auditors**



In accordance with Article 4 of this notices, students in possession of a university degree, who would like to deepen specific Master subjects and/or enrich their professional preparation, may be admitted to attend specific modules as auditors, gaining up to a maximum of 20 UFC. At the end of the related modules, auditing students will receive a certificate of attendance signed by the Director of the Master course.

## **5 – Incompatibility**

In accordance with Article 142 of T.U. 1592/1933, it is not allowed the contemporary registration to other course of studies: therefore the participants to the Master courses cannot apply, in the same academic year, for other Master courses, Residency programs, PhD courses, Master Degree courses; with the exception of High Education and Formation courses.

## **6 – Participation modalities**

In order to participate to the admission competition, candidates must comply with the following modalities:

### **6.1 – Registration on the Infostud information system**

To apply for the Master course, candidates must **previously** register on the online informative system of the University of Rome “Sapienza” following the instructions on the website: <http://www.uniroma1.it/studenti> - clicking on “REGISTRATI”.

**At the end of the registration, the system will release a matriculation number which must be reported in the application form of the Master course.**

If the candidate is already registered as a student of the University of Rome “Sapienza”, **he/she does not need to register again**, since he/she is already in possession of a matriculation number, which must be reported in the application form.

Candidates must **make sure that their academic qualifications** for the admission to the Master course are included in their Infostud profile, following these steps: **log in with matriculation number and password – DATI UTENTE – INF. ANAGRAFICHE – TITOLI UNIVERSITARI.**

Graduating candidates, instead of inserting their graduation date, must follow the same steps as above and check **LAUREANDI.**

In case of **loss of the matriculation number or password**, it is possible to ask for them following the instructions on <https://stud.infostud.uniroma1.it>, clicking on “Password e/o Matricola dimenticati? Clicca qui”. To recover the matriculation number and password, it is also possible to send an e-mail to [settoremaster@uniroma1.it](mailto:settoremaster@uniroma1.it) indicating the personal data and attaching a scanned copy of a valid and signed identity card or Passport. Alternatively, download and fax to “Settore Master” at Fax No. +39 06 49912710, the form downloadable at <http://www.uniroma1.it/sites/default/files/allegati/Richiestadati.pdf>, duly filled, together with a scanned copy of a valid and signed identity card or Passport.



For any **further information** regarding registration, it is possible to contact the CIAO office:

Address P.le Aldo Moro, 5 - University Rectorate (behind the Aula Magna).

Opening hours Monday to Friday 9.30 a.m. - 5 p.m.

e-mail [ciao@uniroma1.it](mailto:ciao@uniroma1.it); [hello@uniroma1.it](mailto:hello@uniroma1.it)

Website <http://www.uniroma1.it/studenti>

### 6.2 – Selection fee and Tax

Candidates must pay a selection fee of € 35,00 plus a tax of € 16,00 in any bank office of the UniCredit – Banca group on the Italian national territory **within and not later than the deadline** of the announcement of competition. Such payment of overall € 51,00 may also be performed online with DINERS, VISA or MASTERCARD credit cards (see <http://www.uniroma1.it/studenti/tasse/pagamenti.php>).

To perform the online payment, students must exclusively use the customized form available at Sapienza's online informative system accessible at <http://www.uniroma1.it/studenti/infostud> (click on ACCEDI DIRETTAMENTE), with the given matriculation number and password, and selecting: **TASSE – PROVA DI ACCESSO – type the Master's code number: 12931 – AVANTI – STAMPA.**

If the minimum number of candidates indicated in the announcement is not reached and the selection process is not required (neither through qualification, nor through competition), the selection fee of € 35,00 (except the non-refundable tax of € 16.00) will be reimbursed, following a written communication from the Director of the Master course submitted to the Master Office of the University of Rome "Sapienza".

### 6.3 – The application

The application to the Master course must be edited on ordinary/plain paper, using the form attached to this notice (Attachment 1) that must be signed by the candidate.

The application form must be submitted together with the following documents:

- Photocopy of a valid identity document, duly signed and easily readable (ID card - Driver's License - Passport);
- Photocopy of the Italian Tax Code;
- Photocopy of the receipt of payment of the selection fee;
- Self-certification (as of D.P.R. 445/2000) of the academic degree and the transcript of the exams passed, specifying the relative grades/marks (undergraduate final-year students must declare the expected Graduation session, which should necessarily take place within the dates indicated in Article 4.1) (Attachment 2);
- Curriculum vitae et studiorum;
- Declaration of consent for the treatment of personal data (Attachment 3);
- Self-certification (as of D.P.R. 445/2000) of any other document or qualification the candidate would like to present for evaluation in the selection process.



**Presentation of the application by candidates with academic degree obtained abroad (non-Italian)**

Together with the application form (Attachment 1), candidates with non-Italian qualifications must present the following document, **peremptorily** within the deadline of the announcement of competition:

- **declaration of value** (Dichiarazione di valore) of the Degree released by the Italian Embassy/Consulate offices of the Country where the Degree was issued. The declaration of value is necessary to evaluate if the level of the title allows the admission to the Master course.

All admission requirements have to be fulfilled **before the application deadline** and the **Declaration of Value of the titles obtained in a non-Italian country must be imperatively attached to the application.**

**Incomplete applications will be rejected.**

The duly filled application form, together with the documents listed in section 6.3, must be **hand delivered or sent** by registered mail **within and not later than December 16, 2013**, to the following address:

Direttore del Master **Prof. Fabio Santanelli di Pompeo**, c/o Dipartimento NESMOS

Facoltà di Medicina e Psicologia, Università di Roma “Sapienza”

Via di Grottarossa, 1035-1039 Roma 00189

**Applications arriving after the deadline will be rejected.**

**In case of postal shipping, the date on Post Office receiving stamp will be contemplated, not the date on the expedition stamp.** Candidates shipping the application by mail do accept the risk of its late arrival.

The application may be hand-delivered to the Master Secretariat at:

**Segreteria didattica Master**

**Dipartimento NESMOS**

Facoltà di Medicina e Chirurgia – Università di Roma “Sapienza”

Via di Grottarossa, 1035-1039 Roma 00189

Days: Monday to Friday. Opening hours: 8.30 a.m. - 12.30 p.m.

All applications submitted in a different manner from those described above will be rejected.

**7 – Selection process**

Admission to the Master course depends on the evaluation of academic title and qualifications and their validity with respect to the Master course.

**For admission to the course, an interview on topics related to the Master course will be performed.**

**This test will take place on Friday January 10, 2014 by Prof. Fabio Santanelli di Pompeo office, located at the 5<sup>th</sup> floor of the Sant'Andrea Hospital, Via di Grottarossa 1035-1039, 00189 - Rome, from 10 to 11 a.m.**

**The Director of the course and the Selection Committee will perform the evaluation of the admission test.**





At the end of the evaluation and/or selection, a ranking of the candidates admitted will be edited according to the overall ratings assigned to each candidate.

The ranking will be published on the University of Rome “Sapienza” website <http://www.uniroma1.it/didattica/offerta-formativa/master> and/or posted at the bulletin board of the Master Secretary at the School of Medicine and Psychology, on the same day of the admission test, **Friday January 10, 2014**, at least 20 days before the deadline for the payment of the registration fee (as in Article 8).

The publication has the value of an official communication, therefore candidates will not receive personal notifications.

### **8 – Registration**

Only the students passing the selection may proceed with the matriculation process. For the registration and matriculation the selected students must pay the registration fee of € 3.000,00 (three-thousand). The payment can be made either in one installment or in two installments of € 1.500,00 each. The first installment is due on **January 31, 2014**, and the second is due on **June 16, 2014**, using the relative forms downloadable from <https://stud.infostud.uniroma1.it> by entering the matriculation number and password and then selecting: **“TASSE” – IMMATRICOLAZIONE – MASTER/SPECIALIZZAZIONE – insert course code: 12931 – AVANTI – STAMPA.**

After printing the form from Infostud, the payment may be made in any Italian branch of the UniCredit Bank through one of the following modalities:

- **at a Bank office** – cash payment in any UniCredit branch on the national territory, (the complete list of the UniCredit branches may be found at: <http://www.uniroma1.it/> clicking on **TASSE – PAGAMENTI**);
- **with a bank account cheque** issued by UniCredit or any other bank;
- **with direct charge on a bank account**, only for UniCredit online clients;
- **online** with a Visa, Mastercard or Diners credit card. In case of online payment with credit card, the confirmation of the payment will be notified via e-mail from the UniCredit Institute. Candidates that choose the online payment shall make sure to receive the notification e-mail.

Note that, for online payments a Visa, Mastercard or Diners credit card is sufficient; it is not mandatory to open a bank account at the UniCredit bank.

**The enrollment may be reimbursed solely if the course is not activated.** In such case, the student may submit a request for reimbursement to the Director of the Master.

Auditing students must pay a fee of € 300,00 (three-hundred) for each chosen module; an amount of **€ 700,00** must be added to such fee as a fixed university tax and the payment must be paid in one installment within the deadline established by the Director of the Master. Auditing students are exempt from the payment of the selection fee.



## **9 - Financial contributions and/or Scholarships**

If the Master course receives financial contributions from sponsors, the funding will be assigned to partially or totally cover the registration fee, taking into account the admission ranking edited by the Master's Scientific and Didactic Board/Selection Committee. In case of full funding of the registration fee, the sponsor make the deposit in a lump sum within the deadline for the second installment.

If the candidate has his own sponsor and/or employer with the burden of performing the payment of the registration fee on behalf of the student, the Director of the Master must authorize the procedure and the payment must be settled as a lump sum within the deadline for the second installment. In case of deposits made after deadline, surcharges for late payment will be applied as specified in Art. 10.

## **10 – Late payment of registration fee**

The candidate paying the registration fee is legally registered and covered by insurance.

Instead, the candidate that does not pay the first installment within the deadline will be considered a dropout. Late registrations may be accepted only if authorized by the Director of the Master and only after scrolling the ranking. Delays also on the second installment payment must be pre-emptively authorized by the Director of the Master. Further unauthorized late payments may cause the exclusion from the course, in case the Director of the Master deems it appropriate. In any case, an over-tax of € **62,00** will be applied for each late installment if the candidate does not comply with payments deadline. **If the delay overcomes 60 days from the deadline, the over-tax for delayed payments will be € 124,00 for each late installment.**

After payments deadline, the candidate will not be able to autonomously display and download the relative payment form from Sapienza's online informative system "Infostud"; they must be requested via e-mail from the Director to the University Master Office, and will include the over-tax for delayed payment.

The undergraduate candidate admitted with reservation will pay the Master fees after graduation, without the burden of over-taxes.

## **11 – Moving/transferring to another Master**

Transfer from one Master course to another is not allowed.

## **12 – Renunciation**

Admitted participants who would like to withdraw from the course must inform the Director of the Master. The Master Secretariat will then send this information to the University Master Office of the University of Rome "Sapienza". The already paid registration fees will not be refunded to dropout candidates.

## **13 – Tax for the Master's final exam**

Before the final exam, participants will have to pay the fee of € **70,00** using the relative form downloadable from [www.uniroma1.it/studenti/infostud](http://www.uniroma1.it/studenti/infostud), using the own matriculation number and password and selecting in order: **TASSE – DIRITTI DI SEGRETERIA – tipo di bollettino: select the option "Esame finale Master" – insert year 2014 – AVANTI – STAMPA.**

**Note that the emission date printed on the form corresponds to the payment deadline.**



If a candidate has not yet taken the final exam of the Master course and must register for another course of study for the next academic year, the fee for the Master's final exam must still be paid before enrolment to the new course.

#### **14 – AlmaLaurea Questionnaire**

Before the final exam, students must have **imperatively** filled-in the AlmaLaurea questionnaire with the following modalities:

- the candidate whose **Curriculum Vitae has not been uploaded** in the AlmaLaurea database must visit the link <https://www.almalaurea.it/lau/registrazione/> and acquire the credentials;
- the candidate whose **Curriculum Vitae has already been uploaded** in the AlmaLaurea database, must update his profile with the new Master title, visiting the page AlmaGo! (from the “**student e laureati**” section), logging in with the personal AlmaLaurea credentials and proceeding as following:
  - Click on **Aggiungi un titolo di studio**;
  - Follow the procedure **Inserisci Titolo**;
  - Select **Prossimo al conseguimento del titolo**;
  - Select the location of the course and the university/institution of reference;
  - Specify the data of the course and proceed.

To complete the end-of-course questionnaire, after entering the title, return to the AlmaGo! page and in the “**I miei titoli**” section click on “**Compila il questionario**” next to the title.

After completing this form the candidate must print the receipt that must be delivered to the Master course Secretariat before the final exam.

Lost AlmaLaurea credentials can be retrieved using the tool on the login page.

In case of problems during registration, send a e-mail at [servizio.laureati@almalaurea.it](mailto:servizio.laureati@almalaurea.it) or call toll-free 800 720 772.

#### **15 – Obtaining the Degree**

At the end of the Master course, to obtain the Master degree, candidates must pass the final test.

It consists in an **oral communication of a project carried on during the last semester**.

To be admitted to the final exam the candidate: must have attended the Master activities, must have earned the necessary credits for the formative activities, must have paid the registration fees and the tax for the final exam, must have completed the AlmaLaurea questionnaire and printed the relative receipt to be delivered to the Master Secretariat.

The final Project must be presented and discussed in front of a Committee, which will give its evaluation on a 110 scale, and may vote unanimously to grant the candidate full marks with honors. The minimum grade for the obtainment of the Diploma is 66/110 (sixty-six over one hundred and ten).

The Diploma of the Master is issued by the University of Rome “Sapienza” not before checking on the regularity of the academic career and administrative position of the student.

The final Master Parchment will not report the grade, except if the candidate has achieved full marks with honors, and will be handed out to the students by the Director of the Master.



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## **16 – Informations**

Academic contacts:

**Prof. Fabio Santanelli di Pompeo:** Head of the Plastic Surgery department, School of Medicine and Psychology, University of Rome “Sapienza”, c/o Plastic Surgery Unit – Sant’Andrea Hospital – Via di Grottarossa, 1035-1039 – Rome 00189. Tel.: +39 06 33775692.

**Dr. Guido Paolini:** c/o Plastic Surgery Unit – Sant’Andrea Hospital – Via di Grottarossa, 1035-1039 – Rome 00189. Tel.: +39 06 33775268, +39 06 33775797, +39 06 33775832.

Master Secretariat:

### **NESMOS Department**

School of Medicine and Psychology, University of Rome “Sapienza”

Address: Via di Grottarossa, 1035-1039 – Rome 00189

Opening hours: Monday to Friday, 8.30 a.m. – 12.00 p.m.

Tel.: +39 06 49979799

e-mail: [nesmos@uniroma1.it](mailto:nesmos@uniroma1.it)

Rome, October 14, 2013

SIGNED BY THE RECTOR



**SAPIENZA**  
UNIVERSITÀ DI ROMA

Attachment 1

**ADMISSION REQUEST**  
**to the II<sup>nd</sup> level Master in**  
**BREAST RECONSTRUCTION**  
**Academic Year 2013 – 2014**

**To the Director of the Master**  
**Prof. Fabio Santanelli di Pompeo**  
**Università degli Studi di Roma “Sapienza”**  
**c/o Dipartimento NESMOS**  
**School of Medicine and Psychology**  
**Via di Grottarossa, 1035 – 1039**  
**00189 Roma**

Mr/Mrs/Ms \_\_\_\_\_

Matriculation n. \_\_\_\_\_ Fiscal Code \_\_\_\_\_

born in \_\_\_\_\_ on \_\_\_\_\_

nationality \_\_\_\_\_

living in (City/State) \_\_\_\_\_

address \_\_\_\_\_ ZIP code \_\_\_\_\_

Phone number \_\_\_\_\_ / \_\_\_\_\_ Fax number \_\_\_\_\_ / \_\_\_\_\_

Mobile phone nr \_\_\_\_\_ / \_\_\_\_\_ e-mail \_\_\_\_\_

Italian place of stay (only for foreign residents) City \_\_\_\_\_

Address \_\_\_\_\_ ZIP code \_\_\_\_\_

Phone number \_\_\_\_\_ / \_\_\_\_\_ Fax number \_\_\_\_\_ / \_\_\_\_\_

in hold of the Degree in \_\_\_\_\_ issued on

date \_\_\_\_\_ by the (University or HEI) \_\_\_\_\_ with the final

grade / over the maximum grade of \_\_\_\_\_ / \_\_\_\_\_



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### **Requests to be admitted to**

the II level University Master in BREAST RECONSTRUCTION, established at the School of Medicine and Psychology of the University of Rome “Sapienza”, for the academic year 2013/2014.

For this purpose, the following documentation is attached:

- Photocopy of a valid identity document, duly signed and easily readable (ID card - Driver's License - Passport);
- Photocopy of the Italian Tax Code (Fiscal Code);
- Photocopy of the receipt of payment of the selection fee;
- Self-certification on the Academic Title (undergraduate final-year students have to certify the attainment of the title within the deadline indicated at Art. 4.1) (Attachment 2);
- Photocopy of the Declaration of Value (“Dichiarazione di Valore”) for titles obtained abroad;
- Curriculum vitae et studiorum;
- Signed consensus for the use of personal data (Attachment 3);
- Self-certification regarding any other documentation or title evaluable in the selection process.

I, hereby, declare that I have read, understood and agreed with each article of the public notice for admission to the Master course, to fulfill all the requirements and to be aware that, as of the D.Lgs. 445/2000, giving false or incomplete declaration is a felony.

Place and Date \_\_\_\_\_

Candidate signature

\_\_\_\_\_



**SELF-CERTIFICATION OF ACADEMIC TITLE**

**To the Director of the Master  
Prof. Fabio Santanelli di Pompeo  
Università degli Studi di Roma “Sapienza”  
c/o Dipartimento NESMOS  
School of Medicine and Psychology  
Via di Grottarossa, 1035 – 1039  
00189 Roma**

I undersigned \_\_\_\_\_

born in \_\_\_\_\_ on \_\_\_\_\_

Fiscal code \_\_\_\_\_

taking advantage of Art. 2 of the Law n. 15/68 as modified and completed by the Law n. 127/97 and D.P.R. n. 403/98,  
and aware of the penalties foreseen by articles 483, 495, and 496 of the Italian criminal code concerning false  
certifications and mendacious declarations

**UNDER MY PERSONAL RESPONSIBILITY, DECLARE THAT**

I have achieved the Degree \_\_\_\_\_ (*B.A., M.A., other*) in  
\_\_\_\_\_ on \_\_\_\_\_ at  
the Faculty of \_\_\_\_\_ University \_\_\_\_\_ in  
the academic year \_\_\_\_\_ with the final grade of \_\_\_\_\_ and final thesis  
(if any) titled “ \_\_\_\_\_ ”  
Mentor’s name \_\_\_\_\_.



**SAPIENZA**  
UNIVERSITÀ DI ROMA

***(if the candidate is an undergraduate final-year student fill-in the following form):***

the achievement of the Degree \_\_\_\_\_ (B.A., M.A., other)

in \_\_\_\_\_ is

expected by the date \_\_\_\_\_ in the academic year \_\_\_\_\_ at

the Faculty of \_\_\_\_\_ of the

University \_\_\_\_\_ and final thesis (if any) is titled

“ \_\_\_\_\_ ”

Mentor's name \_\_\_\_\_.

\_\_\_\_\_  
(Place, Date)

\_\_\_\_\_  
(Candidate signature)





**Policy statement pursuant to legislative decree “Decreto Legislativo 196/2003”**

**Code concerning personal data**

**Handling of the data**

Pursuant to article 13 of law n.196/2003, all personal data submitted will be handled only if necessary and only for uses related to the registration and attendance to the Master.

**Method of handling and referring subjects**

The information collected will be handled either manually or electronically. The data may be disclosed to Institutions or public and private Societies only if strictly necessary for the educational activities of the course.

**Data collection and consequence of a possible denial**

The provision of the information is obligatory; any refusal to provide such data will lead to the impossibility to register to the course and to all the procedural or educational activities.

**Owner and person in charge of the handling of data**

Owner of the data is the University of Rome “Sapienza”, in the person of its legal representative pro-tempore, the Magnificent Rector, located in the offices of the University.

The responsible for the handling of data is the Director of the course.

**Rights referred at the article 7 of law 196/2003 “Right to access personal data and other rights”**

The interested party has the right to obtain the proof of existence or absence of data regarding himself/herself, even if not yet registered, and such information should be communicated in an intelligible form.

The interested party has the right to obtain information regarding:

- a) the origin of the personal data;
- b) the purposes and methods of treatment;
- c) the logic applied in case of treatment of data with electronic systems;
- d) the identity of the owner, the manager and the representative appointed under article 5, paragraph 2;
- e) subjects or group of subjects to whom the personal data may be communicated or who can be acquainted with them as appointed representative of the State, managers or agents.



The interested party has the right to obtain:

- a) updating, rectification or, in case of interest, integration of data;
- b) cancellation, transformation into anonymous form, or blocking of data processed unlawfully, including data which does not need to be preserved for the purposes for which the data have been collected and subsequently processed;
- c) certification that the operations in letters a) and b) have been brought to knowledge, also in their contents, to those to whom the data have been communicated or disseminated, unless this request is impossible to fulfill or involves an application of means manifestly disproportionate to the protected right.

The interested party has the right to object in whole or in part:

- a) for legitimate reasons, to the handling of personal data concerning his person, even for reasons relevant to the purpose of data collection;
- b) to the treatment of personal data concerning his person, if used for the purpose of sending commercial material or direct selling or for the purpose of market research or commercial communication.

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(Place, Date)

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(Candidate signature)