

DENOMINAZIONE MASTER

CALL FOR ENROLLMENT IN THE SUMMER SCHOOL IN MEDICAL WRITING A.Y. 2021/2022

OBJECT OF THE CALL (ART. 1 COMMA 2)

1.2 The "Medical Writing" Summer School aims to create a training course to teach or improve the methodology of writing scientific works in the clinical, medical, and surgical fields, for publishing in high impact factor journals, teaching or improving the ability to perform a critical review (peer review) of existing literature and teach how to structure a research project to request funding from public or private bodies. In addition to the theoretical part, the course also includes a practical part in which learners, if they wish, can present scientific articles already written by them that will be used as a practical exercise in critical review before sending them to the editorial board of the journal for publication.

REQUIREMENTS (ART. 2 COMMA 1)

2.1 All those interested in the topics covered may apply for enrollment in this course.

NUMBER OF PLACES (ART. 2 PARAGRAPH 2)

2.2 The number of places for admission to this master's degree is set at a minimum of 10 and a maximum of 30.
The enrollment procedure will be allowed until the maximum number of available places has been filled in.

MASTER'S DEGREE DURATION IN MONTHS (ART. 2 PARAGRAPH 4)

2.4. This course has a duration of 25 hours and awards 3 credits (CFU university training credits)

APPLICATION DEADLINE (ART. 3 PARAGRAPH 1)

3.1 The application for enrollment must be submitted **no later than 26 August 2022**, exclusively online, through the website <https://segreteriaonline.unisi.it> of the University of Siena. Enrollments in the course received after the aforementioned date will not be accepted.

DOCUMENTS TO BE ATTACHED (ART. 3 PARAGRAPH 3)

3.3 During the online procedure, applicants must, attach **as a mandatory requirement**, the following documents, in the section "Allegati domanda di Immatricolazione" (attachments to the enrollment application):

- Only for foreign students or students with a degree obtained abroad:
 - a. Copy of the residence permit for non-EU citizens referred to in art. 4 paragraph 1.
 - b. Copy of the passport with a specific entry visa for study purposes for non-EU citizens residing

abroad.

The original documents referred to in point "a" must be delivered or sent to the Ufficio Master e corsi (Masters and Courses Office), no later than the date on which the course , under penalty of decline of studies. Until then, foreign students or students with a degree obtained abroad will be considered "enrolled subject to conditions".

With the entry into force of article 15 of Law 183/2011 from 1 January 2012, administrations can no longer accept certifications issued by other Public Administrations or by managers of public services regarding status, personal qualities, and facts. Certificates are always replaced by substitute declarations of certification or by a notary deed.

Pursuant to Article 75 of the Presidential Decree of 28/12/2000 no. 445, without prejudice to the provisions of art. 76 in criminal matters, if the untruthfulness of content emerges from the control of the substitutive declarations of certifications, the declarant forfeits any benefits resulting from the provision issued on the basis of the untruthful declaration.

ENROLLMENT FEES (ART. 4 PARAGRAPH 1)

4.1 The enrollment fee amounts to **250** euros net of any charges and bank commissions. This sum must be paid in a single installment to which the amount of 16.00 euros will be added for the payment of the electronic stamp duty, to be paid at the time of enrollment.

Payment must be made through the **Pago PA system** according to the instructions on the site <https://segreteriaonline.unisi.it>; Further information can be found at the page::

<https://www.pagopa.gov.it/>

Regular enrollment in courses is subject to payment of the amounts due.

Matriculation is completed only with the payment of the fee.

In the event that registration fees are borne by third parties (public bodies, foundations, companies, etc.) the following is necessary:

o Payments made by private bodies or companies, must be effected through the **PagoPA system** upon reception of a payment notice sent by the University of Siena.

o For the payment from a public body, make a *Girofondo (bank transfer)* on the account of Contabilità Speciale no. 0038125 in the name of Università degli Studi di Siena at the Banca d'Italia. The procedure refers to Law 27/2012, for Special Accounting.

The payment of the contribution by a third party must be formalized with a letter of commitment no later than the enrollment deadline date.

BEGINNING AND END OF THE MASTER'S DEGREE (ART.6PAR. 2)

6.2 The Course will start in September 2022 and end in September 2022.

SEGRETERIA ONLINE (online secretariat)(<https://segreteriaonline.unisi.it/Home.do>) to apply for admission / registration

FURTHER INFORMATION IS AVAILABLE IN THE CALL FOR APPLICATIONS IN ITALIAN