



UNICAMILLUS

**TUITION FEES REGULATIONS FOR
THE 2023/2024 ACADEMIC YEAR**

**ORTHOPAEDICS AND
TRAUMATOLOGY
SPECIALISATION SCHOOL**

Approved by the Board of Directors on 19 June 2024 (Ref. 136)

TUITION FEES REGULATIONS OF THE ORTHOPAEDICS AND TRAUMATOLOGY SPECIALISATION SCHOOL FOR THE 2023/2024 ACADEMIC YEAR OF THE SAINT CAMILLUS INTERNATIONAL UNIVERSITY OF HEALTH SCIENCES (UNICAMILLUS)

Art. 1 - Introduction

These regulations have been approved by the Board of Directors to regulate the payment of tuition fees for specialising medical students enrolled in the 2023-2024 academic year.

Art. 2 - Amount of tuition fees

The tuition fees are calculated as a fixed amount, regardless of the value of the personal income indicator, according to the tables below.

The tuition fees do not include:

- the **stamp duty** to be paid to the Agenzia delle Entrate (€16.00)
- the **regional tax** for the right to study imposed by the Regione Lazio, which is payable annually (for the current academic year it is €140.00).

Art. 3 – Payment methods

The payment of all the amount indicated in these Regulations, concerning tuition fees, regional tax, stamp duty, penalties, etc., must be made exclusively by the methods indicated by the University, through the PagoPA system or the CBILL payment slip, in the dedicated section of the University's GOMP portal, by accessing the portal using personal access codes.

Art. 4.1 - Detailed tuition fees and deadlines for first-year students

Enrolment in the Orthopaedics and Traumatology Specialisation School

The total annual tuition fees for students enrolled in the Orthopaedics and Traumatology Specialisation School are shown in the table below:

Orthopaedics and Traumatology Specialisation School	
Annual tuition fee (in €)	2,700.00

For students enrolled in the 2023/2024 academic year in the Orthopaedics and Traumatology Specialisation School, the payment is divided into instalments with the amounts and deadlines shown in the table below:

Orthopaedics and Traumatology Specialisation School		
Tuition fees	Deadline	€
1st instalment	at the time of enrolment	1,350.00
2nd instalment	30th April 2025	1,350.00
Total		2,700.00

Please note: At the time of registration, the specialising medical student must also pay the following amounts:

- the stamp duty to be paid to the Agenzia delle Entrate (€16.00).
- the regional tax for the right to study imposed by the Regione Lazio (please note that the amount fixed for the current academic year is € 140.00).

For methods of payment, please refer to Art.3 of these regulations.

4.2 - Deadlines, exemptions, scholarships, penalties

Specialising medical students who do not complete their enrolment by paying the first instalment on time will be deemed to have withdrawn.

In the event of late payment of the second instalment, the specialising medical student will be suspended from all teaching and administrative activities, including taking the exams, and will be charged a penalty of €200.00. The suspension will be lifted when the financial situation is regularised. In the event that the specialising medical student does not regularise the payment of the tuition fees within 20 days of the established deadlines, the University reserves the right to consider that the specialising medical student has withdrawn from the specialisation course, without prejudice to the full payment of the fees provided for in these Regulations for the academic year in which they are enrolled.

The provisions of Article 9, paragraph 2, of Legislative Decree 68/2012, which stipulates that "*Universities shall fully exempt from tuition fees students who meet the conditions for obtaining a scholarship*", and those of article 9, paragraph 10, of the same Legislative Decree, which stipulates that "*Universities that are not State-run and legally recognised shall reserve for deserving students, even if they lack means, part of the government contribution granted pursuant to Law no. 243 of 29 July 1991, by granting the exemption from tuition fees provided for in paragraph 2*", which does not apply to UniCamillus, since it does not receive any contribution from the State.

In fact, according to the provisions of Article 3 of Ministerial Decree 927 of 28 November 2017 on the creation and accreditation of UniCamillus University, "*the creation of the University shall not entail any burden for the State*". Consequently, the provisions of article 3, paragraph 3, of Law 243 of 1991, which stipulates that "*..... each University reserves for deserving students, even if they lack the means, a share of the government contribution in the form of scholarships or forms of exemption from the payment of tuition fees*", do not apply, for the simple reason that UniCamillus does not receive any government contribution.

Art. 5.1 - Details of fees and deadlines for renewal of enrolment for years following the first year

Orthopaedics and Traumatology Specialisation School

The total amount of the annual tuition fees for specialising medical students who renew their registration in the Orthopaedics and Traumatology Specialisation School for years after the first year is shown in the table below:

Orthopaedics and Traumatology Specialisation School	
Annual tuition fee (in €)	2,700.00

The payment of tuition fees is divided into instalments. The amounts and deadlines are shown in the table below:

Orthopaedics and Traumatology Specialisation School		
Tuition fees	Deadline	€
1st instalment (registration renewal)	31st October	1,350.00
2nd instalment	30th April	1,350.00
	Total	2,700.00

Please note: At the time of registration renewal, the specialising medical student must also pay the following amounts:

- the stamp duty to be paid to the Agenzia delle Entrate is €16.00
- the regional tax for the right to study imposed by the Regione Lazio (please note that the amount fixed for the current academic year is € 140.00).

For methods of payment, please refer to Art.3 of these regulations.

Enrolment can only be renewed if the student is in good standing and has passed the annual final examination as set out in the Teaching Regulations of the Orthopaedics and Traumatology Specialisation School.

5.2 - Deadlines, exemptions, scholarships, penalties

In the case of registration renewal, failure to pay the first instalment, the due date of which

coincides with the procedure for renewing the registration for the following year, in accordance with the conditions set out in the table (paragraph 1 of this article), will result in the career being forfeited.

Only specialising medical students who are in good administrative standing and who have passed the final examination may proceed with the registration renewal for the years following the first year.

In the event of late payment of the second instalment, as indicated in these Regulations, the specialising medical student will be suspended from all teaching and administrative activities, including taking the exams, and will be charged a penalty of €200.00. The suspension will be lifted when the financial situation is regularised. In the event that the specialising medical student does not regularise the payment of the tuition fees within 20 days of the established deadlines, the University reserves the right to consider that the specialising medical student has withdrawn from the specialised course, without prejudice to the full payment of the fees provided for in these Regulations for the academic year in which they are enrolled.

The provisions of Article 9, paragraph 2, of Legislative Decree 68/2012, which stipulates that *"Universities shall fully exempt from tuition fees students who meet the conditions for obtaining a scholarship"*, and those of article 9, paragraph 10, of the same Legislative Decree, which stipulates that *"Universities that are not State-run and legally recognised shall reserve for deserving students, even if they lack means, part of the government contribution granted pursuant to Law no. 243 of 29 July 1991, by granting the exemption from tuition fees provided for in paragraph 2"*, which does not apply to UniCamillus, since it does not receive any contribution from the State. In fact, according to the provisions of Article 3 of Ministerial Decree 927 of 28 November 2017 on the creation and accreditation of UniCamillus University, *"the creation of the University shall not entail any burden for the State"*. Consequently, the provisions of article 3, paragraph 3, of Law 243 of 1991, which stipulates that *"..... each University reserves for deserving students, even if they lack the means, a share of the government contribution in the form of scholarships or forms of exemption from the payment of tuition fees"*, do not apply, for the simple reason that UniCamillus does not receive any government contribution.

Art. 6 - Fee for the final degree examination

The fee for the final examination to obtain the degree at the end of the course is €250.00 and must be paid in the manner established by the University (art. 3 of these Regulations). Payment must be made in accordance with the deadlines set out in the Final Examination Regulations.

Art. 7 - Outgoing transfer

The transfer procedure is governed by the relevant teaching regulations of the Orthopaedics and Traumatology Specialisation School and the application must be made online on the University's GOMP portal by clicking on "carriera>domande>domanda trasferimento in uscita" (career>applications>outgoing transfer application). Authorisation for the outgoing transfer and the issue of the relevant documents will only be granted to specialising medical students who, at the time of submitting the application, are up to date with the payment of tuition fees and stamps. In the event of an outgoing transfer, under no circumstances will there

be a refund of the amounts already paid up to the date of submission of the transfer request, and all documents relating to all University services will be deactivated.

Art. 8 - Withdrawal, interruption, drop-out

Specialising medical students may at any time withdraw from the programme in which they are enrolled. In order to do so, they must submit a request called "Istanza di Rinuncia agli studi" to the University, using the online procedure (unless other procedures are communicated in advance), by accessing the GOMP portal with their login details and selecting "carriera>domande> domanda di rinuncia agli studi", in order to have their enrolment at UniCamillus deleted from the National Register of Students and, consequently, the possibility of enrolling at another University.

In the event of withdrawal, under no circumstances will the sums already paid up to the time of submitting the above-mentioned request be refunded. Withdrawal from the course is considered to be finalised with the issue of the relative leave form. This form will only be issued to medical students who, at the time of submitting their application, are up to date with the payment of the required fees. The application is completed upon payment of the stamp duty set by the Agenzia delle Entrate at €16.00 (for methods of payment, see article 3 of these Regulations).

The interruption may be exercised in the manner provided for in the Regulations of the Orthopaedics and Traumatology Specialisation School of Specialisation. If the interruption falls under the conditions provided for in art. 40, paragraph 3 of D. Lgs.No. 368/1999, the specialising medical student must in any case pay the fees provided for in these Regulations.

Specialising medical students who withdraw from the University after the start of their studies shall, in any case, be required to pay the full amount of the fees provided for in these Regulations for the academic year in which they are enrolled, also for the purpose of obtaining the certificate of withdrawal from the National Register of Students. All access codes to all services provided by the University will also be deactivated.

Under no circumstances will any payments made be refunded, except in the cases provided for by the regulations in force.

Art. 9 - Privacy

Data and information will be collected and processed in accordance with national and European legislation on the processing of personal data. For further information on the processing of personal data by UniCamillus, please refer to the privacy policy signed by the specialising medical student at the time of enrolment.

Art. 10 - Caveats

For legal and interpretative purposes of these Rules and Regulations, only the text approved by the Board of Directors on 19 June 2024, the original of which is filed at the Teaching Services

office and drafted in Italian, shall be deemed authentic and a certified copy of which may be obtained.

For all matters not provided for herein, reference is made to the Statutes and Regulations governing the operation of the University.