



UniSR

Università Vita-Salute
San Raffaele

Academic Regulations

Bachelor's Degree in Biotechnology Research in Medicine

In force for students enrolling in the academic year 2026-2027

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These Regulations use the masculine form in all circumstances, but this form should be understood as referring inclusively to all persons, irrespective of their gender.

General Part

ART. 1 Admission to the Degree Programme

1.1 Knowledge Required for admission

For admission to the Bachelor's Degree Programme in Biotechnology Research in Medicine, applicants must hold a secondary school diploma or another equivalent qualification obtained abroad and recognised as suitable.

Candidates who, in the admission test, achieve a score equal to or higher than the threshold defined in the Call for Applications in Mathematics and Sciences, with a level of detail equivalent to that provided in upper secondary schools, will be admitted to the enrolment phase for the Bachelor's Degree in Biotechnology Research in Medicine. In addition to its selective function, the admission test also serves as an assessment test to ascertain the initial knowledge required for admission.

1.2 Admission Procedures

Candidates' personal preparation will be assessed through an admission test. The admission procedures are defined in the Call for Applications, which sets out the sustainable annual intake planned locally.

1.3 Definition of Additional Educational Requirements (OFA) for Bachelor's degrees and single-cycle Master's degrees

The existence of additional educational requirements (OFA) is determined by the outcome of the admission test in the subject areas defined by Italian Ministerial Decree 1648/2023, namely those relating to "*basic knowledge of mathematics and science as provided by upper secondary schools*". The need to fulfil additional educational requirements in the above areas is determined when the number of correct answers for the relevant admission test questions falls below 50%. The fulfilment of the additional educational requirements will be certified by an *ad hoc* exam, which will issue the student with a certificate of eligibility.

To facilitate passing the additional educational requirements, the Degree Programme provides students with catch-up courses, including online courses, available to all enrolled students, regardless of whether they have an educational debt. The additional educational requirements must be passed in the first year of the programme.

ART. 2 Study Plan

Teaching activity is organised in accordance with the Study Plan set out in the following section "**Course Prospectus**".

2.1 Individual Study Plans

Pursuant to Article 11(4-bis) of Italian Ministerial Decree 270/2004 (individual study plans), the qualification may be obtained through an individual Study Plan that also includes educational activities other than those provided for in these Academic Regulations, provided that it is consistent with the Programme Specifications of the degree programme for the academic year of enrolment. For this purpose, students must submit requests for approval of individual Study Plans to the Degree Programme Council by the start of the academic year. An individual Study Plan proposed by a student will be assessed by a specific committee appointed by the Chairman of the Degree Programme Council and, if approved by the Degree Programme Council, it will be forwarded to the relevant University offices, which will store it and monitor the student's compliance with it for the entire duration of the degree programme.

Individual Study Plans may be amended during the degree programme, subject to approval by the Degree Programme Council.

ART. 3 Mobility

The Degree Programme, on the basis of inter-institutional agreements or within the framework of European and international programmes, offers the possibility of spending the sixth and last semester of their programme at Universities or partner centres of foreign Universities, providing support and guidance through its Administrative Offices and Academic Contacts, as provided for by Article 20 of the University Academic Regulations.

ART. 4 Repeating student

The status of "repeating student" is assigned to students who, by the end of the third year of their programme, has not passed all the exams indicated in the Study Plan by the dates set in the academic year calendar for degree award sessions.

ART. 5 Final Examination

The final examination consists of the drafting and subsequent defence of a written assignment, prepared as a written report in Italian or English (with no preference or reward for the choice of language), on a topic consistent with the educational objectives of the class that demonstrates mastery of the topics and acquisition of the skills. The final examination may be linked to a research project or an internship activity or may be an individual reworking of literature-based research. This assignment is not only an administrative document required to obtain the qualification, but must have a scientific purpose that can be assessed in terms of both content and form.

Students enrolled in the third year of the programme are invited to contact a potential dissertation Supervisor from among the tenured professors and researchers, including fixed-term researchers, of the Faculty of Medicine and Surgery of Vita-Salute San Raffaele University; the lecturer identified by the Student as a prospective Supervisor may also act as Assistant Supervisor, if necessary. If the identified Supervisor is unavailable or if there are difficulties in identifying one, the student may contact the Chairman of the Degree Programme Council directly.

The Supervisor is responsible for overseeing the student's development of the Final Dissertation and ensures that it is adequate. For this purpose, the Supervisor may identify, from among the UniSR lecturers or researchers from another body, an Assistant Supervisor to support the student in preparing the Final Dissertation. For students who choose to spend the final semester abroad, the person responsible at the host University, or another person appointed by them, may act as Assistant Supervisor.

If the Assistant Supervisor identifies issues in the planned development of the preparation of the Final Dissertation entailing significant delays compared with the scheduled timetable, they must inform the Supervisor promptly. The Assistant Supervisor must be available to meet the Supervisor periodically and take part in the Committee for the final examination that the Student they have supervised for the preparation of the final dissertation is registered.

The Supervisor checks with the Student and with the Assistant Supervisor the progress being made in gathering information and drafting the final dissertation, oversees any corrections and ensures that the planned schedule is met. If they identify any delays or issues in the drafting of the Final Dissertation that could jeopardise submission within the planned schedule, they must promptly inform the Third-year Tutor and copy in the Chairman of the Degree Programme Council so that any corrective and/or support actions can be taken.

To ensure that the Final Dissertation preparation is as profitable as possible in educational terms, the Student is supported by the above roles, who provide guidance and monitoring of the work carried out.

The following provides guidance on the content-related aspects of the Final Dissertation.

- **Introduction:** The introduction must summarise the previous general background knowledge relating to the topic of the final dissertation.
- **Main body of the final dissertation:** this is the core part of the dissertation and must typically be a synthesis of the up-to-date literature on the topic, discussed on the basis of one or more initial hypotheses concerning the subject matter of the topic itself. It typically includes graphs, images, tables and/or diagrams, either drawn from cited scientific works (in which case the source must be explicitly indicated in the caption) or produced originally by the candidate. This section of the dissertation must be structured into sections, chapters and paragraphs, so as to facilitate understanding and enable discussion of individual aspects of the dissertation. It must also contain the key bibliographical references, generally recent, relating to the individual aspects addressed.
- **Final discussion and Conclusions:** the discussion must provide a critical synthesis of what is set out in the main body of the final dissertation, offering the candidate's own interpretation of the results in the light of recent specialist literature. In the Conclusions, which may be dealt with separately from the Discussion, the candidate is invited to formulate their own hypothesis for the theoretical or practical development of the topic of the final dissertation and its implications.

- **Bibliography:** it must refer precisely to the scientific publications cited in the discussion of the final dissertation and may include communications given at conferences that have not yet been formally published in scientific form. Each bibliographical citation must be easily retrievable in public databases such as PubMed (<https://www.ncbi.nlm.nih.gov/pubmed/>) or similar. Any exceptions (conference abstracts, journals not indexed in PubMed, monographs and textbook chapters) may be included to supplement the main bibliography, but only as a minority proportion and not as a substitute for it.

After the candidate's oral presentation of the Final Dissertation, the members of the committee may ask questions relating to the hypotheses underlying the dissertation and the candidate's interpretation of the results discussed.

Any use of multimedia material to support the presentation is reserved exclusively for the degree award session.

5.1 Calculation of the degree mark

At the end of the defence, in a closed session restricted to its members, the Committee determines the mark on the basis of the assessment of the degree examination and the candidate's curriculum studiorum.

The degree mark is expressed out of one hundred and ten (110).

The examination is passed if the overall mark is greater than or equal to 66/110.

Honours may be awarded, by unanimous decision of the committee, to candidates who achieve an overall score of 113/110. An "honourable mention" may be awarded, by unanimous decision of the Committee, to candidates who achieve an overall score of 116/110. The overall score is calculated by adding the weighted average of the marks obtained in the examinations included in the Study Plan to the score awarded during the degree award session in accordance with the following criteria (maximum 14 points):

Dissertation type (max: 2 points)	Literature-based (max: 1 point)	Literature-based + analysis of existing data (max: 2 points)
Dissertation presentation: Quality of the presentation (max: 1 point)	The presentation is characterised by excellent effectiveness, smooth transitions and an authoritative presence that captures the Committee's attention, also thanks to audiovisual materials.	
Dissertation presentation: mastery of the topic	The degree candidate demonstrates good mastery of the topic.	The degree candidate offers a sophisticated and engaging narrative that goes beyond a simple summary,

(max: 2 points)	(1 point)	providing deep and original insights into the dissertation, both in its general sections and in any analysis of original data. (2 points)	
Dissertation presentation: Quality of the defence (Max: 2 points)	The degree candidate defends appropriately the topics closely related to the dissertation. (1 point)	The degree candidate defends appropriately the topics related to the dissertation, as well as the broader implications of their dissertation, also anticipating potential counterarguments. (2 points)	
Degree Programme duration (max: 1 point)	Degree completed on schedule (1 point)	Repeating student (0 points)	
No. of honours (max: 3 points)	≥6 (3 points)	4-5 (2 points)	2-3 (1 point)
International Mobility (max: 3 points)	≥5 months (3 points)	≥3 months, <5 months (2 points)	≥1 month, <3 months (1 point)
Total: 14 points			

5.2. Final Examination Committee

The Final Examination Committees are appointed by the Dean of the Faculty or by the Chairman of the Degree Programme Council and consist of at least 5 members, including the committee chair, 3 of whom are tenured lecturers with a teaching appointment and/or fixed-term researchers.

The Commission will include both the Supervisor and the Assistant Supervisor of each student registered for the degree examination session.

Those entitled to take part in the Final Examination Committees include full and associate Professors, contract Professors, Researchers including fixed-term researchers, permanent teaching staff also from other faculties of the University or other universities and experts of proven competence in relation to the topics discussed in the submitted text.

ART. 6 Recognition of credits

6.1 University and course transfers

The recognition of credits deriving from university or course transfers is the responsibility of the Degree Programme Council, which, in the case of university transfers, uses a specifically appointed Committee that conducts an assessment on the basis of criteria (established annually) and in accordance with the relevant Call for Applications.

Applications to transfer to the Degree Programme are subject to approval from the Degree Programme Council, having heard the opinion of the Committee, which:

- a) assesses the possibility of full or partial recognition of the course of study undertaken up to that point. In the event of full recognition of individual integrated courses already passed, the Committee will validate the mark obtained at the other institution.
- b) The Committee may also recognise a pass of just a single part of an integrated course, leaving the coordinating lecturer the responsibility for defining the completion of the course as well as the calculation of the final mark.
- c) then recognises the ECTS-credits acquired up to the same number of credits for the same Academic Discipline(s) envisaged in the Academic Regulations of the Degree Programme. In all cases where the student transfers between Degree Programmes belonging to the same class, the number of ECTS-credits relating to the same Academic Discipline that has been directly recognised for the student may not be lower than the limit laid down by the applicable legislation;
- d) identifies the year of study after the first in which the student may enrol;
- e) establishes, in a detailed manner, any educational debt that needs to be met.

For anything not determined by this Article, reference is made to the provisions of the University Academic Regulations, Article 15.

6.2. Extracurricular activities

Recognition is approved by the Degree Programme Council according to criteria of strict consistency with the educational objectives and expected learning outcomes of the Degree Programme and in line with the provisions of Italian Ministerial Decree no. 931 of 4 July 2024.

The maximum limit of recognisable credits is 48 ECTS-credits.

6.3 International Mobility

The Degree Programme promotes international mobility and provides for the recognition of activities performed on the basis of inter-institutional agreements or as part of European and international programmes, in accordance with the procedures set out in Article 20 of the University Academic Regulations.

ART. 7 Attendance

The Student is required to attend all teaching activities set out in the Study Plan. Attendance is recorded through online systems and spot checks may be carried out to confirm the student's presence in the lecture room.

All students who have attended at least 75% of the hours scheduled for each compulsory or optional course (80% for integrated courses in Experimental Workshop Teaching) will automatically obtain the attendance certificate required to sit their exam.

Particular situations and exceptions related to a student's state of health must be promptly reported by the student to the Year Tutor and to the Teaching Planning and Programming Office, which will inform the Chair for any operational decisions.

ART. 8 Tutoring model

To ensure support for students, several types of tutoring are used within the degree programme, such as:

- Information and guidance tutoring: a service for incoming students and those already enrolled. Counselling services, assistance for students with disabilities and SLDs and support for international students are provided to accompany them throughout their educational path and facilitate their academic integration.
- Academic tutoring: a service aimed at supporting students in overcoming learning-related difficulties encountered during their course of study and in promoting effective participation in courses. Academic Tutors (also known as Year Tutors) organise regular meetings with the class to identify any issues and support the management of individual student cases, working with the Teaching Planning and Programming Office and the Chair of the Degree Programme Council.

The above tutoring roles are appointed annually by resolution of the Faculty Council, following a proposal by the Degree Programme Council.

Special Part

ART. 9 Description of the Educational Programme and of the educational activities

To obtain the qualification, a total of 180 ECTS-credits must be acquired.

Each ECTS-credit corresponds to 25 hours of teaching activity, including the individual study required to complete the educational activity. For each type of educational activity, details are provided below of the ratio between hours of teaching activity and ECTS-credits.

- Basic educational activities: each ECTS-credit corresponds to 12 hours of lecture-based and interactive teaching activity;
- Core educational activities: each ECTS-credit corresponds to 8 hours of lecture-based and interactive teaching activity;
- Similar and supplementary educational activities: each ECTS-credit corresponds to 13 hours of lecture-based and interactive teaching activity;
- Student-option educational activities: each ECTS-credit corresponds to 8.5 hours of lecture-based and interactive teaching activity
- Other educational activities: each ECTS-credit corresponds to 9 hours of lecture-based and interactive teaching activity;
- Final examination and foreign language: for the final examination, each ECTS-credit corresponds to 25 hours of individual study. For knowledge of a foreign language, each ECTS-credit corresponds to 9 hours of lecture-based and interactive teaching activity.

The portion dedicated to individual study is provided in order to complete the 25 hours allocated to each credit. In accordance with the applicable regulations, lessons may be delivered online.

As provided for by the Faculty Regulations, educational activities are delivered as follows:

Lecture-based teaching

Lecture

A lecture is a traditional teaching method in which the lecturer presents topics and content, guiding students' learning through explanations, examples and further insights. Lectures are mainly used to convey theoretical knowledge in a clear and organised way, making it possible to introduce new topics and provide students with a shared foundation.

Seminars

Seminars are teaching activities delivered by one or more speakers, invited by the Course Leader based on specific expertise. However, the Course Leader is required to be present during the seminar, to ensure teaching continuity:

Interactive Teaching

Practical session

Practical sessions are aimed at applying, analysing in greater depth and operationally verifying the theoretical contents covered in the teaching activities, using case analyses, problem-solving, guided activities or methodological discussions with the active involvement of students.

Internship/Placement

Students may acquire some of their credits defined as “student-option” by taking part in periods of training with companies, private bodies or public bodies.

The student may undertake experimental lab activity lasting a minimum of two weeks and a maximum of four weeks, not necessarily aimed at producing the final dissertation, at IRCCS San Raffaele laboratories in Milan or another Italian or foreign institution. Recognition of the placement in the student’s curriculum involves the award of 1 ECTS-credit for two weeks, 2 ECTS-credits for three weeks, 3 ECTS-credits for four weeks and will be submitted for approval at the first Degree Programme Council after the end of the placement. It will be possible to undertake a placement from the end of the second semester of the first year of the degree programme, for a total of no more than three placements over the three-year degree programme.

This activity may only be carried out during periods of the year when no scheduled teaching activities are planned and is conditional on passing the Laboratory Safety Course, which counts as a student-option elective course (1 ECTS-credit). This restriction does not apply to students who are repeating the year or to students who have passed all their examinations.

The student may contact directly a Lab Manager, the Year Tutor or the Chair of the Degree Programme Council to check whether a Lab Manager is available to host and supervise the placement.

The placement involves active supervision by the Lab Manager, who may make use of other trusted professionals.

The application to carry out the placement, together with the Preliminary Risk Analysis Form document, must be submitted to the “Training and Internship Service”, which will submit it to the Chair of the Degree Programme Council for approval. At the end of the placement, the student and the hosting Lab Manager must complete and sign a questionnaire to be sent to the “Training and Internship Service”, which will forward an official end-of-placement notice to the Teaching Planning and Programming Office.

ART. 10 Specific provisions relating to academic planning

The dates of the examination sittings are communicated by the Chair of the Degree Programme Council, by agreement with the teaching staff and in view of teaching-programming needs. The six sittings provided for by the University Academic Regulations are appropriately spaced throughout the specified single session.

In each academic year, three sessions are organised for sitting the final assessments. The degree programme calendar, approved annually by the Degree Programme Council, defines the three graduation sessions and is shared at the start of the academic year with degree programme students via the Student Intranet and Student Noticeboard. Graduating students must check and comply with all deadlines and administrative requirements in order to obtain the qualification in the session available to them.

The Italian version of this Regulations is the only legal means of communication of the relative contents and in case of dispute, the Italian version shall prevail.