



UniSR

Università Vita-Salute
San Raffaele

Didactic Regulations

Jointly awarded Master's Degree in Health Informatics

**offered by the Faculty of Medicine and Surgery of Vita-Salute San Raffaele
University in Milan and the School of Industrial and Information Engineering of
Milan Polytechnic**

Applicable for students who enrol in academic year 2025/2026

Issued with Rector's Decree no. 9570 dated 9 June 2025

Summary

Foreword

Article 1 – Course Admission	3
1.1 Knowledge required for admission	3
1.2 Admission procedure	4
Art. 2 – Study Plan	4
2.1 Individual Study Plans	5
2.2 Placements/Internships	5
2.3 International mobility and recognition of periods of study and learning spent abroad	5
Art. 3 – Restrictions	5
Art. 4 – Assessment	5
Art. 5 – Final Exam	6
5.1 Definition of the Roles associated with the Final Exam	6
5.2 Dissertation drafting	7
5.3 The Degree Examination	7
5.4 Calculation of Degree marks/GPA	7
5.5 Degree examination sessions calendar / Time limits and obligations for candidates	8
5.6 Degree Exam Committee	8
Art. 6 – University and course transfers	8
Art. 7 – Admission to individual courses	9
Art. 8 – Recognition of degrees awarded by foreign universities	9
Art. 9 – Committees established within the Course	9
Art. 10 – Protection of health and safety	9
Art. 11 – Modifications	10
Art. 12 – Transitional Rules	10
Annexes	10

Foreword

These Regulations govern the organisation and operation of the jointly awarded Master's Degree in Health Informatics, belonging to the LM-18 Informatics degree class, offered jointly by Vita-Salute San Raffaele University of Milan and Milan Polytechnic.

In compliance with the provisions of Article 11(2), of Law no. 341 of 19 November 1990, Article 12 of Ministerial Decree no. 270 of 22 October 2004, and the Didactic Regulations of Vita-Salute San Raffaele University and those of Milan Polytechnic, these Regulations specify, with due respect for the freedom of teaching and the rights and duties of teachers and students, the organisational and functional aspects of the Master's Degree in Health Informatics, in analogy with the relevant Didactic System, as defined in the Didactic Regulations of Vita-Salute San Raffaele University and those of Milan Polytechnic, in compliance with the aforementioned class pursuant to Italian Ministerial Decree no. 1469/2023, to which the course belongs.

Article 1 – Course Admission

1.1 Knowledge required for admission

The following are required in order to be admitted to the Master's Degree in Health Informatics:

A. curricular requirements

The following curricular requirements will be verified:

- a. possession of a degree in one of the following classes: L2 (Biotechnology), L8 (Information Engineering), L13 (Biological Sciences), L31 (Computer Science and Information Technology), or LM41 (Medicine and Surgery);

or

- b. possession of at least a three-year Bachelor's degree, or degree obtained through the acquisition of 180 ECTS credits. In both of these cases, candidates must have 21 ECTS credits in the INF/01 or ING-INF/05 sectors or 21 ECTS credits in the BIO/09, BIO/13, BIO/16 sectors. The same criteria also apply to those who hold a university degree obtained abroad, deemed to be eligible by the Course Council, for which it is possible to identify the scientific disciplinary sectors and the number of credits obtained in each sector. If this information cannot be identified, a career assessment will be carried out by the Course Council.

Depending on the type of credits already acquired in cases a. and b., constraints will be applied to the ECTS credits to be acquired in the first semester of the first year in accordance with Article 2.

B. Assessment of academic background

As regards the assessment of academic background for admission to the Master's degree, the following will be reviewed:

- a. personal basic background knowledge in computer science and mathematics;
- b. the personal merit acquired by the candidate during his or her degree course and the adequacy of his or her background for addressing the disciplines covered in

the Master's Degree course with an appropriate mastery of general scientific methods and content in the specialisation disciplines covered Course (such as biology, genetics, anatomy and physiology);

- c. adequate knowledge of English at a level of no less than B2 of the Common European Framework. The level of knowledge of the English language must be certified, when applying for admission, by achieving minimum score levels in tests accepted by the University.

1.2 Admission procedure

Admission to the Master's Degree is subject to an assessment process designed to assess the candidate's eligibility.

Admission to the Master's Degree will be decided upon by an Admission Committee set up for this purpose by the Course Council. The Committee may take into consideration, for the purposes of admission, any truly exceptional achievements, proven by appropriate documentation, which demonstrate the adequacy of the candidate's academic background; such documentation must be attached to the admission application.

Once the possession of the curricular requirements has been verified, the candidate's academic background will be assessed by:

- a. *test on basic knowledge of computer science and mathematics* (assessed by sitting a test as defined in the call for applications for admission);
- b. *evaluating the personal merit acquired by the candidate during his or her degree course* (assessed by the Committee in accordance with criteria defined in the call for applications) *and the adequacy of his or her background for addressing the disciplines covered in the Master's degree course (including biology, genetics, anatomy and physiology, which will be assessed by sitting a test in accordance with the criteria defined in the call for applications for admission).*

The level of knowledge of the English language not lower than B2 of the Common European Framework must be certified by the candidate, when applying for admission, by submitting documentation certifying the achievement of minimum score levels in the tests accepted by the University as set out in the call for applications for admission.

The competent bodies may decide for a certain number of places be reserved for NON-EU citizens.

Art. 2 – Study Plan

The teaching activities are structured in accordance with the Study Plan specified in these Regulations.

During the first semester of the first year:

- a. students holding a degree in the L2 (Biotechnology), L13 (Biological Sciences) and LM41 (Medicine and Surgery) classes, or 21 ECTS credits in the scientific disciplinary sectors BIO/09, BIO/13, BIO/16 (as stated in Article 1(1) (b)), will have to sit the "Software systems design and operations" exam;
- b. students holding a degree in L8 (Information Engineering) and L31 (Computer Science and Information Technology) classes, or 21 ECTS credits in the scientific disciplinary sectors

INF/01 and ING-INF/05 (as stated in Article 1(1) (b)), will instead have to sit the “Biology, Genetics, Anatomy and Physiology” exam.

2.1 Individual Study Plans

Pursuant to Article 11(4-bis) of Italian Ministerial Decree no. 270/2004 (individual study plans), it is possible to obtain the degree in accordance with an individual study plan that also includes training activities other than those provided for by the Didactic Regulations, provided that they are consistent with the Didactic System of the course for the academic year of enrolment.

To this end, students must submit a request to the Course Council request for approval of their individual study plan no later than the start of the second year of the course.

The individual study plan proposed by the student is assessed by a special committee appointed by the President of the Course Council and, once it has been approved by the Course Council, it is forwarded to the Student Center of the University that is the administrative venue of the Course, which will take care of its storage and monitor the student's compliance with it throughout the duration of the course.

The study plan may be modified multiple times during the course, subject to approval by the Course Council, in accordance with the timeframes provided for by the Didactic Regulations of the University that is the administrative venue of the Course.

2.2 Placements/Internships

The Faculty Council publishes the rules governing curricular internships in cooperation with the Practical Activities Service of the University that is the administrative venue of the Course, which is responsible for their management.

Students may acquire part of the credits referred to as ‘of the student’s choice’ by participating in curricular internships. These activities may not start until they have been authorised by the Course Council and, if necessary, until an agreement is in place with the hosting Italian or foreign institution.

2.3 International mobility and recognition of periods of study and learning spent abroad

The Master’s degree course, on the basis of inter-institutional agreements or within the context of European and international programmes, provides for the possibility of carrying out part of one’s studies at foreign universities, by granting support and guidance through its administrative and academic functions, as provided for in Article 20 of the University Didactic Regulations.

Art. 3 – Restrictions

There are no mandatory exams required on an annual basis, or courses for which an annual certificate of attendance is necessary, or a minimum number of credits which students must acquire, as a requirement for passing to the next year of the course.

Art. 4 – Assessment

Assessments may take the form of examinations or any other form of assessment, such as an aptitude test, the nature of which will be defined once a year by the Course Supervisor/Coordinator in accordance with the Didactic System and the Dublin Descriptors it contains.

The Course Supervisor/Coordinator is under obligation to provide students with detailed information on the assessment processes when lessons start. These processes will also be published in the course teaching activity syllabuses.

Assessment of the individual learning activities of the student's choice is expressed as a proficiency rating. Proficiency is certified, by the Course Supervisor, by assessing the objectives achieved at the end of the course.

Students will acquire the corresponding ECTS credits when they pass an assessment.

The exam committees are composed in accordance with Article 24 of the University Didactic Regulations.

Credits relating to foreign language skills may be recognised, on the basis of certifications issued by bodies internal or external to the University for each of the languages subject to confirmation of suitability by the competent academic body.

The dates of the assessment exams are communicated by the President of the Course Council annually, at the start of the academic year, subject to agreement with the lecturers and given the need for didactic scheduling. The six exam rounds provided for by the Didactic Regulations of the University that is the administrative venue of the course, are divided into winter, summer and autumn rounds. Non-routine exam rounds may also be scheduled.

Art. 5 – Final Exam

The qualification is awarded following a final dissertation.

In order to take the final exam, students must have obtained all university credits for all other learning activities.

Twenty ECTS credits out of the 120 for the educational path are assigned to the final examination.

The Examination Committees for the final dissertation will give a mark out of 110 and may unanimously assign the highest mark with honours.

A passing mark is equivalent to 66/110.

5.1 Definition of the Roles associated with the Final Exam

Supervisors for the final examination can be:

- permanent Professors and Researchers, including those on a fixed-term contract, of Vita-Salute San Raffaele University, who are in charge of the courses within the degree course;
- permanent professors and Researchers, including those on fixed-term contracts, of Milan Polytechnic, who are in charge of courses within the degree course.

Assistant Supervisors and Co-examiners may also be appointed.

The **Assistant Supervisor** may be a lecturer, a University researcher or an external person. He/she cannot be a trainee, or PhD student or postgraduate student, and must have a scientific curriculum at least equivalent to that of a university researcher.

Co-examiners for the final examination may be full or associate Professors, Contract Professors, Researchers, permanent Lecturers also from other Faculties of the University and from

other universities or subject matter experts. It is the Co-examiner's duty to attest the originality and quality of the dissertation.

5.2 Dissertation drafting

The final examination consists of the discussion of a thesis, presented in the form of a written dissertation, which may be of a project-based or scientific nature (theoretical or applied research) and which must in any case present innovative solutions, in order to allow the assessment of the candidate's full scientific, technical and professional maturity.

The dissertation, developed under the guidance of a Supervisor, may be submitted for judgement by a Co-examiner. It is the responsibility of the candidate to identify the Supervisor and define the subject-matter of the dissertation.

The exam should make it possible to assess the acquired mastery of the methodological and theoretical tools obtained during the course, as well as the ability to carry out a literature search and critical appraisal of the sources collected. The written paper may consist of a final report on the internship/workshop activity. This report must link the activity carried out with the knowledge and skills acquired during the course. This paper must allow an overall judgement on the theoretical knowledge, methodological skills and technical abilities acquired by the candidate to be formulated.

The dissertation must be written in English. Each manuscript must include an abstract in Italian and in English, providing a summary of the work.

It will be assessed by a panel of teaching staff provided for in Article 5.6 of these Regulations.

The candidate may request that the discussion take place in Italian or in the language in which the thesis was written.

5.3 The Degree Examination

The Degree Examination consists in the presentation and discussion of the dissertation.

5.4 Calculation of Degree marks/GPA

The degree mark/GPA is calculated by adding together three terms. The first is obtained from the weighted average of the marks obtained in all assessment exams. When calculating this average, as well as the grades for exams for courses required to obtain the minimum number of credits for admission to the final examination, those for any additional exams over and above the required total and included in the personal study plan are also included. For each assessment exam, honours are taken into account by adding an additional third of a point (*30/30 cum laude* = 30.33). The second term is the grade awarded in the degree exam, and is in turn the average of the grades assigned by the individual committee members, on a scale of 0 to 7. The third item (*Motivato Giudizio di Eccellenza*, MGE (justified excellence award)) has a maximum value of 3 points. This is added, on the proposal of at least one committee member, for which reasons must be provided and the proposal accepted unanimously, in order to take into account any original and educational contributions which would otherwise not be quantifiable, or of the particular scientific quality of the work.

When presenting their dissertation, students who have obtained at least three honours marks in the assessment exams and have achieved a final mark of 110/110 may be considered for 'honours' by the unanimous decision of the Committee.

5.5 Degree examination sessions calendar / Time limits and obligations for candidates

The final exams calendar must include at least three sessions, appropriately distributed across the academic year according to the provisions of the University Didactic Regulations of the University that is the administrative venue of the course.

The calendar can be viewed on the dedicated noticeboards in the Course Secretariat and the students' area of the intranet of the University that is the administrative venue of the course.

It is possible to take the exams for the courses present in the study plan within a timeframe compatible with the start date of the degree session; this term will be announced on an annual basis by the Student Center of the University that is the administrative venue of the course.

For information on administrative requirements, the deadlines for presenting the required documents and the type thereof, see the provisions stated in the instructions from the Student Center of the University that is the administrative venue of the course.

5.6 Degree Exam Committee

The Examination Committees for the final dissertation are nominated by the President of the Course Council and are composed of at least seven members, including the President of the Committee, which shall include at least five permanent professors assigned as lecturers of both universities.

Full professors, associate professors, contract professors, University Researchers on a fixed-term contract, permanent lecturers also from other Faculties of the University or other universities and experts with proven experience on the topics discussed in the paper presented are eligible for participation in Examination Committees.

Art. 6 – University and course transfers

Transfer requests to the Master's Degree Course from students enrolled at other universities in Italy and abroad, military academies or other similar institutes and Master's Degree Course transfers are subject to approval by the Course Council, which delegates the suitably nominated Committee to:

- a. assess the possibility of partially or fully recognising the student's academic career up to that point in time, approving some or all the exams taken and any credits awarded;
- b. recognise the credits acquired up to the same number of credits of the same scientific disciplinary sector (or group of the same) provided for by the didactic regulations of the course;
- c. recognise the credits by evaluating the actual case on the basis of the didactic and cultural similarities;
- d. indicate the year of the course in which the student is enrolled in relation to the restrictions established by these Regulations;
- e. establish any educational debt to make up.

In all cases of student transfers between degree courses belonging to the same class, the number of credits for the same scientific disciplinary sector directly awarded to the student may not be below the limit provided for by applicable legislation.

In relation to the number of credits recognised, the duration of the Master's Degree Course may be abbreviated by the Course Council. Any such shortening shall be decided on a case-by-case basis.

Art. 7 – Admission to individual courses

The possibility to sign up to individual courses is governed as indicated below.

- a. Students in possession of a university diploma, a bachelor's or master's degree, as well as holders of academic qualifications issued abroad, can enrol on individual courses, take the corresponding exams and receive the certification including indication of the credits, according to the methods defined by the Course Council.
- b. Whenever these activities are within limited-admission courses, enrolment must be approved in advance by the competent Course Council, on the basis of criteria previously identified by the same.

The application must be made in accordance with the methods and deadlines published each year on the University website by the Registrar's Office of the University that is the administrative venue of the course.

For all other aspects not covered herein, refer to the University Didactic Regulations of the University that is the administrative venue of the course.

Art. 8 – Recognition of degrees awarded by foreign universities

The Course Council decides on the recognition of academic qualifications obtained abroad; this task may be exercised in compliance with the legislation in force, without prejudice to the powers and any authorisations of Authorities foreseen by the regulations in force.

Art. 9 – Committees established within the Course

The Course Council may set up temporary or permanent committees. The Course Council annually defines the type, composition and manner of appointment and operation of the Committees. The tasks and Committees will be proposed by the Course Council for ratification by the Faculty Council.

Art. 10 – Protection of health and safety

When carrying out internship or practical activities, with regard to health and safety regulations, students are considered equivalent to workers. Consequently, they are subject to the same protective measures and responsibilities and are therefore required to comply with the relevant legal requirements, with the restrictions and prohibitions enforced by occupational health and safety, radioprotection and accident prevention laws, and with any other regulations enforced by the Host Organisation with the same purposes.

The University has formalised and centralised a series of activities strictly related to the risk exposure profile of the individual study programme, with a view to implementing the applicable legal provisions.

In short, depending on the specific indications for each Course of study, students are under obligation to:

- participate in the initial information and educational initiatives and those included in the teaching activities calendar organised to ensure compliance with the provisions set forth in Articles 36 and 37 of Legislative Decree 81/08 “Information and training of workers and their representatives” and in Legislative Decree no. 101/2020 on radioprotection;
- take part in the initial and periodic health monitoring activities for issuance of the compliance certification required before starting practical activities involving exposure to risks;
- use the collective and individual protective equipment provided in compliance with the instructions and training imparted;
- comply with the general safety measures and the safety specifications drawn up and made available from time to time.

Curricular and extracurricular activities involving exposure to a specific risk may therefore not be authorised to commence until the preliminary activities required to safeguard the health and safety of each student have been implemented.

Repeated failure to comply with the above obligations shall result in the suspension of the activities involving exposure to a specific risk until such time as the legal obligations have been fulfilled.

Art. 11 – Modifications

Modifications to these Didactic Regulations are deliberated by the Course Council, the Faculty Council of Vita-Salute San Raffaele University and the Board of the School of Industrial and Information Engineering of Milan Polytechnic.

Art. 12 – Transitional Rules

Pending the establishment of the Course Council, Course management activities are entrusted to an Authorising Committee composed of an equal representation of lecturers from Vita-Salute San Raffaele University and Milan Polytechnic who carry out teaching activities within the context of the Course, and within which a contact person is appointed for each University.

Authorising Committee resolutions must be approved by the competent Bodies according to the respective Statutes.

The contact person of the University that is the administrative venue of the course will take on the role of president of the Authorising Committee.

Annexes

Description of the training programme and learning methods

Annex

Description of the training programme and learning methods

Although the Course is delivered in English, the courses that may be chosen by students also include courses delivered in Italian.

The course activities provided for over the course of the academic year are divided into two semesters of around 14 weeks.

TYPE OF TEACHING AND LEARNING ACTIVITIES

The forms of teaching provided for may include lectures, seminars, workshops and/or library activities, internships, IT exercises, thesis internships, assisted learning and independent learning.

A course may also be divided into multiple modules of different lengths, with the assignment of a different number of corresponding credits.

Courses of any type and duration may be single-subject or modular; in the latter case they will be held by multiple lecturers, under the responsibility of a course coordinator.

In compliance with the applicable regulations, lessons may be delivered on an on-line basis. Only activities other than practical or laboratory activities are considered suitable for on-line delivery.

These activities and forms of teaching are stated in the Single Annual Document in compliance with the University Didactic Regulations of Vita-Salute San Raffaele University and the Didactic Regulations of Milan Polytechnic.

Learning Activities of the Student's Choice

These activities are carried out within the educational activities of the student's choice. Every year, the Faculty Council, upon the proposal of the Course Council, defines the optional teaching activities offered, which may consist of lectures, exercises, seminars, and placement activities, from which the students choose until they have reached the total number of ECTS credits required by the study plan.

Students may also choose activities of the student's choice within the educational activities offered by other degree Courses at the University, subject to approval by the respective Course Councils.

Assessment of the individual learning activities of the student's choice is expressed as a proficiency rating. Proficiency is certified, by the Course Supervisor, by assessing the objectives achieved at the end of the course.

The minimum threshold of registered students required to activate elective courses is established at the start of each academic year. In the event of special organisational requirements, these activities may define a maximum number of students who can register.

Attendance of elective activities is not compulsory. For the ECTS credit/hours of teaching ratio, see the **Study plan** section below.

Elective internships

'Elective internships' are also permitted amongst the activities of the student's choice that do not contribute to the achievement of the 120 curricular ECTS credits and are therefore defined 'extracurricular'. Elective internships are voluntary activities involving the attendance of

workshops, plenary classes and/or small-group classes at facilities affiliated with UniSR/OSR or other institutions with which there is a dedicated agreement in place.

Students may ask to carry out these activities no earlier than the second semester of the first year, in accordance with the instructions and timelines provided by the Academic Secretariat of the Course.

Neither curricular or extracurricular ECTS credits are awarded for elective internships.

At the end of the activity, and once formal confirmation that the activity was successfully completed has been received, the internships will be included in the student's diploma supplement.

Thesis internship

A 'thesis internship' usually means a period spent at a UniSR or Milan Polytechnic university centre or laboratory or at a division/centre/research institute/laboratory/clinical unit of OSR, under the supervision of a Supervisor and an Assistant Supervisor (see Article 5.1 of these Regulations), for the purpose of writing the degree dissertation for the award of the Master's Degree in Health Informatics. The thesis internship may be carried out at an external institution, subject to approval by the Course Council and the conclusion of a dedicated Agreement, and provided it is under the supervision of a Supervisor and an Assistant Supervisor. Students may submit thesis internship applications starting from the beginning of the second semester of the first year, in order to be able to start the internship at the end of the second semester of the first year.

Thesis internships may not officially start until a positive opinion has been issued by the Degree Course President.

If a student wishes to prepare his/her dissertation in external facilities, identified in concert with and under the guidance of a Supervisor, they must issue a request, to be duly approved by the Supervisor, to the Course Council; a dedicated agreement must then be established with the chosen facility. The head of the external facility is usually appointed assistant supervisor.

Students may carry out part of the dissertation abroad through the Erasmus+ Programme or other international mobility programmes, subject to prior approval by the Course Council and the Supervisor. At the end of the period, students must submit a certificate from the foreign lecturer who supervised the student's dissertation work, drawn up on headed notepaper with the date, signature and stamp. The certificate must also contain a brief description of the work performed and the number of credits awarded for the dissertation, if any. The Degree Course Council issues the final resolution awarding the full or partial credits allocated to "Dissertation Writing", specifying that these credits were obtained abroad. The resolution will be sent to the Student Center so that the recognised learning activities can be recorded.

Assisted learning

The Degree Course guarantees students the availability of a number of hours destined for assisted learning over the two years of the course. Assisted learning means individual use, or use in small groups, upon instructions from lecturers, of the teaching aids made available by the Degree Course for self-learning and self-assessment in order to achieve the set educational objectives.

Independent learning

Over the two years, the Degree Course guarantees students the availability of a number of hours destined for independent learning, which is completely free from teaching activities conducted in the presence of lecturers.

Hours set aside for independent learning shall be dedicated to personal study.

Preparatory courses

When specific preparatory courses are required for each teaching activity, they are indicated in the list of teaching activities appended to these Regulations.

Attendance

Attendance is not compulsory.

Study Plan

Each ECTS credit corresponds to a student-commitment of 25 hours, of which usually 8 hours are classroom teaching.

During the annual teaching planning phase, a different fraction of the total commitment may be assigned to individual study, which shall not, in any case, be less than 50% of the total hourly commitment. An exception is made for cases in which the educational activities have a high experimental or practical content.

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.