



UniSR

Università Vita-Salute
San Raffaele

Didactic Regulations

Master's Degree in Medicine and Surgery

International MD Program

Applicable for students who enrol in academic year 2025-2026

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Where these Regulations use the masculine form in an over-extended manner, it is intended to refer inclusively to all persons, irrespective of their gender.

Article 1 – Course Admission

1.1 Knowledge required for admission

Candidates in possession of a five-year secondary leaving certificate or foreign equivalent are able to apply for admission to the International MD Program (IMDP).

Proficiency in the English language equal to level C1 of the Common European Framework of Reference is also required.

Candidates must also have or acquire the academic background required by applicable Italian regulations on admission to courses with a fixed number of places.

Students who are not native Italian speakers are required to learn Italian to a suitable level. By the end of the second year of the course, these students will be required to submit certification that their knowledge of Italian is equal to level B1 of the Common European Framework of Reference for Languages (CEFR). Students who fail to comply with this requirement will not be able to attend the professional practical activities provided for in the study plan from the third year.

The Course Council will make Italian language courses available to students.

1.2 Admission procedure

The admission procedures are set out in the call for applications.

The number of students admitted to the IMDP is scheduled, in agreement with the national scheduling, on the basis of the availability of teaching staff, teaching facilities (classrooms, laboratories) and care facilities that can be used for performing the practical activities, in agreement with the recommendations of the European Union's Advisory Committee on Medical Training, by applying the parameters and directives issued by the University and the Faculty.

The scheduled number of admissions to the first year of the course is defined in accordance with Article 3(2) of Italian Law 264 of 2 August 1999 (regulations on admission to university courses).

As well as having a selective function, the admission test also serves as an assessment test to ascertain the initial knowledge required for admission.

1.3 Definition of the Additional Learning Requirements (OFA) for single-cycle Master's Degrees

The IMDP may assess the responses given by the students admitted to the Master's Degree Course in order to identify any specific debts in the subject areas Chemistry, Physics, Mathematics and Biology. With the goal of overcoming any such educational debts, or additional learning requirements (OFA), the IMDP provides for integrative preparatory learning activities to be delivered within the timeframe specified by Article 16 of the University Regulations. The integrative learning activities may also be provided via digital platforms. Students with educational debts must undertake these activities and pass the final test. The additional learning requirement (OFA) in each of the four areas above is determined by a number of correct answers in the corresponding area equal to less than 50% of the admission test questions. The deadline for passing OFAs coincides with the end of the exam session of the academic year of enrolment. The career of students who fail to pass their Additional Learning Requirements remedial examinations may be blocked at the end of the first year. Career blocks entail the freezing of any examinations

taken and the impossibility of taking new examinations until the educational debt has been overcome.

Art. 2 – Study Plan

The teaching activity is structured according to the Study Plan specified in the attached Description of the training programme.

2.1 Internships

In accordance with the objectives and professional skills provided for in the applicable regulations, the 'Licensing Rotation for qualification to practise as a physician' has been introduced. This activity is carried out during courses, not before the fifth year of the course and provided the student has passed all the mandatory exams for the first four years of the course required by the didactic regulations. The organisation of practical training and assessment activities is described in detail in the annex hereto.

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

The IMDP, on the basis of inter-institutional agreements or within the context of European and international programmes, provides for the possibility of carrying out educational activities 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

'Repeating student' status applies when:

- A student has not obtained attendance certificates for even just one of the courses scheduled for their year. In this case, the student is enrolled in the year that has just ended as a 'repeating student'.
In the case of the professional training activities and Licensing Rotation, the lack of an attendance certificate does not affect transition to the next year.
- A student has not passed all the assessment exams required for the whole educational programme in time for the graduation session intended for their cohort. In this case, 'repeating student' status starts at the end of the sixth year.

Art. 4 – Assessment

Assessment of the individual activities aims to assess the knowledge and any practical skills acquired.

Assessments may take the form of examinations or 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.

Assessment of the practical learning activities of the student's choice is expressed as a suitability rating. Proficiency is certified by the Supervisor of the activity by assessing the objectives achieved.

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

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

The Exam Committee is set up in accordance with Article 24 of the University Didactic Regulations.

In the event that one or more members of a Committee are absent during an examination round, the President of the Committee may arrange for official members to be replaced with supplementary members.

Each year, the Course Council schedules the dates of at least six examination rounds, which must be within the designated examination periods.

Art. 5 – Final Exam

In order to be admitted to the final graduation exam, students must have passed all assessment exams, been awarded 11 ECTS credits for the activities of the student's choice and have obtained credits for all professional training activities provided for in the study plan.

Students have available 18 ECTS-credits (awarded during the final exam) for the preparation of the degree dissertation at the University or affiliated facilities.

5.1 Definition of the Roles associated with the Final Exam

Supervisors may be permanent professors and researchers, including those on fixed-term contracts, of the Faculty of Medicine and Surgery.

The **Assistant Supervisor**, or the **second Assistant Supervisor**, where present, may be a UniSR lecturer, a researcher, a person who has completed their doctoral studies or equivalent, a physician with whom the student carried out his/her thesis internship, or the tutor assigned at the affiliated facility where the student carried out the external thesis internship; they may not be trainees, PhD students or postgraduate students.

5.2 Dissertation drafting

The degree dissertation represents an original contribution to the advancement of knowledge in the field of medicine or surgery.

The dissertation must be written in English, with an abstract in both Italian and English.

5.3 The Degree Examination

The degree examination revolves around the discussion of a dissertation prepared by the candidate. In order to be admitted to the degree examination, students must:

1. have taken all the courses and passed the corresponding exams;
2. have obtained all ECTS-credits provided for by the didactic system for the activities other than the final dissertation;
3. have fulfilled all the obligations imposed by the competent administrative offices.

5.4 Calculation of Degree marks/GPA

The final grade, expressed as a mark out of one hundred and ten, is determined by the following parameters:

- the arithmetic mean of the marks obtained in the exams included in the study plan, where each honours mark is worth 0.33;
- a maximum of 14 points broken down as follows:

Type of research (experimental study; presentation of case histories; case reports; desk study)		Maximum points	4	7
Quality of the presentation		maximum 1 point		
Mastery of the topic		maximum 1 point		
Clarity of the presentation and ability in the discussion		maximum 1 point		
Course duration	Degree on schedule	3 points		3
	Graduation as repeating student	0 points		
Number of honours marks	≥6	2 points		2
	3 ≤ no. of honours marks ≤ 5	1 point		
International mobility	At least 180 days	2 points		2
	Equal to at least 90 days	1 point		
TOTAL				14

The Committee may, with a unanimous vote, award honours to candidates with a final score ≥ 113 .

A mention of honour may be given, when a score of 115 is exceeded, upon a unanimous proposal of the Exam Committee. In this case, the request must be made by the Supervisor, at the end of the dissertation session, when the grades are being discussed.

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

The Degree Examination is held in the periods indicated by the academic calendar, according to the provisions of the University Didactic Regulations Article 21(14) and (15).

5.6 Degree Exam Committee

The Exam Committee is made up of at least 7 members, at least 5 of whom must be permanent professors or researchers at Vita-Salute San Raffaele University.

The Committee is presided over by the President of the IMDP, or in his/her absence, by the lecturer with the longest service. For each candidate, the Committee must include the Supervisor and the Assistant Supervisor.

A second Assistant Supervisor may also be part of the Committee.

In compliance with the applicable regulations, the final exam shall be attended by a representative of the relevant professional association who, in view of the subsequent registration in the Professional Register, has the task of confirming the qualifying final exam is conducted properly, but is not involved in the final mark assessment.

5.7 Thesis internship

A “Thesis Internship” (*Elective rotation*) is the period spent at an IRCCS OSR and/or UniSR unit, department, or clinical area or research laboratory, under the supervision of a Supervisor and an Assistant Supervisor, for the purpose of drafting the degree dissertation for the award of the qualifying Master’s Degree in Medicine and Surgery (International MD Program). The thesis internship or part thereof may be carried out at an external institution, subject to approval by the Course Council and the Supervisor and drafting of the relevant Agreement.

Having identified the field of research of interest and confirmed the possibility of conducting the thesis internship, the student must contact the permanent lecturer of the Faculty to obtain confirmation of his/her willingness to act as the Supervisor.

Successful completion of all exams from the first to the fourth year of the course is considered essential preparation and is compulsory for the commencement of the thesis internship.

Every year, the Course Council approves the guidelines defining the operational procedures and the time limits for the start and/or end of the thesis internship.

Art. 6 – University and course transfers

The transfer, passage and recognition of credits for any student arriving from any university within or outside the European Union must be in compliance with applicable regulations and the ECTS-credit evaluation procedures as updated annually by the Degree Course Council.

Studies taken in Degree courses at other universities within or outside the European Union, as well as the credits awarded within these courses, are evaluated by a dedicated Committee and recognised with a decision of the Course Council following an examination of the course curriculum provided by the originating university and of the course programmes in that university accredited in accordance with the provisions of the University Didactic Regulations.

After deciding on the recognition of a given number of credits, the Course Council shall enrol the student into one of the six years of the course, subject to compliance with the rules provided for by these Regulations.

Applications to transfer to the degree course will be subject to approval by the Course Council having consulted the Transfer Committee, which:

1. assesses the possibility of acknowledging all or part of the academic career followed up to that point. If the individual integrated courses already passed are fully acknowledged, the Committee will validate the mark obtained at the other site.
2. the Committee may also recognise the passing of only part of the integrated course, leaving the coordinating lecturer the task of defining the completion of the course and calculating the final mark.
3. recognises the ECTS 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. In all cases of student transfers between Bachelor’s Degree Courses

belonging to the same class, the number of ECTS credits for the same scientific disciplinary sector directly awarded to the student may not be below the limit provided for by applicable legislation;

4. identifies the year of the course subsequent to the first in which the student can be enrolled;
5. establishes in a structured manner any educational debt to be made up.

For all other aspects not covered by this Article, the provisions of Article 15 of the University Didactic Regulations shall apply.

Art. 7 – Admission to individual courses

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

1. Students in possession of a five-year secondary leaving certificate or other qualification obtained abroad and recognised as being suitable, may enrol in individual educational activities of the Courses and sit the relative examinations and obtain certification including the indication of the ECTS credits, according to the procedures defined by the Faculty, within the scope of the criteria established by the Academic Senate.
2. Application for enrolment in individual courses must be discussed and approved in advance by the Course Council. Students are not allowed to enrol in more than three integrated courses per year.

Applications must be made according to the conditions and deadlines published on an annual basis by the competent offices on the University website.

For all other aspects not covered herein, the University Didactic Regulations shall apply.

Art. 8 – Recognition of degrees awarded by foreign universities

Academic qualifications awarded by foreign universities may be recognised for the purposes of continuation of university studies pursuant to Italian Law no. 148 of 11 July 2002.

The Course Council will make a decision on the application for recognition and if this is accepted, the decision will be sent to the Faculty Council for definitive approval.

Applications must be received by the Admissions Office by the deadlines established by the University.

Art. 9 – Committees established within the Course Council

The IMDP may set up temporary or permanent committees.

The type, composition and method of nomination and operation shall be approved by the Course Council and ratified by the Faculty Council.

The Course Council appoints the Teaching Committee, which has a purely advisory role and carries out coordination and supervision activities for the duration of the term of office of the Course President. The Teaching Committee consists of the Course President and a minimum of 6 members of the Degree Course's teaching staff. The Teaching Committee may meet in a modular

manner depending on the topics to be addressed and the President of the Course may also invite specific subject-matter experts to meetings.

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 *pursuant to Italian Legislative Decree 81/08 and, where applicable, Italian Legislative Decree 101/2020*, 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.

The start of curricular and extracurricular activities involving exposure to a specific risk may therefore not be authorised until the provisions required to safeguard the health and safety of each student have been implemented and fulfilled.

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 decided on by the Faculty Council, subject to a proposal from the Course Council and an opinion issued by the Lecturer-Student Joint Committee for those aspects for which it is responsible.

Annexes

Description of the training programme and learning methods

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The Course Council, with the approval of the Faculty Council, specifies the learning activities provided for in the general framework established by the didactic system. To this end, it structures the teaching as integrated courses and activities of the student's choice.

Integrated courses consist of the compulsory courses provided for by the study plan. These may consist of a set of different courses, even from different scientific disciplinary sectors, combined with the aim of achieving a specific common educational objective. They may also include tutor-led activities to complement the lessons.

In addition, the Faculty, upon proposal from the Course Council, defines the learning activities of the student's choice, which may consist of lectures, seminars (including those held within congresses or at other scientific institutions), interactive activities in small groups, activities which are not co-ordinated or which are connected into 'uniform didactic pathways', from which the students choose until they have reached the total number of ECTS-credits required by the study plan.

The calendar of all teaching activities is published before the start of the academic year.

For each individual integrated course, the Faculty Council, upon the proposal of the Course Council, appoints a coordinator chosen from the lecturers teaching in the integrated course in question.

The duties of the Coordinator of an integrated course are as follows:

- Drafting the programme;
- Acting as the students' contact person for the integrated course;
- He/she coordinates the preparation of the exams;
- He/she generally presides over the exam committee of the integrated course he/she coordinates, and proposes its composition, pursuant to the provisions of the University Didactic Regulations; he/she is responsible towards the Course Council and the Faculty Council for ensuring that all teaching activities required to reach the objectives defined for the integrated course itself are conducted correctly.

On the advice of the Course Council, the Faculty Council appoints an Academic Tutor for each year, who helps students overcome any difficulties they might encounter during their studies and ensure that they obtain full benefits from course attendance.

For the period assigned to them, the Academic Tutor is also required to ensure that the running of the course and the professional training activities established by the Course are compatible, and that the calendar, the timetable and the exam dates for all teaching activities performed in that year are complied with, pursuant to the decisions made by the competent academic bodies.

Within the courses, the division of credits and teaching time into different course activities is defined as follows:

Lectures

Classroom teaching consists in a focus on a specific topic related to the Course in which they are delivered.

They are held by a lecturer, according to a predefined timetable, and delivered to students enrolled in a given course year.

Seminars

Classroom teaching may also take the form of 'seminars', teaching activities held by one or more speakers invited by the Course Supervisor on the basis of their specific expertise. However, the Course Supervisor must attend lessons in order to ensure didactic continuity. Lessons delivered in the form of a seminar must be logged in the lesson register.

Any clinical-pathological conferences established in the area of the clinical courses are also recognised as seminar activities.

Seminar activities may also be inter-university and given in the form of a videoconference.

Tutor-led activities

Tutor-led activities represent a form of interactive or supplementary teaching typically aimed at a small group of students; these teaching activities are co-ordinated by a Lecturer, who has the responsibility of helping the students assigned to him/her learn abilities, skills and behavioural models, i.e. skills useful to professional practice. Tutorial learning occurs primarily through stimuli deriving from analysing problems, through the mobilisation of the methodological skills required for solving them and making decisions, as well as by taking action (both gestural and relational) in a direct and personal manner in the context of practical exercises and/or internships in a clinical environment, laboratories etc.

For each tutor-led activity, the IMDP defines precise educational objectives, which are verified by assessment exams.

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.

Learning Activities of the Student's Choice

The learning activities of the student's choice include lectures, activities in wards/outpatient clinics/simulation and research laboratories and/or seminars.

It is also possible for students to choose a specific uniform didactic pathway – known as a Track – that selectively (according to criteria defined each year by the Course Council and disclosed to students) characterises the vocational activities, with attendance of educational activities in translational research settings (Translational Research Track), or of in-depth activities dedicated to both internal medicine and surgical settings (Medicine and Surgery Track) or of global health settings (Global Health Track) from the second ~~until~~ the sixth year of the course. Similarly, students may choose a specific uniform didactic pathway known as the General Track, allowing them to follow the vocational activities in a non-selective manner.

At the start of the academic year, the Course Council will announce the minimum number of registered students required to activate the learning activities of the student's choice.

Professional training activities

During the course of study, students are required to acquire specific professional skills in the field of internal medicine, general surgery, paediatrics, obstetrics and gynaecology, and medical-surgical specialties, as well as at a GP surgery. To this end, students must carry out professional training activities, which contribute towards achieving the 5,500 hours of learning required pursuant to Directive 2013/55/EC, for a total of **60** ECTS credits, of which 15 ECTS credits for the Licensing Rotation for the State Licensing Examination (see dedicated section), by attending the affiliated facilities as instructed by the competent offices.

Professional training is a form of tutor-led activity which requires students to carry out clinical or laboratory activities with a large degree of independence and guided performance of practical activities simulating clinical or laboratory activities; these activities are recorded in the student's record book at the end of each academic year.

Practical activities are carried out at inpatient, day hospital, outpatient clinic and laboratory or other care facilities both in Italy and abroad or in clinical simulation settings.

Throughout each phase of the professional training activities, students are required to operate under the direct control of a lecturer. The didactic functions of the lecturer to whom students performing such mandatory activities are assigned are the same as those provided for the tutor-led activities performed within the courses.

The Faculty Council may identify affiliated non-university care facilities at which internships or professional training may be conducted, fully or partially, after assessment of their didactic suitability.

Professional training is organised during all 12 months of the year, with no exclusion of periods or days of the week, including holidays.

All activities will be recognised in the curriculum certification documents which will accompany the degree mark/GPA, and will contribute to its formation.

Extra-curricular activities

Extra-curricular activities may consist in attending clinical departments, healthcare facilities, laboratories and research or university centres outside and in addition to the times required for the scheduled professional training activities, integrated courses and learning activities of the student's choice.

Curricular ECTS credits are not awarded for extra-curricular activities; however, they will be acknowledged in the diploma supplement.

'Extra-curricular activities' may also be carried out abroad: in this case the activity, which must be substantiated and provided with a letter of acceptance from the host organisation, must be approved in advance by the Course Council and upon returning the student must submit a report for its acknowledgement in the diploma supplement.

Licensing Rotation

The Licensing Rotation is carried out as provided for in the study plan and in accordance with the indications imparted by the competent offices.

As stated in Article 3 of Italian Ministerial Decree 58/2018, students are required to pass all the exams of the first to the fourth year of the course in order to start the Licensing Rotation.

The Licensing Rotation contributes both to the acquisition of 60 university course credits (ECTS) for professional training activities provided for by didactic system and to the achievement of the 5,500 hours of teaching as per Directive 2013/55/EC.

Every ECTS credit for the Licensing Rotation must correspond to at least 20 hours of professional teaching activities and no more than 5 hours of individual study.

If the Licensing Rotation takes place outside the university facilities, it is organised on the basis of memoranda of understanding between the University and the Regional Authority. In implementing the aforementioned memoranda of understanding, the University stipulates agreements with the National Health Service facilities to ensure that students have access to the Licensing Rotation.

The Licensing Rotation consists of three not necessarily consecutive periods of 100 hours (5 ECTS credits) each:

- Licensing rotation in surgery;
- Licensing rotation in internal medicine;
- Licensing rotation in community medicine, which must take place at a GP surgery on the basis of agreements between the University and the Professional Associations of Physicians and Surgeons.

Attendance certification and assessment of the periods are carried out under the direct responsibility and care of the university professor or medical director in charge of the establishment attended by the intern and of the general practitioner, who issue, for their respective areas of responsibility, a formal attendance certification combined with an assessment of results related to proven skills, and express, if the results are positive, a confirmation of suitability. Each student's attendance, the assessment of the activities carried out by the internship tutor and the head of the unit attended or coordinating member of the teaching staff, and the final marks awarded are certified using the electronic internship record book. This digitally-generated record book consists of a part describing the activities carried out and a part assessing the skills demonstrated.

The Licensing Rotation is only passed subject to a confirmation of suitability for all three periods.

Licensing Rotations can be carried out during every month of the year, from October to September of the following year, including holiday periods, in accordance with a calendar issued by the Training and Internship Service.

Assisted learning

The Degree Course guarantees students the availability of a number of hours destined for assisted learning over the six 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; further details are provided in the syllabuses.

Independent learning

Over the six 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.

Peer-to-peer tutoring

The IMDP promotes a peer-to-peer tutoring service to provide new students with support in organising their studies and dealing with criticalities in their study rhythm and individual learning methods. Tutors are on-schedule students enrolled in years above the first year.

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 mandatory.

Attendance is logged by electronic systems and spot checks may be carried out to confirm students' actual attendance.

Tutoring

The degree course provides for tutoring with the purpose, amongst other things, of providing support in making up the attendance required for theoretical and practical courses.

Suspension

The Degree Course Council will assess, for serious, proven and exceptional reasons described in the applications submitted by the students in question, the possibility of granting a temporary "suspension" of the educational programme. At the end of this period, the IMDP assesses the non-obsolence of the credits of the suspended student who intends to resume his/her studies and indicates any examinations to be retaken.

Study Plan

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.