



# 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 2023-2024*

*Issued with Rector's Decree no. 8221 dated 05 June 2023*

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## **Art. 1 – Course Admission**

### **1.1 Knowledge required for admission**

Candidates in possession of a five-year Italian high-school diploma or foreign equivalent are able to apply for admission to the San Raffaele 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 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, c. 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 deficits in the subject areas provided for in the test. With the goal of overcoming any such educational debts, the IMDP provides for integrative preparatory learning activities (OFA: Additional Learning Requirement) to be provided 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.

## **Art. 2 – Study Plan**

The teaching activities are structured in accordance with the Study Plan specified in the appended Description of the training programme and learning methods.

### **2.1 Internships**

In accordance with Italian Ministerial Decree no. 58 of 9 May 2018, Decree Law no. 18 of 17 March 2020, Ministerial Decree no. 8 of 2 April 2020, Decree Law no. 22 of 8 April 2020 and Ministerial Decree no. 12 of 9 April 2020 - and in accordance with the Objectives and Professional skills

provided for, the University runs the “Practical training and assessment” for qualification to practise as a physician, which lasts a total of three months and is carried out during courses of study, not before the fifth year of the course and provided all the core exams of the first four years of study provided for by the regulations have been passed.

Students in possession of these characteristics must register online using the platform provided. They will be able to choose the clinical unit/department of interest amongst those made available by the system at the time of registration and each student will be assigned one of the tutors designated by the head of the Unit and appointed each year by the Faculty Council, as proposed by the Degree Course Council.

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

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

If the practical training and assessment 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 practical training and assessment.

The practical training and assessment takes place for a number of hours corresponding to at least 5 ECTS credits for each month and is divided into the following periods, which may be non-consecutive: one month in the surgical area, one month in the medical area to be carried out normally during the fifth year and one month, to be carried out no earlier than the sixth year of the course, in the specific area of General Medicine. This last period must take place at a GP surgery on the basis of agreements with 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 practical training and assessment is only passed subject to a confirmation of suitability for all three periods.

Practical training and assessments 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.

## **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, supports, promotes and facilitates cycle one, two and three student exchanges with foreign universities, both within and outside Europe, providing support and guidance through its administrative and academic functions.

The IMDP is committed to respecting the principles and procedures for recognition of periods of study spent abroad, in accordance with the main European references and the **ECHE** (Erasmus Charter for Higher Education).

Students permitted to spend a period of study, internship or research abroad shall draw up a Learning Agreement for Study or Traineeship with their academic supervisor using the format approved by the European Commission for mobility within the Erasmus+ programme, indicating the learning activities to be taken at the host university/organisation. Full recognition of credits awarded following the teaching activities performed must replace the credits provided for in the student's curriculum proportionally to the educational activities completed successfully abroad. Credits acquired as "additional" with respect to those provided for by the student's curriculum for the purposes of obtaining the qualification will not permit participation in the Extra-Erasmus Mobility programmes funded by the Italian Ministry for Universities and Research. There is maximum flexibility in choosing the learning activities to be inserted in the Learning Agreement for Study or Traineeship, while pursuing full agreement with the educational objectives of the relative course.

For the calculation of the degree credits relating to activities carried out abroad, the activities must be curricular in order to be deemed valid and curricular activity periods are cumulable.

### **Art. 3 – Restrictions**

A student who has obtained attendance certificates for all the courses scheduled for their year of study will enter the next year even if they have not taken and passed all the examinations scheduled for the year. Consequently, if a student has not obtained attendance certificates for even just one of the courses scheduled for their year, he/she will be required to repeat the current course year, which he/she will be enrolled in with the status of a "repeating student". In the case of the pre-graduation practical training and assessment for the state license to practice exam, the lack of an attendance certificate for one of the internships scheduled for the fifth year does not affect the transition to the next year.

"Repeating student" status will start, if applicable, at the end of the sixth year, if the student does not pass the exams in time for the graduation sessions scheduled during the academic year.

Pursuant to article 14 para. 13 of the University Didactic Regulations, it is not permissible to enrol as a repeating student for more than four academic years in total; if this limit is met, the student shall be subject to forfeiture. Students may therefore not exceed a total of ten academic years before graduation, subject to forfeiture (article 14 para. 13 of the University Didactic Regulations, per Rector's Decree no. 2418 of 9 March 2009). Forfeiture does not apply to those who have passed all assessment exams and only have an educational debt relating to the final Master's Degree exam. 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-

obsolescence of the credits of the suspended student who intends to resume his/her studies and indicates any examinations to be retaken.

#### **Art. 4 – Assessment**

Assessment of the individual activities must aim to assess the knowledge and any practical skills pertaining to the course provided and shall take place during the scheduled exam dates.

The course supervisor is under obligation to provide students with detailed information on the assessment processes at the start of the lessons.

These details are provided in the appended “Description of the training programme and learning methods”.

The Course Council establishes, within the limits laid out by applicable legislation, the number of exams necessary to assess students’ learning and the relative types.

Upon the proposal of the course coordinators, the Course Council establishes the make-up of the corresponding committees in accordance with the provisions of article 24 of the University Didactic Regulations, as per Rector’s Decree 2418 of 9 March 2009.

The Exam Committee is composed of at least two lecturers involved in the relative course, and is presided over by the course coordinator.

In the event that one or more members of a Committee are missing on the date of an award exam, the President of the Committee may arrange for official members to be replaced with supplementary members.

Learning assessment may be for training or certification purposes.

Educational assessments are organised as in-course tests and are intended to establish the effectiveness of the learning and teaching processes in relation to specific contents.

The final, certifying assessment for each integrated course, aims to assess and quantify the attainment of the course objectives with a grade, thus certifying the student’s individual level of preparation.

Each year, the Course Council schedules the dates of at least six examination sessions, which must be within the designated examination periods. Any student failing to achieve a pass grade in the final assessment examination of an integrated course must resit the examination, as specified in the University Regulations.

Differentiated assessment methods are permitted, which may also consist of subsequent phases of the same exam:

- traditional oral exams and objective and structured written examinations (for the assessment of cognitive objectives);
- practical and simulated tests (for the assessment of clinical skills and gestural and relational abilities).

## **Art. 5 – Final Exam**

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

Students have available 18 ECTS-credits (awarded upon the final dissertation) for the preparation of the Degree Dissertation at university structures.

### **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** may be a member of the UniSR teaching staff, 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 institution where the student carried out the external thesis internship; he/she must not be a trainee, PhD student or resident and must have a scientific curriculum roughly equivalent to that of a university researcher.

### **5.2 Preparation of the Final dissertation/Thesis**

The degree dissertation represents an original contribution to the advancement of knowledge in the field of medicine or surgery. The dissertation is prepared through an internship in a structure belonging to the Vita-Salute San Raffaele University or one with an agreement with the university.

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 defence of a thesis/dissertation prepared by the candidate. In order to be admitted to the degree examination, students must:

1. have taken all courses and passed the corresponding exams;
2. have obtained all ECTS-credits provided for by the didactic regulations for the activities other than the final dissertation;
3. satisfy the requirements imposed by the Student Center.

### **5.4 Calculation of Degree marks/GPA**

For the purposes of determining the Degree marks/GPA, a maximum of 14 points divided as follows may be added to the mean average of the grades achieved in the curricular exams (expressed as a mark out of 110):

Type of research (experimental study; presentation of case histories; case reports; desk study)	Maximum points	<b>4</b>	<b>7</b>
Quality of the presentation	maximum	<b>1 point</b>	
Mastery of the topic	maximum	<b>1 point</b>	
Clarity of the presentation and ability in the discussion	maximum	<b>1 point</b>	
Course duration	Degree on schedule	<b>3 points</b>	<b>3</b>
	Graduation as repeating student	<b>0 points</b>	
Honours **	≥6	<b>2 points</b>	<b>2</b>
	≥3	<b>1 point</b>	
Participation in international exchange programmes	Number of months ≥ 6	<b>2 points</b>	<b>2</b>
	Number of months ≥ 3	<b>1 point</b>	
<b>TOTAL</b>			<b>14</b>

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

Each honours grade is worth 0.33 points.

Distinction may be given, when a score of 115 is exceeded, upon a unanimous proposal of the degree commission of the day on which the thesis is defended. 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 para. 14 and 15.

The PowerPoint presentation slides must not exceed 20 and must be used only as an aid for candidates to support better understanding of their presentation and should not contain large sections of text, but rather only graphs, figures, tables etc.

### **5.6 Degree Exam Committee**

The Exam Committee is made up of at least 11 members, at least 6 of whom must be permanent professors at Vita-Salute San Raffaele University.

The Committee is presided over by the Dean or the President of the IMDP, or in their absence, by the permanent full professor 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 Italian Ministry of Education, University and Research note no. 9578/2020, concerning “Qualification to practice the medical profession. Article 102 of Law Decree no. 18 of 17 March 2020. Ministerial Decree no. 8 of 2 April 2020 (registered with the Court of Auditors under no. 630 of 7 April 2020)”, and Legislative Decree no. 233 issued by the Provisional Head of State on 13 September 1946, as amended by article 4, subsection 1, of Law no. 3 of 11 January 2018, the final exam committee for the Master’s Degree constituting qualification to practice the medical profession/International MD Program, shall include 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” 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.

The thesis internship can not be officially commenced until certain authorisation has been received from the Degree Course President.

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 Committee 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.

### **Art. 7 – Admission to individual courses**

Students in possession of a five-year high-school diploma/secondary leaving certificate or other qualification issued abroad and considered acceptable, 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 Faculty within the criteria established by the Academic Senate.

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.

Whenever these activities are within limited-admission courses, enrolment must be approved in advance by the Course Council.

### **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.

Every year, the Course Council appoints the Teaching Committee, which has a purely advisory role and carries out coordination and supervision activities. The Teaching Committee consists of the President of the Degree Course and a minimum of 6 members of the Degree course's teaching staff.

### **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 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

## Annex

### **Description of the training programme and learning methods**

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

**The integrated courses** consist of the mandatory 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 optional teaching activities offered, which may consist of lectures, seminars (including those held within congresses or at other scientific foundations), 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.

Practical learning activities and learning activities of the student’s choice are assessed not with a numerical grade but through certification issued by the Director of the activities, which confirms the skills acquired and authorises award of the corresponding credits.

The calendar of all teaching activities is published before the start of the academic year. The academic calendar, which states the start and end of the semesters and the Christmas, summer and Easter holidays, professional training and pre-graduation professional licensing internships can, generally speaking, be carried out during every month of the year, from October to September of the following year, including holiday periods.

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 course coordinator has the responsibility for drafting the program, co-ordinating the lecturers belonging to the course and organising the exams.

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

- Drafting the programme;
- Acting as the course’s person of reference for the students;
- In the event that the Course uses multiple lecturers, they propose the allocation of teaching duties to the Course Council according to the lecturers’ stated availability, on the basis of the specific didactic goals of the Course;
- He/she coordinates the preparation of the exams;
- He/she generally presides over the exam committee of the 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 Course itself are conducted correctly.

In accordance with the University Tutoring Regulations, on the advice of the Degree Course Council, the Faculty Council appoints an educational tutor for each year; he/she provides

assistance intended to overcome the difficulties students encounter during their studies and ensure that they obtain full benefits from course attendance.

For the period assigned to them, the year Tutor is also required to ensure that the running of the course and the professional training established by the Degree 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, as established by article 21 of the University Didactic Regulations.

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

### **Lecture**

Lectures (which may be more formally referred to as “*ex-cathedra*”) are lessons which cover a specific topic identified by a title and which is part of the course curriculum; they are held by a lecturer, according to a predefined timetable, and given to students enrolled in a given course year, who may also be divided into small groups.

### **Seminar**

Seminars are a teaching activity with the same characteristics as a lecture, but held simultaneously by multiple lecturers, who may even belong to different subject areas (or have different areas of expertise), and as such is recorded in the register of lessons.

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/Tutor, 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 exams.

Each academic year, the Faculty Council appoints the lecturers who will be involved in the teaching activities provided for that period, upon the proposal of the Course Council. Tutors can be recruited from the lecturers and researchers, but also from personnel external to the degree course and the faculty via annual contracts to be assigned to experts, according to the methods established in the University Didactic Regulations and applicable legislation.

Upon the proposal of the course lecturers, the Course Council may propose that the Faculty Council appoints, on an annual basis, personnel with recognised qualifications in the specific educational sector to carry out lecturer duties in relation to tutor-led activities.

In compliance with the applicable regulations, lessons may be delivered on an on-line basis, to the extent of no more than one tenth of the ECTS credits of the course. Only activities other than practical or laboratory activities are considered suitable for on-line delivery.

### ***Elective courses***

Elective courses are carried out as part of both the educational activities chosen by the student and practical activities and they include academic lessons, activities in inpatient wards/outpatient clinics/ research laboratories and/or seminars.

The assessment of the student's individual elective activities is not expressed as a numerical mark, but only in the award of the corresponding credits, certified by the person responsible, based on the attendance record.

It is also possible for students to choose a specific uniform didactic pathway – known as a Track – that selectively (i.e. subject to merit-based selection) characterises the vocational activities (elective courses), with attendance of 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 (Electives and Track rotations). Similarly, students may choose a specific uniform didactic pathway known as the General Track, allowing them to follow the vocational activities (elective courses) 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 elective courses.

### ***Professional training activities and extra-curricular 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, including practical training and assessments for the State licence to practice (see dedicated section), by attending the care facilities identified by the Faculty Council in the periods specified, for a total of **60** ECTS-credits.

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, students are required to operate under the direct control of a tutor-lecturer. The didactic functions of the tutor-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 clinical skills acquired through professional training activities are not expressed as a mark, but only with the award of credits, in the same manner as provided for with the elective learning activities, based on the attendance record.

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

As well as professional training activities, “extra-curricular activities” are also permissible among the activities of the student’s choice.

Extra-curricular activities 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 elective courses.

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 Degree Course Council and upon returning the student must submit a report for its acknowledgement in the university curriculum.

### ***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.

### ***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 students enrolled in years above the first year (students who are up-to-date with their examinations).

### **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**

Students must attend the IMDP learning activities as stated in the study plan.

More specifically, students with an attendance of 67% or more are automatically awarded attendance and admitted to take examinations; in good time for the start of each academic year, for the specific case of one-year integrated courses, the Course Council may establish that the attendance threshold of 67% is to be calculated for both the first half and the second half of the course. Adequate communication will be given if this calculation method is to be applied. In addition, in the case of professional training and elective courses (from the 1<sup>st</sup> to 5<sup>th</sup> years), the minimum attendance threshold is 80%. In the case of pre-graduation licensing internships for qualification, students are required to carry out the 100 scheduled hours over the course of one month.

Students who are aware that they are likely to not achieve an attendance rate making them eligible for registration for the respective assessment exams (67% or more for each course), are under obligation to contact the year Tutor suitably in advance to request assistance and devise effective strategies for offsetting the shortfalls in attendance. The year Tutor will be obliged to share the decisions taken with the Course Coordinator, within the framework of the exercise of the tutorage duties undertaken by the University.

### **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.*