



UniSR

Università Vita-Salute
San Raffaele

Didactic Regulations

Master's Degree in Dentistry and Dental Implantology

Applicable for students who enrol in academic year 2022-2023

Issued with Rector's Decree No. 7642 dated 1 June 2022

Contents

Article 1 – Course Admission	3
1.1 Knowledge required for admission	3
1.2 Admission procedure	3
1.3 Definition of the Additional Learning Requirements (OFA) for single-cycle Master's Degrees	3
Article 2 Course Curriculum	4
2.1 Internships	4
2.2 International mobility and recognition of periods of study and learning spent abroad	5
Article 3 Restrictions	5
Article 4 Assessment	6
Article 5 Final Exam	7
5.1 Definition of the roles associated with the Final Exam	7
5.2 Preparation of the Final dissertation/Thesis	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
5.7 Dissertation internship	8
Article 6 University and course transfers	9
Article 7 Admission to individual courses	9
Article 8 Recognition of qualifications awarded by foreign universities	9
Article 9 Committees established within the Course Council	10
Article 10 Protection of health and safety	10
Article 11 Modifications	11
Annexes	11

Article 1 – Course Admission

1.1 Knowledge required for admission

Candidates in possession of a five-year Italian high-school diploma or foreign equivalent may be admitted to the Master's Degree in Dentistry and Dental Implantology.

The didactic organisation of the Master's Degree in Dentistry and Dental Implantology requires students admitted to the 1st year of the course to have adequate initial preparation from their previous studies.

1.2 Admission procedure

The number of students admitted to the Master's Degree in Dentistry and Dental Implantology is scheduled, in agreement with the national scheduling, on the basis of the availability of teaching staff, teaching structures (classrooms, laboratories) and care structures which can be used for performing the practical ward activities, in agreement with the recommendations of the European Union's Advisory Committee on Formation of Dental Practitioners, 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).

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

The committee responsible for the selection procedure can assess the responses given by the students admitted to the Master's Degree Course to identify any specific deficits in the subject areas provided for in the test. With the goal of eliminating any educational deficits, the Master's Degree Course Council provides for preparatory integrative teaching activities to be held within the timeframe specified by article 16 of the University Regulations. These activities must be successfully completed by students with deficits.

With the goal of overcoming any educational deficits, the Course Council provides for integrative preparatory teaching activities to be held within the timeframe specified by article 16 of the University Regulations. These activities must be successfully completed by students with deficits.

If the number of correct answers in the admission test is 50% or more of the highest score achieved, the test is passed without Additional Learning Requirements. Students who obtain a score that is lower than 50% of the highest score achieved by the first-ranking student, must take and pass the Additional Learning Requirements in the subject areas of biology, chemistry, mathematics and physics.

The Additional Learning Requirements will be provided through asynchronous on-line remedial courses, including the assessment test. The remediation of Additional Learning Requirements is considered necessary preparation for the assessment exams in the subject areas listed above. The career of students who fail to pass their Additional Learning Requirements remedial examinations may be blocked at the end of the first year (examinations may no longer be taken after 1 February of the following academic year). Career blocks entail the freezing of any examinations taken and the impossibility of taking new examinations until the educational deficit has been overcome. After the career block, students will still be able to take the Additional Learning Requirement tests and, once they have passed, will be able to continue their career.

Article 2 Course Curriculum

The teaching activity is structured in accordance with the Course Curriculum specified in the appended Description of the training programme.

2.1 Internships

Professional training activities

Internship activities are aimed at enabling students to acquire specific skills of professional interest. In order to achieve these learning purposes, agreements can be entered into with facilities, both in Italy and abroad, that meet the suitability requirements in terms of activities, services and facilities, as set out in Italian Legislative Decree no. 229 of 24.9.97.

The credits reserved for the internship are to be understood as the overall commitment required by the student to achieve the skills indicated in point 1 and includes experiences in the services, group tutor-led sessions, laboratory exercises and simulations in preparation for the internship, guided study, self-learning and the preparation of plans, projects and reports.

Internship experiences must be recorded in the student's file.

The overall learning activity must guarantee an adequate theoretical preparation and suitable professional training, also through the internship, in compliance with the standards and the number of hours defined by the European Union directives and under the guidance of tutors belonging to the specific professional profile or to a related scientific disciplinary sector, with consolidated professional and teaching experience. In order to achieve these learning purposes, the Faculty of Medicine may enter into agreements with facilities, both in Italy and abroad, that meet the suitability requirements in terms of activities, services and facilities, as set forth in article 6 of Italian Legislative Decree 229/1999.

In order to ensure the acquisition of the technical skills necessary to carry out professional activities, the Degree Course Council identifies the professional training activities (in the form of guided internship and direct training) for a total number of hours at least equal to that envisaged by the EU standards for the individual professional profiles.

The professional activity provided for in the course curriculum must be carried out at the facilities of the Dentistry Complex Operative Unit, the Oral Hygiene and Prevention Centre or other healthcare facilities authorised in advance by the Council of the Master's Degree in Dentistry and Dental Implantology on the basis of teaching and learning needs, which adopt appropriate organisational, teaching and clinical protocols by entering into an ad hoc agreement.

In order to provide students with a direct experience of the roles and training of other professionals in the healthcare area, professional training activity modules may be carried out together with students from other healthcare degree courses and the Master's Degree in Medicine and Surgery. The number of hours indicated for the internship, in accordance with European regulations, is to be understood as the total commitment necessary for the student to reach the practical and internship standard required by the regulations.

In order to guide and assist the students during the internship and to make them active participants in the professional skills learning process, on the proposal of the Coordinator of the professional training activity, the Degree Course Council assigns the functions of internship tutors to suitable healthcare personnel. These functions are preferably assigned with a ratio of one tutor to five students. Students are required to confirm their internship attendance on a daily basis using the recording system set up by the Degree Course Council.

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

The University, on the basis of inter-institutional agreements or in the area 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 facilities.

The University is committed to respecting the regulations relating to the principles and procedures for recognition of periods of study spent abroad, in accordance with the main European references.

Students permitted to spend a period of study, internship or research abroad shall draw up with the internationalisation officer of the Course a Learning Agreement for ERASMUS+ European mobility programmes (using the format approved by the European Commission for mobility within the Erasmus+ programme), indicating the learning activities to be taken at the hosting university. The recognition of credits awarded following the learning activities performed must replace the credits provided for in the student's curriculum proportionally to the learning activities completed successfully abroad. Credits inserted as "additional" with respect to those provided for by the student's curriculum for the purposes of obtaining the qualification shall not be counted for the purposes of the resources. There is maximum flexibility in choosing the learning activities to be inserted in the Learning Agreement, while pursuing full agreement with the educational objectives of the relative Course.

Article 3 Restrictions

Students who have not received a certificate of attendance for all courses required for moving to the next year of the course (article 8 of these regulations), or who find themselves, pursuant to article 14(12) of the University Didactic Regulations, issued with Rector's Decree no. 2418 of 9 March 2009, with a deficit of more than 20 total credits, are enrolled as a repeating student of the year from which they are arriving (article 15 of the University Didactic Regulations, Rector's Decree no. 2418 of 9 March 2009).

In order to be admitted to sit the assessment exams for the Integrated Courses of the current course year, students must first have successfully sat the assessment exams scheduled for the previous course year by the 3rd Exam Session and in compliance with the preparatory course requirements laid down for the various Courses.

The repeating student conditions provided for by law or the University Didactic Regulations per Rector's Decree no. 2418 of 9 March 2009, whenever applicable, remain unchanged. Pursuant to article 14(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(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 a deficit relating to the final Master's Graduation Exam.

Students who intend to commit themselves to work or studies consistent with the educational process pursuant to article 14(13) of the University Didactic Regulations must make a request to the Rector, subject to prior approval of the Course Council, and receive a suspension for the necessary period. This suspension will not be taken into consideration for the purposes of forfeiture

as outlined above, and must not exceed a total of three academic years for the entire course period.

Article 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 examination 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 Council of the Master’s Degree in Dentistry and Dental Implantology 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 Council of the Master’s Degree in Dentistry and Dental Implantology establishes the composition 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 degree award exam, the Chair of the Committee may arrange for official members to be replaced with alternate members. Verification of learning can take place through educational assessments and certifying assessments. Educational assessments (in-course tests) are intended to establish the effectiveness of the learning and teaching processes in relation to specific contents. Certifying assessments (assessment exams) are aimed at assessing and quantifying the attainment of the course goals with a grade, thus certifying the student’s individual level of preparation.

Assessment exams may only be conducted during periods dedicated to the same, called examination sessions. The exam times must not coincide with any periods of teaching activities or any other periods which could limit students’ participation in such activities.

At the proposal of the Council of the Master’s Degree in Dentistry and Dental Implantology, the Faculty, by annual resolution, schedules the dates of at least six examination calls at suitable intervals. The exam dates are set by the Didactic Scheduling Document.

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

- Traditional oral examinations 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).

For each Integrated Course, there is a single assessment exam to verify the learning of all the courses included in the Integrated Course.

As previously specified, the Course Council schedules and performs objective and standardised examinations of the overall level of knowledge acquired and retained by students during their learning path (progress tests), including in collaboration with Master's Degree in Dentistry and Dental Implantology courses at other sites. These exams aim solely to assess the effectiveness of the instruction and the ability of the students to retain the information and rational models acquired during their studies.

In the case of off-site written exams, students will be informed about any oral exam by the lecturer in charge of the learning activity.

Article 5 Final Exam

In order to be admitted to the final degree examinations, students must have passed all assessment exams, have acquired 8 ECTS credits for elective courses and have obtained credits for all the professional training activities provided for in the course curriculum.

Students have available 10 ECTS-credits (awarded upon the final dissertation) for the preparation of the Degree Dissertation at university facilities.

5.1 Definition of the roles associated with the Final Exam

The **Supervisor** is a tenured lecturer at the Faculty of Medicine and Surgery.

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.

The lecturer identified as the Supervisor may appoint a **Tutor**, possibly with the student's agreement, who will assist the student in preparing the dissertation and may act as the Assistant Supervisor.

5.2 Preparation of the Final dissertation/Thesis

The degree dissertation represents an original contribution to the advancement of knowledge in the field of dentistry.

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 required ECTS credits
3. Have complied with the requirements of the Didactic System for the activities other than the final exam.

Dissertations may be prepared, at the student's discretion, in either Italian or English but must, in any case, include an abstract in English and Italian.

5.3 The Degree Examination

The degree examination revolves around the defence of a thesis/dissertation prepared by the candidate.

5.4 Calculation of Degree marks/GPA

The degree mark/GPA is expressed as a mark out of one hundred and ten and is determined by the following parameters:

The arithmetic mean of the marks obtained in the exams included in the course curriculum. Each honours grade is worth 0.33

Type of research (experimental study; presentation of case histories; case reports; desk study)		maximum 4 points	7
Quality of the presentation *		maximum 1 point	
Mastery of the topic *		maximum 1 point	
Ability in the discussion *		maximum 1 point	
Course duration	Degree on schedule	2 points	2
	Repeating student	0 points	
Honours **	≥ 6	2 points	2
	≥ 3	1 point	
Clinical activity assessment		3 points	3
TOTAL			14
The Committee may, with a unanimous vote, award honours to candidates with a final score of 113 or higher.			
No more than 15 slides may be used for the PowerPoint presentation and they may be used only as an aid for the candidate to facilitate a better understanding of the presentation.			
The presentation should last 15 minutes with 5 minutes for discussion.			

** the result obtained on the Progress Test, if higher than the 75th percentile in each class, is equated with an honours mark.

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 11 members, at least 6 of whom must be permanent lecturers at Vita-Salute San Raffaele University.

The committee is presided over by the Dean or the Chair of the Council of the Master's Degree in Dentistry and Dental Implantology or, in their absence, by the permanent Full Professor with the longest service. For each candidate, the committee must include the Supervisor, who must be a lecturer at Vita-Salute San Raffaele University, and the Assistant Supervisor.

5.7 Dissertation internship

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.

Students who intend to carry out a degree internship in a specific facility must present a formal request to the facility's Director, accompanied by their curriculum (list of exams taken and grades obtained in each, list of optional activities followed, internships in laboratories or clinics or any other activity carried out for training purposes).

If a student wishes to prepare his/her dissertation in external facilities, once the facility has been identified in concert with and under the guidance of a lecturer of the faculty's teaching body (Supervisor), they must issue a request, to be duly approved by the Supervisor, to the Faculty Council. A dedicated agreement must then be established with the chosen facility. The head of the external facility is usually appointed assistant supervisor. The procedures for establishing agreements must be in compliance with the University's Operational Procedures.

Article 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 requires the student to already have passed the admission test for the Master's Degree in Dentistry and Dental Implantology pursuant to applicable legislation.

Studies taken in Dentistry and Dental Implantology degree courses at other universities within or outside the European Union, as well as credits awarded within these courses, are recognised with a decision of the Degree 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 taking into account the opinion of the Transfer Credit Board, the Degree Course Council will recognise the suitability of the credits awarded and decide on their recognition.

After deciding on the recognition of a given number of credits, the Degree 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.

Article 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.

Whenever these activities are within limited-admission study courses, enrolment must be approved in advance by the competent Course Council. In exceptional cases, and due to proven didactic or structural requirements, Faculty Regulations may, with suitable motivation, provide for particular methods of access to individual learning activities, also indicated in cases of courses without scheduled number.

Article 8 Recognition of qualifications awarded by foreign universities

The Course Council decides on the academic recognition of qualifications, individual exams and certified professional activities (internship) awarded abroad; this competence is exercised in

accordance with the legislation in force, without prejudice to the powers and any authorisations by bodies provided for by the regulations in force.

That said, academic recognition is complied with on the basis of autonomy and Course and/or Faculty Regulations (except in the case of bilateral agreements), on the basis of which the possible equivalence of qualifications will be defined. The purpose of the request for academic recognition is to obtain an Italian academic qualification similar to the foreign one held and to continue university education.

Article 9 Committees established within the Course Council

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 then be proposed by the Course Council for ratification by the Faculty Council.

Every year, the Course Council appoints the Teaching Committee, which has a purely advisory role and carries out Course coordination and supervision activities. The Teaching Committee consists of the Degree Course President and a minimum of 4 members of the Degree course's teaching staff. The Course Council also appoints the Transfer Credit Committee, from among the members of the Teaching Committee, for the purpose of assessing applications for transfer to years subsequent to the first, including recognition of credits awarded previously by foreign universities.

Article 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.

Article 11 Modifications

Modifications to these Didactic Regulations are decided on by the Faculty Council, subject to a proposal from the Degree 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

Description of the training programme and learning methods of the Master's Degree in Dentistry and Dental Implantology

The Course Council, with the approval of the Faculty Council, specifies the teaching activities provided for in the general framework established by the didactic system. To this end, it structures the teaching as integrated courses and elective courses. The calendar of all teaching activities is published before the start of the academic year. The Courses are taught over semesters. For each year, the Faculty Council, upon the proposal of the Course Council, appoints a Coordinator chosen from the lecturers engaged in the teaching activities of the Degree Course. The year Coordinator checks, for the semester assigned to them, that the running of the course and the professional training established by the Course council are compatible, and is the person ultimately responsible for ensuring the observance of the calendar, the timetable and the exam dates for all teaching activities performed in that year, pursuant to the decisions made by the competent Academic Bodies, as established by article 21 of the University Didactic Regulations.

The integrated courses consist of the mandatory courses provided for by the course curriculum. These can be formed by combining different courses, even those from different scientific disciplinary sectors, in order to reach a specific common educational objective. The achievement of the educational objectives can be verified by means of evaluation tests during the course itself and must be formally certified by an exam committee, usually chaired by the Course Director. 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:

- Acting as the course's person of reference for the students;
- In the event that the Course uses multiple lecturers, proposing the allocation of teaching duties to the Degree Course Council according to the lecturers' stated availability, on the basis of the specific educational objectives of the Course;
- Proposing the distribution of teaching times, as agreed upon between the teachers of their course, to the Degree Course Council;
- Coordinating the preparation of the exams;
- Usually, presiding over the exam committee of the course he/she coordinates and suggesting its composition in compliance with the University Didactic Regulations. Being responsible vis-à-vis the Degree Course and the Faculty Council for the proper conduct of all teaching activities envisaged for the achievement of the objectives defined for the Course itself.

Elective courses are carried out only as part of the learning activities chosen by the student and include academic lectures and/or seminars. The assessment of the student's individual elective activities is not expressed as a numeric grade, but only in the award of the corresponding credits, certified by the person responsible.

Finally, the Faculty Council, upon the proposal of the Master's Degree Course Council, defines the optional teaching activities offered, which may consist of lectures, seminars, interactive activities, activities which are not coordinated 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 course curriculum.

Course types

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

Lecture: Lectures are lessons which cover a specific topic identified by a title and which is part of the learning curriculum of the Course; 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 that is 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 lessons record. Any clinical or disease-specific 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.

Independent learning

The degree course guarantees students the availability of a number of hours destined to independent learning over the six years of the course; this is completely free from teaching activities conducted in the presence of lecturers in order to allow them to dedicate themselves to independent and guided learning.

Hours set aside for learning shall be dedicated:

- To the individual use, or use in small groups, independently or upon instructions from lecturers, of the teaching aids made available by the Degree Course for self-learning and self-evaluation in order to achieve the set educational objectives; To internships at university structures of the Vita-Salute San Raffaele University, or those with an agreement with the same and chosen by the student, with the goal of meeting particular educational objectives;
- To personal study in preparation for exams.

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 formal, informal and professional learning activities of the Master's Degree in Dentistry and Dental Implantology as stated on the course curriculum.

It is the course coordinator's responsibility to check attendance and recommend authorisation to sit the exam to the Council of the Master's Degree in Dentistry and Dental Implantology.

In addition, the following are stipulated for all students of the degree course:

- Compulsory attendance of at least 90% for practical tutor-led activities and of 100% for elective courses;
- Compulsory attendance of at least 67% of classroom teaching.

More specifically, for compulsory attendance of classroom teaching it is stipulated that:

- Students with an attendance of 67% or more are automatically awarded attendance and admitted to take examinations;
- Students who have attended 50% or less are automatically denied attendance, will have to attend the activity again and are not allowed to sit the examinations;
- For students who have attended more than 50% and less than 67%, the Course Council, after concurring with the integrated course coordinator, may consider specific remedial measures. Certification of completion of the remedial activities is issued by means of a specific resolution of the Course Council, which is forwarded to the Student Centre, which will award attendance.

Course Curriculum

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 teaching 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.