How to survive exams at Unipv
Useful Facts

Remember to check online when your class is going to start!

Next holidays - Second Semester:
- **Christmas Holiday**: check with your department calendar!
- **9 December**: Local Holiday
- **8 December**: National Holiday
Classes on university premises: where?

Pavia is a university town, departments and offices are scattered around town.
Classes: when?

Timetables are published on the department's websites. Even if they are online, they will follow a schedule.

Staff working on timetables will check that classes of the same year and same major do not overlap.

Classes from different years may overlap. This is going to happen even if they are online. Try to contact the professor, there may be a solution to your problem!!
Professors and tutors

For each class there is one or few professors in charge of the organization of the course and of the exam. They will decide your final mark.

Usually they are academic experts on the subject you are willing to study. Professors may be helped by tutors.
The final password scenario

2 SET OF CREDENTIALS:

1 FOR ALL UNIPV SERVICES (FREQUENZAINPRESENGA, MYUNIPV/PERSOMAL AREA, WI-FI, ETC)
USERNAME: FISCAL CODE; PASSWORD: RANDOM/YOU CAN CHANGE IT

1 FOR YOUR UNIVERSITY EMAIL BOX
USERNAME: EMAIL ADDRESS; PASSWORD: RANDOM/YOU CAN CHANGE IT
BEFORE THIS (ENROLLED STUDENTS ONLY – NOT ERASMUS OR MOBILITY):

1 SET OF CREDENTIALS:
1 TEMPORARY SET THAT WILL ONLY WORK FOR FREQUENZA IN PRESENZA AND WILL EXPIRES AS SOON AS YOUR ENROLLMENT IS CONFIRMED AND YOU GET A WELCOME EMAIL WITH YOUR NEW PASSWORD IN YOUR UNIVERSITY EMAIL BOX
What about CREDITS?

Attending classes is not enough to get credits:

EXAMS @ UNIPV: why?

to get credits!
In order to get credits you have to pass the final examination.

The professor in charge of the class will tell you how he/she organizes the exam---> check the syllabus!
APP UNIPV

DOWNLOAD IT AND LOG IN WITH YOUR UNIPV USERNAME AND PASSWORD.
You can access it from your PC or smartphone using the App!

but what are you supposed to do with this?
Career and learning agreement

- Check that this section reflects your learning agreement
- List of learning activities
- You will not be able to register for an exam that is not listed here
- Check it with plenty of time before the exam session
EXAMS: How to take an exam

Check the date | Register

Go to the assigned classroom - use the link

Check your result

Accept or refuse your result

You pass if you get a mark of 18/30 (min 18/max 30 and 30 cum laude).

If your exam is divided into parts (i.e. a written test and an oral interview), professors may decide to use the average mark of the two parts or just the final mark.
VERSUS

REFUSE 🐛

ACCEPT 🕹️

YOU DON’T LIKE YOUR MARK AND/OR YOU THINK YOU CAN DO BETTER.
WITHIN 5 DAYS AFTER RECEIVING THE E-MAIL, ACCESS YOUR PERSONAL AREA AND REFUSE IT.

YOU CAN TRY AGAIN IN THE NEXT EXAM DATE ON THE CALENDAR

YOU LIKE YOUR MARK!
GREAT: JUST LET THE 5 DAYS PASS AND THE PROF. WILL REGISTER IT ONLINE.
HELP! WHO IS HELPING ME NOW!

Book a virtual appointment with the administrative office if you need a certificate or any issue concerning your student career:

GOPA.UNIPV.IT

Our international relations office and Erasmus office can help with issues related to your international mobility programme in Pavia:

relint@unipv.it
HELP! WHO IS HELPING ME NOW!

ASK USING OUR ONLINE MESSAGING SERVICE

GO TO

https://a1700.gastonecrm.it/filo-diretto/#/login

Login with your final username and password and your request will be directed to the correct office.
INTERNATIONALIZATION MANAGERS

YOU MET US DURING YOUR ADMISSION
PROCESS. CONTACT US IF YOU HAVE ANY
PROBLEM. WE WILL TRY OUR BEST.

LOOK FOR US IN THE CHATS TODAY.
HAVE FUN!!