

THE RECTOR

Having regard to the Rector's Decree no. 6439/21 of 28 July 2021 with which, in application of the provisions of the regulations in force, provisions have been provided on the methods of carrying out teaching and curricular activities in the University from 1 September to 31 December 2021;

Recalling that this decree expresses the need for a gradual recovery of in-person teaching as recalled by the memorandum of the Ministry for Universities and Research (MUR) prot. no. 8329 of 23 June 2021 in which the universities are invited to prepare plans for the organisation of teaching and curricular activities, which provide for the face-to-face performance of training activities, examinations, tests and degree sessions, as well as other activities referred to in art. 3 of Decree Law no. 52/2021 converted with amendments by Law no. 87 of 17 June 2021, (in Official Gazette no. 146 of 21/06/2021);

Having regard to Decree Law 111/2021 "Urgent measures for the safe operation of school, university and social activities and in the field of transport" converted into Law no. 133/2021 (in Official Gazette no. 235 of 01 October 2021) which introduces the obligation for nursery, primary and secondary schools (of first and second level) to carry out their educational and teaching activities in a classroom setting, while for universities it further underlines the need to ensure that teaching and curricular activities are carried out primarily in a classroom setting;

Having acknowledged that the above need has been strongly reiterated by the MUR, which, by means a circular of 7 August 2021 has reminded the universities of the obligation to reconcile the need to return to in-person activities with the adoption of the appropriate measures for the safety and protection of the health of university staff and students, as provided for by Decree Law no. 111/21 converted into Law no. 133/2021 (in Official Gazette no. 235 of 01 October 2021);

In consideration of Rector's Decree no. 6850/2021 of 25 August 2021, by which the methods for verifying the "green pass" in the University were established;

Given the safety rules referred to by the national legislature and the safety protocols in place at the University;

Having acknowledged the memorandum of the MUR prot. no. 13675 of 08 October 2021 which invites Universities to implement all the necessary actions so that the educational and curricular activities are carried out primarily in a classroom setting in order to ensure to university students, in the course of the academic year, the fullest "return to normality" in conditions of maximum safety by combining the measures to reduce the spread of the virus provided for by the mentioned Decree Law no. 111/2021, with particular reference to the prescriptions on "green pass" and the use of respiratory protection devices, recalling, also, that compliance with the interpersonal safety distance of at least one meter represents a recommendation that can be waived, among other things, in view of the structural-logistical conditions of the buildings, in order to ensure the priority attendance in person;

Noting that by means of a memorandum of 5 January 2022 the MUR specified that, without prejudice to the provisions of art. 1., paragraph 1 of Decree Law no. 111/21 converted into Law no. 133/2021 (in Official Gazette no. 235 of 01 October 2021), for the months of January and February, Universities may, on an exceptional basis, combine face-to-face teaching with forms of teaching organisation that envisage certain activities being carried out remotely, including the performance of tests, degree sessions and exams for course credit, while still guaranteeing respect for the specific educational needs of students with disabilities and students with specific learning disorders;

Considering that in each classroom, appropriate signs have been provided to indicate the entry and exit areas and the rules to be followed in compliance with current safety protocols;

Having acknowledged that in the event of further indications from the competent authorities regarding the management of face-to-face activities for the Universities, the above signage will be supplemented and/or redefined and any necessary action will be taken;

Given the need to define how to proceed with the performance of teaching activities for the current academic year 2021/2022 in light of the MUR memorandums described above;

Having acknowledged that in the event of any new additional regulatory provisions on the subject, this decree will be supplemented and/or updated supporting documentation or additional FAQs will be provided and published on the University website;

Having acknowledged that the preliminary investigation has been evaluated by the Education and Student Services Area Manager who certifies the regularity and legitimacy.

DECREES

To adopt the following organisational choices that rectify or supplement the provisions already contained in Rector's Decrees nos 6439/21 of 28 July 2021 and n. 6850/21 of 25 August 2021 and no. 9074/21 of 10 November 2021, which are intended to be replaced by this decree.

Article 1

Lectures, teaching laboratories, practical and field activities for three-year, master's and single-cycle degree courses

1. The teaching activities of three-year, master's and single-cycle degree courses are carried out in a classroom setting, in compliance with the capacities provided for by the University safety protocols, according to the following indications:

- access to lectures, to ensure the necessary tracking, will be through the use of the UniMIB Course app;
- access to the University and the use of spaces must take place in compliance with the safety protocols already adopted by the University;
- for all teaching for all course years, the teaching staff, for the first semester of the a.y. 2021/2022, shall provide at least one of the following: (a) the synchronous transmission of the lecture held in the classroom by streaming connection; (b) the video recording of the lecture held in the classroom, which must be published on the e-learning pages of the course, usually on the same day as the lecture is due to be delivered or, exceptionally, and in any case after adequate notice has been given to the students, in the days immediately following the lesson.

2. Laboratory and practical activities, including computer laboratories, seminars and extracurricular activities are normally carried out in a classroom setting, in compliance with the provisions of the respective safety protocols and compatibly with the spaces made available for the performance of such activities. The teaching staff in charge of the laboratory, in the event of students who, for reasons related to Covid-19, cannot attend face-to-face, can evaluate both the conduct of such activities remotely and alternative forms of performing laboratory or practical activities.

3. Students unable to participate in laboratory activities in the event of only one of the reasons listed in the attached form, must fill it out and send it to the teaching staff who will then prepare alternative arrangements.

4. Face-to-face activities will be accessible only to students with Covid-19 basic green pass certificate. It should be noted that the basic green pass certificate is also issued in the absence of a vaccine, providing a negative result of a molecular (or rapid antigen) test in the last 48 hours or proof of recovery from Covid -19. For detailed information you can consult the site at the page <https://www.dgc.gov.it/web/>.

Article 2

Degree Sessions

1. Bachelor's, Master's, and single-cycle degree exams will be held in-person.

2. Undergraduates must possess the Covid-19 basic green pass certificate, in the same manner as provided in Article 1, and to wear the FFP2 mask.

3. Audience participation of up to 4 chaperones is allowed. Streaming of the degree session will still be guaranteed. The sessions are conducted in accordance with the safety protocol drawn up for this purpose. All participants are admitted only if they possess a Covid-19 basic green pass certificate and a FFP2 mask.

4. Final examinations may be conducted with candidates remotely connected only and exclusively in the following cases:

- students unable to attend for reasons related to the Covid-19 health emergency;
- foreign students who have returned abroad and cannot return to Italy due to external causes (for example, expiration of their residence permit, inability to return to Italy due to restrictions put in place owing to the continuation of the health emergency).

The Committees in the above cases, will independently arrange for remote connections.

5. In terms of how graduation sessions are conducted, Committees follow the safety protocol published on the University website.

Article 3

Exams for course credit for three-year, master's and single-cycle degree courses

1. The exams for course credit of the three-year, master's and single-cycle degree courses are held on-line using appropriate forms of audio-video connection as well as specific procedures and technology that ensure candidate identification, disclosure of the test, and proper recording of the final grade.

2. The written exams of the three-year degree courses, master's degree courses and single-cycle degree courses are held in person or remotely, as chosen by the teacher, in such a way as to ensure in all cases the fairness and disclosure of the test and compliance with current legislation on privacy.

In the case of remote written tests, it is not possible to make use of the proctoring system or similar methods that provide for video recording of the test.

If the teaching staff chooses the written exam in person, they will have to guarantee that all the students who request it, on the basis of a self-declaration regarding the impossibility of attending the university for reasons related to Covid-19, will be able to take the exam remotely, also in oral form.

3. For in-person exams, possession of the Covid-19 basic green pass certificate is mandatory, with the same methods as provided for in Art. 1.
4. In order to regulate the flow of students, in-person exams must be organised by dividing the students into groups, with convocation at staggered times depending on the capacity of the assigned classroom.
5. Students unable to participate in the exams in person only and exclusively for one of the reasons listed in the attached form, must fill it out and send it to the tutor who will prepare remote mode for the evaluation of course credit.

Article 4

Thesis, training period, internship and PhD preparation activities

1. The activities referred to in this article may be carried out by accessing the University in accordance with the guidelines already adopted by the University and with the mandatory possession of the Covid-19 basic green pass certificate.
- 2 The activities of preparing the thesis and carrying out training periods and internships that take place outside the University continue according to the indications of the host institution or organisation, including in smart working mode.

Article 5

Lectures and teaching activities of Masters and Specialisation Courses

1. Lectures and didactic activities concerning Master's and Higher Education Courses are held in person (in compliance with the guidelines already adopted by the University), in mixed mode or remotely, according to the teaching and organisational needs of each course established by the Head of the Course. Possession of a Covid- 19 basic green pass certificate is mandatory for in-person educational activities.

Article 6

Lectures and teaching activities of the pathways for support and teacher training

1. The lectures and teaching activities of the pathways for support and teacher training, in consideration of the memorandum CRUI-Protocol no: 40279 of 24 December 2021- relative to: "Activation VI cycle TFA support - CRUI question" are held in person (in accordance with the guidelines already adopted by the University) in mixed mode or remotely according to the educational and organisational needs of each pathway established by the Head of the Course. Possession of a Covid-19 basic green pass certificate is mandatory for in-person educational activities.

Article 7

Library services and study spaces

1. Access to the University libraries and study spaces is permitted in accordance with the current booking rules.

Article 8

Mobility related to teaching activities

1. International incoming and outgoing mobility for students teaching and technical-administrative staff is allowed in compliance with the requirements of national law, including the requirement to possess the Covid-19 green pass certificate.

Article 9

Student Collaborations

1. Student collaborations are permitted. Possession of a Covid-19 basic green pass certificate is mandatory to perform these activities. The heads of the departments to which the student collaborations are assigned may allow them to be carried out in a manner similar to smart-working, where the activities themselves are verifiable and cannot be deferred.

Article 10

Conferences and Congresses and Summer School

1 For participation in conferences, congresses, seminars and for the conduct of Summer Schools, in application of the University's internal rules, the Covid-19 super green pass certificate is required.

2. For events held within the University's campuses, external participants must also possess a Covid-19 super green pass certificate and wear an FFP2 mask.

Article 11

Validity

1. This decree shall become effective on the day of publication on the bulletin board and shall remain in effect until the end of the first semester or, nonetheless, until further notice. The rules set forth regarding Covid-19 green pass certificate control as set forth in Rector's Decree no. 6850/2021 of 25 August 2021 shall remain in effect.

2. In accordance with the law, any fraud or abuse in relation to the obligation to possess and exhibit the certificate will inevitably lead to the obligation to report to the competent authorities and the adoption of the consequent measures.

3. It is recommended that all students and staff wear an FFP2 mask.

THE RECTOR

Prof. Giovanna Iannantuoni

(digitally signed pursuant to Article 24 of Legislative Decree 82/2005)

REMOTE EXAMINATION REQUEST FORM

The undersigned _____,
student number _____, enrolled in year ____ of the
_____ Degree Course

at the University of Milano-Bicocca, in relation to the sitting:

- of the exam _____ on the day _____
- of educational activity _____ on the day _____

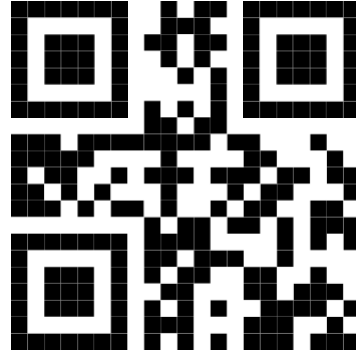
REQUESTS TO SIT THE EXAM REMOTELY BECAUSE

- I am a resident abroad (*specify country of residence*)
_____;
- I have been placed by the health authority in **mandatory home isolation** as a Covid-19 patient;
- I have been placed by the health authority in **quarantine with fiduciary home isolation** as a close contact of a Covid-19 patient;
- am in a **vulnerable condition** that exposes me to greater risk of infection pursuant to Art. 26, paragraphs 2 and 2-bis of Decree Law no. 18 of 17 March 2020;
- present **symptoms compatible** with Covid-19 infection and am awaiting a test.

Date and Location _____

Signature

Siav S.p.A - Electronic Mark



MARK TYPE QR Code

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Digital signatures on the original document

Signature in p7m format: MARCO EMILIO ORLANDI

Data contained within the Electronic Mark

Protocol 0001020/22 Date
Protocol 07/01/2022 AOO
CENTRAL ADMIN.
EDUCATION AND STUDENT SERVICES AREA ORGANISATIONAL UNIT
Responsible for the procedure EDUCATION AREA
MANAGER Directory Sequential Number 54/2022

Access Credentials for Electronic Mark Verification

URL <https://webproto.si.unimib.it/portaleglifo>

IDENTIFIER 0KX1V-73633

PASSWORD IA7Lx

EXPIRY DATE 07-01-2023