

NOTICE FOR ALL STUDENTS OF MEDICINE AND SURGERY

INTRODUCTION OF THE NEW ELECTRONIC ATTENDANCE BADGE SYSTEM

Students are hereby informed that in the next few days the new University electronic time and attendance badge system will be activated, for matter of insurance.

The badge will be hand delivered to each student on October 11th 2019 at the end of the last hour of lesson.

Therefore, starting from October 21st, 2019 the signature will be replaced by the badge, and for all students it will be no longer necessary to sign the register of attendance both on arriving at or leaving the University.

The badge is personal and non-transferable, and each student is responsible for its proper use and handling.

ATTENDANCE IN THE CLASSROOM

Each student **MUST** swipe the badge in the designated position located on either side of the professors desk, **ONLY** at the beginning of the lesson and in the presence of the teacher or UniCamillus staff.

The assessment of attendance for the purposes of the admission to the exam section according to the counts resulting from the electronic attendance badge system.

For the purposes of the admission to the exam session, attendance will be assessed based on the numbers resulting from the electronic attendance badge system.

In case the student comes without the badge, it is necessary refer to the Staff at the Front Desk in order to register his/her attendance.

TRANSITIONAL PERIOD

During the first week, from Monday 14th to Friday 18th of October, it will be used a mixed attendance registration system (i.e. by signing the registration paper and by swiping the badge) aimed to gradually introduce and monitor the new electronic attendance procedure.

Starting from October 21st, 2019, only the new electronic badge system will be used.

Registrar's Office

UNICAMILLUS