



## EXAM RESERVATION PROCEDURE FOR UNICAMILLUS DEGREE COURSES

P0. 31  
Dated 12 April 2023

### 1. Introduction

Each teaching provided for in the Study Plan of the individual UniCamillus Degree Programs ends with an examination, which the student takes in the exam dates listed in the academic calendar. Usually, the examination is chaired by a Committee and headed by the Coordinator of the Integrated Course.

In order to sit for the exam, students must be in a good standing with tuition fees and funding, shall have passed any propaedeutic exams, and must hold all attendance certificates.

### 2. Purpose of the procedure

The purpose of this procedure is to provide guidance on the exam reservation process for the Bachelors Degree Programs in Health Professions and Master's Degree Programs in Medicine and Surgery and Dentistry, as well as Master's Degree in Nutrition Sciences at UniCamillus.

### 3. Area of application

This procedure applies to the entire process of managing the exam reservation at UniCamillus, through GOMP platform.

This process is structured as follows:

1. Filling of the Satisfaction questionnaire of the teaching activity;
2. Exam reservation.

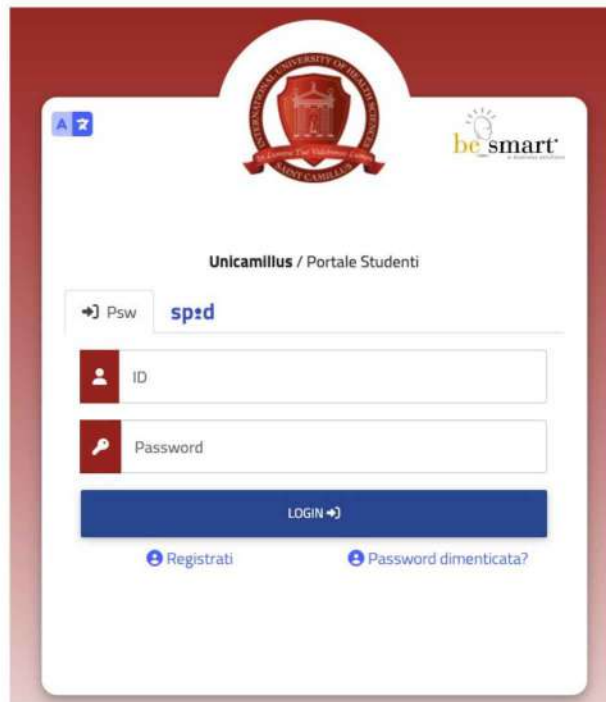
## 4. Filling of the Satisfaction questionnaire of the teaching activity;

### 4.1 Satisfaction questionnaire

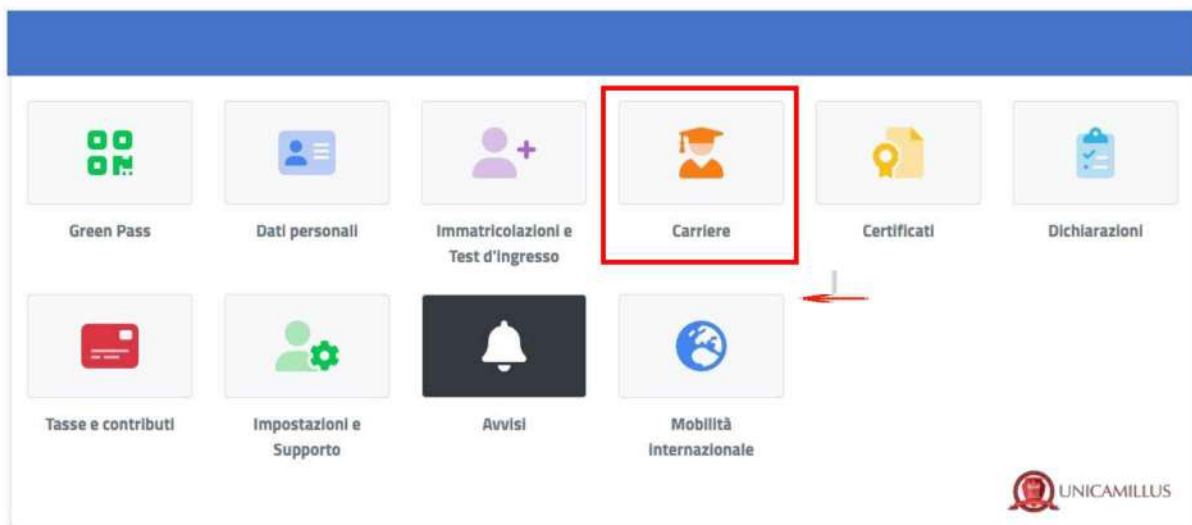
The questionnaire is available in both English and Italian and consists of 13 questions. The survey tool has been developed to adhere to the guidelines set by ANVUR.

### 4.2 Compilazione del questionario

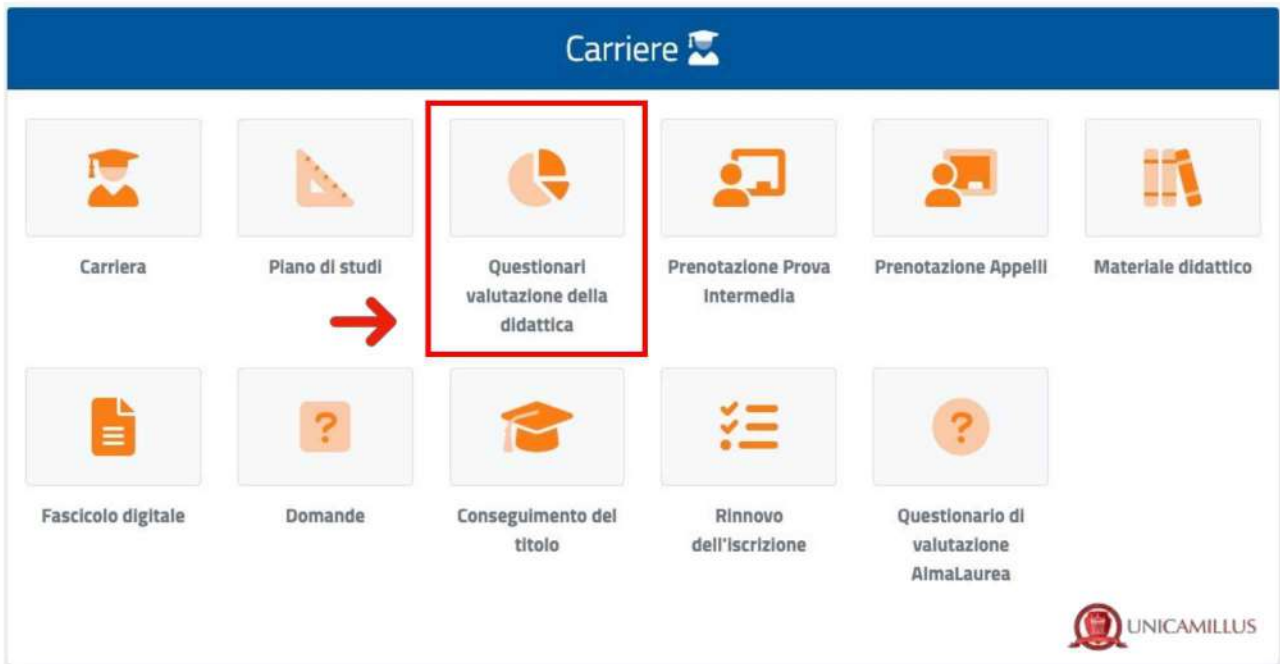
1. Students must access the GOMP portal (<https://unicamillus-studenti.gomp.it/Login/>) by entering their login credentials as provided to them by the Registrar's Office, or using their SPID credentials.



2. When logged in, they must click on **Career**.




3. Then click on “**Didactic Questionnaires/Questionario valutazione della didattica**”



4. Please proceed with filling out the **Questionnaire**.

We would like to inform you that the access and filling process ensures anonymity while carrying out the appropriate checks. The questionnaire is considered complete only if the student has answered all the questions and confirmed the storage of their answers.

Complete the **Questionnaire** of the subject clicking on the button 



5. Exam Booking (only after completing the **Didactic Questionnaire**, it is possible to proceed with the Exam Reservation)

After filling in the questionnaire, go back to the **“Career/Carriere”** section and select **“Exam Reservation/Prenotazione Appelli”**



Choose the exam and click on the button 

**Prenotazione Appelli**

Infermieristica (abilitante alla professione sanitaria di Infermiere)

Elenco esami sostenibili

| #       | Insegnamento                                    | Crediti | Attività            |   |
|---------|---|---------|---------------------|---|
| 1° anno |   |         |                     |   |
| 1       | SC018<br>Biology, Applied Physics, Biochemistry | 4       | A, A, A, A          |  |
| 2° anno |   |         |                     |   |
| 2       | SC020<br>Nursing Sciences III e IV              | 8       | B                   |  |
| 3       | SC026<br>Medicine and Specialised Surgery       | 7       | D, D, D, D,<br>B, B |  |
| 4       | SC025<br>Maternity and Childcare Nursing        | 6       | B, B, B, B          |  |



Select the exam date of interest and click on the button 

Prenotazione Appelli 


| Appello                                    | Docente  | Data  |
|--|--|---|
| 35262<br>Area accademica appello 2022/2023 | Paola Laura<br>Commissione / Nicola Diomedi, Diana Maria Rosaria | 21/03/2023 09:00<br>Unicamillus<br>Spazio 0504<br>Prenotabile dal 21/03/2023 alle 09:00 |

Altri appelli  
Appelli non prenotabili poiché riservati ad altri corsi di studio, anni di insegnamento, canali oppure non prenotabili oggi in base alle regole impostate dagli uffici

| Appello                                     | Docente  | Data  |
|---|--|---|
| 35273<br>Area accademica appello 2022/2023  | Paola Laura<br>Commissione / Nicola Diomedi, Diana Maria Rosaria | 18/03/2023 09:00<br>Unicamillus<br>Spazio 0504<br>Prenotabile dal 17/03/2023 alle 09:00/09:00 |
| 352612<br>Area accademica appello 2022/2023 | Paola Laura<br>Commissione / Nicola Diomedi, Diana Maria Rosaria | 17/03/2023 09:00<br>Unicamillus<br>Spazio 0504<br>Prenotabile dal 17/03/2023 alle 09:00/09:00 |




Confirm the registration by clicking on the blue button **"Confirm/conferma"**

Prenotazione Appelli 

Conferma i dati della prenotazione

Selezione appello  
35262

Area accademica  
2022/2023



Insegnamento  
05123 Biology, Applied Physics, Biochemistry


Corsivo  
Paola Laura

Corsi docenti  
Nicola Diomedi, Diana Maria Rosaria

Data e luogo  
21/03/2023 09:00 Unicamillus

Nota per la prenotazione (facoltativa)




Once you have reserved the exam, the system will generate an exam reservation receipt. This will also be available in the section **"Registration list (done)/Elenco Prenotazioni attive"**.

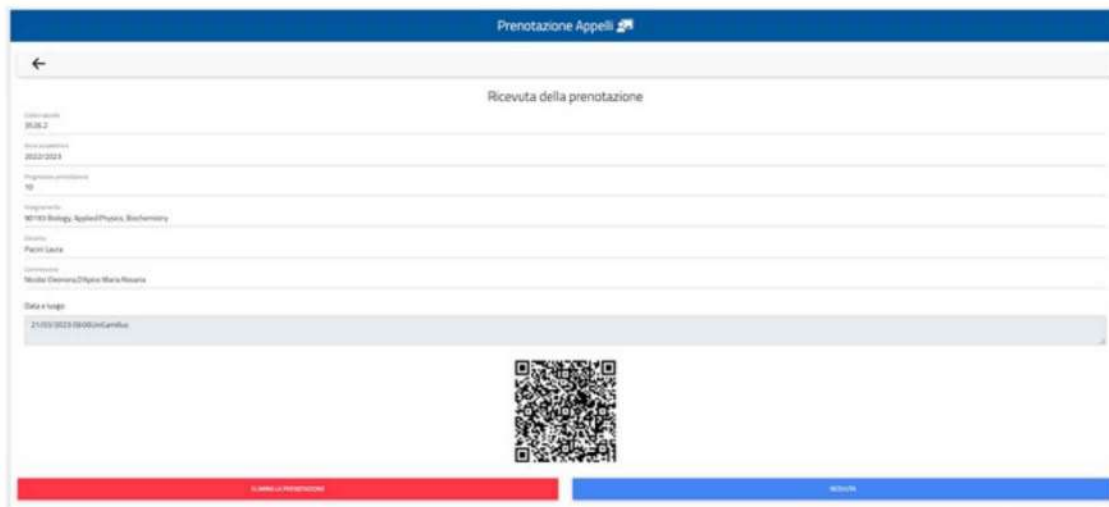
Prenotazione Appelli 

Elenco prenotazioni effettuate

| # | Appello                                     | Insegnamento   | Docente  | Data   |
|---|---|--|--|--|
| 1 | 350113<br>Area accademica appello 2022/2023 | 0500 Nursing Clinical Medicine, Surgery and Pharmacology | Dr. Matteo Morici<br>Commissione / Nicola Diomedi, Roberto Roberto, Maria Sergio                             | 22/03/2023 09:00<br>Unicamillus<br>Spazio 0504 |
| 2 | 352612<br>Area accademica appello 2022/2023 | 05123 Biology, Applied Physics, Biochemistry             | Paola Laura<br>Commissione / Nicola Diomedi, Diana Maria Rosaria   | 17/03/2023 09:00<br>Unicamillus<br>Spazio 0504 |
| 3 | 350111<br>Area accademica appello 2022/2023 | 0500 English Epidemiology Health Statistics              | D'Agostino Fabio<br>Commissione / Di Cosimo Daniela, De Franco Valterio, Di Cosimo Fausto, Di Cosimo Daniela | 18/03/2023 09:00<br>Unicamillus<br>Spazio 0504 |
| 4 | 35262<br>Area accademica appello 2022/2023  | 05123 Biology, Applied Physics, Biochemistry             | Paola Laura<br>Commissione / Nicola Diomedi, Diana Maria Rosaria   | 21/03/2023 09:00<br>Unicamillus<br>Spazio 0504 |




By clicking on the button  you can view and download the receipt, or you can cancel your reservation.



The screenshot shows a mobile application interface for 'Prenotazione Appelli'. The title bar is blue with the text 'Prenotazione Appelli' and a small icon. Below the title bar is a white header with a back arrow on the left and the text 'Ricevuta della prenotazione' in the center. The main content area is white and contains the following information:

- Codice corso:** 3636 2
- Anno accademico:** 2022/2023
- Programmi attivabili:** 30
- Programmi:** 30103 Biology, Applied Physics, Biochemistry
- Scuola:** Pagan Sabot
- Università:** Medico Veterinario Filippo Maria Novati
- Data e luogo:** 21/05/2023 09:00:00 Camillus

Below the text is a QR code. At the bottom of the screen, there is a red bar on the left with the text 'UNICAMILLUS' and a blue bar on the right with the text 'UNICAMILLUS'.

### Final recommendations

It is recommended for each student to download and save their booking receipt.

The student can sit the exam **only if**:

- The booking procedure has been completed successfully by the student;
- The student has a copy of the reservation receipt available. This document may be requested by the teaching staff or the Didactic Secretariat during the exam.

If you have any problem on GOMP, you can contact via mail the offices:

| Degree Course  | Email address                    |
|--|----------------------------------|
| Degree courses in the health professions<br>Nursing<br>Physiotherapy<br>Midwifery<br>Biomedical Laboratory Techniques<br>Radiology, Diagnostic Imaging and Radiotherapy Techniques | hp.didactics@unicamillus.org     |
| Degree in Medicine and Surgery   | medicine@unicamillus.org         |
| Degree Course in Dentistry and Dental Prosthetics  | dentistry@unicamillus.org        |
| Master's Degree Course in Human Nutrition Sciences   | nutrizione.umana@unicamillus.org |

The anomaly report must be sent to the Didactic Office of your degree course **within the deadline for exam booking**. If the report is received after the booking deadline, it will not be taken care of or handled by the Student Office.

**Reports received after the deadline for exam registration will not be taken into consideration.**

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