

PROCEDURE FOR ONLINE RECORDING OF EXAMINATIONS

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 headed by the Coordinator of the Integrated Course.

Upon completion of the learning assessment of the integrated teaching, students are informed of the outcome through the GOMP platform. The display and the acceptance/rejection of the outcome will take place exclusively on the GOMP student portal.

More practically, students are no longer required to sign the exam report. All data is entered online by Professors. For any clarification on the outcome obtained, students are asked to speak directly to the Coordinator of the Integrated Course.

2. Purpose of the procedure

The purpose of this procedure is to provide guidance on the procedure for displaying the examination outcome of the integrated course and its acceptance/rejection through GOMP platform.

3. Area of application

This procedure applies to the entire process of managing the exam outcome of all the integrated courses of 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.



4. Access To The Student's Personal Web Page

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

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	Unicamili	us / Portale Student	i
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1	ID		
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		Login →)	
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2. When logged in, they must click on Career.





3. The following window will display and students must click on **Career**. In this section students can view their marks as well as a list of pending exams.

At the end of an examination or in the days following it, marks will be displayed in this section (the students will receive an email at their institutional email address when the professor will register the marks on GOMP).

Carriere 🗵						
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Carriera	Plano di studi	Questionari valutazione della didattica	Prenotazione Prova Intermedia	Prenotazione Appelli	Materiale didattico	
	?	1	žΞ	?		
Fascicolo digitale	Domande	Conseguimento del titolo	Rinnovo dell'Iscrizione	Questionario di valutazione AlmaLaurea		

4. Students must accept or reject the mark by clicking on the icons shown in the image below:

Carriera 🐱								
Esiti in a	Esiti in attesa							
Tipo	Esame		Esito	Data	Scadenza	Crediti		
s	S SCIENZE INFERMIERISTICHE OSTETRICO GINECOLOGICHE 1 1 dui na - MED/A3, 8 dui na - MED/47			10/1/2023	18/01/2023	9	~	×
L/SNT1 Ostetricia (abilitante alla professione sanitaria di Ostetrica/o) regolamento 2021/2022								
Matricola		9082			•			
Immatrico	blazione	2021/2022						
Corso di s	so di studi USNT1 Ostetricia (abilitante alla professione sanitaria di Ostetrica/o) regolamento 2021/2022							
Ultima isc	rizione	2021/2022						
Status		Carriera attiva					_	

Quindi:

- Click on 🗹 to ACCEPT your grade;
- Click on 🔀 to **REJECT** your grade.



5. After selecting the desired option (accept or reject), students must click on "Conferma Accettazione Voto/Conferma Rifiuto Voto" and then "YES".

Carriera 🖾								
Esiti in attesa								
Tipo Esame			Esito	Data	Scadenza	Crediti		
S SCIENZE INFERMIERISTICHE OSTETRICO GINECOLOGICHE 1		Conferma accettazione esito	×	10/1/2023	18/01/2023	9	~	×
L/SNT1 Ostetricia (abilitante a	alla professione sanil	Confermi di voler accettare l'esito per SCIENZE OSTETRICO GINECOLOGICHE 1 (90351) soster con voto finale: 27/30 ?	INFERMIERISTICHE nuto il "10/01/2023",	22				
Matricola	9082		NO SI	1				
Immatricolazione	2021/2022			1				
Corso di studi	U/SNT1 Ostetricia (abilitante alla professione sanitaria di Ostetrica/o) regolamento 2021/2022							
Ultima iscrizione	2021/2022							
Status	Carriera attiva						2	
		VISUALIZZA CERTIFIC	CATI .			<u> </u>		MILLUS

6. After accepting/rejecting a mark, the following message will appear and the procedure will be complete.

Carriera 🐱						
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L/SNT1 Ostetricia (abi	L/SNT1 Ostetricia (abilitante alla professione sanitaria di Ostetrica/o) regolamento 2021/2022					
Matricola	9082					
Immatricolazione	2021/2022					
Corso di studi	L/SNT1 Ostetricia labilitante alla professione sanitaria di Ostetrica/ial regolamento 2021/2022					
Ultima iscrizione	2021/2022					
Status	Carriera attiva					
Nessun esame presente in questa carri	VISUULUZIA CERIFIFICIATI					

5. Final recommendation

If the exam has not been passed/you were absent, you will not receive any communication. **Please note** that, after acceptance/rejection of a mark, the relevant examination will no longer appear in the "examinations sat" list until the tutor closes the examination transcript AFTER at least 7 days of the results being put online.

Please note: should students exceed the 7-day deadline, they will no longer be able to make a choice. Once a pass mark is obtained, it will be automatically recorded.

The examination will appear in the list of examinations sat after at least 7 days.

For information about this, please contact the professor and not the administrative offices.