	PROCEDURE FOR ONLINE RECORDING OF EXAMINATIONS	P32
		Dated
		19/03/2024

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, and composed of the professors in charge of the various modules and any experts in the subject matter.

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

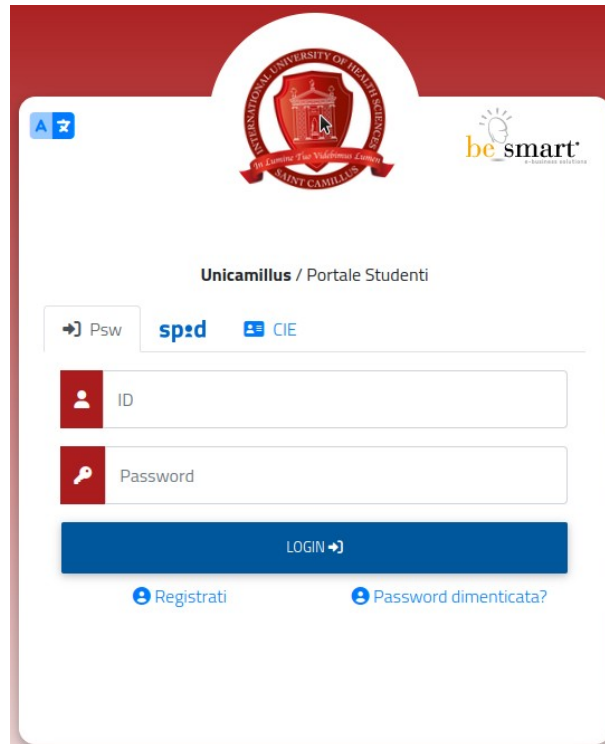
The purpose of this procedure is to provide guidance on the procedure for displaying the examination outcome of the integrated course and its acceptance/rejection through GOMP platform.

3. Area of application

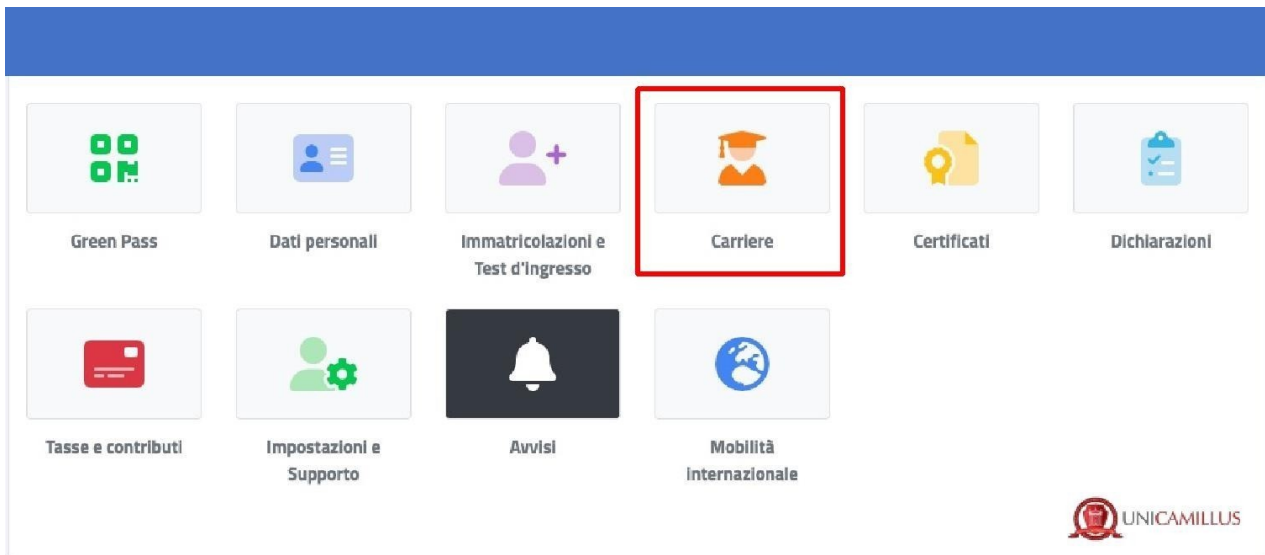
This procedure applies to the entire process of managing the exam outcome of all the integrated courses of the Bachelors Degree Programs and Master's Degree Programs at UniCamillus.

4. Display and the acceptance/rejection of the grade

4.1 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/CIE credentials.



4.2 When logged in, they must click on Career.



4.3 Click on **Career**. In this section, you can view the outcome of the exam.

The system requires that the student, at the end of the exam or in the days immediately following, receives an email notification of the outcome properly uploaded to the system by the Integrated Teaching Coordinator.



Upon receipt of the email, the student can view the outcome by accessing on GOMP.



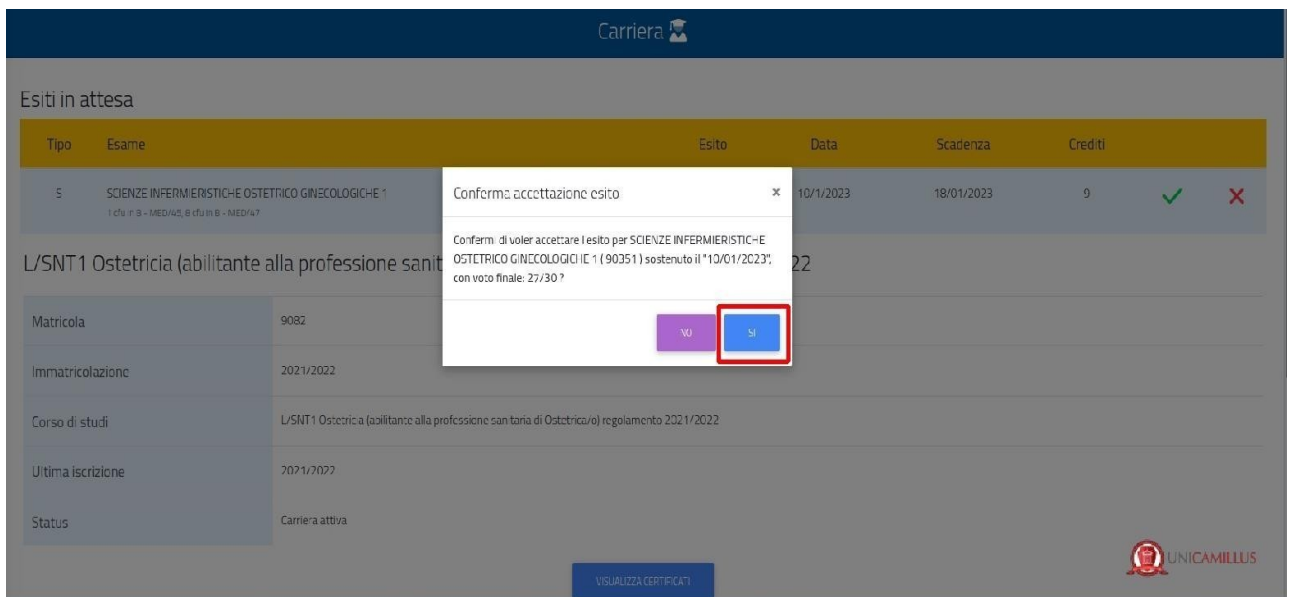
4.4 Students must accept or reject the mark by clicking on the icons shown in the image below within the deadline (Scadenza) by which the student is allowed to accept or reject the outcome:



So:

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

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



The screenshot shows the 'Carriera' page with a table of exams. A confirmation dialog box is open, asking to confirm the acceptance of the mark for 'SCIENZE INFERMIERISTICHE E OSTETRICO GINECOLOGICHE 1' (90351) held on 10/01/2023, with a final vote of 27/30. The dialog has two buttons: 'NO' and 'SI'. The 'SI' button is highlighted with a red box.

Tipo	Esame	Esito	Data	Scadenza	Crediti		
5	SCIENZE INFERMIERISTICHE OSTETRICO GINECOLOGICHE 1 <small>1 cfu in B - MED/42, 8 cfu in B - MED/47</small>		10/1/2023	18/01/2023	9	✓	✗

Conferma: accettazione esito

Confermi di voler accettare l'esito per SCIENZE INFERMIERISTICHE E OSTETRICO GINECOLOGICHE 1 (90351) sostenuto il "10/01/2023", con voto finale: 27/30?

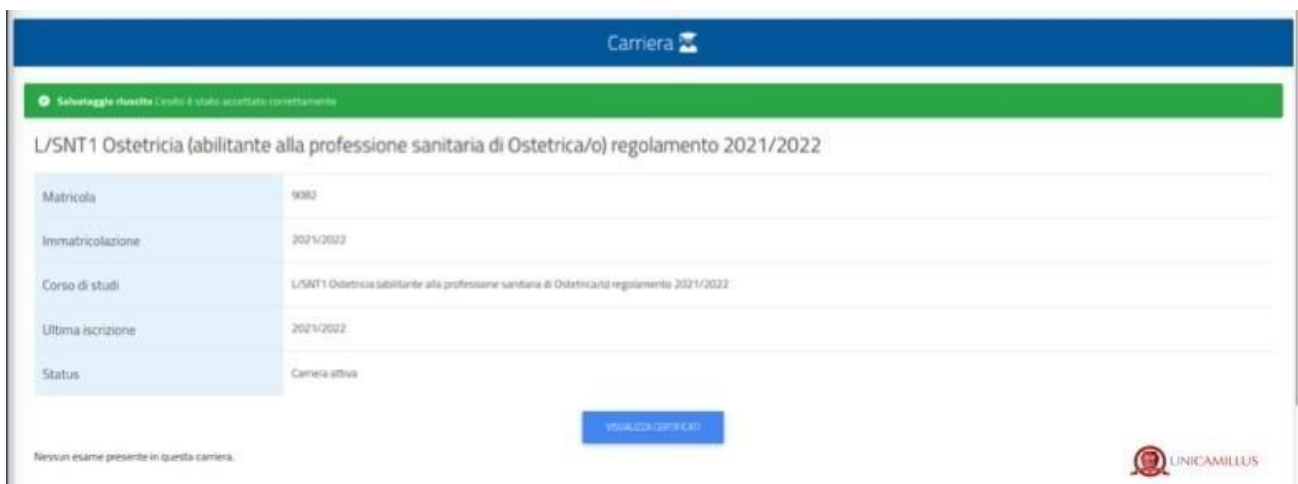
NO SI

Matricola: 9082
Immatricolazione: 2021/2022
Corso di studi: L/SNT1 Ostetrica (abilitante alla professione sanitaria di Ostetrica/o) regolamento 2021/2022
Ultima iscrizione: 2021/2022
Status: Carriera attiva

VISUALIZZA CERTIFICATI

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.

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



The screenshot shows the 'Carriera' page with a green confirmation message: "Scegliete l'opzione. L'esito è stato accettato correttamente." Below the message, the student's details for 'L/SNT1 Ostetrica' are displayed.

L/SNT1 Ostetrica (abilitante alla professione sanitaria di Ostetrica/o) regolamento 2021/2022

Matricola	9082
Immatricolazione	2021/2022
Corso di studi	L/SNT1 Ostetrica abilitante alla professione sanitaria di Ostetrica/o regolamento 2021/2022
Ultima iscrizione	2021/2022
Status	Carriera attiva

VISUALIZZA CERTIFICATI

Nessun esame presente in questa carriera.

5. Final recommendation

The notification email regarding the outcome of the exam will only be sent to those who have passed the exam successfully; in case of failure, the outcome "WITHDRAWN/RITIRATO" or "INSUFFICIENT/INSUFFICIENTE" will appear in the academic record.

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.

The exam will appear in list of the exam only when the tutor closes the examination transcript AFTER at least 7 days of the results being put online.

Please note that for all inquiries regarding the obtained grade and the procedure for recording the results, students are required to contact directly the coordinating of the integrated teaching and not the academic and/or administrative offices.

For anything not explicitly mentioned in this procedure, please refer to the Student Regulations and the Didactic Regulations of the Degree Courses.
