

Directive on examinations for the autumn session of the 2019-2020 academic year

Approved by the USI Management Board on 15.06.20 and ratified by the Academic Senate on 18.06.2020

Note: this document is translated into English for reference purposes only. For all legal issues the original Italian text shall be referred to.

Context

Due to the extraordinary situation caused by the pandemic of the novel Coronavirus, USI has concluded all teaching activities of the spring semester 2020 online and has decided to organise online also the summer session exams. To ensure consistency between the two sessions, and due to the continuing uncertain conditions, it has been deemed appropriate to organise the 2020 autumn session exams online.

General principles

1. As it was for the choice to move all the teaching activity online, without even a day's interruption, USI guides its decisions by the following four principles:
 - a. Protect the safety of our academic community;
 - b. Search for solutions that give continuity to the institution, contributing to the preservation of the social fabric;
 - c. Ensure the academic programme even in such a difficult and volatile environment;
 - d. Adhere to the decisions of the competent public authorities.
2. These decisions are taken with the aim of protecting the best possible interests of the student(s) and to avoid them being harmed by the current situation.

Decisions regarding the 2020 autumn exam session

3. **2020 autumn exam session**
 - a. The 2020 autumn exam session is guaranteed, students will be able to take all the exams corresponding to the courses offered during the academic year 2019/20;
 - b. The session starts on 24 August and ends on 11 September 2020. The Faculties will decide how to organise the exams during this period, in order to ensure a better service to the students;

- c. The final evaluations of the project, semester and diploma workshops at the Academy of Architecture do not have an autumn session, except for first-year students who have not passed the overall project evaluation. The method of examination will be communicated separately.

4. Results and attempts

- a. For examinations of courses held in the spring semester 2020
 - The results obtained in the exams are only taken into consideration if they lead to the acquisition of the corresponding credits;
 - Any failure or withdrawal from an examination is considered a justified absence and is therefore not counted towards the admissible attempts, unless, in the interests of the student, it is permitted to validate an insufficient mark;
- b. For all other examinations, the general provisions stated in the Faculty Regulations shall apply;
- c. The provisions issued by the Management are valid for the Academy of Architecture, in particular for passing the first year, accessing the Master and passing the final Diploma.

5. General form of exams

- a. All the 2020 autumn session exams sessions will be held online;
- b. No video-surveillance systems are used;
- c. The students will sign an ad-hoc document, in which they commit to take the exams with honesty and without resorting to any illicit means;
- d. The lecturers follow the directions contained in a specific document prepared by the Pro-Rector for Education and Students' Experience. The eLab service will assist in the technical implementation of the exams together with the IT services.

6. Examination methods

- a. The examination methods are "open book", oral and quiz.
- b. If necessary or appropriate, the lecturer(s) of the courses given in the autumn semester will change the mode of examination to ensure the highest possible quality:
 - in terms of the ability to verify the actual student learning and to reduce the risk of copying or access to illicit tools or aids;
 - bearing in mind the complexity of the situation;
- c. In particular, they may change:
 - The examination method (for example: from oral to written or vice versa; from written to open book);
- d. Below are the permitted methods:
 - "Open book" examination: delivery of an essay or project:
 1. possibly accompanied by a short video explanation;
 2. with the possibility to capture the moment at the start and end of the test.
 - Oral exam, in videoconference (via Skype or MS Teams), in the presence of an assistant.
 - Quiz exam:
 1. with the possibility to
 - a. randomise the order of questions and possible answers;
 - b. access a larger database of questions, a subset of which is randomly assigned to the student;
 2. upon request to
 - a. include also open questions;

- b. verify higher level knowledge (understanding, ability to apply principles to specific cases, analysis, summary, evaluation).
- e. The cases of students with recognised specific learning difficulties will be assessed on a case-by-case basis, taking into account new technical methods and the possibilities they allow.

7. Communication of examination methods

The examination methods of the courses of the spring session are confirmed, the examination methods of the courses of the autumn semester will be communicated by 6 July 2020

- i. to students on the iCorsi platform;
- ii. to the Faculties according to the arrangements they define;
- iii. to the eLab service according to methods it defines.

8. Exemptions and grievances

- a. Any exceptions to this Directive are the responsibility of the Pro-Rector for Education and Students' Experience, after consulting the relevant Faculty;
- b. Jurisdiction over any grievances and appeals shall remain governed by the respective Regulations.

9. Final provision

This Directive replaces for the autumn session 2019/2020 any conflicting provisions contained elsewhere in other legal provisions