How to survive exams at Unipv
Find your main source of information - websites

You will have to check online for **timetables, exam dates, fun news**. It is important to find your correct source of information! *You do not want to wake up early, arrive in your department/faculty to find out that your class has been cancelled!*

Start from this link and look for your department/faculty/study course website: [https://web-en.unipv.it/education/](https://web-en.unipv.it/education/)
Mark on your calendar important dates

Once you find the correct website, look for important deadlines and dates! Remember to check online when your class is going to start and what your calendar will be before booking any holidays or your flight back.

Example:
Locate your department/faculty: our offices are located in various parts of town. Refer to the Map on the App to find all the correct locations.

How to survive exams at Unipv
Locate your passwords

All students should have two set of credentials:

**FIRST SET:**
FOR ALL UNIPV SERVICES
(FREQUENZA INPRESENZA,
MYUNIPV/PERSONAL AREA, WI-FI, ETC)
USERNAME: FISCAL CODE; PASSWORD:
RANDOM/YOU CAN CHANGE IT

**SECOND SET:**
FOR YOUR UNIVERSITY EMAIL BOX
USERNAME: EMAIL ADDRESS; PASSWORD:
RANDOM/YOU CAN CHANGE IT

Any issue go to:
HTTPS://PASSWORD.UNIPV.IT

How to survive exams at Unipv
Download MYUnipv app

This box has to be used once in class to confirm your presence.

It is mandatory to download the app. You are going to use a lot but most of all to confirm your presence in class.

How to survive exams at Unipv
Students will have access to video recordings using the Kiro portal and/or Google Drive for 15 days. Please check your schedule and if any of your classes overlaps this may happen especially with classes from different years/courses/departments. Try to contact the professor, there may be a solution to your problem!! Teaching Staff contact are on the course website!
KIRO is Learning Platform or course management system. Choose your area and then access with your university credentials. Once you are in, look for your course and register for it; it is normal if you enter and you find it empty.

You will have to register to the course (just a click on the left). In each folder you will find:
- link to recordings
- study materials
- information and more

For a while there are going two platform: the old edition and the new edition. Please check both platform to look for your course. The username and password is always the same:

**STANDARD EDITION:** https://idcd.unipv.it/kiro3/

**NEW EDITION:**
https://elearning.unipv.it/

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Look for your courses on KIRO

How to survive exams at Unipv
Check on the syllabus or on kiro the final examination method

Each final examination can be:

- Written
- Oral
- A mix of both

Link to official syllabus:
https://www-4.unipv.it/offertaformativa/portale/ricerca_insegnamenti.php?lingua=2

Exams: each course will schedule a final examination, if you pass it you will get the credits

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Access your Personal Area and check: https://studentionline.unipv.it/Home.do

**Study plan** - *career plan: the activities in my study plan/learning agreement are listed here* –
Home < Study Plan

**Exams:** *when the exam session is on, here is where I can register for the exam; this is where my result will be published and where I can refuse it if I do not like it*
Home<Exams

**Admission** - *Personal Data: here is where you can change/update personal data*
Home<Admission<Personal Data

**Admission** - *Self declaration: you can download an enrollment certificate from here (NOT ERASMUS)*
Home<Admission<Self-certification

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How to survive exams at Unipv
In order to take the exam remember to register for it!

- Check the date - Exams - Exam Sessions: you find for each exam, the exam dates, the deadlines to register for each exam.
- Register EXAMS - BOOKING NOTICE BOARD to check if your booking has been successful.
- Go to the assigned classroom – link
- Check your result RESULT NOTICE BOARD: you will find your grade in this section and an email will be sent to you with your mark to your @universitadipavia.it.
- GO TO EXAMS - RESULT NOTICE BOARD

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Exam: when passed and grades

Accept or refuse: You **pass if you get a mark of 18/30**(min 18/max 30 and 30 cum laude).
If your exam is divided into parts (i.e. a written test and an oral interview), professors may decide to use the average mark of the two parts or just the final mark.

<table>
<thead>
<tr>
<th>REFUSE</th>
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<tbody>
<tr>
<td>YOU DON’T LIKE YOUR MARK AND/OR YOU THINK YOU CAN DO BETTER.</td>
</tr>
<tr>
<td>WITHIN 5 DAYS AFTER RECEIVING THE E-MAIL, ACCESS YOUR PERSONAL AREA AND REFUSE IT.</td>
</tr>
<tr>
<td>YOU CAN TRY AGAIN IN THE NEXT EXAM DATE ON THE CALENDAR</td>
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</table>

<table>
<thead>
<tr>
<th>ACCEPT</th>
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<tr>
<td>YOU LIKE YOUR MARK! GREAT: JUST LET THE 5 DAYS PASS AND THE PROF. WILL REGISTER IT ONLINE.</td>
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</table>
HELP! Who is helping me now!

USE OUR ONLINE MESSAGING SERVICE
GO TO: https://a1700.gastonecrm.it/filo-diretto/#/login

Login with your final username and password and your request will be directed to the correct office

How to survive exams at Unipv
HELP! Who is helping me now!

Book an appointment on:
GOPA.UNIPV.IT

- **WELCOME OFFICE** any question about starting your experience at the University of Pavia
- **GESTIONE CARRIERA UNIVERSITARIA** for issues concerning your current career
- **MOBILITÀ INTERNAZIONALE** for Erasmus - Mobility Students
- **ADMISSION OFFICE** for pending issues on your admission or enrollment
- **HELPDESK PERMIT OF STAY** for support in your permit of stay application

more offices are also available in the same portal for different issues