

## How does the Italian University grading system work?

Italian University use a 30 point scale. When the student's performance is considered outstanding, a *laude* ('lode') can be added by the commission. The **minimum passing grade is 18/30**. Grades below 18 are failing grades and are not registered. The **final graduation mark**, using a 110 point scale, is the average grade of all exams. A *laude* ('lode') can be added by the commission. The minimum mark to graduate is 66/110.

## What is the ECTS - European Credit Transfer and Accumulation System?

The ECTS is used across the European Union to set a **study attainment and student performance standard** and it concerns higher education. ECTS vary throughout European Countries. In Italy ECTS are called CFU, **1 CFU** (C.F.U. stands for "Crediti Formativi Universitari") consists of **25 coursework and workload hours**. To successfully **complete a degree programme**, students are to **achieve a certain amount of credits** (180 ECTS– BA Degree; 120 ECTS– MA Degree;). Ca' Foscari University is compliant with the European directives on ECTS, recognizing the **equivalence** 1 CFU = 1 ECTS. In order to gain the university **credits** (CFUs) related to each educational activity, students must pass the exams (or other forms of evaluation).

Each course is worth 6 to 9 credits, or up to 12 to 18 credits for those organized in two modules.

## Further details and information

Find further information on exams at:

[www.unive.it/english](http://www.unive.it/english) > Study > Study plan and exams ([www.unive.it/exams](http://www.unive.it/exams)).

In case of difficulties, students can contact the Information Tutors working on the University campuses and the departments ([www.unive.it/tutors](http://www.unive.it/tutors)).

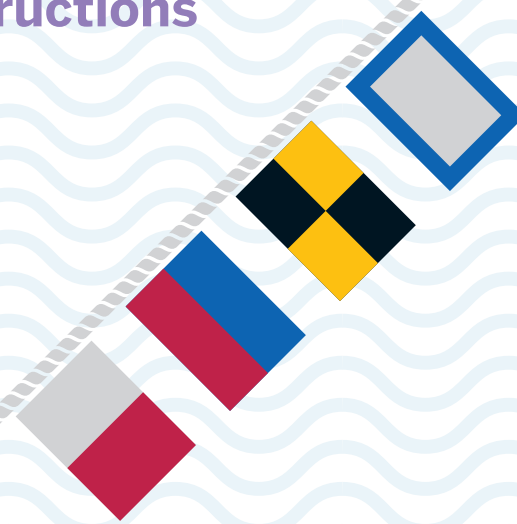


Ca' Foscari  
University  
of Venice

Guidance and  
Counseling Unit

# EXAMS

## Instructions



## How are exams structured at Ca' Foscari University?

Exams verify the **students' preparation, knowledge and skills** related to the course. In Italy exams can be **written or oral**. Written exams can be structured differently, for instance they could include multiple choice-questions, open questions or exercises. In some cases, exams can consist in two (or more) parts, written and oral. This is true for language exams but also for other subjects. The exam's type is indicated in the **syllabus of the course**. For each course you will find a dedicated page in Ca' Foscari **website**, with all the required information.

## What is an OFA? I have an OFA, can I sit an exam?

Admission to any Bachelor's Degree programme requires an evaluation of the student's educational background. In case of a negative result of this evaluation, students must undergo the **Additional Learning Requirements (OFA)** procedure. The OFA regard **language skills** (English/Italian) or knowledge of a specific **subject** (mathematics, logic, philosophy). If you have an OFA you are regularly enrolled in your degree programme. Some degree programmes require students to **fulfill the OFA** within specific deadlines, others expect students to **pass the OFA** in order to register and take the exams. To read the rules applying to your degree programme, please see **Study > Bachelor's and Master's degrees > degree course > study > OFA and eligibility**

## When can I sit an exam? What happens if I fail/miss an exam?

The academic calendar is divided in **two semesters**, each organized in **two terms**. Courses may last **one term** (5 weeks + 1 for extra/rescheduled lessons) or **one semester** (14 weeks). For courses lasting one term, examinations are scheduled at the **end of the term**. This means that they are planned for October-November/December/March/May-June. For courses that last one semester, examinations are scheduled at the **end of the semester**, this means that they are planned for January-February/May-June.

You should sit the exam at the end of the term/semester. **During the academic year additional examinations** called exam sessions are scheduled. Each course includes at least **4 different dates** in which the related exam can

be taken. If you **fail or miss the exam**, you will have more attempt to take it during the following exam session. One session is scheduled in August/September. Students are allowed to choose any **exam date** included in the calendar, with the exception of the **language** exams of the degree programmes belonging to the language area, for which students will be required to choose one of the exam dates available in the exam session. To check when examinations are planned, please see the exam sessions scheme.

## Where do I find the exams' calendar? When can I register for the exam?

The **exams dates** are published in each **course's webpage** under the menu "Study". From Ca' Foscari homepage it will be possible to find them as follows:

**Study > Bachelor's and Master's degrees > degree course > study > exams**

**Exam registration lists** open 15 days before the exam date and close 4 days before the exam date. In order to register for an exam students must have filled in their **Study Plan** (see Study Plan – Instructions).

## How to register for the exams?

In order to register, it will be necessary to enter your **Personal Area** using your matriculation number and password.

**Area Riservata > Esami e Libretto > Appelli – S3.**

Personal Area > Exams and Transcript > Exam dates –S3

Exams dates will be displayed. In order to register, you will have to click on the icon on the left. Before registering, you are to answer a **questionnaire** on that specific course.

While registering, the students will be informed of **where and when** the exam will take place.

## Accepting / refusing grades

When receiving an exam result, you may **accept or refuse it** if you are not satisfied with it. For **oral exams**, you are to accept/refuse your grade at the end of the exam. In case of **written** exams, you will receive an email about the exam result on your University webmail address (matriculationnumber@stud.unive.it). To accept/refuse it, you are to follow a specific procedure in your Personal Area: **Area riservata > Esami e Libretto > Bachecca esiti – S3** – Personal Area > Exams and Transcript > Exams' results – S3. If you do not refuse it, the exam will be recorded in your transcript. Accepting the exam result does not automatically entail its recording: professors are in charge of the recording procedure.

## Exam sessions scheme

| Term / semester   | Oct - Nov<br>30/10-<br>4/11/17 | Dec<br>18/22-<br>23/12/17 | Jan - Feb<br>8/1-3/2/18 | Mar<br>19/3-<br>24/3/18 | May<br>7/5-12/5/18 | May - June<br>21/5-16/6/18 (A)<br>28/5-23/6/18<br>(B) | Aug - Sept<br>27/8-15/9/18 (A)<br>27/8-8/9/18 (B) | Jan<br>2019 |
|---|--------------------------------|---------------------------|-------------------------|-------------------------|--------------------|---|---|-------------|
| <b>Courses held in one term</b><br>6 ECTS/CFU courses                   |                                |                           |                         |                         |                    |   |   |             |
| 1st term  | 1                              |                           | 1                       |                         |                    | 1   | 1   |             |
| 2nd term  |                                | 1                         | 1                       |                         |                    | 1   | 1   |             |
| 3rd term  |                                |                           |                         | 1                       |                    | 1   | 1   | 1           |
| 4th term  |                                |                           |                         |                         | 1                  | 1   | 1   | 1           |
| <b>Semester courses (held in two terms)</b><br>6 or 12 ECTS/CFU courses |                                |                           |                         |                         |                    |   |   |             |
| 1st semester  |                                |                           | 2                       |                         |                    | 1   | 1   |             |
| 2nd semester  |                                |                           |                         |                         |                    | 2 (C)   | 1   | 1           |

(A) All except exams of Languages and Cultures.

(B) Exams of Languages and Cultures.

(C) Only for the May-June session, graduands are obliged to take the exam on the first of the two available exam dates in the same exam session.

The academic calendar and examinations scheme are available at [www.unive.it/calendar](http://www.unive.it/calendar).