



THE RECTOR

Pursuant to Rector's Decree of 23 August 2021 which, in compliance with current law provisions, established parameters for University educational and curricular activities from 1 September to 31 December 2021;

Recalling that the positive outcome of the vaccination campaign at national level, which helped contain the spread of Covid-19, had allowed the University, with said decree, to resume in-person teaching and learning in the first academic semester, in keeping with its tradition, while pursuing innovation through digital learning strategies adopted in this predicament;

Recalling also that a gradual return to normal could then be expected given the very positive developments that had taken place in recent months, so much so that all the latest regulatory measures – most recently Law Decree no. 111 of 6 August 2021, as converted into Law no. 133 of 24 September 2021 – and various ministerial circulars required universities to deliver academic and curricular activities primarily in person;

Acknowledging that, as of last December, the pandemic emergency suddenly worsened both internationally and nationally, with a significant increase in the Rt contagion rate over a few days resulting in the Lombardy region to move from the white zone to the yellow zone as of 3 January 2022;

Considering that in this emergency situation it is essential to make choices for teaching and learning in the second semester that are consistent with the new measures taken by the Council of Ministers on 5 January 2022 to protect public safety;

Pursuant to the safety rules still in force, such as the requirement to use personal protective equipment and keep a distance of at least 1 meter from each other, the prohibition to access university premises with a body temperature above 37.5°, as well as the requirement to hold a green pass valid until 31 March 2021, the current end of the state of emergency:

- a) For all school and university staff
- b) For all students, including doctoral students, postdocs, fellows, trainees, upcoming graduates, graduate students, with the sole exception of those who are not required to be vaccinated, based on medical evidence produced in compliance with Ministry of Health's requirements;

Acknowledging the need to make choices in line with the ongoing uncertainty, using flexible management and organizational models to respond to different scenarios depending on the evolution of the pandemic emergency;

HEREBY DECREES

To adopt the following organizational measures:

Art. 1 – Lectures and other face-to-face teaching activities

Lectures and other face-to-face teaching activities will be carried out **in person**, if the classrooms are available and safety and social-distancing requirements are met.



In-person lectures will be accessible only to students holding a Covid-19 certificate. It should be remembered that for the time being the Covid-19 certificate is issued also to unvaccinated individuals with a negative molecular (or rapid antigen) test result in the last 48 hours, or those who have recovered from Covid-19.

For detailed information: <https://www.dgc.gov.it/web/>

Lectures will be held according to the applicable semester/quarter calendar, drawn up based on the number of in-person learning hours set out in W4, with class times starting at 8:30 a.m.

The classrooms may also be occupied at full capacity, provided that safety and distancing requirements are met. The use of FFP2 masks is recommended.

However, students are still required to reserve a seat in the classroom through the *LezioniUnimi* application or the Timetable Portal.

All classes will be live streamed.

Streaming will also facilitate participation by students with underlying health concerns, or those who are immunocompromised, **by students not yet holding a Covid-19 certificate** as well as by international students who – given the travel restrictions imposed by the pandemic – would be unable to attend class in person.

Classes need not be recorded; however, the individual Executive Committees and/or Academic Boards may decide to implement specific modes (e.g. time-limited access to video content, type of lectures) in order to handle issues arising from the specific nature of a given academic programme. The option for individual instructors to provide students with any kind of material intended to facilitate their learning, including class recordings via the Ariel platform, shall stand.

Should the in-class spaces be insufficient to permit in-class participation for the entire day, an option will be provided to attend lectures from a study room or library, for those students who have booked only certain hours of a given day of lectures. All locations shall have the option to charge computers and smartphones used to attend remote lectures.

The University Administration will take a proactive stance on increasing educational assistance and support services, both in “smart” and traditional classrooms.

Attendance, where required, will be checked according to the procedures set out by each academic board.

Given the major changes affecting higher education, and the efforts made to increase access to new digital opportunities, submission of projects to test out new learning modes (including student-centred learning, and the implementation of approaches first tried last year) will be encouraged, and support for these efforts provided. The ultimate goal is the integration of online and in-person teaching through a variety of active and participatory strategies (teamwork, flipped strategies, case-studies, small group discussions with



breakout rooms, as well as large group discussions, problem-based scenarios) and technological tools (Moodle platform, Microsoft Teams, Zoom, videos, forums, etc.) that can improve student engagement and optimize classroom activities.

Art. 2 – Written exams

Written exams will be held **in person**, with all safety and social-distancing protocols followed.

In order to take written exams in person, a Covid-19 certificate is required. It should be remembered that for the time being the Covid-19 certificate is issued also to unvaccinated individuals with a negative molecular (or rapid antigen) test result in the last 48 hours, or those who have recovered from Covid-19. For detailed information: <https://www.dgc.gov.it/web/>

To manage logistics, students will be sorted into groups for exams, with staggered exam calls which will vary based on the capacity of the assigned classroom.

Exceptions to the in-person written exam requirement will be granted only for the following reasons:

- a) Covid-19 positive or quarantined students. The specific provisions on quarantine are contained in the circular of the Ministry of Health of 30 December 2021, which was sent by email on 3 January 2022.
- b) Students with underlying health concerns, as laid down by law.
- c) Students residing abroad.

The aforementioned categories of students have the right to sit the written exam according to the procedures to be set out by faculty by 31 January, after consulting with the Managing Committee.

Requests for waivers must be submitted by e-mail or through the *LezioniUnimi* application, as required by the Academic Board and specified on the study programme website. Requests by e-mail must be submitted to the class' lead instructor, and to the Head of the Study Programme. A self-certificate with an unequivocal affirmation of the existence of one of the situations under points (a), (b), and (c) above must be enclosed with any such request.

Please visit the Unimi website for a template: [Teaching activities on campus | Università degli Studi di Milano Statale \(unimi.it\)](https://www.unimi.it/teaching-activities-on-campus)

For detailed operational and technical information, please refer to the "**Guidelines for resuming teaching activities in September - 1st semester of the 2021/2022 academic year**" referred to in the following art. 19 ("Guidelines").



Art. 3 – Oral exams

In line with the latest public safety measures issued by the Government and **as an exception, until 31 January 2022**, oral exams will ordinarily take place **remotely**.

After 31 January and until the expiry date of this provision (31 March), further communications will be sent out by means of a circular.

Any requests for waivers from the remote oral exam requirement must be submitted as per art. 2.

Art. 4 – Exams to be taken by students on international mobility programmes

In compliance with the resolutions passed by the Academic Senate on 16 June 2020 and 16 March 2021, international mobility students are authorized to take the exams at the University while attending the courses provided by the host institution. Exams at the University can be taken in person or remotely, as posted to [Distance exams | Università degli Studi di Milano Statale \(unimi.it\)](#) or the respective study programme page.

Art. 5 – Graduation exams

The final exam will take place as set out in the Study Programme ("Manifesto degli studi").

Final exams for Bachelor's degree, Master's degree, and single-cycle Master's degree programmes will all be held in person.

The Covid-19 certificate will be required.

For logistical reasons, it is imperative that graduation sessions be scheduled for Saturday mornings as well.

No more than three (3) guests may accompany any degree candidate.

Art. 6 – Faculty office hours

Each faculty member shall hold office hours either in person or remotely, in accordance with the previously established and posted office-hour schedule. **If office hours are held in person, the Covid-19 certificate is required.**

Art. 7 – Laboratory and field activities, PhD programmes, on-campus internships

Laboratory activities, including teaching and research, undergraduate and postgraduate thesis work, and on-campus internships, will be carried out in person, in compliance with safety and health provisions. To that end, laboratory facilities have been inspected by the requisite Safety, Sustainability, and Environment Division, to update the posted capacity.

New educational and research laboratory capacity parameters appear in the "Guidance on the use of laboratories for educational and research activities", promulgated with the 24 July Circular, which was sent out via email by the designated Safety, Sustainability, and Environment Division and posted to the University website, and is also available at the following link:



[Coronavirus: urgent measures for the university community | Università degli Studi di Milano Statale \(unimi.it\)](#)

(Decrees and operational guidelines section)

The department head is required to ensure compliance with safety rules in force, and to report any violations.

For the purposes of this decree, field activities shall be deemed equivalent to all laboratory activities.

A Covid-19 certificate will be required for all the activities referred to in this article.

Art. 8 – Masters and advanced courses

Educational activities in any Master's or advanced course may be held in person or online as the specific educational goals require.

A Covid-19 certificate will be required for all in-person educational activities.

Art. 9 – Training activities for medical doctors in specialist training and trainees in the health professions

Pursuant to the law, the training activities for medical doctors in specialist training will be carried out in person, according to current procedures.

The activities of trainees in the health professions will ordinarily take place in person, subject to a specific agreement with the training hospitals, and in compliance with safety standards required by law and by the current University Protocol.

A Covid-19 certificate will be required for all the activities referred to in this article.

Art. 10 – Off-campus student and graduate internships

Off-campus internships will be carried out in compliance with current laws on safety and public health protection.

Information on starting and managing curricular (student) and extra-curricular (graduate) internships at external institutions and companies is available on the dedicated webpage, along with the documents required of host institutions and companies with reference to the guidelines of the Lombardy Region.

It should be noted that host institutions and companies are responsible for work safety and health protection, as set out in the specific annex to the training project, which must be duly signed and completed by host institutions and companies. The aforementioned guidelines of the Lombardy Region do not apply to compulsory internships for students enrolled in the programmes of the Departments connected to the Faculty of Medicine, at affiliated hospitals.

Internships undertaken abroad through the COSP are allowed in "remote working" mode. They may take place in person in strict compliance with Covid and work safety regulations in force in the destination countries, as well as with the protocols in place at the host institution/company. In the case of activities in person, interns will also be required to sign a specific release form.

A Covid-19 certificate will be required for all the activities referred to in this article.



Art. 11 – International mobility

International incoming and outgoing, faculty and student mobility, as well as technical, administrative, or library staff mobility, is allowed to the extent permitted by national law, **including the requirement to hold a Covid-19 certificate and compliance with quarantine requirements.**

Art. 12 – Library services

Library and other University services are presently open. Users are required to **hold a Covid-19 certificate** and to abide by all safety and social-distancing protocols.

In compliance with the latest regulatory provisions, library users are required to wear an FFP2 mask to access all services and attend consultation rooms. Therefore, access to library services and rooms with surgical or similar masks will not be allowed in any way.

Consultation rooms may be used at full capacity, as per current provisions, in compliance with safety requirements.

For details on how to use the services, please refer to the University Library Service portal: <https://www.sba.unimi.it/>

Art. 13 – Study room attendance

The University will always ensure the availability of study rooms, in a suitable number for the purposes of distancing and in compliance with safety and hygiene rules.

Access to the study rooms will be allowed only to students holding a Covid-19 certificate.

It is recommended to wear FFP2 masks.

All study rooms will be manned by University staff, who will check compliance with the certificate requirement and the Safety Protocol, as well as managing sanitation procedures.

Art. 14 – Student work

Student work is allowed, in compliance with the Safety Protocol approved by the University, provided that these activities do not replace staff work, as defined by law. **A Covid-19 certificate will be required for these activities.**

The managers of services where the students work may authorize remote working, where the activities may be supervised and are deemed non-deferrable.

Art. 15 – Teaching, technical, administrative and library staff: Covid-19 certificate requirement

All University employees, including teaching, technical, administrative and library staff, is required to hold and, if required, to show a Covid-19 certificate.

This is also required of free-lance staff working regularly with the University and attending its facilities.



In relation to the new Government provisions approved by the Council of Ministers on 5 January, requiring all university staff to be vaccinated or, alternatively, to produce proof of recovery, please refer to the specific information circular.

It should be noted that, for the time being, the above requirement applies to the period 15 February to 15 June 2022.

Art. 16 – Activities of technical, administrative and library staff working remotely

The activities of technical, administrative and library staff working remotely are governed by the specific provisions already issued by the General Management, in compliance with the law and the Flexibility Protocol approved in recent months in agreement with trade unions.

Art. 17 – Other operating provisions

Given the logistical and scheduling challenges posed by the pandemic, classroom assignments will be made by the Academic Logistical Services Sector - Central Area and Città Studi (formerly “Caslod”).

Therefore, the Degree Programmes will not be permitted to assign classrooms independently.

Moreover, any change requests must be submitted by the designated Academic Office overseeing scheduling, rather than by individual instructors.

Disinfection will be ensured in all classrooms, in an efficient manner that reduces the time between lectures to a minimum. Proper discharge of all disinfection protocols will be monitored through inspections ordered by the Office of the Managing Director.

Masks, preferably FFP2 ones, shall be worn in all classrooms and all interior spaces on University grounds.

Any classroom which does not currently have a lecture-streaming option will have the proper supports installed to permit streaming.

Art. 18 – Validity

Without prejudice to the provisions of art. 3 (oral exams), all the provisions of this decree are immediately valid and effective until 31 March 2022, currently the end of the emergency period.

This is subject to any contrary provisions and/or any new national and/or regional legislative provisions, which may require different guidelines and/or deadlines.

Art. 19 – Guidelines

For all detailed operational issues concerning lectures, exams, classrooms/study rooms and more, please refer to the: “Guidelines for resuming teaching activities in September - 1st semester of the 2021/22 academic year”, posted to the Unimi portal at: [Coronavirus: urgent measures for the university community | Università degli Studi di Milano Statale \(unimi.it\)](#) (“Decrees and operational guidelines”)



Art. 20 – Final provisions

Pursuant to the law, any fraud or abuse in relation to the requirement to hold and show a Covid-19 certificate shall be reported to the competent Authorities, and the appropriate measures shall be taken.

Milan, 7 January 2022

The Rector

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