

# **REGULATIONS FOR GRADUATES ATTENDING UNIVERSITY FACILITIES**

**(Approved with Rector's Decree 214704 of 28 October 2002)**

## **ART. 1**

University facilities that intend to admit graduates for a period of study and research must express their interest to the Rector, specifying the number of candidates to be admitted based on available spaces and equipment.

For the purposes of these regulations, the following are considered to be graduates attending University facilities:

- A. Those who attend the University outside an institutional relationship for training activities;
- B. Those who attend the University for research or study under agreements with public or private institutions.

The persons under points A) and B) above will be hereinafter referred to as frequent visitors.

## **ART. 2**

Frequent visitors under point A) of the previous article must submit an application to the head of the facility they would like to attend, with a favourable opinion from a faculty member. The head of the facility will submit the application to the Institute/Department Board for review. The latter shall draw up the list of admitted candidates based on the number of applications received and its own set of rules, in keeping with the principles of transparency and impartiality.

For hospitals, consent must be obtained from the head of the facility.

Frequent visitors as referred to in point B) of the previous article shall comply with the agreement regulating their activities, as ratified by the facility Board.

More specifically, the agreement must cover at least:

- 1) The frequent visitors' activities;
- 2) How and when they will attend University facilities;
- 3) Accident and civil-liability insurance. The resulting expense must be included in the agreement costs, to be borne by the counterparty.

### **ART. 3**

The Institute/Department head notifies the Rector, for the purposes set out below, and the frequent visitor of the attendance period and the rules to be complied with, as well as the name of the faculty member in charge.

In clinical wards and university-managed care units, frequent visitors can also be entrusted to non-university healthcare staff who are part of that ward or unit.

In the latter case, the head of the healthcare facility will ask the host hospital for prior authorization, and notify the name of the faculty member in charge.

During the attendance period, the University shall implement the required health prevention, protection and surveillance measures through the competent offices. To this end, facility heads are required to report to the Workplace Safety and Health Office, at the beginning of the attendance period, the names of the persons referred to in art. 1 above who are exposed to chemical/biological agents, ionizing radiation and the risks associated with the use of computer terminal equipment.

### **ART. 4**

Frequent visitors may start attending University facilities only after being authorized by a resolution of the host facility and after paying the insurance premium to the University. Each person may attend only one University facility.

### **ART. 5**

As frequent visitors carry out their activities on a voluntary basis and with no working hours requirement, no certificate will be issued. Furthermore, there is no type of relationship or collaboration with the University.

**Signed THE RECTOR**  
*(Enrico Decleva)*