

## INTRODUCTORY GUIDE FOR THE ELECTIVE LEARNING ACTIVITIES

Dear student, before proceeding with the choice of elective learning activities, read carefully the following general conditions. This will allow the offices to update your career in a timely manner and will allow you to avoid a rejection of the application.

### Introduction

A study plan can only be compiled after payment of the first installment of the tuition fees for the academic year 2024/2025.

The choice of the activities is made **exclusively** online via *Studenti Online*, by accessing either from [www.studenti.unibo.it](http://www.studenti.unibo.it) or from the dedicated page of your Degree Programme website:

Home > Studying > Teaching Activities > Preparing the study plan.

In some cases, it is not possible to make a choice online and it is necessary to use the paper form (see the paragraph: "cases in which to use the paper form").

### Compliance with the maximum number of CFUs

It is possible to choose a number of CFUs in elective learning activities up to the maximum number indicated below, including the number of CFUs already chosen online and the number of CFUs chosen in the previous years (if applicable).

Exceeding the overall maximum number of CFUs will result in the rejection of the entire paper application.

| <b>Degree Programme</b>  | <b>Min cfu</b> | <b>Max cfu</b> |
|--|----------------|----------------|
| LMCU 5987 Pharmacy 1 <sup>st</sup> year  | 4              | 8              |
| <i>LMCU 9078 Pharmacy 1<sup>st</sup> year</i>  | 4              | 8              |
| LMCU 5987 Pharmacy 4 <sup>th</sup> year  | 4              | 8              |
| <i>LMCU 9078 Pharmacy 4<sup>th</sup> year</i>  | 4              | 8              |
| LMCU 5987 Pharmacy 4 <sup>th</sup> year<br><b><u>Preparation/Internship Final Dissertation</u></b>       | 12             | 12             |
| <i>LMCU 9078 Pharmacy 4<sup>th</sup> year</i><br><b><u>Preparation/Internship Final Dissertation</u></b> | 12             | 12             |
| LMCU 5987 Pharmacy 5 <sup>th</sup> year<br><b><u>TPV Evaluation Internship</u></b>                       | 30             | 30             |
| <i>LMCU 9078 Pharmacy 5<sup>th</sup> year</i><br><b><u>Internship LM</u></b>                             | 30             | 30             |

### Cases in which to use the paper form

#### **Case A: LEARNING ACTIVITIES FROM RESTRICTED-ACCESS DEGREE PROGRAMMES**

Any choice of learning activity other than those offered by your Degree Programme is subject to the approval of the Pharmacy Degree Programme Board and, if the activity is activated within a restricted-access Degree Programme, also to the authorization of the latter.

Considering the time required to obtain both approvals, students are invited to make this choice only if really interested, and to inquire in advance with the didactic bodies that activate the Degree Programme of interest about conditions of acceptance, attendance, prerequisites, and methods of examination. It is advisable that students choose the learning activities proposed by the Degree Programme. This is to avoid having an

incomplete study plan in case of an application rejection due to the learning activities not offered by Pharmacy; in any case, the overall maximum number of CFUs must be respected.

Please note that the students enrolled in First Cycle or Single Cycle Degree Programmes cannot choose learning activities from Second Cycle Degree Programmes.

**Case B: “FUORI CORSO” STUDENTS (who did not complete the programme within the foreseen 5-year period)**

“Fuori corso” students wishing to change the learning activities previously chosen or who chose exams for less than the minimum required amount of CFUs can edit the Study Plan. The learning activities of the Study Plan so modified will be the ones offered in 2024/25 and, as such, those who edit the Study Plan this way will not be able to access the graduation sessions of a.y. 2023/2024 but will only be able to finish their studies after March 2025, paying the 2024/2025 tuition fees.

The “fuori corso” student will thus be enrolled in a.y. 2024/2025 as a repeating student so please make sure to only edit your Study Plan if you are sure you will not be able to graduate by March 2025.

Common regulations

· at the time of submission of the form the student must have already paid the first installment of the tuition fees for the a.y. 2024/2025;

· students enrolled in single cycle degree programmes (such as Pharmacy) cannot choose learning activities from second cycle degree programmes (2 year-long);

· it is not possible to choose single activities belonging to an Integrated Course: students must take and attend the exams for the entire Integrated Course, if chosen;

· a duly completed and signed form (used exclusively in the aforementioned cases) must be sent to the Students Administration Office mailbox: [segrimini@unibo.it](mailto:segrimini@unibo.it) together with a copy of an ID **exclusively from the institutional email address** ([name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it)), within the following deadlines:

- **First time window:** 1 November 2024 – 21 November 2024;
- **Second time window:** 16 December 2024 - 26 February 2025;

· the elective learning activities will only be included in the students’ careers after the deadline of each submission term and after verification of the compliance with the maximum number of CFUs, and the issuance of any authorizations by the relevant Degree Programme Boards;

· every communication will be sent exclusively to the institutional mailbox of the student [name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it).