

# Bocconi

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### 1. When do exams take place at Bocconi?

Fall Semester: the official exam sessions run during the months of December, January and February.

Spring Semester: the official exam sessions are scheduled in May, June, July.

Students are free to sit and re-sit (only in case of failure) their exams during the session/s that best fit their needs.

### 2. Do I need to stay at Bocconi until the last exam session?

If your exams do not overlap, you can leave Bocconi starting from the earliest departure date. By this date, one exam for each course is scheduled. In case you have some exam conflicts, you will be required to sit the overlapping exams in 2 different sessions. Exams must be sat at Bocconi only and during the official examination sessions. The earliest departure dates for each semester are available at: [www.ir.unibocconi.eu/calendar](http://www.ir.unibocconi.eu/calendar).

Any departure planned before this date is under the student's responsibility.

### 3. What should I consider if I wish to sit all my exams within the first exam session?

If you wish to sit your exams during the first exam session, you have to make sure that the courses you selected have no exam conflicts. In case your exams overlap, you have to change your study plan according to the exam calendar, during the official course selection periods.

### 4. Am I automatically registered for exams?

No, you have to register for each and every exam you want to take through your yoU@B agenda.

### 5. How and when can I enroll for exams?

You can register for the exams on your yoU@B agenda starting from 2 months before the exam date. The deadline is 4 working days before the exam (Saturdays, Sundays and holidays are not included). Check the deadline to register for the exams on your yoU@B agenda or at [www.unibocconi.eu/exams](http://www.unibocconi.eu/exams). You will be allowed to sit an exam only if you are enrolled for it.

### 6. Can I sit an exam without registration?

No, you are not allowed to sit exam without registration.

### 7. Can I sit an exam at my home university?

No, exams must be sat only at Bocconi and only during official examination sessions. No supervised exams at our partner institutions are allowed.

### 8. Can ad hoc exam dates be arranged upon request?

No, it is not possible to arrange ad hoc exam dates with professors.

### 9. Can I take two or more exams the same day?

Yes you can, provided they do not have a time conflict. Remember to always verify the duration of the exam with the professor in charge of the course.

### 10. What should I do if two or more exams are scheduled on the same day and at the same time?

You can modify your study plan according to the exam dates, during the official course selection periods. As an alternative, you can sit the overlapping exams in 2 different sessions.

### 11. How do I know the classroom for my exams?

The evening before the exam you can check the classroom allocation on your yoU@B agenda. Usually a pop-up window appears on your screen. If it doesn't, check the 'Breakdown of students in the classroom' section or visit the website at the link [www.unibocconi.eu/rooms](http://www.unibocconi.eu/rooms).

### 12. How do I know my exam grades?

The exam grades are published on the students' yoU@B agenda. If you update your information with an Italian mobile number, you will also receive a text message on your mobile. Some Professors might publish the exam grades on the Blackboard e-learning platform ([blackboard.unibocconi.it](http://blackboard.unibocconi.it)).

### 13. What can I do if my exam grade is not available yet?

We suggest that you get in contact directly with the Professor in charge of the course or the relevant department in order to verify the status of your grade, since they are responsible for academic issues.

### 14. Can I re-sit an exam?

If you pass an exam, you cannot reject the grade. If you fail it, you can re-sit it, provided that you are officially registered for the next available exam session, within your exchange period.

### 15. How are grades converted at my home university?

Each partner university has its own grade conversion table. Refer directly to the International Relations Office at your home school.

### 16. What happens if I do not sit an exam I am registered for?

You can decide not to sit an exam you are registered for, with no penalties. If another session is available, you will be able to register for it, starting from the day after the exam date you were registered for.

### 17. What happens if I decide not to take the exam for one of my courses?

You will see a \*\*\* (three stars) symbol in the grade and credits column of your transcript of records. All courses in your study plan will be reported on your transcript, included the course whose exam has not been sat.

### 18. What is the grade scale at Bocconi?

Bocconi grades are given on a scale out of thirty (30/30), with 18/30 being the minimum passing grade.

### 19. What happens if I fail an exam?

If you fail an exam, you can sit it during the next exam session (if available) within the exchange period. Failed exams will be included in the final transcript: in this case, a \*\*\* (three stars) symbol in the grade and credits column will be shown.

### 20. When do I get a final e-transcript?

Fall semester: early February

Spring semester: mid July

The official electronic transcript will be emailed directly to you and your home coordinator, provided that you do not have any obligations to Bocconi (see question n.21). All the courses included in your study plan (failed courses as well) will be displayed in the final transcript.

## 21. Why my e-transcript has being delayed?

Delays may occur if:

- the student has outstanding payments towards Bocconi University (housing/crash course/follow-up course fee)
- the student has a pending position with the Library (this is not valid for academic year students at the end of their first semester at Bocconi)
- the student has not completed the evaluation questionnaire
- the student has not completed the departure information form

## 22. Can I get a hard copy of my transcript?

Hard copies can be mailed if required only. You have to send an email to the ISD at: [transcript.isd@unibocconi.it](mailto:transcript.isd@unibocconi.it)

## 23. What does the \*\*\* (three stars) symbol on my official transcript mean?

The \*\*\* (three stars) symbol may refer to one of the following scenarios:

- the grade has not been officially registered yet
- the students failed the exam
- the student never sat the exam