HOW TO SIGN UP FOR PARTIAL EXAMS

A GUIDE FOR INTERNATIONAL EXCHANGE STUDENTS
HOW TO SIGN UP FOR PARTIAL EXAMS

OR...GO TO THIS LINK:
https://unipr.esse3.cineca.it/Home.do
HERE YOU ARE IN ESSE3 HOME PAGE, PLEASE CLICK ON THE “HAMBURGER” ICON

Personal Area

To register and/or access the reserved area, open the drop-down menu that can be activated by clicking on the icon (consisting of three horizontal lines) at the top right and choose the item Register/Login.

REGULARITY OF PAYMENTS

We remind you that you must be up-to-date with the payment of university fees according to the deadlines in order to carry out any act relating to your career, such as, for example, registration and sitting exams, career passages, transfers, registration of internships, final test, etc. On your personal page of ESSE3 you can check the regularity of your payments, updated in real time, or finalizing any payment using the PagePA system. For information, please contact the relevant student secretariat.

LOST USERNAME OR PASSWORD

Username recovery
Password recovery

STUDY PLAN SUBMISSION

The periods for study plans submission are different for each degree course. It is therefore advisable to consult the websites of the relevant Departments or to inquire at the relevant Student Secretariats if the Study Plan is not presented, the exams are NOT shown in the personal records and you cannot register for the exams.

TEACHING EVALUATION QUESTIONNAIRES

Regular students are asked to fill out the teaching evaluation questionnaires of the courses provided in their study plan for the current year.

REGISTERING FOR THE EXAMS

Registration to sit the planned exams is allowed only through this system. To consult the dates of all the exams of a given Department, degree course or course unit, click on the link on the left Appeals Notice Board. ATTENTION: to register for an exam you must log in to the system: once connected, you will be able to see only the exam sessions of the courses in your study plan.

DIGITAL VERBALIZATION

Information on digital verbalization.

FAQ: FREQUENTLY ASKED QUESTIONS

Answer to frequently asked questions.
HOW TO SIGN UP FOR EXAMS

CLICK ON "login" AND LOG IN WITH YOUR EMAIL AND PASSWORD

YOU CAN SWITCH TO ENGLISH CLICKING ON “eng” ABBREVIATION

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HOW TO SIGN UP FOR EXAMS

CLICK ON EXAMS → PARTIAL EXAMS
**SELECT THE PARTIAL EXAM YOU WANT TO ATTEND**

**YOU CAN ONLY SIGN UP FOR EXAMS WHICH HAVE THE "RED OPEN BOOK" ICON**

### Partial exams available for subjects in your own booklet

<table>
<thead>
<tr>
<th>Academic activity</th>
<th>Exam session</th>
<th>Registration</th>
<th>Description</th>
<th>Svolg. Esame</th>
<th>Sessions</th>
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<td>07/09/2021</td>
<td>08/08/2021</td>
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<td>02/06/2021</td>
<td>EREALE SPAGNOLO III</td>
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<td>16/06/2021</td>
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**HOW TO SIGN UP FOR EXAMS**

**CLICK ON THE “PRENOTATI” BUTTON AT THE BOTTOM OF THE PAGE**

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<thead>
<tr>
<th>Data - Ora</th>
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<td>CAMBI MATTEO (Membro Effetto)</td>
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Note: The screenshot shows the Riepilogo dati page with the note that clicking on the “Prenotati” button at the bottom of the page is required for signing up for exams.
LA PRENOTAZIONE E’ EFFETTUATA !!!
(The booking has been made).
ON THE “BOOKING NOTICE BOARD” YOU CAN FIND ALL YOUR EXAM BOOKINGS
HOW TO SIGN UP FOR EXAMS

CAREER → BOOKLET
YOU CAN FIND ALL YOUR GRADES

<table>
<thead>
<tr>
<th>Attività Didattiche</th>
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<th>Peso in crediti</th>
<th>Stato</th>
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IF YOU NEED FURTHER HELP, PLEASE CONTACT:

Assistenza agli utenti (Helpdesk informatico)

E-mail: helpdesk.informatico@unipr.it

Telephone number: 0521 90 67 89

Office hours: Monday, Wednesday, Friday from 9AM to 1PM
Tuesday and Thursday from 9AM to 1PM and from 2PM to 5PM
THANK YOU