

# HOW TO REGISTER FOR EXAMS

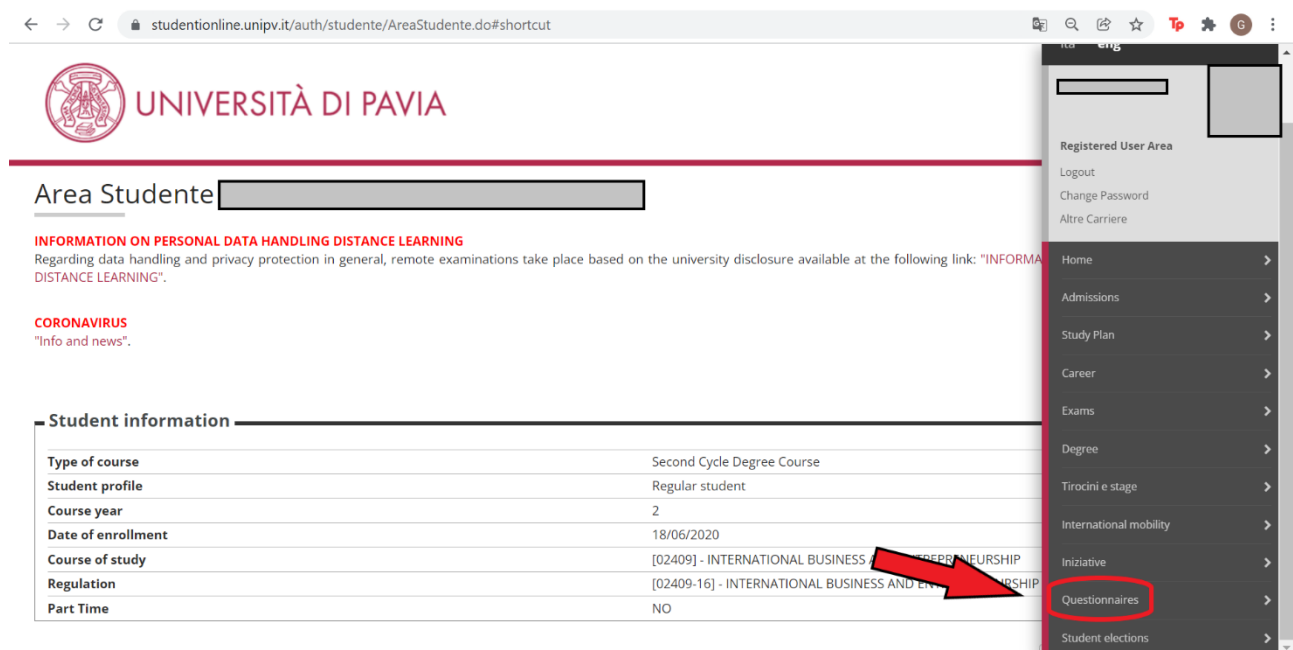
You can find [here](#) the **exam calendar** ordered by date or Professor (“docente”).

**PLEASE NOTE:** You can register for an exam only if:

- you paid all university tuition fees;
- that course is included in your Study Plan;
- you passed all propaedeutic exams related to the one to which you want to be registered;
- you attended the course, in case the attendance is compulsory.

In order to register for an exam date, you have to access your “[Area Riservata](#)” and follow these steps:

**STEP 1:** go to the **Questionnaires** section to fill out the survey relevant to the exam



The screenshot shows the 'Area Studente' page of the University of Pavia. The page includes a header with the university logo and name, a navigation sidebar on the right, and a main content area. The sidebar has a 'Questionnaires' link highlighted with a red circle and a red arrow pointing to it. The main content area displays student information and a table of course details.

**Area Studente**

**INFORMATION ON PERSONAL DATA HANDLING DISTANCE LEARNING**  
Regarding data handling and privacy protection in general, remote examinations take place based on the university disclosure available at the following link: "INFORMAZIONE SULLA GESTIONE DEI DATI PERSONALI DISTANCE LEARNING".

**CORONAVIRUS**  
"Info and news".

**Student information**


Type of course	Second Cycle Degree Course
Student profile	Regular student
Course year	2
Date of enrollment	18/06/2020
Course of study	[02409] - INTERNATIONAL BUSINESS AND MANAGEMENT
Regulation	[02409-16] - INTERNATIONAL BUSINESS AND MANAGEMENT
Part Time	NO

**Navigation Sidebar:**

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- Study Plan
- Career
- Exams
- Degree
- Tirocini e stage
- International mobility
- Initiative
- Questionnaires**
- Student elections

**STEP 2:** go to the **Exams** section

← → ↻ [studentonline.unipv.it/auth/studente/AreaStudente.do](http://studentonline.unipv.it/auth/studente/AreaStudente.do) 🔍 ⚙️ ☆ 📌 6


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Area Studente

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Regulation	[02409-16] - INTERNATIONAL BUSINESS AND ENTREPRENEURSHIP
Part Time	NO

Enrollments

Academic year	Course of Study	Course year	Date
2020/2021	[02409] - INTERNATIONAL BUSINESS AND ENTREPRENEURSHIP		1

ita eng

Registered User Area  
Logout  
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International mobility >  
Iniziative >  
Questionnaires >  
Student elections >

**STEP 3: Within the Exams section, go to Exam sessions**

← → ↻ [studentonline.unipv.it/auth/studente/AreaStudente.do](http://studentonline.unipv.it/auth/studente/AreaStudente.do) 🔍 ⚙️ ☆ 📌 6


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Area Studente

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ita eng

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< Exams  
**Exam sessions**  
Partial exams  
Booking notice board  
Results notice board

**STEP 4:** here you have a list of dates of the exams in your study plan. For each exam you have to click on the "blue book" icon.

✖	CORPORATE REPUTATION & STORYTELLING	10/02/2022 11:00	11/01/2022 07/02/2022	CORPORATE REPUTATION & STORYTELLING	P	2020/2021 2021/2022 2021/2022	0
✖	CORPORATE REPUTATION & STORYTELLING	31/05/2022 09:00	01/05/2022 28/05/2022	CORPORATE REPUTATION & STORYTELLING	P	2021/2022 2021/2022	0
✖	CORPORATE REPUTATION & STORYTELLING	22/06/2022 11:00	23/05/2022 19/06/2022	CORPORATE REPUTATION & STORYTELLING	P	2021/2022 2021/2022	0
✖	CORPORATE REPUTATION & STORYTELLING	13/07/2022 11:00	13/06/2022 10/07/2022	CORPORATE REPUTATION & STORYTELLING	P	2021/2022 2021/2022	0
✖	CORPORATE REPUTATION & STORYTELLING	07/09/2022 11:00	08/08/2022 04/09/2022	CORPORATE REPUTATION & STORYTELLING	P	2021/2022 2021/2022	0
	INTERNATIONAL ECONOMICS AND POLICY	11/01/2022 14:00	12/12/2021 08/01/2022	INTERNATIONAL ECONOMICS AND POLICY	P	2020/2021 2021/2022 2021/2022	3
✖	INTERNATIONAL ECONOMICS AND POLICY	17/02/2022 09:00	18/01/2022 14/02/2022	INTERNATIONAL ECONOMICS AND POLICY	P	2021/2022 2019/2020 2020/2021 2021/2022 2021/2022	0
✖	INTERNATIONAL ECONOMICS AND POLICY	24/05/2022 14:00	24/04/2022 21/05/2022	INTERNATIONAL ECONOMICS AND POLICY	P	2021/2022 2019/2020 2021/2022 2021/2022	0
✖	INTERNATIONAL ECONOMICS AND POLICY	15/06/2022 14:00	16/05/2022 12/06/2022	INTERNATIONAL ECONOMICS AND POLICY	P	2021/2022 2019/2020 2021/2022 2021/2022	0

**STEP 5:** To finalize the process, click on “Students Registered”.

studentonline.unipv.it/auth/studente/Appelli/AppelliF.do?menu\_opened\_cod=menu\_link-navbox\_studenti\_Esami

UNIVERSITÀ DI PAVIA

Appelli • Prenotazione appello

Exams registration – details on selected exam

Riepilogo dati

Teaching

Exam

Sessions

Tipo esame

Verbalizzazione

Teachers

Notes for the teacher

Exam procedure

Exame in Presenza

Please select the required exam procedure

Exams calendar

Date - time	Building and room	Registration	Teachers
11/01/2022 14:00	Palazzo San Tommaso - Aula E1	3	

**Students Registered**

Home

In your “Area Riservata”, within the “Exams” section, you have “**Booking notice board**” where you can find a list of the exams you registered for.

# EXAMS RESULTS

The exams' results will be sent to the student's university email account.

From receipt of this email, you will have 5 days to refuse the result in your "Area Riservata", in case you want to repeat the exam to get a better result. **Without any action taken** in these 5 days, **the result will be confirmed and accepted automatically** by the system.

To accept or refuse the results you have to access your "[Area Riservata](#)" and, within the "Exams" section, go to "**Results notice board**".

The screenshot shows the 'Area Studente' page of the University of Pavia. The page includes a header with the university logo and name, a navigation bar with 'ita' and 'eng' language options, and a sidebar menu. The main content area displays 'Student information' with a table of personal details. A red arrow points from the 'Results notice board' option in the sidebar menu to the 'Student information' table.

Area Studente

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Regulation	[02409-16] - INTERNATIONAL BUSINESS AND ENTREPRENEURSHIP
Part Time	NO

Exams

- Exam sessions
- Partial exams
- Booking notice board
- Results notice board**

If after a few weeks a passed exam is not listed among "Results notice board", please contact the professor to check if he/she has registered the result in the system.