How to register for exam sessions ("Appelli")

Version updated on 17/10/2018

Course catalogue and “Piano Carriera” (Career Plan)

At the beginning of your exchange period in Torino you will need to register on your online Piano Carriera (career plan) the list of courses you had approved in your Learning Agreement/Study Plan. This will enable you to sit exams later on and have your marks registered and transferred to your home University.

You can attend courses and take exams in the Department where you are enrolled or, if previously authorised, courses and exams offered by other Departments.

The instructions on how to register your courses on your Career Plan are available on www.en.unito.it » International relations » Students' mobility » Erasmus and Exchange students » Academic Information – courses, exams and transcripts.

You can find the complete course catalogue at the following link (each course description shows timetables as well): www.en.unito.it » Studying at Unito » Programs » Course search (https://en.unito.it/course-search)

We also invite you to visit each Department website where you can find:

- Timetable of courses and exam sessions ("appelli")
- All student services provided by the Department

* PLEASE NOTE: It is recommended to check the list of the Degree Programs by Department.
Bacheca “appelli” (exam sessions schedule)

In order to take exams at the University of Torino students have to register for a specific date for each exam they want to take (“APPELLO”). Generally, there are 3 possible dates to chose from.

Please bear in mind that to register for an exam, the course must be included in the career plan, otherwise you will not be able to register your choice and your final mark won’t be uploaded.

The list of “appelli” scheduled by each Department is available on www.unito.it » Servizi » Per lo Studio » “appelli” d’esame » Bacheca “appelli” » Accedi alla bacheca “appelli”

When going through the Bacheca “appelli” we suggest you to search by Department only and, if necessary, by Professor as well (please refer to the following guidelines on page 13).

NOTE: through Bacheca “appelli” students can only browse the list of available “appelli”. To register for a specific appello you will need to log in MyUnito.
Register for an exam (Appello)

This procedure is available in Italian language only.

1. Go to [www.unito.it](http://www.unito.it) and click on Login.
2. Log in using your personal Unito username and password.
3. Once logged in MyUnito, click on **English** to be redirected to the English Version website.

4. Here you can register for exams in two different ways: via your **Libretto (Examination Record book)**, see instructions below) or via **Exam sessions** (see page 10)

5. Click on **Examination Record book**.
6. You will be redirected to your online “booklet” (libretto). Here you can find the list of your courses and their status. In the “exam sessions” column you’ll be able to see if registration to exams is open

**KEY:**

- **OPEN:** registration period OPEN, you can register for this exam.
- **CLOSE:** registration period CLOSED, you CANNOT register for this exam.

7. To proceed with your registration, click on one of OPEN symbol (there are some available dates).
8. You will be redirected to the “Prenotazione Appelli” page. This page shows all the available dates of examination of the course you have selected in the previous step (e.g., Biochemistry - Chimica Industriale). Under “Iscrizione” you can find the registration time window for that particular “appello”.

**KEY:**
- **OPEN:** registration period OPEN, you can register for this exam.
- **CLOSED:** registration period CLOSED, you CANNOT register for this exam.

To proceed with your registration click on the symbol OPEN.
9. To confirm your reservation click on the button **Prenotati all’appello (Register for the “appello”)**.

10. To go back click on the button **Annulla (Cancel)**.
Your registration is complete!

11. To save a memo of your registration (pdf file) click on the button **Stampa promemoria (Print your memo)**.

12. To go back to the list of the “appelli” on the button **Ritorna alla lista “appelli” (Go back to “appelli” list)**. You will be redirected to the **Prenotazione Appelli** page.
13. Registration via Exam Sessions:
This page shows the list of all the available dates of all the courses in your “Piano carriera”. To register to one “appello” follow the instructions from page 8.

**KEY:**
- OPEN: registration period OPEN, you can register for this exam.
- CLOSED: registration period CLOSED, you CANNOT register for this exam.

14. To go back to your examination record book click on **libretto**
15. Once you are back on your Libretto page, you can check the information of your registered “appello” by clicking on 📣.

**KEY “APPELLI”:**
- 📜 REGISTERED.
- 📣 OPEN: registration period OPEN, you can register for this exam.
- 🗑 CLOSED: registration period CLOSED, you CANNOT register for this exam.
16. This page shows the specific information about the “appello” you registered to. To print the memo of your registration click on **Stampa (Print)**.

17. To cancel your reservation click on **Cancella (Cancel)**.

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<table>
<thead>
<tr>
<th>Studente</th>
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**Bacheca Prenotazione Appelli d’Esame per l’Insegnamento CHIMICA INDUSTRIALE**

I manuali e le FAQ relativi agli appelli d’esame e alla verbalizzazione online sono disponibili nella pagina “Istruzioni per gli studenti” del Portale di Ateneo.

Per informazioni sugli appelli d’esame accedere alla Bacheca Appelli Generale (bacheca in sola consultazione, la prenotazione deve essere fatta dalla pagina “Appelli disponibili” dalla MyUnito).

Riepilogo delle prenotazioni effettuate aggiornato al 10/11/2016

Visualizza la cronologia completa delle operazioni di prenotazione di appelli.

**CHIMICA INDUSTRIALE - M/FN1188** - appello orale Laura

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**Nota:** aula macrocommerciale

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Vicolo Benevello, 3/a – 10124 – Torino
Tel. (+39) 011.670.44.25 | Fax (+39) 011.236.10.17
E-mail: internationalexchange@unito.it
18. To delete your registration, click on the button **Conferma (Confirm)**.
19. To go back to the previous page, click on the button **Indietro (Back)**.
20. In this page - **Bacheca Prenotazioni appelli d’esame** – you will be able to see the list of the exams (“appelli”) you registered to. (on the example below there is no registration).

21. To check the general list of the exam dates scheduled by each Department, click on the button **Bacheca Appelli Generale** (*general exam session schedule – see page 15*).
General exam session schedule (Bacheca Appelli Generale)

The general exam sessions schedule page shows the list of all “appelli” of all courses scheduled by each Department. The Bacheca “appelli” does not allow you to register for an exam. It is a useful tool to check information on the exam sessions.

The general exam sessions schedule is available at the following link: www.unito.it » Servizi » Per lo studio » “Appelli” d’esame » Bacheca “appelli”

To visit the page click on Accedi alla bacheca appelli (Access exam sessions schedule).
You can search exam dates by **Department** only or/and adding the **Degree Programme (Corso di Studio)**, **course (Attività didattica)**, **Professor (Docente)** and/or **exam date (Data Appello)**.

![Image of exam date search interface on unito.it]
In this example, the page shows the list of “appelli” planned by the Department of Physics.

You can check the specific information about an exam by clicking on the date of your interest.
This page shows the specific information about the “appello”.

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Data turno d'appello:

Descrizione Appello: GEOMETRIA E ALGEBRA LINEARE I
Sessioni: SEZIONE UNICA, SESSIONE AUTUNNALE
Partecipazione: Nessun partecipamento

Data e ora del turno: 05/12/2016 - 09:00
Edificio: Dipartimento di Fisica
Aula: A1, A1 D

Docenti

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<tr>
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