Academic Year 2021/2022

DEADLINES FOR RECORDING YOUR CLERKSHIP

❖ **<u>Check</u>** that the clerkship pages in your Examination Record book are complete with <u>all</u> the necessary pieces of information.
- Code and full name of the clerkship
- Structure/hospital, ward/centre
- Start and end date of the clerkship
- Date, stamp and signature by the ward tutor or the person in charge of your clerkship
- Put a tick on "qualified" (*idoneità*).

❖ **<u>Write down</u>** in the clerkship pages on your Examination Record book your matricula number and your name in full.

❖ **<u>Send</u>** a message with the subject **"*REGISTRAZIONE TIROCINIO*"** to fcl-med-did-sanluigi@unito.it from your UniTO email address (firstname.lastname@edu.unito.it). Please attach a picture or scan of the clerkship pages on your Examination Record book.

N.B. Please make sure that both Clerkship pages of the Examination Record book are included in a single scan or picture.

The student administration office will carry out the necessary checks. If all data is correct, the clerkship will be automatically recorded in your Examination Record book.

➢ **Deadlines**

- For clerkships from the 8th of January 2022 to the 18th of February 2022, please record by the 26th of February 2022.
- For clerkships from the 19th of February 2022 to the 12th of June 2022, please record by the 20th of June 2022.
- For clerkships from the 13th of June 2022 to the 23rd of July 2022, please record by the 28th of July 2022.
- For clerkships from the 24th of July 2022 to the 23rd of September 2022, please record by the 30th of September 2022.
- For clerkships from the 24th of September 2022 to the 8th of January 2023, please record by the 15th of January 2023.

N.B.

We will not reply to:

➢ Messages sent from addresses other than your UniTO email account.

➢ Messages with no or incomplete attachments.