



UNIVERSITÀ  
DI PAVIA

*Dipartimento di Scienze politiche e sociali*

## **REQUEST FOR INDIVIDUAL EXAM APPEAL FOR GRADUATES WITH ONLY ONE PENDING EXAM, CONCERNING THE GRADUATION SESSIONS OF DECEMBER 2025 AND APRIL 2026 (BACHELOR'S DEGREE STUDENTS IN SPERI AND MASTER'S DEGREE STUDENTS IN SAA, SERI, GPP, WPIR, COD).**

Students who have only one pending exam before graduation (referring to the December 2025 and April 2026 sessions) may request an **individual exam session** only if, within the thirty days preceding their graduation date, **no regular exam session is available** that would allow them to complete the teaching activities in time to meet the deadlines and procedures set by the Students Career Office - *Carriere Studenti* (See Art. 7 – “*Didactic Organization*” of the relevant Degree programme regulations).

This situation applies only to students graduating in December 2025, as no regular exam sessions fall within the thirty days before the December graduation date.

For students graduating in April 2026, however, it will not be possible to request an individual session, since the usual extraordinary exam session for students with pending exams\* will be available from March 30 to April 10, 2026, allowing records to be finalized by April 11, 2026 (the non-extendable deadline set by the Students Career Office (*Carriere Studenti*)).

Requests for an individual exam session must be submitted to both the Department Teaching Office (*segreteria didattica*) and the professor at least 30 days before the graduation session.

The Teaching Office (*segreteria didattica*) staff will verify that the student meets the requirement of having **only one pending exam** and will coordinate with the professor to arrange the individual exam date.

For students graduating in December 2025, the individual exam must take place during the **second half of November**, and in any case **no later than November 28, 2025**.

The Teaching Office (*segreteria didattica*) will enter the exam date online and register the eligible students.

For this special type of session, **grades will be recorded immediately**, with no option to refuse the grade and no five-day “silence equals consent” period, as applies in standard procedures.

Students interested in requesting an individual exam session are kindly asked to contact: **Claudia Parimbelli** – Department Teaching Office (*Segreteria Didattica*) at [claudia.parimbelli@unipv.it](mailto:claudia.parimbelli@unipv.it)

Pavia, October 13th 2025

\*\*“students with pending exam” refers to students who have already completed the course attendance requirement for the activity in a previous academic year.