

1) Why do I have to attend courses on safety?

Because when students (and staff) perform any tasks either in the laboratory or in a company (during an internship), they shall be treated as employees and therefore are obliged to attend courses on safety.

2) Is it compulsory to attend safety courses?

Yes, if the course of study includes laboratory activity (exercises, thesis) and/or an internship in either a laboratory or in a company / external institution, because the student is equivalent to a worker for prevention purposes. It is the student's responsibility, given the availability of dates and initiatives by the University / School, to train in advance before carrying out activities either in laboratories or an internship.

3) How can I sign up for safety courses?

Through StudentiOnLine. Students need to log in with their credentials and choose the most suitable edition for training. The instructions are detailed in an annex to the invitation email.

4) When shall I attend courses on safety?

It is the student's responsibility, given the availability of dates and initiatives by the School, formed in advance to have access to laboratories. The suggestion is to attend the courses as soon as possible with maximum flexibility using the most comfortable and suitable dates scheduled by the school.

5) I was unable to attend courses on safety. Can I attend lessons held in a laboratory without having completed the courses on safety?

The training is a prerequisite for gaining access to places at risk. During the year 2016, except for laboratories with significant specific risks (eg. Chemical, biological, mechanical), as a derogation, access to laboratories without training will be granted to allow more people to fulfill their educational obligations. From January 2017 the University will apply the training constraint in the field of safety and health at work for accessing laboratories. If in doubt, please contact the Teaching Secretaries, with the reference professors (the project managers of laboratories) or the Local Workers' Safety (list at the bottom of this document).

6) Is it necessary to respect the order of attendance: general training, specific training Part I and Part II specific training?

The chronological order of the training modules is preferred but is not currently binding.

7) How many hours of safety training do I have to attend?

There are three modules consisting in 4 hours each: general training, specific training Part I and Part II specific training. The total number of hours is equal to 12, fixed in the Regions-State agreement for the training of workers published in the Official Gazette no. 8 11/01/2012, due to the University's membership to the ATECO production category. Only for some courses (e.g. CdL 0925 MANAGEMENT ENGINEERING L - BOLOGNA, CDL 0936 MANAGEMENT ENGINEERING LM - BOLOGNA, CDL 0926 ENGINEERING L - BOLOGNA, CDL 0937 ENGINEERING LM - BOLOGNA, CDL 8770 LM ELECTRONICS AND TELECOMMUNICATIONS FOR ' ENERGY - CESENA, CDL 8767 LT ELECTRONICS FOR ENERGY AND INFORMATION - CESENA, CDL 8614 LM ENGINEERING and COMPUTER SCIENCE - CESENA and earlier systems), as an exception, unless otherwise justified by special needs, the number of training hours expected is equal to 8 (general education + special training part I).

9) Does the University allow students to download certificates of participation upon conclusion of the safety courses?

Yes, if class attendance is at least 90% of the hours related to each module, and if the final test is passed. A certificate is issued for each of the three modules of 4 hours, generally available for download after 10 days from completion of the form on StudentiOnline platform.

Students can log in into Studenti Online and click on the following tabs:

Certificates and self-certificates

Attestazioni di Attività extra-curricolari: formazione sulla sicurezza per gli studenti – parte generale (oppure parte specifica I/II)

10) When are the certificates of safety courses? They are the same everywhere?

General training is permanent and specific training has a validity of 5years. The certificates are valid for any company, and Italian public administration.

11) I'm about to graduate shortly. Can I still attend courses on safety?

Certainly. The certificates are valid even outside the University provided in Italian territory.

12) Do the safety courses include a final test? How does it work?

There is a final test comprising multiple-choice questions which can cover all the topics covered during the training module. Each module includes a test with a dual function: to verify the educational effectiveness and provide a further opportunity for discussion and reflection. The essay is performed and marked within 4 hours of each module.

13) How can I obtain a certificate once attended the course and having sat the test?

After 10 days from the completion of the form, it will be possible to download it via the same site used for enrollment. Students can log in in with their own institutional credentials as described at FAQ 9

14) I would like to attend the course on a certain date, but the number of participants has already been reached. Can I still come to the scheduled date?

The maximum number of participants is fixed by law and is equal to 100, unless otherwise dictated by the maximum capacity of the classroom. The enrolment computer system automatically stops the registrations when the maximum quota is reached. It is still possible to show up in the classroom as statistically some students cannot come at the last minute, but enrollment in progress is only possible if the maximum number of participants is less than the maximum allowed. Consequently, there is no obligation for the University to accept students outside the electronic enrolment procedure.