

LETTER OF CONFIRMATION

Dear Student

We are happy to inform you that your booking process now is set.

Please do not forget:

1. to manage [IMMUNIZATION RECORDS AND FITNESS TO TRAIN DOCUMENT \(->LINK\)](#) and finally upload it at least 45 days before your beginning;
2. to book your [SWAB TEST \(->LINK\)](#) at least 14 days before your beginning;
3. to reach your [UNIT \(->LINK\)](#) on time and meet your supervisor on the first day of your practical training on Monday morning at 8.00 o'clock;
4. to download and print the [UNIT TIMETABLE \(->LINK\)](#) and the [UNIT FINAL EVALUATION \(->LINK\)](#) and bring them every day of your practical training and finally upload them;
5. to bring with you a pen, a white coat, a pair of clogs, a stethoscope;
6. to arrange your timetable with your supervisor;
7. to write every day the entrance time, the check-out time and the total amount of hours on the Unit Timetable;
8. if you CANNOT participate in your practical training you MUST cancel your slot on [SETMORE BOOKING SYSTEM \(->LINK\)](#) and you MUST promptly inform your [UNIT \(->LINK\)](#);
9. all information is published in the following [WEB PAGE \(->LINK\)](#);
10. full information on our [VADEMECUM \(->LINK\)](#) and please read it carefully;
11. full document management process you can find [DOCUMENT EXCHANGE MANAGER \(->LINK\)](#)

For any specific issues, please book an appointment with the Mobility Desk – School of Medicine on <https://internationalmedicine.setmore.com/>

PLEASE NOTE THAT this is a confirmation but in some cases Mobility Desk may cancel or change your bookings

Best Regards

Dr. Giuseppe Scarsi

Mobility Unit Desk

School of Medicine and Department of Pharmacy

Projects and Mobility Office

International Relations Division

University of Padua