
Regulations governing the CAS Gastrointestinal Cancer

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1. General provision

1.1. Subject

These regulations govern the Program in Gastrointestinal Cancer jointly operated by the Università della Svizzera italiana (USI) and the European School of Oncology (ESO) for the award of the title "Certificate of Advanced Studies in Gastrointestinal Cancer, Università della Svizzera Italiana (CAS GI USI).

1.2. Governing body

The program is run by the Faculty of Biomedicine of the Università della Svizzera italiana and the European School of Oncology.

The organising institution shall be set up by the Programme Chairs which are responsible for all tasks not explicitly set out in the present regulation. The Programme Chairs are responsible for the implementation of the program. There are at least two to a maximum of four Programme Chairs, of which at least one (president) must be a member of the Faculty of Biomedical Sciences of Università della Svizzera italiana.

Responsibility for the content of the programme rests with the Faculty of Biomedical Sciences of Università della Svizzera italiana that also oversees the programme. The Faculty of Biomedical Sciences appoints one or two Programme Chairs from its members, in consultation with ESO one of the elected chair will act as a president.

The other members are chosen on the basis of the president's nomination, in consultation with the European School of Oncology.

ESO is responsible for conducting the degree programme, especially for participant's administration and the provision of e-learning modules on the corresponding learning platform.

1.3. Cooperation

The collaboration between the two parties is regulated by a Cooperation Agreement.

2. Programs

2.1. Target group

The program is designed for medical doctors (medical oncology, radiation oncology, radiology, nuclear medicine or pathology), but it is equally accessible to graduates in natural sciences, who are engaged in the field of oncology, especially in the field of gastrointestinal cancer.

- Medical doctors:
 - Master degree from an accredited college or university (e.g. state examination in medicine) in medicine or an equivalent degree at the level of state examination in medicine and have had at least two years residency training in a relevant institution.
- Natural scientists:
 - Master degree from an accredited college or university in a course of studies in natural sciences or an equivalent degree at the level of at least three years of studies or in a course of studies with essentially the same contents at an accredited college or university and at least two years of professional experience in oncology.

The following additional achievements will increase the assessment rate of the application:

- Further professional experience related to the course of studies
- Completion of an additional qualification in oncology (specialist training as a physician or international equivalent)
- Publications, as evidenced by cumulative impact factors greater than 10
- At least one year of relevant oncological experience in a foreign country

2.2. Aims

The participants aim at:

- a* Advancing knowledge and science in the management of patients affected by gastrointestinal cancer.
- b* Gain state-of-the-art information and best practice in research and therapy including decision-making and diagnosis, treatment options and planning of the comprehensive management.
- c* Improve their theoretical knowledge.
- d* Enhance the competence and performance of state-of-the-art care for patients with gastrointestinal cancer.
- e* Deepen knowledge on how to design and perform clinical research in the field.

2.3. Scope, Structure and Content

The CAS-GI comprises at least 14 ECTS. It consists of 4-8 modules of 1-4 ECTS each. The detailed curriculum will be published on the CAS-GI Website.

The content of the program will contain the following main topics:

- Epidemiology and prevention, biology and pathology of GI tumors
- Principles of diagnosis and treatment of localized tumors in liver, biliary tract, pancreas and tumors of the gastrointestinal tract
- Management of advanced GI tumors
- Palliative and supportive management of advanced GI tumors
- Principal of clinical research and innovation in GI tumors

2.4. Curriculum

The practical organization of the programs is ruled by the curricula which are issued by the Programme Chairs and approved by the Faculty of Biomedical Science of USI.

2.5. Language

All courses and oral and written exams are exclusively held in English. All dissertations shall be written in English.

2.6. Teaching

In addition to the teaching staff of USI, teaching staff from other universities in Switzerland or abroad and non-university experts may be engaged for the implementation of the program.

2.7. Didactical Principles

The programs adopt different teaching methods in order to support the learning and knowledge transfer and to ensure a stimulating learning environment. The attendance seminars include lecturers and practical workshops that contribute to the implementation of good clinical practice, sound clinical decision-making processes and overall competence.

The web-based modules offer a comprehensive portfolio with basic lectures, clinical case-based learning and collaborative exercises to put the learners in real-life scenarios, discussing diagnoses and treatment of patients with international renowned experts. As well as the transfer of knowledge and skills the courses offer opportunities for reflection and discussion. The participant's professional knowledge and experience will constitute part of the teaching and learning process.

2.8. Quality Assurance

The courses are supported with systematic analysis and feedback procedures. The results of the evaluations are taken into consideration for the continuous planning and development and for the commitment of the teaching staff.

3. Admission

3.1. Admission

Admission to the CAS-GI cancer is by competitive application only and the selection will be based on the eligibility criteria and on the selection procedure.

Applications will be considered if received completed with all required documents and within the deadline.

The following documents are to be included in the application:

- a Curriculum vitae outlining previous education and professional experience (certified English translation).
- b Copy of Master degree or equivalent degree in medicine or natural science or any other study programme covering the same contents (certified English translation).
- c Copy of transcript of records of the examination taken during the Master degree programme (certified English translation).
- d Employment verification/reference letters accounting for professional experience in oncology.
- e Personal statement, which explains why you believe you are eligible for this programme and how and why it will further support your intended career.
- f Supporting documents to verify additional qualifications.

Decisions on admission are made by the Programme Chairs. The selection will be based on completed application documents and on the eligibility criteria.

It is not possible to participate in individual modules.

Upon request of the Program coordinators, the Programme Chairs decide on the admission to the program. No claim can be made on the Programme Chairs decision.

3.2. Application timeline

Please find the latest dates on the website for the following application process steps:

- ESO online application
- ESO to screen for completeness of applications
- Assessment by delegated Programme Chair and supply to USI
- Notification of admission to applicant
- Applicants to confirm participation in the Programme

3.3. Status

The Students will be enrolled at USI once the admission processes are completed.

3.4. Number of participants

Attendance is limited to 25 participants.

The program shall take place only if funding is secured by enough participants.

4. Requirements, performance assessment and certification

4.1. Compulsory Attendance

The participation in the events according to the curriculum and the completion of the performance assessments are generally compulsory for all participants of the respective study program. The Programme Chairs decide on exceptions.

The courses have to be completed with a minimum attendance time of 80%. Preparation and follow-up tasks are considered course components.

4.2. Assessment

The performance assessment demonstrates the achievement of the learning objectives in accordance with the curriculum. The participation in the events according to the curriculum and the completion of the performance assessments are generally compulsory for all participants of the respective study program. The Programme chairs decide on exceptions.

The performance assessments consists of examinations on the individual modules.. Only participants who passed all module performance assessments will have access to the Certificate Exam at the end of the programme.

Module Tests are graded and can be re-taken only once and passing the Test is needed to have access to the contents of the following module.

Participants shall be notified on the results of their examinations upon completion.

Should it come to light during or after an examination that the candidate has attempted to influence the examination results by cheating or using unauthorized aids, the examination shall be graded insufficient. The Programme Chairs reserve the right to take further measures like the exclusion from the program or the revocation of the certification and the title.

4.3. Grading

The evaluation is defined according to a scale from 1 to 10, with increments of 0.5; notes below 6 are considered insufficient.

Members of the teaching staff or the Program or any person designated by the Programme Chairs are responsible for the evaluation of the examinations. The Programm chairs supervises the examinations.

Unsatisfactory examinations may be repeated once. The module exams must be repeated and passed within the designated two-week timeframe. The final exam may be repeated no later than 12 months.

The final grade for the CAS program corresponds to the average of the rounded grades of the CAS module assessments and the final exam.

4.4. Duration of study

The standard duration of the CAS program shall be approximately 14 months. The Programme chairs may grant exceptions for prolongations on the basis of a justified request.

4.5. Accreditation of external studies

ECTS earned externally cannot be credited in of the CAS program.

4.6. Degree

Following degrees with corresponding titles shall be awarded:

- a "Certificate of Advanced Studies in Gastrointestinal cancer, Università della Svizzera Italiana (CAS GI USI)",

The degrees and corresponding titles will be awarded by the Faculty of Biomedical Sciences of the USI and signed by the Faculty's Dean.

The degrees and corresponding title is awarded if

- a the required minimum attendance of 80% is met,
- b the module examinations as well as the final exam have been passed and all financial obligations are met.

A Supplement diploma contains all the information regarding objectives and content of the studies.

With a CAS degree you are not entitled to attend a regular study-course or a PhD-course at USI.

5. Fees

5.1. Fees and cancellation policy

The tuition fee will be published on the Website. A discounted fee is available for participants from lower- and upper-middle-income economies as defined by the World Bank.

The fee is payable in two deposits representing the 50% of the total fee. The first deposit is payable to ESO after confirmation of admission and the second will be payable just before the start of the program.

In the event that a registered student withdraws from the program (in written form) two months prior to the start of the programme, he or she shall be refunded 50% of the total fee.

6. Data Protection and Copyright

6.1. Handling of Personal Data

Information for the handling of personal data by the European School of Oncology, which applies also to the programme is the following:

Personal data which you have supplied to us will be used electronically and otherwise, for internal and external use, for information purposes exclusively or when drawing up documents to register/participate in training courses run by the School and when sending out publicity material on current and future activities of the School. Data will be processed both confidentially and securely.

Should consent not be provided, we might not be able to carry out your requests. The School will not publicize your personal data but will use it solely for the activities of the European School of Oncology and your specific requests.

6.2. Contents of the Learning platform

All contents published in the learning platform (corporate identity, layout, texts, pictures, figures, tables, graphics, lecturers etc.) are protected by copyright. The use of this information is protected by copyright laws.

All contributors are required to adhere to all copyright laws. Contributors should provide images, illustrations, sound files, video sequences and texts of their own creation, or to use images, illustrations, sound files, video sequences and texts from the public domain.

The content of the learning platform is intended as an educational tool. However, the European School of Oncology and the Università della Svizzera italiana bear no responsibility to whether the content or the content of linked websites, is accurate or complete. Even though the platform includes scientific and medical information, it is not designed to provide medical advice and no responsibility can be assumed to whether the medical information is complete, exhaustive or accurate.

Admitted participants are granted permission to view and download the presentations and pdf files as appropriate; for any other use, they must seek permission both from ESO and USI.

Within the learning platform, personal data are collected and processed on log files as well as in the participant's personal account, profile and login information. The data is collected for the sole purpose of internal quality assurance and mentoring the students learning processes as required by the programme.

7. Appeals

7.1. Appeals

The rulings of the Faculty of Biomedical Sciences of the Università della Svizzera italiana, respectively the Dean of the faculty, pursuant to these regulations and to enact the implemented provisions within them, may be appealed within 30 days of notification to the appeals committee of the Università della Svizzera italiana.

Where decisions taken by the Programme Chairs or the Program Coordinators, affecting the participant disadvantageously in their legal position, the participant may appeal the decision within 30 days of notification to the Dean of the Faculty of Biomedical Sciences of the Università della Svizzera italiana.

Appeals decisions taken by the appeals committee can be appealed to the administrative court of the Canton of Ticino.

8. Entry into force

The present regulations shall enter into force on 04.03.2021 and may be subject to review in the context of the restructuring of USI's continuing education sector.

Contatti

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