



## Economics and Law Faculty

### Rules for the Final Dissertation and for the Graduation Exam (Three-Year Degree)

#### 1. Graduation Exam and Final Dissertation

The graduation exam or final interview consists in discussing a written dissertation prepared by the student under the guide of a Supervisor. The issue has to deal with one of the disciplines of the degree course or related discipline and the Supervisor is a Professor of the Faculty. Upon authorization of the Didactic Commission the student will be able to apply for an issue comprised among the disciplines selected among the activities at choice.

#### 2. Assigning the Final Dissertation

The issue of the final dissertation is chosen by the student among those suggested by the Supervisor, unless this last one decides to accept a proposal made by the student that is justified by a specific professional experience. The student requests the assignment of the issue of the dissertation directly to the Supervisor. Where it was impossible to identify a Supervisor for the requested graduation session, the student can submit an application to the Dean's Office that will assign a supervisor, based on the teachers' availability. Subject to provisions of the concerned Administrative Offices (Students Secretariat), the student can ask for the assignment of an issue for his final interview once he has not more than three exams left to complete his study program.

#### 3. Typology of Final Dissertation

The final paper consists in a written dissertation, including approximately 50 typewritten pages of 3,000 characters each, whose content can deal with a collection and revision of known research results, a critical review of bibliographical references and documentary sources, drafting of research paths, also by acquiring direct sources or data.

It is strongly recommended that the final dissertation meet the following requirements: conceptual overview of the assigned issue, clear formulation of the basic assumptions, of the aims and expected results, presentation of the methodological options adopted, bibliographical references and webographies focused on the issue being treated.

Anyhow, the student will have to demonstrate that he is capable of analyzing the fundamental aspects of the issue chosen for his final dissertation showing good abilities to synthesize.

Notwithstanding these characterizing requirements, in the assessment, high merit will go to the students who demonstrate high skills in in-depth study, critical appreciation and ability for autonomous work.

The request for assignment of an issue for the Final Dissertation must be made within the following periods:

- 1) Summer session → by February 28th
- 2) Autumn session → by June 30th
- 3) Winter session → by November 30th



#### **4. Submission of the Dissertation Assignment Form**

The student must submit the "Final exam admission application" with which he undertakes to prepare, under the guidance of a supervising lecturer, a written paper in accordance with the conditions set out in points 2 and 3.

The Application can be finalized in the restricted area of the Administrative Secretariat during the following periods:

- 1) Summer session → from the 1<sup>st</sup> to the 31<sup>st</sup> March
- 2) Autumn session → from the 1<sup>st</sup> to the 31<sup>st</sup> July
- 3) Winter session → from the 1<sup>st</sup> to the 31<sup>st</sup> December

#### **5. Approval of the Dissertation and Admission to the Final Discussion**

The approval of the dissertation and admission to the final discussion by the Supervisor must be made in the reserved area of the Administrative Secretariat within the following terms:

- 1) Summer session → no later than the 31<sup>st</sup> May
- 2) Autumn session → no later than the 31<sup>st</sup> October
- 3) Winter session → no later than the 15<sup>th</sup> March

#### **6. Conducting the Final Interview**

For each applicant, the final interview can be structured on four steps:

- I. Preliminary presentation of the applicant and of his dissertation;
- II. Discussion of the dissertation with the applicant;
- III. Assessment of the final interview (dissertation + discussion) and grade assignment;
- IV. Communication of the grade and statement of the awarding of the study title.

The applicant and the audience participate only in the second and fourth phase. Commission of the Graduation Exam shall be free to regroup more applicants in the various phases for each one of its session or section.

In the phase of preliminary presentation of the applicant and of his paper, the President of the Exam Commission illustrates the applicant's career to the members of the Commission. The Supervisor illustrates the issue of the final paper, the work done by the applicant and submits a proposal of assessment and, if applicable, the honors (based on the recommendations provided in paragraph 5 below).

While assessing the final interview and assignment of the degree grade, the President of the Commission reminds the members of the Commission of the proposal made by the Supervisor and submits it to the judgement of the Commission.



### 7. Assessing the Final Interview

The degree grade is expressed in 110 points. In the respect of the autonomy of the Graduation Commission, provided by the laws currently in force, it is recommended that the degree grade be assigned, based on the Supervisor's proposal, according the following procedure, obviously applicable only if the exam of the final interview is considered, anyhow, passed:

- a) They calculate the weighted average for ECTS credits of each exam of the grades expressed in 30 points earned by the student in the exams of the related study program; the so calculated average is transformed into a 110-point scale and rounded up or down to the nearest whole number. They assign an additional point in hundredths to students who, during their academic career, obtained a grade of 30 with honors in at least three proficiency exams. They assign one additional 110-point scale grade to the students whose grade is higher or equal to 99/110. While, they assign two additional 110-point scale grades to the students whose grade is higher or equal 105/110. The sum of the weighted average for the ECTS credits is transformed into a 110-point scale grade and of any additional 110-point scale grades is defined as grade of presentation;
- b) The final paper and its discussion are assigned a grade in function of the quality of the paper itself and of the explanation made by the applicant up to a maximum of 6=(six) points.
- c) The grade of the final exam results from adding the grades obtained with the assessment of the final interview to the *grade of presentation*;
- d) The honors can be assigned, by unanimity, to students having a grade of presentation not lower than 105/110, except for the case of theses having particular aspects of originality.

### 8. Composition of the Commissions: modes and timing

Each Graduation Commission is composed of five members, selected among the Area Professors and Tutors of the Faculty and is appointed by the Dean, including the relative Chairperson. Each Area Professor and Tutor receives formally, and in due time (at least thirty days beforehand), the notification of the days of the graduation session for each period; after that, he has to communicate the days (at least two) in which he will be available to take part in the above-mentioned Commissions no later than fifteen days and in writing. Having this time elapsed, any failure to communicate on the professors' and researchers' part is intended as an availability for all the sittings of that specific graduation session.