



## **Economics and Law Faculty**

### **Rules for the Final Dissertation and for the Graduation Exam (Second-Cycle Degree - *Magistrale*)**

#### **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 or by a particular study interest. The assigning of the issue of the dissertation is requested by the student directly to the Supervisor submitting a structured abstract of 1,000 words maximum including the following elements:

1. Introduction to the issue
2. Objective of the study
3. Method
4. Expected results
5. Brief bibliographical references

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, Faculty Dean's Office), the student can ask for the assignment of an issue for his final interview once he has not more than four exams left to complete his study program.

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

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### **3. Typology of Final Dissertation**

The final paper consists in a written dissertation, unless different provisions made by the Supervisor, including 120 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 for in-depth study, critical appreciation and ability for autonomous work.

### **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

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## 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. The 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. The sum of the weighted average for the ECTS credits transformed into hundredths and any additional points in hundredths is defined as the 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 10=(ten) points. In the cases in which the master's degree dissertation deals with contents of particular originality or value and in all cases in which the Supervisor establishes the awarding of more than 7 points to final dissertation a Counter-Supervisor is envisaged. The Counter-Supervisor is identified by the Supervisor who communicates him to the graduation student and to the Dean's Office at least 30 days before the date fixed for the discussion of the dissertation.
- 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.

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#### **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.