

## REGULATIONS PERTAINING TO FINAL GRADE AND GRADUATE THESIS

### DEGREE COURSES IN: BUSINESS ADMINISTRATION, ECONOMICS AND FINANCE, ENTREPRENEURSHIP AND INNOVATION

#### FINAL GRADE

1. The final Grade is expressed in a grade out of one hundred and ten and consists of the sum:

- The result is then multiplied by 110 and then divided by 30 **referred to in Article 4 of the Academic Regulations of the Study Program**
- The weighted average (MP) of the grades (vi) of the exams taken, weighed with the relative credits (ci), is compared to one hundred and ten following the following formula:  
$$MP = (\sum v_i c_i) / 110$$
- The increase / decrease of the final grade, also expressed out of one hundred and ten, attained in the final **examination (thesis)**.

2. The weighted average is also determined by the marks obtained in the 'electives' provided that the total number of acquired CFUs does not exceed 12 cfu. Any excess credits will not contribute to the determination of the final grade of Graduation; In case of excess elective credits the exam with lowest marks will be discarded.

3. The maximum score attributable to the final dissertation paper is 10 points.

Points scale	Type of Evaluation
1-3 points	Sufficient
4-6 points	Good
7-8 Points	Very Good
9-10 Points	Excellent

If the supervisor of the thesis intends to propose to the degree committee a score of more than 6 points, he needs to give prior notice to the director of the department who will designate two examiners. In the absence of prior communication on the part of the thesis supervisor and the designation of a second examiner, the commission cannot assign more than 6 points for the thesis.

4. In awarding honors, the Graduation Commission must take into account the student's entire career and the quality of the graduate thesis. A student will be awarded honors for his thesis only if the overall evaluation of his thesis is equal to and not less than 7 points.

#### FINAL EXAM

1. The final exam consists of elaborating a thesis under the guidance of a thesis supervisor. The aspects of thesis are:
  - An accurate description of the chosen theme;
  - Bibliographic research;
  - Critical review of relevant literature;
  - Application of theoretical knowledge and / or techniques of empirical analysis.

2. The volume of the thesis is roughly 80 pages. It should be presented in lightweight cardboard cover and consist of A4 sheets. Both sides of the sheets should be used. The thesis should be typewritten. Line spacing is 1.5, 2 centimeters of upper and lower margins, 2 centimeters of right margin, and 3 centimeters of left margin. The character must be Times New Roman 12.

3. The title page must indicate in sequence:

At the top: The name of the university, reference department of the Course, the Department, the reference department of the thesis supervisor, the name of the master's degree course. In the middle: The title of the thesis at bottom left: The name of the thesis supervisor and underneath this to further right, the name of the graduate student and finally academic year at the bottom and in the center.

4. The thesis work before the table of contents must contain the following statement signed by the candidate: "The present work is original and has not already been submitted, in whole or in part, for the achievement of an academic qualification in other Italian or foreign universities. The candidate declares that all the materials used during the preparation of the thesis have been indicated in the text and in the section "Bibliographical references" and that any textual quotations are identifiable through the explicit reference to the original publication".

5. The student is allowed to take the final exam (thesis discussion) only after the thesis is approved by the supervisor, attested by the signature of the thesis supervisor on the title page of the thesis. The thesis must be submitted in the office of the didactic secretary within the terms indicated for each degree session. The soon to be graduate at least seven days before the final exam must submit a copy of the thesis to co-examiner/co-examiners (designated) by the director of the department. Possible delays in submitting thesis may be authorized by the Director of the Department only upon specific request by the thesis supervisor.

6. The discussion takes place in front of a Commission appointed by the Director of the Department, whose composition is governed by the University Didactic Regulations.

7. As a rule, unless otherwise indicated by the Supervisor, the thesis must be written in English. If the thesis is written in Italian, it must always contain a summary (abstract) in English.

8. Concerning information and confidential materials (not publicly accessible) utilized by the student during the development of thesis, the graduate student is required to sign a "Confidentiality Commitment", according to the model approved by the academic Senate.

### **CHOOSING A TOPIC FOR GRAUATE THESIS**

1. Before 31 January of each calendar year, the professor involved in the Master's Degree Courses of the Department propose thesis topics (at least 5 different topics without any restriction on the number of theses for each topic). The list of topics each year are published on the Intranet- on the website of the **department on 15 February**.

2. The student chooses the topic and the possible supervisor of his thesis exclusively through the Department Website, following these steps:

- Starting from 1 March of each year, students enrolled in the second year of the Master's Degree Program can proceed with the selection of the topic only after having matured at least 80 credits. The student self-certifies the fulfillment of this requirement before selecting the topic of the thesis;
- each student can **select a maximum of 3 professors**, ordering them by preference; for each professor, the student must fill in a form, in which he must indicate:
  - chosen topic among those proposed by the teacher
  - Reasons for choosing the topic
  - Career information
- If a topic chosen by the student, proposed by a professor, has already approved the maximum number of theses that can be assigned to him then the student will be invited to choose a different topic.
- The 'first choice' professor will receive an email from which informs him/her of the choice made by the student. The Professor then has 15 days to: The teacher has 15 days to:
  - approve the individual request,
  - reject the proposal by giving reasons for the decision.

15 days after the communication, the request is considered to be tacitly approved.
- If the first choice professor proceeds to decline the proposal, or has already proceeded to approve number of thesis equal to those assigned to him, the second professor of choice indicated by the student in the list of preferences will be assigned and then the third.