



UNIVERSITÀ DEGLI STUDI GUGLIELMO MARCONI

MASTER REGULATION

This document is an abstract of the Italian Master regulation of Guglielmo Marconi University. For any controversy, the mentioned original document will rule on that matter.

Art. 1 - Object

This regulation governs the procedures for the activation and management of the courses referred to in article 3, paragraph 9, D.M. 22 October 2004, n. 270, at the end of which university masters are conferred.

Art. 2 – Proposals approval

1. The proposals for the courses activation mentioned in article 1 are made by one or more faculties jointly or on the initiative of the departments and research centers of the University of Guglielmo Marconi. The proposals are approved by the Academic Senate and the Board of Directors, taking into account the overall educational program.
2. The proposal must be sent to the Rector, drawn up on the forms prepared annually by the University, attaching any additional documentation required by the forms itself.
3. the courses are established by the Rector's decree.

Art. 3 – Access requirements

For the admission to “Master di I and II livello”, these are the minimum requirements:

- a) “Master I livello”, a three-year degree or equivalent qualification;
- b) “Master II livello”, a degree obtained in accordance with the regulations prior to the decree of the Italian Minister of Education of the 3rd November 1999, n. 509, the master's degree obtained according to the D.M. n. 509/1999 and the master's degree obtained according to the D.M. n. 270/2004.
- c) With regard to the foreign citizens' admission to Masters, in possession of an academic qualification obtained in foreign universities, the Italian Minister of Education rules on that matter. However, the enrollment remains subject to the assessment of the eligibility of the academic qualifications by the Master Course Council - where established - or by the Department Council, for the sole purpose of enrollment.

Simultaneous enrollment in more than one degree course is not allowed. The admitted student, who is enrolled in another course of study, must submit an application for suspension or renunciation of studies from the course of origin.

Art. 4 – Course structure





UNIVERSITÀ DEGLI STUDI GUGLIELMO MARCONI

The regulations of the Master's courses must provide for the awarding of at least 60 credits (ECTS), corresponding to 1500 hours of overall commitment.

The Master's program has a duration of 12 months, including studies, evaluation activities and project work (lessons, seminars, workshops, evaluations, etc.).

The final examination evaluates the technical, scientific and professional preparation of the student and requires project work completion and dissertation or thesis discussion.

An extension of maximum 12 months may be granted on reasonable grounds at the written request of the student and evaluated to the extent established by the student administration office.

Art. 5 – Payment regulation

In order to enroll in the course, admitted candidates must pay the application fee according to the procedures indicated in the call for applications and by the student administration office. If the student does not regularize the payment of the installments subsequent to the first one, within the terms communicated by the student administration office, will lose the student status (“decadenza”), and he/she won't be able to require any certificates or other academic official document. Moreover, the student who is behind in payments can't apply for an extension of studies. Admitted students who intend to renounce the master must notify the student administration office in writing. The application fees, already paid, are not refundable.

The student in good standing with his administrative position has one year to complete the didactic path.

Art.6 - Final exam and awarding of the academic title

1. The achievement of the master is subject to passing the final exam, the modalities of which are governed by the didactic regulations of the course, with a score expressed in one hundred and ten (110/110) and possible mention of honors (“cum laude”) or equivalent marks in the case of international masters.
2. To access the final exam, the student must complete the academic path and earn the necessary credits.
3. The Rector appoints the commission for the final exam.

Art. 7 - Proposal content

The proposal for the establishment of the master's course must contain:

- ✓ a brief report of the practical and professional profile of the training course and of the reference labor market.
- ✓ the general plan for articulating the training activities to be included in the curriculum.
- ✓ the procedures for admission to the course.
- ✓ the organization arrangements and the training activities conduct.
- ✓ the methods and times for carrying out the assessment tests, as well as the final exam for obtaining the academic title.





UNIVERSITÀ DEGLI STUDI GUGLIELMO MARCONI

- ✓ the qualifications required for admission, including those obtained according to foreign regulations.

Art. 8 - Award of the academic title

The academic title is issued by the Rector and must be signed by the general director

