

University of Padua
Department of Economics and Management “Marco Fanno”

REGULATION ON FINAL GRADE AND DISSERTATION

Master’s degree in “Accounting, Finance and Business Consulting” (MAFiB)

Master’s degree in “Applied Economics” (MAE)

Master’s degree in “Management for Sustainable Firms” (MASFi)

(Department Council of Economics and Management “Marco Fanno”, sitting of/meeting of 14 september 2023)

This regulation applies to students enrolled in MAFiB, MAE and MASFi Master’s programmes starting from academic year 2023-2024.

Art. 1 – Final grade

1. The final grade is expressed in hundredths and consists of the sum:
 - a) of the weighted average (WA) of the grades of the exams listed in Article 4 of the Didactic Regulation of the Master's degree programme, weighted by their respective credits, and converted to one-hundredths ($G=WA*11/3$); the component G will be rounded up to the nearest whole number if the first digit after the decimal point (comma) is equal to or higher than five, and rounded down to the nearest whole number if the first digit after the decimal point (comma) is lower than five;
 - b) of any bonus points related to the duration of studies, also expressed in hundredths, determined according to the criteria set forth in paragraph 3 below;
 - c) and the grade obtained in the final dissertation, also expressed in hundredths, determined according to the criteria indicated in paragraph 4 below.
2. Grades obtained in “elective activities” also contribute to the determination of the weighted average WA, provided that the total number of CFU/ECTS credits acquired does not exceed the CFU/ECTS credits specified in the didactic regulations for electives; any excess credits will not contribute to the final grade (the deduction will affect the credits related to elective activities in which the student received the lowest mark); 'Eligibility' (Idoneità) is granted for no grade educational activities and, although they contribute to the determination of the CFU/ECTS credits required for the final degree, they do not contribute to the determination of the weighted average WA.
3. The final grade G, as mentioned in paragraph 1, will be increased by **three** hundredths if the student earns the final degree within the first “summer session” (July/October) following enrolment in the second

year, by **two** points if the final degree is obtained in the “winter session” (December), and by **one** point if the final degree is obtained within the “spring session” (March).

4. The maximum score that can be awarded to the final dissertation is **7** hundredths; in the evaluation, the Master’s Degree Committee must take into account the quality and originality of the thesis, as well as its presentation and discussion during the final degree examination.
5. Only to students with a final grade **G** (potentially increased according to the criteria indicated in paragraph 3), of not less than 105 hundredths, and who will achieve the maximum score provided for the final dissertation (7 points), may be awarded honors by the Degree Committee, upon the recommendation of the Co-Examiner. The honors proposal must be unanimously accepted by the Master’s Degree Committee.

Art. 2 – Final dissertation

1. The final dissertation consists of the defense of a thesis elaborated in an original manner under the guidance of a lecturer (hereinafter, the 'Supervisor') assigned in accordance with the procedures outlined in Article 3.
2. The thesis must include:
 - a) an accurate description of the chosen topic;
 - b) a critical review of relevant literature;
 - c) an application of theoretical knowledge and/or empirical analysis techniques.
3. Students are required to be familiar with the “**Anti-Plagiarism Rules**” adopted by the Department of Economics and Management and to make use of the tools provided by the Department for the proper use and appropriate citation of bibliographic sources.
4. The thesis submitted for the final examination must comply with the editorial rules specified in **Appendix 1**.
5. On the page following the title page of the thesis, must be inserted the “**Declaration of Authenticity**” (**Appendix 2**) signed by the candidate, in the absence of which the Supervisor cannot, under any circumstances, approve the paper which cannot, therefore, be submitted for the degree examination.
6. If, for the preparation of the thesis, the student has made use of confidential, non-publicly accessible information, knowledge or materials, he/she is required to sign a “Confidentiality Agreement”, according to the model approved by the Academic Senate.

7. The thesis must be written in the English language. Only students enrolled in the Master's Degree programme "Accounting, Finance, and Business Consulting" - curriculum "*Consulenza e Direzione Aziendale*" are allowed to write the thesis in either the Italian or, alternatively, the English language.
8. The student is eligible to take the final dissertation when the thesis has been approved by the Supervisor, following the procedures established by the University and the Department of Economics and Management (hereinafter, the Department).
9. In the event that the thesis is not approved, the Programme Director, in consultation with the Supervisor, will provide the student with instructions on how to take the final examination in a subsequent graduation session. If the non-approval is due to a failure to comply with the rules contained in the "Anti-Plagiarism Rules", the Head of the Department, in consultation with the Programme Director and the Supervisor, will consider initiating disciplinary proceedings against the student.
10. The thesis, in its final version approved by the Supervisor, must be submitted in electronic format within the deadlines specified for each graduation session. The graduate must also ensure the delivery of a copy of the thesis to the Co-Examiner at least 7 days prior to the final dissertation.
11. The defense takes place in front of a Committee appointed by a decree from the Head of the Department, following the procedures established by the University's Didactic Regulation. The decree will indicate the Co-Examiner assigned to each graduating student.

Art. 3 – Choosing a dissertation topic

1. Annually, all faculty members within the Department, as well as full or adjunct professors engaged in the Master's Degree programmes of the Department, are required to propose dissertation topics.
2. The list of proposed topics is published on the students' intranet in the Department website, usually by January 31st of each year.
3. Students can choose the topic of their thesis and, consequently, their supervisor, exclusively through the Department's website (Intranet), through the following procedures and rules:
 - a) students will be able to choose the topic for their thesis from the proposed options only after earning at least 70 CFU/ECTS credits;
 - b) students are required to fill out a form that includes their reasons for choosing the topic as well as information about their academic career,
 - c) if a chosen topic has been proposed by a professor who has already approved a number of theses equal to the number assigned by the Department, the student must select a different topic;

- d) the proposing professor receives a notification regarding the student's choice and has 15 days to either approve or reject the request, providing reasons for the rejection;
- e) after the 15 days have elapsed, the request is considered tacitly approved by the professor;
- f) within a maximum of 30 days after approval (either tacit or explicit), the student must contact the professor to start the project;
- g) after 9 months from approval, the student must submit the paper; once this period has elapsed, the Supervisor may request the Programme Director to cancel the project, in which case the Director will inform the student about the procedures for initiating a new and different project.

Art. 4 – Dissertation and internship

1. Students who, as an alternative to other educational activities, choose to undertake an internship as part of “electives” (see “**Master's Degree Internship Regulation**”), can propose to the Supervisor to link their thesis to the internship experience.
2. The decision to link the thesis to the activities carried out during the internship is solely at the discretion of the Supervisor, who, after consulting with the Trainee's University Tutor, will assess whether the activities undertaken are functional to the development of a Master's thesis.
3. It is not allowed to write the thesis on topics related to the mandatory internship required for students enrolled in the Master's Degree programme “Accounting, Finance and Business Consulting” - *curriculum “Consulenza e Direzione Aziendale”*.

APPENDIX 1 – EDITORIAL RULES

- The document submitted electronically for the final examination, approximately eighty pages in length, should be formatted with A4-sized pages, typewritten with a 1.5 line spacing, upper and lower margins of 2 cm, a right margin of 2 cm, a left margin of 3 cm and in Times New Roman font size 12.
- The **title page** of the thesis should be prepared as follows: at the top, mention the University, the Department of Economic and Management and, if the Supervisor belongs to another department, also mention the Supervisor's affiliated department; below, in the center, provide the title of the thesis; below to the left, include the Supervisor's full name; further below, to the right, mention the student's name; at the bottom, in the center, indicate the academic year.
- Any **Figures** and **Tables** should be numbered (with separate progressive numbering for Figures and Tables). At the bottom of Figures and Tables, the data sources must always be provided, specifying whether they are directly taken from existing sources or derived from the candidate's independent analysis.

- The final section of the thesis (**Bibliographical References**) should list in alphabetical order all and only the sources cited in the text. References should be formatted according to an academic style, following the “**Guidelines for Bibliographic References**” provided by the Department.

APPENDIX 2 - DECLARATION OF AUTHENTICITY

Papers submitted for the final examination must compulsorily include the following declaration on the second page, following the title page, in both Italian and English language.

Dichiaro di aver preso visione del “Regolamento antiplagio” approvato dal Consiglio del Dipartimento di Scienze Economiche e Aziendali e, consapevole delle conseguenze derivanti da dichiarazioni mendaci, dichiaro che il presente lavoro non è già stato sottoposto, in tutto o in parte, per il conseguimento di un titolo accademico in altre Università italiane o straniere. Dichiaro inoltre che tutte le fonti utilizzate per la realizzazione del presente lavoro, inclusi i materiali digitali, sono state correttamente citate nel corpo del testo e nella sezione ‘Riferimenti bibliografici’.

I hereby declare that I have read and understood the “Anti-plagiarism rules and regulations” approved by the Council of the Department of Economics and Management and I am aware of the consequences of making false statements. I declare that this piece of work has not been previously submitted – either fully or partially – for fulfilling the requirements of an academic degree, whether in Italy or abroad. Furthermore, I declare that the references used for this work – including the digital materials – have been appropriately cited and acknowledged in the text and in the section ‘References’

Firma (signature)