

FREQUENTLY ASKED QUESTIONS ABOUT GRADUATION SESSIONS

MASTER'S DEGREE PROGRAMMES COMPASS, GEPID, IR, PAO, SLEG and SOSS

Is it possible to know well in advance the date of the discussion?

The dates and times of the sessions are set by taking into consideration the availability of supervisors/ co-supervisors, in order to have a quorum guaranteed throughout the session.

For this reason, the organisation of master's degree sessions begins after the deadline for submitting degree applications has closed. At that point, all supervisors and co-supervisors are contacted to sound out their availability during the week of the sessions: by cross-referencing their availability with room availability, it is then possible to organise the sessions.

In order to be able to send the communication regarding the date and time of the session, it is also necessary for the Student Administration Office to have successfully completed the checks on the requirements of all graduands in the session.

We are aware that graduands need to know their discussion day in advance for a variety of reasons. Therefore, we do our best to speed up the communication of the discussion date as much as possible. Considering the timelines dictated by the process described above, we try to notify graduands of the discussion date and time at least 10 days before the session week.

Where do I find information about the date and time of the discussion?

You will find this information in your degree application on Studenti Online.

Is it possible to discuss online?

Online discussion is possible, after arrangement with the committee president, for:

* Graduands with disabilities and SLDs, in detention or prevented from mobility due to force majeure (extreme weather events, riots, wars or invasions, governmental or regulatory actions, including strikes, terrorism or the imposition of an embargo);

* Graduands domiciled abroad, admitted to the conduct of the final examination/dissertation at a distance of courses granting double or joint degrees, subject to the supervision of the Pro-Rector for Teaching.

Do the discussion and proclamation take place on the same day?

Yes, the proclamation usually occurs at the end of the discussion.

How much time do I have for the presentation?

There is approximately 15 minutes for each student including presentation, discussion and proclamation. However, the duration is at the committee's discretion.

Can a Powerpoint be used to support the presentation?

Graduands may use a Powerpoint presentation as an aid to their oral presentation with the permission of their lecturer. All classrooms where discussions are held must therefore be equipped with PCs and projectors. In order to avoid delays or complications, graduands are requested to send their ppt presentations to the chairperson of the committee and the supervisor on the day before the discussion, and in any case before the entire graduation session begins.

More than one candidate has been summoned on the same date and time. Do I have to show up at the time indicated or can I show up later?

Graduands must report at the time indicated in the convocation.

I have a commitment on the very day the session was scheduled. Is it possible to reschedule it?

It is not possible; the date and time of the convocation are peremptory.

Are there limits to the number of guests who can attend the discussion?

The only limitation is that given by the capacity of the room where the discussion takes place, as well as the current security regulations.

Classroom capacity is as follows:

Room	Address	Capacity
Aula 2	Strada Maggiore 45	95
Aula 3	Strada Maggiore 45	50
Aula 4	Strada Maggiore 45	50
Aula 5	Strada Maggiore 45	25
Aula 6	Strada Maggiore 45	25
Aula 1	Strada Maggiore 45	65
Aula 8	Strada Maggiore 45	25
Aula Ruffilli	Strada Maggiore 45	145
Aula Ardigò	Strada Maggiore 45	50
Aula Poeti	Strada Maggiore 45	120
Aula Farneti	Strada Maggiore 45	30
Aula Jemolo	Strada Maggiore 45	36
Aula Di Virgilio	Bersaglieri 6/c	30
Aula C Santa Cristina	Piazzetta Morandi, 2	84
Aula A San Petronio Vecchio	San Petronio Vecchio 30-32	144
Aula B San Petronio Vecchio	San Petronio Vecchio 30-32	99
Aula C San Petronio Vecchio	San Petronio Vecchio 30-32	108
Aula Ex Stazione Veneta	Via Zanolini 41	60

