

MA in Interdisciplinary Research and Studies on Eastern Europe (MIREES) – 8049 and MA in East European and Eurasian Studies (MIREES) - 5911

Instructions for admission to the thesis defence September session of the Academic Year 2023-2024

- In compliance with the Academic Regulation, Art.13 of the Master of Arts MIREES, two **graduation sessions** are scheduled: a standard session in September and a supplementary session in March. The latter is reserved to students who either fail the September session or cannot meet this session due to special circumstances. In the latter case, on the basis of the motivations given by the student, the Academic Board may request official documentation attesting to the special circumstances.
- The graduating student prepares his/her thesis under the **guidance of a supervisor**, on a topic in line with the learning goals of the degree programme.
- Professors who have **teaching activities** in 23/24 a.y. in Mirees study plan can serve as supervisors. To carry out a thesis on a learning activity which is not included in the programme teaching plan it is necessary to obtain the preliminary authorization of the programme director, prof. Sonia Lucarelli.

Deadline	Task
25 July 2024	Submission of the thesis to the supervisor and to Mirees Academic Tutor/Mirees Administrative Office by e-mail. The supervisor will have to read the thesis and assess if the graduating student can be admitted to the September graduation session from the didactic point of view. After that, only minor changes can be made to the thesis (for example, language proofreading).
9 August 2024	Graduation application procedure: 1) on-line graduation application on STUDENTI ONLINE at www.studenti.unibo.it ; 2) on-line payment of 32 € (for two duty stamps) for the graduation application through the PagoPA system which offers a range of online payment methods. Important information for Non-EU students: If your Italian permit of stay has expired, please contact patrizia.ussani@unibo.it or segforli@unibo.it to open the graduation application.
26 August 2024	Late online graduation application with penalty fee: 1) on-line graduation application on STUDENTI ONLINE at www.studenti.unibo.it ; 2) on-line payment of 32 € (for two duty stamps) for the graduation application through the PagoPA system which offers a range of online payment methods. Penalty fee: 100€
26 August 2024	Online uploading of the thesis by the student. The <u>template</u> of the title page is available online. The thesis shall consist of an academic piece of work between 30,000-40,000 words, excluding the bibliography. It is not possible to substitute the thesis once it has been uploaded. The <u>Statement of Originality</u> must be included in the thesis (after the title page).

	<p>The abstract (maximum 2000 characters) shall be written in the relevant box, as well as the key words and the prevalent language of the dissertation.</p> <p>The final version of the thesis shall be uploaded on <i>Compilatio</i> for the check on the guarantee of originality according to the instructions that will be given to the students by the Academic Tutor. Mirees Administrative Office will send a copy of your thesis to the second reader appointed by the Mirees Board for evaluation.</p>
4 September 2024	<p>The Student Registry Office of Forlì checks whether the following graduation requirements have been met by the students within 4 September 2024:</p> <p>1) registration of exams and payments of tuition fees. The Student Registry Office can make a final verification about student's career and payment of tuition fees also after this deadline and contact students to their Unibo e-mail address in case of anomalies;</p> <p>2) AlmaLaurea question-form at https://www.almalaurea.it/en/lau/laureandi/login_laureandi (link available inside the on-line graduation service). Information about AlmaLaurea and the instructions for the completion of the question form are available at the following web page: http://www.unibo.it/en/services-and-opportunities/online-services/guide-to-online-student-services/almalaurea</p>
4 September 2024	On-line approval of the thesis title and content by the supervisor
9 September 2024	Publication of the Graduation Committee at www.studenti.unibo.it
18-19 September 2024	Thesis defences
20 September 2024	Diploma awarding session

Additional information:

- 1) **FINAL-YEAR STUDENTS AND TUITION FEES:** to be admitted to the final examination students must have obtained all the university credits required according to the degree course regulations for activities other than the final examination. Furthermore, students must have paid the tuition fees due.
Important: students who graduate within March, do not have to pay the tuition fees for the new academic year. On the contrary, in order to graduate in the September session of the following academic year, students have to pay the full amount of the annual tuition fees and renew the graduation application with the payment of 16 € (one tax stamp).
- 2) **DEGREE CERTIFICATE WITH TRANSCRIPT OF RECORDS:** from the on-line service **STUDENTI ONLINE** at www.studenti.unibo.it (select: certificates and self-certifications) it is possible to download on-line certificates in Italian and English language (digitally signed by the University of Bologna) and self-certifications (available only in Italian language).