



UNIVERSITÀ
DI TRENTO

Courtesy translation

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REGULATIONS FOR THE FINAL ASSESSMENT AND CONFERMENT OF TITLE FOR THE BACHELOR'S DEGREE IN COMPARATIVE, EUROPEAN AND INTERNATIONAL LEGAL STUDIES (CEILS)



**Regulations for the final assessment and conferment of the title for the Bachelor's degree in Comparative,
European and International Legal Studies (CEILS)**

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Art. 1 – Definitions

For the purposes of these regulations the following definitions are adopted:

1. Final assessment: the concluding educational activity of the degree programme.
2. Final assessment exam: procedure for verifying the acquisition of the knowledge and disciplinary skills required by the final exam.
3. Graduating student: a student who has acquired all the credits required by the regulations of the degree programme in which he/she is enrolled in order to obtain the degree qualification, with the exception of the credits required for the final assessment, and who is registered for a final exam session.
4. Final assessment commission: the commission with responsibility for examining the graduating student.
5. Supervisor: a professor who supervises the activity carried out by the student for the preparation of the final assessment.
6. Evaluation of the final assessment: the evaluation of the final assessment is expressed by the commission in terms of "approved" or "not approved", with the possibility of awarding additional marks.
7. Additional marks: marks that can be assigned in addition to the marks out of one hundred and ten obtained by converting the student's average into marks out of thirty.
8. Programme coordinator: a full professor to whom the Faculty entrusts the monitoring of the satisfactory performance of the teaching activities provided by the degree programme and, more generally, of any other activity offered to students enrolled in the programme. In the absence of information to the contrary, the coordinator of the study programme is the Dean.

Art. 2 – Aims of the final assessment

1. The final assessment is the concluding activity of the study programme. The number of credits available for the final assessment is defined by the regulations of the degree programme.
2. The final assessment is intended to assess the scientific maturity, critical capacity and methodological mastery acquired during the three-year period of university studies.



Art. 3 – Final assessment exam

1. The final assessment consists of the preparation and defence of a written paper on a topic approved by the supervisor. The final paper must be written in English or, subject to authorization by the Dean, in another language other than the mother tongue of the candidate, chosen from among Italian, French, German or Spanish.
2. The role of the supervisor may be undertaken by:
 - a) any professor or researcher in the Faculty of Law;
 - b) an external professor with a teaching assignment in the Faculty of Law.

As a rule, the supervisor will be a professor or researcher with whom the student has taken at least one exam in the same scientific-disciplinary sector as the subject of the final assessment. The role of supervisor can also be carried out jointly by two professors or researchers.

Art. 4 – Requirements for the final assessment

1. The final assessment can be undertaken only after completing the programme necessary for graduation and obtaining a minimum of 174 credits (CFUs).
2. A student who intends to undertake the final assessment must enroll in the final exam session at least 15 working days before the date scheduled for the exam.
3. Should the outcome of one or more exams taken by the student not be registered in the university information system at the time of enrollment in the final exam session, it is the responsibility of the graduating student to ensure that he/she has passed all the exams required by the degree programme regulations before undertaking the final assessment, and to inform the Student Support Service Office (hereinafter the University Office). If the final assessment is taken by a graduating student with an incomplete academic record, the final assessment will be considered null and void.

Art. 5 – Commission for the final assessment

1. The Commission for the final assessment is appointed by the Dean of the Faculty. It is composed of at least three members chosen from among the professors and researchers of the Faculty of Law and



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2. the internal or external professors of the University of Trento with teaching assignments at the Faculty of Law, and will normally include the supervisor.
3. The Dean will identify a faculty member, from among the members of the commission, to whom to entrust the role of President. If the number of students enrolled in the final exam session is particularly high, the Dean can appoint additional commissions for the same exam session.
4. The final assessment is evaluated in terms of "approved" or "not approved". Registration of the result is in written form and will be notified to the student in their private area of Esse3 and recorded in their online academic record.

Art. 6 – Definition of graduation marks and registration of the degree

1. Before the final assessment is carried out, the competent University Office defines the weighted average of the exams taken by the graduating student and converts them into one hundred and ten according to the indications and criteria defined in the annex (annex 1). The outcome of this operation is communicated to the commission.
2. The commission assigns an evaluation of the final assessment in terms of "approved" or "not approved" and, in the case of approval, determines any additional marks to be added to the mark in hundredths, as defined in paragraph 1. In this operation the commission applies the criteria defined in the annex (annex 1), and records them using the relative module (annex 2).
3. In the 30 days following the final assessment exam, the office completes the checks on the student's academic record and on the calculation of the graduation mark, and communicates the results of this to the interested party. Following the aforementioned communication, the status of "graduate" is recorded in the University information system with effect from the day of the final exam.

Art. 7 – Conferment of the degree

1. After confirming the closure of his/her academic record, the student may ask the University Office for the degree to be awarded in the way and at the time defined by the Office itself.
2. At least twice a year, the University organises a public ceremony for conferment of the degree certificate.



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Art. 8 – Final and transitional rules

These regulations come into force from the academic year 2020/2021, starting from the final assessment exam of the summer session (June 2021).



ANNEX 1 – CALCULATION OF THE DEGREE MARKS

The degree marks are calculated in four different steps:

- 1. Calculation of the average**
- 2. Conversion to one hundred and ten**
- 3. Surplus credits and additional marks**
- 4. Final marks and conferment of distinction**

1. Calculation of the average

The degree mark is obtained by considering the weighted average of the marks of the exams taken. The weighted average is calculated by taking into account the marks with distinction - where 30 with distinction is equivalent to 31 - and surplus exams. The exam with a lowest mark will be excluded from the calculation of the average; the graduating student may request that one or more exams among the surplus exams be excluded from the calculation of the average.

2. Conversion to one hundred and ten

The conversion of the weighted average of the exams into one hundred and ten is done using a conversion factor of 3.87. The Faculty reserves the right to change the conversion factor for up to one year after the first use of the calculation for the score of the degree mark.

3. Surplus credits and additional marks

0.20 marks may be added to the result of the conversion into one hundred and ten, for each of the credits surplus to the 180 credits required to obtain the degree, up to a maximum of two marks.

Additional marks may be allocated to the result of the previous calculation for the following reasons:



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Motive	Additional marks
Outstanding quality of the thesis and thesis defence.	from 0 to 3 marks
Participation in an international exchange programme	1 mark
Completion of the final assessment and exam within the prescribed programme deadline and therefore considered to be "completed on time".	1 mark
Achievement, within the degree time limits, of a higher level of proficiency of the second foreign language compared to the programme requirements.	1 mark

Interruptions of the normal study programme due to illness, maternity or other serious documented reasons are automatically excluded from the calculation of the duration of the study programme.

4. Final mark and conferment of "distinction"

The final degree mark is obtained by rounding to the nearest whole number. In the event that the result is greater than, or equal to, 110, the final mark will be 110/110.

Distinction is awarded if the final mark is at least 111, and in the final exam the student has obtained 3 marks for the outstanding quality of their thesis and thesis defence.



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ANNEX 2 – ALLOCATION OF ADDITIONAL MARKS AND FINAL EVALUATION

Candidate: _____ Student number: _____

Thesis title: _____

Degree session: _____

Initial mark (weighted average): _____ /110

Additional marks	Motive
insert	SURPLUS CREDITS (0.20 marks , for each of the credits surplus to the 180 credits required to obtain the degree, up to a maximum of two marks)
insert	PARTICIPATION IN AN INTERNATIONAL EXCHANGE PROGRAMME (1 MARK)
insert	COMPLETION OF THE FINAL ASSESSMENT AND EXAM BY THE PRESCRIBED DEADLINE AND THEREFORE CONSIDERED TO BE "COMPLETED ON TIME" (1 MARK)
insert	ACHIEVEMENT, WITHIN THE DEGREE TIME LIMITS, OF A HIGHER LEVEL OF PROFICIENCY OF THE SECOND FOREIGN LANGUAGE COMPARED TO THE PROGRAMME REQUIREMENTS (1 MARK)

Additional marks: _____

Admission mark to the final exam (additional marks included): _____

insert	OUTSTANDING QUALITY OF THE THESIS AND THESIS DEFENCE (FROM 0 TO 3 MARKS)
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Final mark: ____ / 110 **with distinction**

The Commission:

President _____

Members _____
