



**UNIVERSITÀ  
DI TRENTO**



**REGULATIONS FOR THE AWARDING OF THE DEGREE OF  
Master of Science in  
ENVIRONMENTAL METEOROLOGY**

## TABLE OF CONTENTS

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Art. 2 – Definitions	2
Art. 3 – Objectives of the Final Examination	2
Art. 4 – General requirements for the MSc Thesis	2
Art. 5 – Steps for the completion activity	2
Art.6 – Editorial and typographical instructions of the thesis	3
Art. 7 – Degrees awarded	3
Art. 8 – Final and Transitory Provisions	3
Art. 9. Application procedure and fulfillments for admission to the Final Examination.	4
Art. 10 – Final Examination Committee	4
Art. 11 – Final Examination procedure	4
Art. 12. Application procedure to access the final examination session.	5
Art. 13 - Registration to the Final Examination	5
Art. 14 – Final Examination Committee at the University of Innsbruck	6
Art. 15 – Final Examination procedure	6

## I - Common Provisions

### Art. 1 - Purpose and Contents

The present Regulations state rules and procedures for the preparation and defense of the MSc thesis and requirements for the graduation of Students attending the MSc Programme in Environmental Meteorology jointly operated by the University of Trento and the University of Innsbruck.

### Art. 2 – Definitions

For the purposes of this regulations, the following definitions apply:

- a. Masters' Degree Candidate: a student who have completed all exams or, in any case, obtained all the learning credits required by the teaching regulations, and must have regularly paid all your tuition fees, including any late payment fines.
- b. Thesis Advisor: a faculty member or other expert who supervises the student's thesis activities.
- c. Completion activity: the final activity including the preparation of the thesis and the final exam for graduation.
- d. Thesis: a long essay or dissertation prepared by the Candidate under the supervision of one or more Supervisors, to prove that the candidate is able to apply the theoretical and methodical instruments of the subject area to a particular research question and to reflect on them independently.
- e. Thesis defense: the presentation and discussion of the MSc thesis in front of a Final Examination Committee.
- f. Final Examination Committee: the Committee in charge of assessing the candidates thesis and defence.
- g. Final Examination: the assessment of the defense and discussion of the thesis presented by the Candidate.
- h. Graduation: the ceremony of conferring the MSc Degree to Candidates who have successfully fulfilled all the requirements.
- i. Joint Board of Lecturers (hereinafter JBL): is composed of all the lecturers that have been appointed to teach mandatory courses included in the curriculum.

### Art. 3 – Objectives of the Final Examination

1. The final examination for the MSc Degree consists in a public presentation and defense of an original thesis, prepared by the Candidate.
2. The Final Examination is an opportunity for Candidates to demonstrate the acquired learning outcomes and abilities, including communication skills, through the preparation of an original thesis, the public presentation of the thesis results, and the discussion in front of the Examination Committee.

### Art. 4 – General requirements for the MSc Thesis

1. The thesis will have to be an original piece of work produced by the Candidate under the supervision of one or more academic Advisors.
2. At least one Advisor shall be either from the University of Trento or from the University of Innsbruck.
3. The thesis shall be written in English.

### Art. 5 – Steps for the completion activity

1. Prior to start working at their thesis, Students shall submit an application stating the tentative title of the thesis and the names of the Advisors(s). The application will be subject to approval by the JBL Chairperson and communicated to the JBL.
2. Students will be allowed to work on their thesis either at the University of Trento or at the University of Innsbruck, upon agreement with their Advisors. Upon suitable agreements, Students may also be allowed

to work at other Universities, Research Bodies, Weather Services, Environmental Agencies or other qualified bodies.

3. Students are admitted to the Final Examination only after having passed successfully all the other educational activities required within the MSc Programme in Environmental Meteorology.
4. The Final Examination is organized according to the regulations set in Part II - Specific Provisions below and to the rules established at the University where the thesis has been developed and the defense takes place.

#### **Art.6 – Editorial and typographical instructions of the thesis**

Contents and drafting of the thesis are up to the Candidate's responsibility, under the guidance of the Advisor(s). The thesis format shall be in line with the guidelines set by the Students' Support Service of the University where the thesis is discussed.

#### **Art. 7 – Degrees awarded**

1. Regardless of the University where the final examination takes place, students fulfilling all the requirements set in the joint MSc programme will be awarded:
  - the degree of "Master of Science" from the University of Innsbruck;
  - the degree "Laurea magistrale in / the degree of Master of Science in Environmental Meteorology" from the University of Trento.
2. The University of Trento will also produce a Diploma Supplement as defined by the European Commission, Council of Europe and UNESCO/CEPES.

#### **Art. 8 – Final and Transitory Provisions**

The present Regulations come into effect with the Fall Term of the academic year 2019/2020, beginning with October 2020 Final Examinations.

## II - Specific Provisions

### A) Rules and procedures for the Final Examination at the University of Trento

#### Art. 9. Application procedure and fulfillments for admission to the Final Examination.

1. Timeframes for Final Examinations.

At the beginning of each academic year, the Department of Civil, Environmental and Mechanical Engineering of the University of Trento schedules the timeframes for the Final Examinations. The dates are published on the website of the Department.

2. Application for the assignment of thesis topic and Advisor(s)

Students shall submit the application for the assignment of the thesis topic and Advisor(s) to the Students' Support Service at least six months before the expected date of the Final Examination. In order to be allowed to submit the application, students need to have obtained at least 60 ECTS.

The whole procedure shall be repeated if the student intends to substantially change the topic of the thesis.

3. Registration to the Final Examination

To undergo the Final Examination students shall submit their online application according to the instructions issued by the Students' Support Service of the University of Trento and published in the Programme website.

The application shall be submitted at least 30 days prior to the date of the Final Examination.

Students will have to include a statement signed by the Advisor confirming that the thesis work has been completed.

At least 15 days prior to the date of the Final Examination, Students are required to upload to the Students' Support Service the final version of the thesis in digital format (PDF/A) to be archived in the University Library..

#### Art. 10 – Final Examination Committee

1. The Final Examination Committee is composed of at least five members, chosen among lecturers or teaching staff of subjects connected to the Programme. At least three members shall be from the University of Trento, and at least one member from the University of Innsbruck. The Chair of the Committee shall be from the University of Trento.
2. The Members and the Chair of the Final Examination Committee are appointed by the Director of the Department of Civil, Environmental and Mechanical Engineering, upon proposal from the JBL Chairperson.

#### Art. 11 – Final Examination procedure

1. The Final Examination consists in the public presentation and defense of the thesis in front of the Final Examination Committee. Members and Candidate may be allowed to participate by remote connection.
2. The Advisor(s) will be invited by the Students' Support Service to provide a written evaluation on the



student's work and send it at least three days before the Final Examination.

3. At the end of the Final Examination, the Committee assigns a Final Examination grade  $G_{FE}$  (ranging from 18 to 30 cum laude), taking into account the quality of the thesis and of the presentation and discussion. The Advisor, when not included among the members of the Final Examination Committee, may be heard by the Committee during the discussion for the evaluation of the Candidate.
4. The grade is recorded through the same procedure as for the other exams.
5. The Committee also determines the Degree Grade as the nearest integer number to  $G_D$  evaluated as:

$$G_D = \frac{110}{30} \cdot \frac{G_{WA} \cdot (C - T) + 1,17 \cdot G_{FE} \cdot T}{C}$$

where

- $G_{WA}$  is the weighted average of the grades received in each exam passed by the candidate (the weight for each grade being the ECTS credits of the respective course);
- $C$  is the total amount of ECTS credits for all the exams passed by the candidate and evaluated with a grade, including the Final Examination;
- $T$  is the total amount of ECTS credits assigned to the Final Examination.

In the evaluation of  $G_{WA}$  and  $G_{FE}$  the grade "30 cum laude" is counted as 31.

When the nearest integer number to  $G_D$  exceeds 110, the Committee may grant, upon agreement by all members, the highest grade "cum laude" («110 e lode»). Otherwise, the Degree Grade is 110.

## B) Rules and procedures for the Final Examination at the University of Innsbruck

### Art. 12. Application procedure to access the final examination session.

#### 1. Timeframes for Final Examinations

Writing the thesis occurs in two steps - preparation and finalization - and takes at least six months of full time work. Students are recommended to choose the topic and advisor in the semester prior to their last one, especially if the topic requires obtaining data. The date of the final examination is arranged directly by the Student with the members of the Final Examination Committee.

#### 2. Preparation step: Thesis topic and Advisor(s)

Students choose a topic in agreement with her/his Advisor(s) and start working on the draft thesis.

Students shall submit the application for the assignment of the thesis topic and Advisor(s) to the Prüfungsreferat at least six months before the expected date of the Final Examination. In order to be allowed to submit the application, Students need to have obtained at least 60 ECTS.

The whole procedure must be repeated if the student intends to substantially change the topic of the thesis.

### Art. 13 - Registration to the Final Examination

#### 1. Students are requested to comply with the following procedure:

- fill out the form with all passed courses and take it to the Department of Examinations;
- deliver the final version of the thesis, approved by the advisor, to the Prüfungsreferat;
- upload the thesis in PDF/A format to the Repository of the University Library;
- arrange the date of the final exam with three professors: the chair of the examination committee, the advisor, and a third examiner.

2. The defence cannot be any sooner than 4 weeks after the candidate has handed in the thesis.

#### Art. 14 – Final Examination Committee at the University of Innsbruck

The Final Examination Committee is composed of three members, the advisor, a second examiner and one chair of the examination committee who can also ask questions. At least one member shall be from the University of Trento. The Chair of the Committee will have to be from the University of Innsbruck.

#### Art. 15 – Final Examination procedure

1. The Final Examination consists in the public presentation and defense of the thesis in front of the Final Examination Committee. Members and Candidate may be allowed to participate by remote connection.
2. The Final examination is divided into two sessions:
  - 30-minute public presentation of the thesis with questions from anyone in the audience;
  - 30-60 minutes of closed-door discussion and questions about the thesis and its wider thematic context in front of the Examination Committee.
3. At the end of the Final Examination, the Committee assigns a grade in the Austrian grading system levels 1-5, taking into account the quality of the thesis and of the presentation and discussion.
4. The Final Examination Committee also assigns a grade in the Italian grading system according to the grade conversion table.
5. The Committee also determines the Degree Grade as the nearest integer number to  $G_D$  evaluated as:

$$G_D = \frac{110}{30} \cdot \frac{G_{WA} \cdot (C - T) + 1,17 \cdot G_{FE} \cdot T}{C}$$

where

- $G_{WA}$  is the weighted average of the grades received in each exam passed by the candidate (the weight for each grade being the ECTS credits of the respective course);
- $C$  is the total amount of ECTS credits for all the exams passed by the candidate and evaluated with a grade, including the Final Examination;
- $T$  is the total amount of ECTS credits assigned to the Final Examination.

When the nearest integer number to  $G_D$  exceeds 110, the Committee may grant, upon agreement by all members, the highest grade “cum laude” («110 e lode»). Otherwise, the Degree Grade is 110.