



UNIVERSITÀ
DI TRENTO



SIS
School of
International
Studies

Master's Degree in European and International Studies

Laurea Magistrale in Studi Europei e Internazionali

School of International Studies, University of Trento

Student Handbook

Academic year 2025/2026

Dear MEIS student,

On behalf of the Staff and Faculty members of the School of International Studies (SIS), I would like to welcome you to Trento!

We are delighted by your interest in the MEIS programme and we hope that your participation will be fruitful and satisfying. Everyone at the SIS, both the administrative Staff and the Faculty members, are committed to making your experience an important step in your career and a pleasant (an aMEISing, as the alumni would say) period of your life. In the following two years, you will have the opportunity to cultivate your interests, improve your knowledge, develop new abilities, enhance your skills, and you will establish new relationships with colleagues and supervisors that will last for your entire life.

The Master's Degree in European and International Studies is a demanding programme, as it requires hard work and a great deal of organizational skills. The organizational structure of the course and the rules you are expected to abide by, however, are by no means punitive; rather, they are meant to prepare you for the tough competition and the pressure you shall face after graduation. While there is no intrinsic value in working under stress and subject to continuous evaluation, learning how to work autonomously and to adapt easily to circumstances will be an important asset in your future activities.

In the following months, you will have several choices to make, such as courses, projects, topics, assignments, exchange programmes, internships, and the like. There is no single strategy which is right for everyone. Staying in Trento, participating in an exchange programme or doing an internship while writing up your final dissertation, are some of the various decisions you will make. These alternatives may all seem attractive right now, but you will have to discern those that are best for your learning and working prospects. For sure, during your study period at MEIS, you will always find guidance on our part.

At the School, we not only care about the academic aspects of your careers through innovative teaching theories and methods, intent on feeding your passion for the fascinating world of international affairs, but we are also committed to providing support and guidance throughout this important period of your life. This Student Handbook shares this very same objective by illustrating the rules, regulations and practices that govern student life at the School. It aims at clarifying a number of issues, identifying which body or person is responsible for the various activities,

processes and procedures, and presenting the best practices students are expected to adopt during their degree. This guide will make your life easier, relationships with Staff smoother and thus contribute to enhancing your whole learning experience as a member of the School of International Studies at Trento.

Individual commitment and personal skills are undoubtedly essential factors in achieving great results, but they cannot substitute teamwork and cooperation. Respect for the rules and attention to others, in turn, are the key ingredients of any pleasant, stimulating and successful community of cooperating actors. We like to think that the School is one such community and you have just become an important part of it. Hence, participation in its various activities (e.g., classes, seminars, conferences) and respect for the Staff and Faculty members, as well as for your colleagues, are not only urged but expected. Mutual trust is a peculiar resource, and it is cultivated only thanks to the commitment of all parties involved in a relationship. Hence, we are committed to reciprocating the respectful attitude we advocate and expect. We shall offer constant opportunities to make your voice heard and to keep you involved in the management of any problems that, inevitably, will raise.

While discretion is at times necessary to address individual contingent problems, decisions at the SIS are mainly based on established rules and procedures. This approach guarantees an equal treatment of students both within cohorts and across them; moreover, it reduces uncertainty and expedites decisions involving various bodies and people. I would like you to consider this Student Handbook as one simple example of our dedication to clear, efficient and open communication with students and transparent procedures and rules.

The School of International Studies is a relatively young institute but it has quickly gained a reputation of excellence thanks to the constructive spirit of its Staff, Faculty members and not least, to its vibrant student body. Your contribution and commitment will ensure the continuation of this success story.

Good luck!

Mauro Caselli, MEIS Coordinator

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Please note that there are some context specific terms, used in this Student Handbook, which may not be completely transparent to students unfamiliar with the Italian context. These terms have been given in the original Italian and written in italics with the English translation in brackets. A Glossary of all these Italian terms is provided at the end of this Handbook.

General Information

The Programme ("Manifesto degli studi 2025/26")¹

Code	Course Title	CFU	SSD	Course Instructor	Coinstructor/s	Hours	Semester
First Year							
Compulsory courses							
155366	International History	8	M-STO/04 / HIST-03/A	Umberto Tulli	TBD	48	First
160080	English for International Studies	6		CLA		36	First
155365	Research Design	2		M.Faccioli	S. Palestini, M.Bragagnolo	18	Second
155369	International Political Philosophy and History of Ideas	8	SPS/01 / GSPS-01/A	M.Nicoletti	M.Bragagnolo	48	Second
155352	Data Analysis and Statistics	8	SECS-S/05	M. Caselli, M.Faccioli	S.Schiavo, S. Benati, G.Pallante	48	Second
No. 1 course to be chosen between the two listed below for a total of 8 ECTS credits:							
155346	International and European Union Law - A	8	IUS/13 / GIUR-09/A	M. Pertile	E. Fasoli	48	First
155347	International and European Union Law - B	8	IUS/13 / GIUR-09/A	S. Faccio		48	First
No. 1 course to be chosen between the two listed below for a total of 8 ECTS credits:							
155348	European and International Politics - A	8	SPS/04 / GSPS-02/A S	A.Russo	E.Masseti	48	First
155349	European and International Politics - B	8	SPS/04 / GSPS-02/A S	E. Massetti	S. Palestini	48	First
No. 1 course to be chosen between the two listed below for a total of 8 ECTS credits:							
155350	International Economics - A	8	SECS-P/02 / ECON-02/A	L. Bonatti	B. Karabay	48	Second
155351	International Economics - B	8	SECS-P/02 / ECON-02/A	M. Caselli		48	Second

¹ The first-year courses listed in this catalogue refer to the 2025/26 cohort, while the second-year courses refer to the 2024/25 cohort. Following the recent reform, the second-year courses will undergo significant changes for the 2025/26 cohort.

Code	Course Title	CFU	SSD	Course Instructor	Coinstructor/s	Hours	Semester
6 ECTS credits to be chosen from the following							
<i>N.B. For Russian, Arabic, Chinese, and Portuguese, the activation of B2-level courses depends on CLA availability and a minimum of eight enrolled students; otherwise, B2 exams are offered during specific exam windows (February, July, and September).</i>							
155358	French Language B2	6		CLA			First
155359	Spanish Language B2	6		CLA			First
155360	German Language B2	6		CLA			First
155361	Russian Language B2	6		CLA			First
155362	Arabic Language B2	6		CLA			First
155363	Chinese Language B2	6		CLA			First
155364	Portuguese Language B2	6		CLA			First
155355	Italian Language and Culture (for non-Italian speakers)	3		J. Bottura		30	Second
155370	Internship	3-6					
155371	Applied Workshops on Global Affairs	3		G.Glouftsiou			
	Total ECTS credits – 1st year	62					
Second Year							
No. 1 course to be chosen between the three listed below for a total of 6 ECTS credits:							
155316	Global Economic Policy	6	SECS-P/02 / ECON-02/A	L. Bonatti		36	Second
155211	The Economics of European Integration	6	SECS-P/02 / ECON-02/A	A.Fracasso		36	First
155423	Economics and Politics of Trade	6	SECS-P/02 / ECON-02/A	Bilgehan Karabay		36	Second
No. 1 course to be chosen between the three listed below for a total of 6 ECTS credits:							
155210	The Legal Framework of EU Policies	6	IUS/13 / GIUR-09/A	L. Antonioli		36	First
155367	Human Rights, Natural Resources and Conflicts	6	IUS/13 / GIUR-09/A	M. Pertile		36	Second
155336	Labour Rights in the Global Economy	6	IUS/07 / GIUR-04/A D	M. Borzaga		36	Second
No. 1 course to be chosen between the two listed below for a total of 6 ECTS credits:							
155335	Strategic Studies	6	SPS/04 / GSPS-02/A S	P. Rosa		36	First
155341	Party Politics and Democracy in Europe	6	SPS/04 / GSPS-02/A S	E.Masseti		36	Second

Code	Course Title	CFU	SSD	Course Instructor	Coinstructor/s	Hours	Semester
Elective courses for a total of 18 ECTS credits In the second year, students have to choose three 6-credit courses which contribute to the coherence of their individual study plan. No approval is needed if these elective courses are from those offered by SIS. Otherwise, the courses have to be approved by the MEIS Coordinator.							
155399	Final Exam	24				--	
Total ECTS credits – 2nd year		60					
Elective courses							
160044	Democratizing Security	6	SPS/02 / GSPS-03/A	M. Nicoletti		36	First
160073	Development Economics	6	SECS-P/02 / ECON-02/A	G. Pallante		36	First
155418	History and International Relations of the Middle East	6	L-OR/10 / STAA-01/J	P.Abdolmoham madi		36	First
160021	International Cooperation, Development and Security	6	M-STO/04 / HIST-03/A	S.Palestini		36	First
155339	Minorities, Regionalism and Borders in Europe	6	SPS/04 / GSPS-02/A S	E.Masseti	J. Woelk	36	First
160012	Natural Resources and Energy Security	6	IUS/13 / GIUR-09/A	S. Faccio	M. Faccioli	36	Second
155342	People, Politics and the Planet	6	SPS/11 / GSPS-07/A	L.Parks		36	Second
160079	International Law and Security	6	IUS/13 / GIUR-09/A	A. Ali		36	Second
160075	Power, Force and Violence in International Politics	6	SPS/04 / GSPS-02/A S	P. Foradori		36	Second
160066	Security and the Environment	6	M-GGR/02 / GEOG-01/B	A.Casaglia		36	Second
155422	The Politics of China: Past and Present	6	L-OR/23 / ASIA-01/H	S.Graziani		36	Second
155368	Enlargement and the External Governance of the EU	6	IUS/21 / GIUR-11/B	J. Woelk	A. Russo	36	Second
155404	Science, Technology and Global Affairs	6	SPS/04 - GSPS-02/A	G. Glouftsios		36	Second

NB: The course 180007 – Geographies of Security has a maximum capacity of 38 students due to the limited number of seats in the lab. Students who want to take this course as an elective are asked to contact the instructor, Prof. Anna Casaglia, in advance to check availability.

In addition to the compulsory courses and the second foreign language (more on this in the next section), all MEIS students must choose elective courses for a total of 18 credits. **Elective courses**

must be at the Master's level and in line with **the individual study plan** of the student in order to be **approved by the MEIS Coordinator**, Professor Mauro Caselli. Only the elective courses offered by the School of International Studies are automatically approved: students must provide reasons for choosing any other elective courses.

How to access the “Moodle” page for the courses

1. Go to the page: <https://webapps.unitn.it/gestionecorsi/>
2. Click on 'Sei uno studente? (are you a student?) in order to see your courses' list.
3. Enter your UniTrento username and password.
4. Click on 'Corsi online ai quali sei iscritto' (Online courses you are enrolled in) and search the course you are interested in.
5. Enter>>if you do not find that course, click on 'Corsi online ai quali potresti iscriverti' (Online courses you can enroll in) and search for the course.
6. Once you have found the course, click on it and enter.

Important: Students already enrolled in the MEIS or MISS can access the Moodle pages of all the courses of the School of International Studies. Students enrolled in single courses must send an email to meis.sis@unitn.it and ask to add the courses to their record book.

Study Plan

Students need to fill in their study plan through the Esse3 platform. To enter teaching and learning activities (courses) in your Student Record, you have to fill in your study plan in the following **specific time windows**:

- From 15 September 2025 - 09:00 to 15 October 2025 - 23:59
- From 1 November 2025 - 09:00 to 30 November 2025 - 23:59
- From 1 March 2026 - 09:00 to 31 March 2026 - 23:59

For further information, please have a look [at the website](#).

Examples of possible study plans

Examples of possible study plans, focused on specific themes, are proposed below.

Focus on *European studies*: The Legal Framework of EU Policies, The Economics of European Integration, etc. (as to the compulsory courses), and three electives among the courses offered by the SIS.

Focus on *International Politics/ Human Rights*: Human Rights, Natural Resources and Conflicts, Global Economic Policy, etc. (as to the compulsory courses), and three electives among the courses offered by the SIS.

The examples of the study plan above are not exclusive. Other combinations, with a different focus, can be submitted to the MEIS Coordinator for approval.

During their second year, students will be allowed to choose three elective courses which can be chosen either from a proposed list or even from other courses taught at the SIS or University, if they are coherent with their course of study. A limited number of second-year MEIS students will also be allowed to take courses of the MISS degree, granted that MISS students will have the priority.

From the 2022/23 Academic year, first-year students are **not allowed** to take electives anymore, and no exception to this rule will be allowed.

Students involved in international exchange programmes must also satisfy these requirements: this is why the study plan and the learning agreement must be simultaneously pre-approved, respectively, by the MEIS Coordinator and by the SIS Delegate for International Relations before departure (and, if necessary, amended at/during the exchange). For more details on this see the dedicated sections of the *Handbook*.

Generally, there are three exam sessions per year (winter, summer and fall session): students can take an exam in any session (winter, summer or fall), but students can only take an exam **twice per year for each course**. All examinations (including the final exam, i.e., the graduation) must be conducted in person.

Further information is available on the [SIS website](#). Please contact the [Programme Office](#) for all remaining questions.

Second Language Workshop

2025-26 students deciding to reach a B2 level in German, French and Spanish (for Russian, Chinese and additional languages see below) can attend classes at the University Language Centre (CLA), which is located on the first floor of Palazzo Cavazzani, via Verdi 8. With the exception of complete beginners, to attend courses at the CLA students must take the [online](#)

[placement test](#) and then enrol for the appropriate course. Students with internationally recognised language certificates (levels A1, A2 and B1) do not have to take the placement test but will be admitted to the course immediately following the level of the certificate.²

MEIS students can attend one course of each level (from A1 up to and including B2b) free of charge. Please note that attendance at CLA courses is compulsory. If students drop out of a course or fail to attend 75% of the lessons they will have to pay (€50) to re-enrol in a course of the same level.

To obtain the credits for the Second Language Workshop students must pass the B2 “Faculty Language Examination/ Prova di conoscenza” at the CLA.³ This consists of 3 online components (listening, reading, writing) and an oral exam. There is an online exam session every week and an oral exam session once a month. Enrolment for the exam is exclusively online. The syllabi and course descriptions along with calendars and detailed information regarding the final exam can be viewed on the [CLA website](#). The CLA also offers courses in Arabic, Chinese, Portuguese, or Russian but not up to the B2 level. However, students wishing to take B2 level exams in Arabic, Chinese, Portuguese, or Russian may do so during specific time windows scheduled towards the end of each exam session (namely, first half of February, July and September). To arrange both the specific date within these windows and the exam content, students must send an email request to the delegate for foreign languages at least 60 days before the beginning of the chosen exam period (please refer to the academic calendar for exact dates). Late requests will not be considered and will be postponed to the next available exam period.

More information – [classes available to MEIS students](#), [CLA times and periods](#), [recognized certificates](#) – can be found on the University of [Trento MEIS webpage](#) and on the [CLA website](#).

NB: Students should ensure they have the correct language exam in their study plans, otherwise they will be asked to pay a €50 fee for the course and they will not be able to enrol for the exam.

For non-Italian students, the School of International Studies offers a course in **Italian Language and Culture**.

² For information on course regulations see [this page](#);

³ For further details regarding the Second Language Workshop exam see the [CLA pages](#) (The downloadable document on the Regulations page is available only in Italian for the moment, for any queries contact giacomo.pallante@unitn.it).

For any doubts or questions regarding the Second Language or the Italian Language requirement contact the Second Language Coordinator Giacomo Pallante (giacomo.pallante@unitn.it).

Academic Calendar 2025/2026

Lectures 1st Semester

September 15 - December 19, 2025

Public holidays and closure days

November 20, 2025; March 19, 2026; May 21, 2026 – Graduation sessions

November 1, 2025 – All Saints' Day

December 8, 2025 – Immaculate Conception Day

December 20, 2025 - January 6, 2026 – Christmas Holidays

Preparatory Courses and Activities for the Second Semester

February 16 - 20, 2026

Lectures 2nd Semester

February 23 - May 29, 2026

Public holidays and closure days

April 3-7, 2026 – Easter Holidays

April 25, 2026 – Liberation Day

May 1, 2026 – International Workers' Day

June 2, 2026 – Republic Day

June 26, 2026 – Patron day of the city of Trento

August 15, 2026 – Assumption Day (Ferragosto)

Exam sessions

End of 1st semester and re-sits session – January 7- February 6, 2026

End of 2nd semester and re-sits session – June 3 - July 17, 2026

Re-sits (for all courses) – August 31 - September 11, 2026

Who's who at MEIS

Director
of the School of International Studies

Stefano Schiavo (stefano.schiavo@unitn.it)

Coordinator of the MEIS

Mauro Caselli (mauro.caselli@unitn.it)

Delegates:

Internships and Erasmus + Placement

Manuela Bragagnolo (manuela.bragagnolo@unitn.it)

Erasmus + Study Program, Double
Degree Programmes and Bilateral
Agreements

Pejman Abdolmohammadi (p.abdolmohammadi@unitn.it)

Foreign Languages

Giacomo Pallante (giacomo.pallante@unitn.it)

Quality Assurance, Alumni,
Scholars at Risk

Emanuele Massetti (emanuele.massetti@unitn.it)

MEIS Programme Office

Galina Kamburova (galina.kamburova@unitn.it)

Assistant to the Director

Silvia Tomaselli (silvia.tomaselli@unitn.it)

MEIS Tutor (SIS PhD student)

Chiara Seroli (tutor@sis.unitn.it)

Office Hours: via zoom or in-person meetings by appointment

Student Representatives

rapp.stud.sis@unitn.it.

*please specify that you are a MEIS student since it is a shared email
address with MISS representatives*

Edoardo Giovanni Arcidiacono

(edoardo.arcidiacono@studenti.unitn.it)

Cecilia Golgi (cecilia.golgi@studenti.unitn.it)

Anna Hasani (anna.hasani@studenti.unitn.it)

Giulia Morandi (giulia.morandi-1@studenti.unitn.it)

Gaia Stocchero (gaia.stocchero@studenti.unitn.it)

Student Support Office

supportostudentiecogiursi@unitn.it

via Inama, 5 - 38122 Trento

Tel +39 0461 282166

Helpdesk

always by appointment, booked through this [platform](#)

Online desk with Zoom, Monday 11.00-12.00,

In-Person, Wednesday 14.30-16.00

Helpline

+39 0461 282166

available between 9.00 and 10.00 am, from Monday to Friday

Best Practices

Houston, we have a problem

Common and individual problems will likely arise in the course of the next two years. While we cannot assure to solve them all, we shall endeavour to do so. In what follows, we suggest the correct way for students to report a problem and, should this be the case, to raise constructive criticism.

In general, students should first address the [Programme Office](#), the [Student Representatives](#) and the [Tutor](#). These people will help to figure out a solution, to indicate the relevant Staff members of the School and/or University, and to report the issue to the correct body (if necessary). They are in the best position since they can compare any reported problem with their previous experience. Should this not solve the issue, either the students or any member of the Staff mentioned above can bring the case to the attention of the MEIS Coordinator and of the SIS Director. Referring directly to the Coordinator or the Director, unless absolutely imperative, is neither ideal nor efficient, as they must in any case consult with the members of Staff so as to understand the situation and figure out how to address a problem. Please, keep in mind that the SIS has direct control over a limited number of processes, whereas most matters are under the exclusive (or shared) competence of higher-level Offices, Committees and Boards in the University. **Please, do not rely on past students' experiences and suggestions.**

Should problems emerge with individual professors and courses (clearly, this is a purely hypothetical situation!), students are encouraged to make their case with the professor either directly or through the student representatives. As before, resorting to the MEIS Coordinator and the Director of the School should be considered an *extrema ratio* (i.e., last resort).

The Student Voice

The MEIS student body has its voice in the elected representatives. These representatives are the channel through which collective feedback, comments and suggestions are communicated to the appropriate School and Degree course Bodies. The governance responsible for monitoring the degree course, enhancing its strengths and addressing its weaknesses are:

- the *Consiglio della Scuola di Studi Internazionali* (the School of International Studies Council), which includes student representatives from the Master's and PhD programmes;
- the *Commissione Paritetica Docenti-Studenti* (Student-Teacher Committee), which consists of 2 Faculty members and 2 students;
- the *Gruppo di Autovalutazione* (Self-Assessment Group), which includes at least one student representative.

These bodies meet regularly and student participation is by no means ancillary. As former representatives can confirm, in the past the MEIS has addressed most of their concerns and endorsed various suggestions (for instance regarding the meetings with professionals, the exam schedule, and many others).

Negotiations, shopping and arbitrage

In international economics, negotiations, cross-border shopping and arbitrage are important phenomena which help the global system to work. In academia, this is not the case.

While the SIS strongly encourages student discussions with administrative Staff and Faculty members in order to make proposals, ask for clarifications and (politely) identify issues in need of address, we strongly **discourage two kinds of inappropriate behaviour**:

1. *Regulatory shopping and arbitrage*: most regulations derive from national and institutional norms and others have been carefully drafted by the SIS and MEIS governing bodies. Students should not spend energies trying to shop across regulations: these might be plethoric, but they are consistent. Similarly, rules that apply in other Universities and Departments may be inspirational for future reforms, but have no direct application at the MEIS.
2. *Negotiations*: the Staff and Faculty members do not bargain over rules, marks, decisions, etc. Individual problems, if properly and timely reported to the attention of the appropriate person, are taken into account, last minute or late complaints and proposals for negotiations will not be considered.

There are circumstances in which students might be tempted to twist opportunities toward unintended purposes and ends. For instance, with a view to pushing up their average course mark, after receiving their marks, students may ask to modify their choice of electives and/or *corsi*

extranumerari (i.e., extra exams and additional activities). This cannot be accepted as the study plan is meant to “plan” a future academic career, as the name suggests, not to tweak the outcome.

This may be a trivial example. However, it illustrates how at the SIS we strive to ensure respect for the spirit of the rules, and not just merely observe formal requirements. Respecting the spirit of the rules helps to preserve their consistent application over time, to ensure horizontal and vertical fairness, and to enhance coherence in addressing different issues. This approach clearly holds not only for MEIS students, but also for the Staff and the Faculty members of the School.

Plagiarism & intellectual honesty

Plagiarism: disciplinary consequences

Plagiarism is strictly forbidden at the University of Trento. Under the Code of Conduct of the University, plagiarism is defined as *“the improper reproduction of the intellectual activity of others... or the unacknowledged appropriation of ideas, concepts, presentation, data or any other information... without having expressly and correctly indicated the sources or having obtained the express consent of the author or inventor”*.

Plagiarism is not something you should play with: in Italian law it can lead, in the worst-case scenario, to imprisonment (art. 1.1 law no. 475 of 19 April 1925). Without going that far, plagiarism can get you into serious trouble at the University of Trento. Violations will first lead to a convocation by the Programme Committee, and after two formal admonishments, if another violation is committed, the PhD Programme Committee **will propose the expulsion of the student**.

In the case a student is assessed in a highly negative manner, the student could be potentially immediately expelled.

Plagiarism goes beyond “copy-pasting”: what is intellectual honesty and tips to avoid getting into trouble

Students often think of plagiarism as the **intentional copy-pasting of someone else’s work** (article, book, etc). This practice is indeed strictly forbidden. However, as you enter the second year of your Master’s degree, you are supposed to have **developed a strong understanding of what plagiarism is**. This is important at MEIS but also for your professional future. For example, plagiarism can take other forms:

- Bad paraphrasing: you rephrased an author's point, but it is still too close from the original.
 - How to avoid that: re-phrase again until acceptable (replacing keywords with synonyms is considered to be plagiarism), and if you do not manage to do it, then use direct quotation with brackets.
- Rephrasing an idea without quoting the author: you used an idea and rephrased it properly, but you did not quote the author because you thought it was rephrased well enough.
 - How to avoid that: very simply, always quote the author of the idea you are using. This is one of the pillars of academia.
- You forgot to put quotation marks: you used a quote from a text, but you did not remember whether it was part of your own notes or a direct citation, and you forgot to put brackets and cite the author. This can lead to serious problems, since there is no way to determine if you plagiarized intentionally or unintentionally.
 - How to avoid that: be a good note-taker, always use brackets for citations – including in your notes and drafts. When in doubt, re-read the original material.
- Open-source plagiarism: you thought that since you are using open-source, multi-authors (or anonymous) materials, then it is acceptable not to credit the authors.
 - How to avoid that: even open-source materials such as Wikipedia need to be properly cited (citing Wikipedia in your work is not a good idea though, you may find other sources). Have a look at how to cite anonymous materials or websites depending on your citation style (Zotero, Mendeley or any equivalent software can help you!), and apply it.
- Self-plagiarism: you copy-pasted from previous works you did and re-submitted it in a new essay. This is not a legal issue because you did not breach someone else's rights, but it is a lack of respect for your teacher and it is punished at the University of Trento.
 - How to avoid that: Rephrase, adapt, and take this as an opportunity to deepen your knowledge and improve yourself.

If you wish to make sure you have a clear idea of what plagiarism is, you can take these short tests:

- Cornell University plagiarism test for students:
<http://plagiarism.arts.cornell.edu/tutorial/exercises.cfm>

- Turnitin “Aiming for Integrity” test:

<https://www.turnitin.com/static/plagiarism-quiz/>

If you have questions, doubts or you want to discuss the results of these tests, please do not hesitate to talk about it with the [Tutor](#), Chiara Seriola, or with your teachers or supervisor.

Artificial Intelligence

Last, concerning artificial intelligence, the University of Trento has committed to an ethical, fair, legitimate, aware, safe and responsible use of generative AI tools. Students are expected to follow the University’s “General Policy on using generative artificial intelligence tools” (available at this [link](#)) and their instructors’ guidelines. Further information can be found [here](#).

Student life at the University of Trento

Trento is a lively city, and there are plenty of things to do outside the classroom – mountains, museums, and much more. In this section you will find some information about student life in Trento. These are only indicative, of course, and there is much more to do.

SIS on social media and online platforms

The School of International Studies can be followed on the following social media:

- [Facebook](#)
- [Instagram](#)
- [LinkedIn](#)

Moreover, the School has a [Youtube](#) channel, on which past events are archived.

Last, MEIS students will be part of a dedicated Moodle platform, an open source system for the management of online courses, fully integrated with the university authentication systems. Announcements, calls and opportunities, as well as news and communications, will be made available on Moodle. Every time an announcement is posted on the MISS Moodle, all MISS students will receive an alert in their UniTn email inbox.

The "Applied Workshops on Global Affairs" (SAWGA)

The "Applied Workshops on Global Affairs" (SAWGA) aim at bridging the gap between theoretical knowledge and practical skills. The Workshops introduce students to specific problems of international relations, European affairs and policies, and international security by adopting a practical approach and innovative teaching methods. Students are involved in simulations, debates, role-play, etc., by qualified instructors with direct knowledge in the relevant field.

Workshops take place each year in September and February, before the kick-off of the courses, and are open to a limited number of students, who would like to gain specific skills and experience, under the guidance of qualified practitioners, concerning the management and resolution of practical cases.

Upon completing three workshops and submitting a final report, students can earn 3 credits.

Associations

Are you looking for friends and activities to do in your free time? UniTrento student associations are there for you! Student associations are essential to university life not only with their study-oriented activities, but also because they represent students and organize and promote social, cultural, sport and leisure events. They play a fundamental role in improving the social relations and their involvement in academic life and in the initiatives supported by departments and centers. They are created by students to respond to their needs, continue to exist thanks to their commitment, and are open to anyone who wants to be part of them.

The University of Trento welcomes these student initiatives and supports the events they organize, providing spaces and rooms, funding and specific media. The University of Trento and Opera Universitaria also provide funding for cultural and social initiatives proposed by students – in particular in the area of cinema, theatre, music, visual arts (painting, sculpture, photography, etc.), fiction and poetry, publishing - that will take place during the year.

The list of student associations and their contacts is available [here](#). There is something for everyone!

Do you have a specific question? You can contact:

Student services – Cultural activities – Opera Universitaria

Via della Malpensada, 82

+39 0461 217445

rtommasini@operauni.tn.it

Opening Hours: from Monday to Friday 9.30 – 12.00, Tuesdays 14.00 – 16.00

Student Services Office

Via Verdi, 6

+39 0461 282332

Uff.ServiziAlloStudio@unitn.it

Opening Hours: Monday to Friday 10.00 - 12.00, Wednesdays 14.30 to 16.00

In August the Office will be open only during the morning, please write to them using your university email (@studenti.unitn.it).

Student card badge

The Student Card allows you to get access to cafeteria services and other services. Students can collect their Student Card **from Monday to Friday, from 9 am to 12 pm, and Tuesday and Thursday from 2pm to 4pm** at:

- Opera desk at Sanbàpolis - via Malpensada 140 - first floor – International Student welcome and issuance of the Student card
- Extraordinary desk at the Mayer Residence - piazzetta Solesin, 1 - Issuance of the Student card (it is usually open for a limited time at the beginning of the lectures during the first semester)

To access the building you are requested to schedule an appointment through the app [OPERA4U](#). For additional [detailed information](#) please consult the website.

Free circulation pass

"[Free circulation](#)" is the yearly pass with a special rate for public transport for students and phd students of the University of Trento.

UniSport Trento

Looking for some physical activities? UniSport Trento is here for you. It promotes, organizes and manages sport events and activities throughout the semester. You can join its membership program which will give you access to their gym rooms (at the University and at the student residence San Bartolameo); or you can decide to join one of their many classes. If you wish to do so, remember to bring a health certificate (with ECG) for sport practices when you go to the registration.

The list of their classes is available [on their website](#). You can also meet them at:

UniTrento Sport C.U.S. Trento

via Prati 10 - Trento

custn@unitn.it

0461 281855-1856

Monday-Friday 9.30-12.00

Tuesday afternoon 14.00-16.00

Borrow a bike

If you are in an Opera Universitaria accommodation you can borrow a bike free of charge. All you have to do is provide the payment receipt of the accommodation deposit and ID/Passport to the Housing office. Remember, you are responsible for ordinary maintenance of the item (damages, the substitution of parts etc..) Should the bike be stolen or damaged you will have to pay 140 euros. If the bike is later found in relatively good condition, the amount will be returned to you.

University canteens in Trento downtown

Tomaso Gar (via Tomaso Gar, 18)

Prices:

full meal: 4.90 euros

small meal: 4.40 euros

snack: 3.10 euros

XXIV Maggio (via XXIV Maggio, 13). Temporarily closed, but students should monitor the Calendar for any changes.

Disability

The University of Trento is committed to eliminating structural and social barriers within the university to enable people with disabilities to participate fully in all aspects of the academic experience. Students with any form of disability may access the support services organized and coordinated by Opera Universitaria. Various disability delegates are present in the different faculties, offering specialized tutoring activities.

The main activities and services offered by the University of Trento are:

- Reception, free information and advices
- Projects for the national voluntary service

- Economic support
- Tailor-made accommodation
- Tailor-made transport and assistance
- Representative lecturers
- Educational aid
- Support in international mobility

If you want to know more about what can be done to accommodate your specific situation at the University of Trento, you can consult the following webpages (that are much more detailed than these few paragraphs!):

[Inclusion service for disabilities](#) (temporary as well as permanent)

[Inclusion service for specific learning activities](#) (SLA)

You can also contact:

Disability and Special Needs Service

Office in via Verdi, 6 38122 – Trento (3rd floor, Molino Vittoria)

Opening hours: Monday - Friday - 10.00 - 12.00, Monday – Thursday 14.30 – 15.30 please call to make an appointment

inclusione.studente@unitn.it

0461 282128

Psychological services

Support for students abroad, anxiety seminars, counselling

The [Student counselling service](#), organized jointly by the University and Opera Universitaria, aims to provide help and support to students during their studies. The Advisory service for Italians abroad is designed specifically for students who need psychological support while they are in a foreign country for academic reasons (see the file in the download box).

The Psychological counselling service is also the right place to submit ideas for student activities, to encourage human relations in the student community and enhance university life (through seminars and group work).

What does the service offer?

- one to one counselling with a psychologist on problems that students are having during their studies, including if they are participating in exchange programmes abroad;
- group meetings to discuss the students' difficulties, their motivations and university life (anxiety, interpersonal relations, problems with roommates etc.)
 - **This includes a seminar on how to manage anxiety in your studies.** The seminar takes place exclusively in Italian, please contact them if you wish to join!
- seminars on psychological issues

Contact:

Located in Trento, at 13 via Santa Margherita; in Rovereto, at 5/B via Matteo del Ben, home to the Dipartimento di Scienze della Cognizione e della Formazione.

The service offers counselling via Skype to students who are studying abroad.

consulenza.psicologica@operauni.tn.it

Phone: 0464-808116, from Monday to Friday, 9.30 to 17.30; you can leave a message out of office hours

You can also drop a note in the Psychological counselling service boxes at 13 via Santa Margherita in Trento.

Integrated Programmes

Double Degree Programmes

A double degree programme (DDP) is an **integrated study programme** established by two or more universities.

The SIS has established two DDPs, one with the **Masaryk University – Brno (Czech Republic)**, **Metropolitan University Prague (Czech Republic)** and another with the **Higher School of Economics – St. Petersburg (Russia)**.

The DDPs allow MEIS students to attend the first year of their career at the University of Trento and the second year either at the Metropolitan University Prague or at the Higher School of Economics – St. Petersburg, thus obtaining both the Italian and the Czech or Russian qualifications at the same time. Both course and research programmes are carried out entirely in English in both partner universities.

Masaryk University, located in Brno, is the second-largest university in the Czech Republic. It comprises ten faculties with over 200 departments, institutes, and clinics. The university offers degrees in a wide range of traditional and newly emerging disciplines. Specifically, the integrated study plan with MUNI provides UniTrento students with an in-depth study in Energy Policy Studies.

The Metropolitan University Prague (Metropolitní Univerzita Praha, MUP), a private university recognised by the Czech government, was founded over ten years ago. The MUP now has about 6,000 students and runs ten undergraduate degree programmes, nine Master's and three Doctoral programmes. The DDP agreement is run in cooperation with the Department of International Relations and European Studies at MUP (IRES), which offers undergraduate, Master's and PhD courses in these fields.

The Higher School of Economics – St. Petersburg is a public research university funded in 1992 and is one of Russia's top universities. The campus in St. Petersburg was opened in 1997 and it now has more than 5,000 students. The DDP agreement is run in cooperation with the St. Petersburg School of Social Sciences and Area Studies and it leads to the award of the Master's Degree in Comparative Politics of Eurasia.

NB. The DDP with the Higher School of Economics is temporarily suspended for outgoing students due to the war in Ukraine.

An annual call for applications launches the selection process through which up to two first-year MEIS students can be admitted to take part in each DDP. Minimum requirements regard the number of credits needed when applying to each selection and before starting each exchange, as well as other selection criteria set by the selection Commission (e.g., curriculum studiorum, motivation letter, knowledge of languages).

A scholarship is awarded to the students selected.

Steering Committee of the DDPs

International Mobility Office, School of International Studies, UniTrento (mobility-ssh@unitn.it)

Professor [Pejman Abdolmohammadi](#), School of International Studies, UniTrento

Exchange Programmes

Erasmus+ Study

MEIS students may spend a period of study abroad through the Erasmus+ programme. The SIS encourages students to undertake the Erasmus+ programme in order to acquire specific skills and knowledge and to collect research material for the final dissertation.

The Erasmus+ programme provides scholarships to study (take courses, sit exams) at one of the participating universities abroad. Students can attend courses and use the facilities of their host university without paying further enrolment fees. Credits awarded during their period of study abroad will be recognised, using either the ECTS or another compatible credit system.

Particular care must be given to the **Learning Agreement**, which needs the approval of both the sending and receiving institutions. When choosing the courses to follow abroad, MEIS students should keep in mind that there are **three different options for recognition purposes**:

1. As elective courses - these must be approved by the SIS Delegate for the Erasmus+ Study Programme as part of the student's MEIS study plan.

2. As equivalent to MEIS compulsory courses, excluding first-year courses - each course must be approved, prior to departure, by the SIS Delegate for the Erasmus+ Study Programme.

3. As *Extraneumerari* (Extra exams) - these must also be approved by the SIS Delegate for Erasmus+ Study Programme as part of the MEIS study plan.

Although the destination partners are specific to the SIS, the Erasmus+ programme is run by the International Mobility Office of the University (mobility-ssh@unitn.it). Students are advised to **carefully read through the University directives** concerning the Erasmus + regulations.

It is important that **students inform the SIS Staff and Delegate about their intentions** to take part in the programme.

Further information is available on the SIS and UniTrento websites:

Professor [Pejman Abdolmohammadi](#) is the SIS Delegate for the Erasmus+ Study Programme.

Bilateral Agreements

Other than with the Erasmus+ programme, students can also spend a period of study abroad with UniTrento international exchange programmes or one of the School's exchange programmes.

Agreements allowing student mobility entail an annual selection call for a mobility scholarship. The procedures are **entirely managed by the International Mobility central offices** of the University of Trento (mobility-ssh@unitn.it) and are open to all the Departments that participate in the agreements. Accordingly, MEIS students compete with the students enrolled at other courses and Departments to be awarded such scholarships.

Every year, UniTrento publishes the list of available destinations and the call for applications.

Particular **care must be given to the Learning Agreement which needs the approval of both the sending and receiving institutions**. When choosing the courses to follow abroad, MEIS students should keep in mind also that **all courses must be approved by the SIS Delegate for International Mobility** as part of the student's MEIS study plan.

Further information is available on the SIS and UniTrento websites:

Professor [Pejman Abdolmohammadi](#) is the SIS Delegate for International Relations.

Thesis Research Abroad

The University of Trento offers to its students **the opportunity of international mobility for thesis research/final examination abroad**. The international mobility for thesis research can be carried in universities or institutes selected by the **student in accordance with the UniTrento academic supervisor**.

Interested students will have to apply online (see online application at [active selection calls page](#)) by the monthly deadline (last day of each month).

Particular care must be given to the requirements outlined in the *Regolamento prova finale* of the programme they are enrolled in. When applying, students will have to meet the following requirements:

- start the mobility before the 31st of July of the first year beyond the normal duration of the Degree Course (*primo anno fuori corso*);
- possess a B1 Level of the language of use in the host university/institute (to declare in the on-line form);
- have at least 78 CFU for students enrolled in a Master's degree.

This grant cannot overlap with other financing for the same destination and period. The grant cannot be assigned to students who have already received financing for thesis research abroad within the same Degree Course. For Double Degree students, the destination city must be different from the city of the double degree programme and the mobility for thesis research can take place only after the student has passed all the exams foreseen by the DD programme (written consensus of the UniTrento and partner University tutors is compulsory).

Students must read the Safety and Security Guidelines available on the SIS website and adopt all the indicated measures before undertaking any research activity in areas at risk.

Further information is available [on the SIS](#) and [UniTrento](#) websites.

Professor [Pejman Abdolmohammadi](#) is the SIS Delegate for International Relations.

Traineeship abroad with UniTrento

While the MEIS programme does not foresee a compulsory internship, gaining some working experience through an internship in international organizations and private companies, either in Italy or abroad, provides added value from a professional point of view and enriches the curriculum vitae of a student who, after graduation, aims at entering the international labour market.

The university has precise **documentation procedures** for starting an internship, access to funding, completing an internship and obtaining credits. Students should carefully respect these procedures and start the process with enough time in hand.

The internship must receive the prior authorization from the Delegate for Internships (Prof. Manuela Bragagnolo) after completing the online form [“Request for approval by the SIS Delegate for Internships, Summer Schools & other activities”](#).

Only one internship can be authorised. The standard internship lasts three months and, preferably, shall take place during the second year of the program.

The University of Trento offers several working and internship opportunities abroad. All the necessary information is available on the [international website](#) or can be requested via email to mobility-ssh@unitn.it

There is also the possibility of an internship with the program launched by MAECI (Ministry of Foreign Affairs and International Cooperation). As this program is partially carried out on location and partially remotely (with only the on-location positions being funded), students are highly advised to read the call for the internship carefully and contact the University's Job Guidance Office (jobguidance@unitn.it), which manages this programme together with the other internships in Italy.

A student who does not qualify for these scholarships can still look **autonomously** for opportunities at the institutions and companies he/she may wish to work for and apply for a traineeship managed by the [Job Guidance Office](#) of Trento University. Information for application and funding can be found on the Job Guidance Office's web page, but those traineeships will not be funded.

MEIS will not recognise any activities that are not in accordance with UnitTrento's rules and regulations and that do not receive the preliminary approval of the MEIS Delegate.

Upon return from the internship and the submission of the necessary forms to the UniTrento office that activated the internship, students will be recognised **up to 6 credits** (less than 100 hours of internship - no credits; between 101 and 200 - 3 credits; over 200 - 6 credits, 3 “regular” credits associated with the internship itself and 3 “additional” credits categorized in the study plan as “vocational activities”).

For more detailed information about internships, please refer to the document ‘Guidelines for Internship, Summer Schools and similar activities’ available on the [MEIS webpage](#).

Professor Manuela Bragagnolo is the SIS Delegate for traineeships.

Other Programmes

Talete

MEIS students can apply for the “Talete (Talenti e Territori) programme”.

TALETE, conceived by the University of Trento and Centro per la Cooperazione Internazionale along the lines of honours programmes in British universities, is an advanced training programme that students can take in addition to their studies to give them an international dimension and take a look at the world of cooperation.

The complex interdependence of the global context calls more and more for professionals who are able to deal with very complicated situations that characterize our times. Alongside this, people with specific technical skills who are open to work in an international setting are in high demand on the labour market, provided that they have the cross-sector abilities that are necessary to work in demanding settings.

The sector of international development cooperation offers many opportunities to develop soft skills, giving students the chance to expand their horizons while maintaining the positive attitude required to establish positive relationships with others.

The programme awards 24 university credits that add up to those awarded by the students’ course and corresponds to 5 months of extra work. The participants have two years to complete the programme.

Further information is available [on the SIS](#) and [UniTrento websites](#).

Final Dissertation

Punti Tesi, Extra Exams and Additional Activities, Seminars and Research

In order to graduate, **MEIS students must write a final dissertation under the supervision of a professor at the University of Trento**. External advisors who are not members of the University of Trento can provide support and guidance, but cannot substitute the supervision of a UniTrento professor.

Students are suggested to choose the topic of their final dissertation and find the right supervisor by the end of the first semester of the second year at the latest. This should allow them time to plan ahead and to take advantage of international exchange programmes and internships that may enhance the quality of the dissertation. MEIS master theses (16 ECTS + 2 ECTS of Research Design) should follow the following guidelines:

- Length: 25,000 words $\pm 10\%$ (approximately 62 pages). Note that the title page, abstract, table of contents, bibliography, tables, and figures are excluded from the word count. The word count **MUST** be reported on the first page.
- Language: The Master's thesis is written in English.
- Layout: The thesis must be laid out vertically on A4 paper, with margins of 2.5cm, a line spacing of 1.5, and typeset in 12pt font.
- Title page: The title page must include the name of the University of Trento and the School of International Studies, the Master's program, the thesis title, the name of the student and that of the supervisor, a word count, and the academic year. A template is available at the following [link](#).
- Binding: No physical copy of the thesis is required by the SIS.
- Structure: No specific structure is mandated, but the thesis must include an abstract (200-400 words), a table of contents, and a bibliography.
- References: Different disciplines follow different rules and habits. Students are advised to consult their supervisor. Well-accepted standards are APA, Chicago style, and OSCOLA. All works cited in the thesis have to appear in the reference list (bibliography).

A respectful working relationship with the supervisor requires regular contact. The work must be handed in well in advance so that the supervisor has the time to give it due attention and to schedule meetings with the student.

Once the dissertation is written and has received the approval of the supervisor, the student is admitted to the final exam. This entails the public presentation and defence of the final dissertation during one of the graduation sessions.⁴ The Commission evaluating the dissertation consists of at least five members: one is the *relatore* (supervisor), or a substitute if necessary, and another is the *controrelatore* (the main discussant). All members of the Commission can question the candidate and ask for further elucidations and all members participate in deciding the final mark. The presentation of the thesis should last around 10-12 minutes.

Following the provisions contained in the [Regolamento di laurea](#) (Graduation regulations), the Commission evaluates both the dissertation and the defence, and awards up to 8 points. These points contribute to the final graduation mark. The conferring of *lode* (honors) must be a unanimous decision by the Commission.

The final graduation mark depends on three components: the points assigned to the final dissertation and defence, the average course mark (min 66 max 110), and up to an additional *punto tesi* (extra point) assigned by the MEIS Coordinator for those students who graduate before December of the calendar year following their second year of studies (for example, December 2027 for students enrolled in 2025/26).

Students are recommended to carefully read through the rules and regulations regarding the [graduation procedure](#) and take note of the [relative deadlines](#) and procedures.

The “Thesis Supervisor and Thesis Title” module must be sent via the [online application](#) **at least four months before the graduation session** a student plans to graduate. In case of rescheduling of the graduation at a later date, the original submission will remain valid if the title of the thesis has not been changed. This submission is an integral part of the dissertation process and students must ensure not to miss the four-month deadline.

⁴ There are four graduation sessions each year in May, September, November and March. The graduation session in March is the last session of any given academic year. A student enrolled in 2025/26 has until the official end of his/her second year, i.e. March 2028, to apply for graduation and defend the final dissertation to graduate “on time”.

Students must register for the degree exam through Esse3, following the instructions and respecting the deadlines approved annually by the Council and published on the [webpage](#). The deadline for registering for the degree exam also serves as the deadline for submitting the degree thesis, according to the times and methods set forth in Article 7 of the Graduation Regulations.

Registration for the degree exam is conditional upon completion of all educational activities, i.e., passing all exams, including those relating to assessment of language knowledge/competence, and completion of the internship, if applicable. The relevant credits may be registered after the deadline for registering for the degree exam.

In the event of a withdrawal from graduation, the student must send a notification from the University email address (@studenti.unitn.it) to the [Educational Offering and Student Management Office for Economics and Management, Law, and the School of International Studies](#).

To register for a subsequent graduation session, the student must submit a new graduation application, respecting the deadlines set out in Article 5, paragraph 2, of the [Graduation Regulations](#).

Students need to respect all the deadlines which are promptly published in the [webpage](#) of the MEIS, as the general rule is not to allow any exception, and to contact the [Programme Office](#) promptly in case any problems arise.

Special provisions are held for students enrolled in the DDPs.

Please, consult the website, read the Master's Thesis Guidelines and contact the Programme Office for further information and be careful in respecting all the deadlines.

Important: All the deadlines and administrative procedures for graduating can be found at the following link <https://www.sis.unitn.it/34/graduation-sessions>. Be sure you read them carefully.

Extra Exams and Additional Activities

Any additional exam shall need to be approved and discussed with the Course coordinator. These additional credits are meant to complement the progress of the students towards their professional future, so they should not be taken lightly. From the 2022/23 Academic year on, students are

required to communicate to the Course Coordinator and the delegate for internships and summer schools their intention to take these additional activities before starting them. Any student will be able to obtain a maximum of **6 additional CFU**, which can be obtained through different activities:

- Extra exams which are coherent with the existing study plan;
- Summer schools done by external institutions and universities.⁵

Students will be allowed and encouraged to enroll in any programme resulting from an existing agreement between the SIS and external institutions **without any limit**. These activities include: the [Talete programme](#), the [Progetto Ambasciatori](#) (Ambassadors Programme) of the Fondazione Megalizzi, and the [School of Innovation](#) organised by the University of Trento.

Punto tesi (thesis point, i.e., extra points)

One extra thesis point will be granted to those students who manage to graduate before December of the calendar year following their second year of studies. Thus, it won't be granted to those students who will graduate in March or those who will require additional time to graduate (*fuoricorso*).

Guest lectures, Seminars, Conferences

Alongside the taught courses the School of International Studies runs a rich series of guest lectures and seminars held by visiting professors of international standing and by professional practitioners working in distinguished international organizations.

During each semester, the School holds around nine guest lectures and seminars, usually on Tuesday afternoon at 14.15. Some meetings are held by scholars and researchers from other Universities on a broad range of topics, covering most of the disciplines. In some of these meetings, instead, professional practitioners present their activities, introduce the institutions/organizations in which they work and give suggestions regarding recruiting and internship opportunities. In the last couple of years, the School has hosted experts from the EEAS, the Council of the EU, IAEA, IMF NATO, OECD, OSCE, UNDESA, UNESCO, UNHCR, UNICEF, UNRIC, and WFP.

⁵ Students in cohorts prior to the 2025/26 academic year can also obtain additional CFU through internships outside of a mobility period.

In addition to the academic lectures held by scholars from other Universities, the School also organizes joint lectures and events with important think tanks and research centers (such as CEPS, EURAC, IAI, ISPI): these represent both an opportunity to know more about such important actors in the international arena and to strengthen the relationships with organizations that often host students for internships and provide job opportunities. Attendance at these events is important also because it has an impact on the School's reputation and on the individual opportunities for the students.

MEIS student participation in guest lectures and seminars with professional practitioners is **mandatory** and at least 5 sessions must be attended per semester. Students who do not comply will lose recognition of the thesis point at a rate decided by the MEIS coordinator.

MEIS students are encouraged to participate also in the many other events organised at the School, including conferences, professional workshops, debates, careers talks and fairs.

Unless otherwise specified, neither credits nor *punti tesi* are assigned for attendance to seminars and events. Attendance and active participation to these events, that are organized to the benefit of students, are part of their regular activities.

Glossary

To facilitate exchanges with the administrative Staff and to ease your way through your academic career, it may be helpful to understand some important terms. As most procedures are set up by national and local regulations, the Italian terms are used where necessary alongside a functional translation in English.

Gruppo di Riesame (Self-Assessment Group), chaired by the Degree Coordinator, further Faculty members and at least one student representative, with administrative support from the Programme Office. This Committee is responsible for the annual Quality Assurance Report (*Scheda di Monitoraggio Annuale/Rapporto di Riesame*) which is submitted to the Ministry each year and outlines the strategies and initiatives the Degree Programme intends to undertake in the following academic year.

Commissione Paritetica Docenti-Studenti (Student-Teacher Committee), composed of four Faculty Members (including the President) and two students from each Master's Programme (MEIS and MISS), monitors the quality of teaching and student support. It discusses issues arising during the academic year and proposes strategies for improvement.

The Committee drafts an Annual Report (*Relazione annuale*), based on student opinion surveys and other indicators of teaching and learning quality. The report is submitted to the School Executive Board, the Nucleo di Valutazione, and the PQA of the University of Trento.

Comments or suggestions can be sent to cpds.ssi@unitn.it

Consiglio della Scuola di Studi Internazionali (the School of International Studies Council), presided over by the School Director, consists of the Faculty Members, post-doc researchers, student representatives from the Phd and Master's programmes. The *Consiglio* is the main decision-making body of the School.

Esami Sovrannumerari (Extra exams): should students wish to take more classes and courses than those necessary to graduate, these can be included in the study plan. These do not provide any further *punti tesi*, nor do they increase the final grade point average. However, they are included in the transcript of records and become an integral part of the student's academic CV.

Learning Agreement: This is an official document of an international exchange programme, whose purpose is to record course/module choices at destination. The learning agreement must be approved by the sending and the receiving institutions prior to departure.

Manifesto annuale del Corso di Laurea Magistrale: Master's Degree Course Programme - this is an annual document which contains a list of all the mandatory and elective courses in any given academic year, as well as any relevant restrictions, and specifies the name of the professors in charge of the various courses.

Piano di studi individuale: The study plan is a document that each and every student has to prepare before he/she can sit any exams. Students must specify which elective courses they intend to choose.

Punto tesi (additional thesis point): granted to those students who graduate before December of the calendar year following their second year of studies.

Regolamento del Corso di Laurea Magistrale: Master's Degree Regulations - this founding document of the degree course contains the core features and structure of the MEIS programme, such as the list of compulsory exams, the credits for elective activities, the requirements to graduate, learning objectives and outcomes, etc.

Tesi: In order to graduate, students are expected to write a final dissertation under the supervision of a professor at the University of Trento. External advisors (who are not members of the University of Trento) can co-supervise, but not substitute the supervision of a local professor. The dissertation is publicly defended during the graduation session. The Commission awards a number of points which go towards the final graduation mark.

Voto di laurea: The final graduation mark depends on three components: the average course mark (min 66 - max 110), the points awarded for the final dissertation (up to 8) and an additional point to those who graduate before December of the calendar year following their second year of studies.