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**ACADEMIC RULES AND REGULATIONS  
OF THE DEGREE COURSE  
IN GLOBAL POLITICS AND INTERNATIONAL RELATIONS  
(DEGREE CLASS LM-52)**

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### **1. Subject<sup>1</sup>**

1. The herein Rules and Regulations govern the organisational and academic aspects of the Master's Degree Course in **Global Politics and International Relations** in line with relevant existing laws, the University Regulations and the Academic Rules and Regulations of the University of Macerata, and other existing regulations.

### **2. Entry Requirements for Admission to Master's Degree Courses<sup>2</sup>**

1. Applicants for admission to the Master's Degree Course in **Global Politics and International Relations** must hold:

- (a) a university degree or equivalent qualification;
- (b) the introductory multidisciplinary knowledge needed to successfully carry out coursework assignments in the different modules of Master's degree courses.

With regards to the above (b) requirement, entry to the Master's Degree Course in **Global Politics and International Relations** is open to applicants holding an undergraduate degree in Political Science or any degree awarded after a four-year university course regulated by previous legislation, or equivalent qualification issued abroad.

In addition, entry is open to applicants holding other undergraduate or postgraduate qualification, subject to assessment of previous academic record and of exams they have passed, as well as to fulfilment of the following conditions:

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<sup>1</sup> Art. 6, Par. 2, Section (a) of the Academic Rules and Regulations (RdA) of the University of Macerata,

<sup>2</sup> Art. 6, Par. 6, Sections (a) and (h) of RdA



(a) Applicants must have gained at least 6 university credits in at least 2 of the subject-areas listed below, in line with criteria set out by the relevant academic body:

- political-history and philosophy,
- economics and statistics,
- law,
- politics and sociology,
- languages.

(b) All applicants must have a thorough knowledge of English as proven by submitting an international language certificate or having passed language exams of suitable level at university. Such evidence is not required if applicants are native English, if they have gained their degree in university courses delivered in English or if they hold a degree obtained in courses offered by the Department of Political Science, Communication and International Relations.

The minimum language level is: Cambridge Certificate - B2 Level of the ECFR or other equivalent language certificate.

Other language certificates or qualification enclosed to the application shall be assessed by the relevant board.

(c) Applicants must have bridged knowledge gaps in the subject-areas in which their credits are insufficient, also by carrying out specifically-assigned readings. They must contact the relevant member of the academic staff in charge of the subject-area for an interview assessing the required progress.

2. If the relevant academic body has set out additional learning activities, applicants may enrol in the course, but they will not be able to take exams and, thus, gain credits until they have fulfilled their assignment and have been assessed ('administration stoppage' of student career whereby any exam taken shall be automatically cancelled).

3. Applicants who wish to enrol in the course and need to pre-enrol in order to obtain a consular visa for Italy, must follow instructions outlined at: <http://iper.unimc.it/Admission/Non-EU%20Students>. and <http://spocri.unimc.it/it/didattica/requisiti-di-accesso>.

### **3. Course Delivery<sup>3</sup>**

1. Teaching is by means of lectures, both face-to-face and by video-conferencing from far locations. The Joint Committee of Degree Classes establishes which modules may include on-line learning. Some modules may involve seminars and/or workshops/language and IT laboratory sessions.

### **4. Attendance and Pre-Requisites**

1. Class attendance is strongly recommended. If the relevant module leader opts for different delivery modes for students attending classes and those not attending classes, such information will be specified on each individual module webpage.

2. There are no module pr-requisites. However, preliminary knowledge that is deemed essential is specified in each module summary

3. Taking part in credit-bearing seminars is compulsory. Criteria on how credits are awarded are specified in the Regulations (Annex B).

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<sup>3</sup> Art. 6, Par. 6, Sections (b) and (e) of *RdA*



## 5. Consistency of Credit Scheme and Course Objectives<sup>4</sup>

1. The Joint Committee of Degree Classess defines consistency criteria between credits ascribed to each learning activity and the specific learning objectives, after consultation with the Joint Committee of Lecturers and Students.

## 6. Programme of Study<sup>5</sup>

1. Students who enrol in *GlobalPolitics and International Relations* WITHIN THE SPECIFIED TIME LIMIT FOR COMPLETION must submit their programme of study on-line at the start of every academic year, and comply with the programme and regulations published on the Department homepage.

Students are strongly advised to fill in their programme of study before taking exams: failure to do so may hinder the chance to book and take part in an exam session.

Further information is available in the handbooks found at: <http://adoss.unimc.it/it/easy-unimc/help-pren-appelli>

2. Students who enrol BEYOND THE TIME LIMIT FOR COURSE COMPLETION may not draw up their programme of study on-line. If they need to choose their elective exam, they must apply through the Student Administration Office justifying their choice, so that consistency with course learning objectives may be checked. Application must include name of the chosen module, course tutor and exam syllabus.

3. Students who enrol in the course in **GlobalPolitics and International Relations** must consider becoming fluent in two foreign languages in addition to their mother-tongue.

4. Besides core modules and electives, students must carry out OTHER CREDIT-BEARING ACTIVITIES (Art. 10, Par. 5, Section (d) of Ministerial Decree No. 270/04) included in each programme of study.

With regards to type and mode of validation of any 'Other Learning Activity', see the relevant Guidelines (Annex B).

## 7. Final Graduation Examination<sup>6</sup>

1. Course completion entails writing a dissertation in one of the subject-areas included in the course under the supervision of the relevant tutor and presenting the thesis *viva voce* in English.

2. The Degree Conferment Board awards the degree mark on the basis of students' exams averaged marks, on their having taken part in excellence courses, as well as final graduation exam mark (involving assessment of dissertation and of *viva voce* presentation).

3. In light of the scientific quality that is expected at master's degree level, students should start working on their dissertation at least 6 months before the date on which they wish to graduate (within that deadline the Thesis Assignment Sheet must be submitted to the relevant

<sup>4</sup> Art. 6, Par. 4 of *RdA*

<sup>5</sup> Art. 6, Par. 2, Section (d) of *RdA*

<sup>6</sup> Art. 6, Par. 2, Section (g); Art. 6, Par. 6, Section (f) of *RdA*



office). In agreement with their Dissertation Tutor, students may choose to carry out one of the following: a Review Dissertation (which may score between 0 to 8 marks) and a Research Project (which may score between 0 to 12 marks). Choice is made on the basis of the approach agreed with tutor, workload involved, expected results. Final degree marking takes into consideration all of the above.

The final graduation examination consists in writing and presenting a dissertation. The aim of such exam is to gauge students' specialist understanding of the critical theories and concepts underpinning the chosen or assigned topic, to assess their ability to carry out independent research with the aim of making an original contribution to knowledge to some extent, to present and defend their thesis in English in a formal interview with experts.

4. Students must be read and follow administration instructions published on the Department webpage ([http://spocri.unimc.it/it/didattica/offerta-didattica/esami-di-laurea\\_scienze-politiche](http://spocri.unimc.it/it/didattica/offerta-didattica/esami-di-laurea_scienze-politiche)).

### **8. Exams, Final Exam and Coursework Assessment<sup>7</sup>**

1. In the Master's Degree Course in **Global Politics and International Relations** assessment is by means of oral exams, written exams, or written exams with interview.

2. Exam mode and schedule are notified on module webpage. Assessment gauges understanding of topics covered, mastery of specialist language, content accuracy, effective communication, ability to draw on covered topics independently and creatively.

3. In order to take an exam students must book on-line. If students fail to book, yet the Chair of the Exam Board deems the reason for failing to do so acceptable, they may still take the exam at the end of the session.

4. Exam Boards are regulated by the Academic Regulations of the University of Macerata.

### **9. Enrolment by Validation of Previous Student Career**

1. Enrolment by validation of previous student career is regulated by the Regulations on Student Career of the University of Macerata. Please refer to such document.

2. Regardless of what course year students are admitted, their engagement and programme of study shall be those of the academic year under way.

3. Both university transfer for entry and course transfer are similarly regulated.

### **10. Work Placements<sup>8</sup>**

1. If they wish, students who have enrolled in the Master's Degree Course may take part in a work placement scheme run by public or private operators in agreement with the University of Macerata. Placements are not compulsory, yet they may attract credits linked to Other Optional Activities students have included in their programme of study, in line with Art. 10, Para. 5, Section (d) of Ministerial Decree No. 270/2004.

<sup>7</sup> Art. 2 and Art. 25 of *RdA*

<sup>8</sup> Art. 31, Para(s) 1 and 2 of *RdA*



2. Work placement schedule and scheme are regulated by the enclosed Guidelines (Annex C).

3. At the University of Macerata a special office (*Ufficio Stage e Placement*) is in charge of bringing together higher education and work, of offering its students and graduates the opportunity to enhance their employability through a work placement experience.

## **11. Joint Degree Awarding**

1. Joint degree awarding in collaboration with partner universities is regulated by the relevant agreements on joint awards.

## **12. Assignment of Coursework including Additional Learning Activities, Support and Tutoring<sup>9</sup>**

1. Teaching staff members and assistant professors are committed to ensuring student workload complies with the Academic Regulations of the University of Macerata.

2. Teaching staff and assistant professor duties also include at least two hours of tutorials every 15 days to meet students personally and offer them academic support (or by individual appointment made no later than 15 days upon request) and e-mail availability.

3. Personal tutoring provides students with individual guidance and advice throughout their student career, and helps them overcome difficulties and enhance the benefit of class attendance if they are struggling. Implemented measures may be tailored to individual needs and preferences.

At the beginning of every academic year the Joint Committee of Degree Classes defines tutoring tasks for each teaching staff member and assistant professor. Tutors meet their students according to a set timetable. The list of tutors is available on the Department homepage.

In addition to statutory duties devolved upon teaching staff and assistant professors, the Joint Committee of Degree Classes coordinates and supervises additional activities carried out by personal tutors in line with the Academic Regulations of the University of Macerata.

## **13. Quality Evaluation of Activities<sup>10</sup>**

1. The University of Macerata has chosen to implement a Quality Assurance system (*Assicurazione Qualità = AQ*) devised in compliance with a document by the National Agency for University and Research System Assessment (*Agenzia Nazionale della Valutazione del Sistema Universitario e della Ricerca = ANVUR*) titled 'Self-Assessment, Assessment and Recognition of the Italian University System'. Quality Assurance builds on process approach and is adequately documented.

2. AQ has been developed to assess the needs of students and of all parties involved in order to identify features the university educational offering is to incorporate. To spot student needs the following are used:

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<sup>9</sup> Articles 18 and 29 of *RdA*

<sup>10</sup> Art. 34, Para(s) 1 and 2 of *RdA*



- Surveys to determine the rate of employment of graduates from the the University of Macerata, as well as post-graduates' needs;
- Statistical research on work opportunities in the area;
- Data on *customer satisfaction*: student feedback questionnaires on courses, including questions on course delivery, teaching material, organization and structures.

3. Data obtained from *customer satisfaction* surveys are analysed and used to plan services and/or devise quality objectives.

#### **14. Transitional and Final Regulations**

1. The herein Rules and Regulations are issued by Chancellor's Decree and shall be in force fifteen days after they have been notified on the university website.

2. The herein Rules and Regulations include Annex A which may be amended on a yearly basis, without the yearly approval of the relevant university and department governing bodies, due to changes to the Master's degree course.



## ANNEX A

### (a) General Information on Degree Course

University	Università degli Studi di MACERATA
Degree Class Code	LM-52 International Relations
Name of Course	Global Politics and International Relations
Language of Delivery	English
Location of Delivery	Macerata
Course URL, if any	<a href="http://iper.unimc.it/front-page">http://iper.unimc.it/front-page</a>
Course Delivery Mode	Standard
Sustainable Admissions	80
Teaching Framework	Semester
National Entry Scheme (Art.1 Law No. 264/1999)	No
Local Entry Scheme (Art.2 Law No. 264/1999)	No

Source: (Course Record on administrative information)

### (b) Academic Tutors and Bodies

<b>Leader (or Director or Coordinator) of Course</b>	Prof.ssa Elisabetta Croci Angelini
<b>Course Board</b>	Joint Committee of Degree Classes in Political Science and International Relations (L-36), in International Relations (LM-52), and in Political Science (LM-62)
<b>Location</b>	Department of Political Science, Communication and International Relations
<b>Joint Degree</b>	No

Source: (Course Record on abridged administrative information and course quality information)

### (c) Learning Objectives

Course Specific Learning Objectives	<p>The Master's course in Global Politics and International Relations has been designed to provide graduates with a strong international perspective which is further achieved due to its delivery in English. The aim is twofold:(i) it enables Italian students to develop the skills needed to interact at international level and, thus, enhance their employability; (ii) it increases course attractiveness to foreign students who wish to study in Italy but have limited knowledge of Italian. Students on the course come from several countries and have different cultural backgrounds, and such variety adds to the course by enriching the quality of their learning experience.</p> <p>The course in Global Politics and International Relations shall:</p> <ul style="list-style-type: none"> <li>- ensure students develop the thorough basic knowledge essential to master methodological, cultural and professional skills at and advanced level, to understand the issues in politics, sociology and history needed to analyse, understand, appraise and deal with the international</li> </ul>
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	<p>aspects of political and social issues, with specialist competences in law or economics;</p> <ul style="list-style-type: none"> <li>- promote the required competences to conceive, work on, implement and monitor international and supranational projects dealing with interational relations issues;</li> <li>- equip participants with the interdisciplinary knowledge required to plan and realize greatly complex operational strategies with the aim of enabling students to work in high profile roles for private businesses and organizations at national and international level, for national, supranational and international public organizations and institutions;</li> <li>- provide effective methodological know-how to carry out both empirical research in the field of politics, sociology, economics, and comparative research, suited to occupy hands-on and innovative positions in the public and private sector;</li> <li>- enable students to speak and write fluently two foreign languages, one of which from a EU country, besides Italian, and develop subject specific language competences.</li> </ul> <p>All graduates in the course in Global Politics and International Relations shall be equipped with the knowledge needed to successfully complete their higher education learning in the area of international relations analysis, specifically, on the one hand, in the area of governance and public policies and, on the other, of economic and commercial relations.</p> <p>The learning programme provides adequate training to pursue career opportunities in research or university teaching too.</p> <p>Throughout their educational development students shall acquire in-depth and specialist knowledge not only attending module course, but also participating in seminars and additional learning events. The Master's course also includes external learning activities, work placements and internships in collaboration with partners such as central or local administration agencies, university institutions, international organizations, non-governmental organizations, businesses operating in the above sectors. External learning activities help students gain specialist and technical knowledge concerning operator structure and policies in order to improve graduate career prospects. Assessment of acquired knowledge and skills in each module is mainly by exam. Students must pass exams to be awarded ECTS credits.</p>
<p>Career Opportunities and Employability of Postgraduates</p>	<p>The Master's degree course coded as degree class LM-52 named Global Politics and International Relations offers different learning pathways. The course seeks to develop the skills required by international relation specialists capable of high quality performance in fostering internationalizing processes in both private and state sectors, as well as in governmental and non-governmental international relations organizations operating in an international setting.</p>





**Workplace:**

The Master's degree course aims at promoting the know-how required to:

- take up senior positions in national and international organizations, as specialists in implementing economic policies, experts of international commerce dynamics and of internationalization processes in production;
- work in advising, planning, designing and managing international cooperation projects, as well as in high responsibility positions within national and supranational, governmental and non-governmental organizations operating in the field of cooperation;
- pursue a career as senior policy-maker within administration, law and government agencies in the public sector at national and international level;
- be employed in senior positions and contribute to the performance of operators representing regional or national interests to international, governmental and non-governmental organizations, European institutions, public relations offices of the civil service at national and regional level.

**Competences:**

Graduate in the Master's degree course in Global Politics and International Relations shall demonstrate a thorough advanced multidisciplinary preparation that always includes specialist skills in politics, history and languages as essential tools to understand complex international relations dynamics. Distinct learning pathways may draw on areas such as laws and economics in order to develop the key skills required within governmental institutions or trade organizations and international relations. Students are, thus, fitted to work in planning and implementation departments of international organizations. They shall master two foreign languages, a feature which has become essential in all work contexts connected to the course.

**Career Opportunities:**

The multidisciplinary approach of modules in the course in Global Politics and International Relations conveys a distinct international element to the learning programme, as well as a guarantee of final language competence. Both aspects allow graduates to pursue a career as senior and middle managers, and in several other professional roles in:

- Ministries, in particular in the Ministry for Foreign Affairs;
- Governmental and non-governmental international organizations;
- Public and private enterprises operating internationally;
- Non-profit organizations involved in international cooperation.

Graduates in Global Politics and International Relations shall develop the skills and knowledge needed to be employed both in the public and private sector: in the public sector they may take on positions in the civil service, while



	<p>in the private sector they may work in commerce (including hotel accommodation industry and other public commercial concerns), banking/insurance and other tertiary sector.</p> <p>The survey on graduate employability carried out by of the University of Macerata some years ago within the context of the project 'Master's Degrees' could not establish outcomes related to the course coded LM-52 of the Department of Political Science, Communication and International Relations because the course itself was only included in the university offering in academic year 2014/15. A survey undertaken by AlmaLaurea in 2014 showed that graduates with a degree coded LM-52 obtained at nearby universities were quite successful in finding a job middle term. However, changes have been introduced to course coded LM-52 and three distinct learning pathways are now offered, thus further enhancing graduate employability.</p>
<p>Course Enables Students to Pursue a Career in/as ( Central Statistics Office [= ISTAT] codes)</p>	<ol style="list-style-type: none"> <li>1. Expert in private business management and control - (2.5.1.2.0)</li> <li>2. Expert in goods and services managing - (2.5.1.5.1)</li> <li>3. Expert in marketing goods and services (except in ICT) - (2.5.1.5.2)</li> <li>4. Market analysis - (2.5.1.5.4)</li> <li>5. Expert in political science - (2.5.3.4.3)</li> </ol>
<p>Expected Learning Outcomes according to the Dublin Descriptors</p>	<p><b>Knowledge and Understanding (brief outline)</b>  Graduates in Global Politics and International Relations shall develop a versatile preparation adding value to their employment prospects in international relations within a global economic context thanks to cross-disciplinary learning activities in the areas of history, politics, languages. The Master's course, especially the basic pathway, aims to develop student awareness international relations in historical and political terms, combined with precious in-depth understanding of legal aspects - on issues such as safeguarding basic rights in a comparative analysis of legal systems, and international institutions- and of specific research in sociology and philosophy (in particular on the topic of global justice). In addition, the learning pathway in international economic relations aims to provide participants with an understanding of economic aspects and to foster specialis skills in business administration through learning activities in cognate arereas.</p> <p>In both learning pathways, knowledge and understanding are promoted through a mix of different, yet consistent, learning activities. First of all, students are actively involved in lectures (class attendance is greatly encouraged), practical sessions focused on case-study and specific research/survey methods, cross-disciplinary seminars promoting a critical approach on part of students. Secondly, knowledge and understanding are promoted through individual study on part of students who shall receive a</p>



reading list by each module leader, while being expected to follow their own individual learning style reading and researching. The learning programme also includes group work in specific circumstances, aimed at improving peer relations and team-work. The latter aspects are paramount in light of the fact that many students come from several countries (both European and non-European), therefore, they have the opportunity to increase work and social contacts (which rarely occurs at an Italian university and would very much foreshadow an example of international economic and political relations) in a truly multicultural environment.

With regards to the assessment of acquired learning threshold, that is realized by means of a final exam after each learning activity. It may consist in a written and/or oral exam, delivering individual coursework and/or group work, coursework presentation. Moreover, depending on modules, assessment may be by written and/or oral exam mi-course in order to promote assessment of achieved goals under way and, possibly, identify specific learning strategies to increase learning goal achievement.

#### **Applying Knowledge and Understanding (brief outline)**

The Master's course is also designed as a cross-disciplinary programme in terms of macro-topics explored by means of the many conceptual frameworks available in each module. An example of macro-topic is the right to having access to food and its ensuing analytical corollary: indeed, the topic is investigated from different angles, focusing on its constitutional, international (given that supranational institutions are facing such issue), social justice (from the point of view of moral philosophy) dimension, as well as on the particular module rooted in 'Food Law'. The cross-disciplinary nature of the course seeks to expose participants to several points of view on a limited, yet crucial number of topics, while enabling them to develop suitable methodological approaches and to reach the right depth of enquiry.

Being able to to apply knowledge and understanding is the result of varied learning methods, which include: critically analysing texts in the reading lists of the different modules meant for individual study and class activities; in-depth case study investigation assigned by lecturers; simulations (especially in connection to modules within the area of economics); bibliographical research and field research (with regards to modules requiring such research activity); individual projects and/or group work (especially in connection to modules within the area of politics, history and sociology).

As far as assessment is concerned, the ability to apply knowledge and understanding is not just assessed by one final exam in each module (exam schedule is clearly



outlined in the relevant module programme each module leader provides students with). Assessment is also by other means: writing an original paper individually and/or as part of group work (some modules require a 'policy paper' or 'policy brief' or 'position paper'); practical class sessions in which group work and critical debate among peers are encouraged; simulations and problem-solving in which students have the opportunity to demonstrate they master the necessary tools and methods, and are capable of critical analysis.

**Subject Area Details:**

**ECONOMICS**

**Knowledge and Understanding**

Graduates in Global Politics and International Relations stand out for their knowledge and understanding of international economics and international marketing, gained by investigating real cases, participating in topic-specific seminars, practical sessions, all of which are mainly assessed by examination.

Their cross-disciplinary studies overall enable graduates to handle complexity within the areas of study they have investigated in depth. Indeed, such cross-disciplinary approach ensures they acquire the skills needed to identify and deal effectively with specific problems related to their field of activity.

**Applying Knowledge and Understanding**

Graduates in Global Politics and International Relations understand micro- and macro-economic models and are familiar with analytical approaches applied to international economics and trade policies, as well as with the local issues ensuing from the interaction between transnational dynamics and regional and local contexts. By the end of the Master's course students shall be able to write reports by using a wide range of methodological approaches, specialist procedure and clear presentation. Learning how to apply their knowledge, in particular, is promoted by providing them the opportunities to critically and selectively avail themselves of (primary and secondary) data and sources in the field of economics and marketing, and of field research tools.

Students are encouraged to actively participate not only in lectures, but also in seminars, practical sessions, simulations or case study projects. If necessary, group work is fostered, as well as peer collaboration in writing reports and/or developing strategies to address specific real-life issues, with the aim to enhance student problem solving skills applied to economic issues.

**LANGUAGES**

**Knowledge and Understanding**

Students on the course in Global Politics and International





Relations have the opportunity to study two foreign languages among those on offer. Foreign language modules enable students to learn the language they have chosen by studying its phonetics and morphology, as well as its lexis from every day language.

In addition, learning activities include reading and comprehension exercises on historical, political and economic texts, as well as current-affair articles from newspapers of the relevant country where the language is spoken.

#### **Applying Knowledge and Understanding**

Students reach an advanced level of competence by gradually exploring the morphology, syntax and semantics of the chosen foreign languages. That enables them to read, understand and translate texts on politics, history and culture, and overall be able to write and speak fluently in those languages.

#### **LAW**

##### **Knowledge and Understanding**

Graduates in Global Politics and International Relations shall improve their legal understanding by gaining further specialist knowledge in law areas related to the professional outcomes they pursue. Modules in the legal area seek to provide the tools needed to understand changes in international public law in terms of regulations, jurisprudence and doctrine (with a focus on procedures, development and impact of international organizations on specific policy sectors), but also in comparative law, in particular in relation to safeguarding human rights at national and international level. Moreover, the course promotes approaches and methods to analyse interaction among international and national laws, regional and local regulations in connection to public services. Lastly, students shall develop adequate awareness to be able to understand interaction between legal systems and economic-political dynamics within an international, national and sub-national context,

##### **Applying Knowledge and Understanding**

By enriching the legal competences they have acquired in the previous three-years of study, graduates in Global Politics and International Relations shall have the competence to analyse the most important legal and institutional phenomena at global level, and complex organization structures at international and regional level. Students learn how to apply the criteria and methodology typical of scientific enquiry to legal issues, emphasising the comparative approach and the law-making impact at the international, national and regional level. Applied knowledge is promoted through open debates on data sources and original documents, case studying, delivering reports and carrying out research, with students working individually or in groups, as well as attending lectures.



	<p>Besides taking written and oral exams, students are also assessed by submitting individual and group reports. The course fosters an awareness of legal issues that enables participants to pursue a career in private and public administration, but also to further pursue higher education.</p> <p><b>POLITICAL-HISTORY AND SOCIOLOGY</b> <b>Knowledge and Understanding</b></p> <p>Graduates in Global Politics and International Relations shall benefit from the course multidisciplinary approach that ensures they develop greater understanding and knowledge of social and political trends at global level, and of the role public policies and international relations have played throughout the centuries. Therefore, students shall possess an advanced level preparation grounded in history, culture, politics and sociology. That is why they are capable of investigating globalization processes and their effects on political and social systems world-wide, regionally and nationally (namely, within the context of the European Union). Participants shall develop the methodological and theoretical skills needed to explore historically and comparatively issues related to institutional dynamics and governance offered at different levels (international, transnational, national), public and/or private operators in order to deal with problems extending beyond state borders due to their character and extent.</p> <p><b>Applying Knowledge and Understanding</b></p> <p>Graduates in the Master's course shall be capable of understanding and analysing complex phenomena within the social sciences, and of reaching the highest levels of academic learning while having the ability to devise creative solutions. Due to their preparation grounded in history, politics, sociology, students can appreciate current problems (immigration, economic interdependence, regional integration processes, human rights safeguarding, international crisis management, and so on), and also actively devise projects to achieve a solution. Learning outcomes are attained and assessed by combining several methods. Indeed, students are expected to attend lectures, take part in practical sessions, guided debates on case studies, participate in seminars. Learning activities include individual study, group work with final presentation, delivering reports and papers (position paper, policy paper, policy brief) or carrying out research. Such activities are assessed by written and oral exams aimed at evaluating final knowledge and understanding reached by students.</p>
Entry Requirements	Regulations will also include details on selection of each applicant in line with Art. 6, Para. 2 of Ministerial Decree No. 270/2004).



Source: (Course Record, Section A, Quality)

**(d) Learning Programme: Outline of Learning Programme (Programme of Study) and Outline of Assessment**

Source: (Course Record, Section B1 Quality)

**(e) Contact Lecturers and Tutors**

Source: (Course Record on administrative information)

**CONTACT LECTURERS** (Teaching staff members involved in course planning who are entrusted with at least one teaching assignment)

No.	SURNAME AND NAME	SECTOR	POSITION*	WEIGHING	TYPE OF SCIENTIFIC DISCIPLINARY SECTOR
1.	ANQUETIL Mathilde	L-LIN/04	<i>RU</i>	1	Option
3.	BARBISAN Benedetta	IUS/21	<i>PA</i>	1	Option
4.	CAR Ronald	SPS/03	<i>RU</i>	1	Option
5.	CROCI ANGELINI Elisabetta	SECS-P/02	<i>PO</i>	1	Option
6.	PRONTERA Andrea	SPS/04	<i>RU</i>	1	Option
7.	SCOPPOLA Margherita	SECS-P/02	<i>PA</i>	1	Option
8.	TAVOLETTI Ernesto	SECS-P/08	<i>PA</i>	1	Cognate

[*RU* = *Ricercatore Universitario*/Assistant Professor (Researcher); *PA* = *Professore Associato*/Associate Professor; *PO* = *Professore Ordinario*/Full Professor]

**PERSONAL TUTORS**

ANQUETIL	Mathilde
BARBISAN	Benedetta
CAR	Ronald
CROCI ANGELINI	Elisabetta
TAVOLETTI	Ernesto
PRONTERA	Andrea
SCOPPOLA	Margherita



## ANNEX B

**Guidelines for the recognition of university credits for further activities carried out in connection with courses relevant to the Joint Committee of Degree Classes in Political Science and International Relations (L-36), and in Political Science (LM-62) (henceforth referred to as the Joint Committee of Degree Classes)**

### Article 1 - Credit Recognition for Seminars

1. Participating in credit-bearing seminars is compulsory. Attendance record shall be monitored.

The final assessment exam required for recognition of credits in connection to seminar activity is compulsory and may be validated by assigning a Pass result or a mark on a rating range from 18 to 30.

Final exam schedule is notified on the relevant webpage.

If seminar is held on the premises of other university department, recognition is subject to prior approval by the Joint Committee of Degree Classes.

Students may participate in seminars regardless of exams taken.

### Article 2 - Credit Recognition for Courses and Other Activities provided by External Operators

1. University credits concerning OTHER LEARNING ACTIVITIES (Ministerial Decree No. 270/04, Art. 10, Para. 5, Section (d)) may be awarded if students have taken part in courses/learning activities offered by operators other than the University of Macerata on condition that:

(a) They have submitted a formal request beforehand. Students need to address their request to the Joint Committee of Degree Classes enclosing relevant documents showing: name of operator offering the seminar, number of hours involved, topics covered (to be consistent with Course topics and learning objectives), name of speaker with CV.

In particular, the following conditions must be fulfilled:

- the course must include a learning assessment test students are required to pass;
- the operator managing the course must have obtained prior authorization: an operator recognized at national or international level, a university or an operator in partnership with a university institution.

2. If the Joint Committee of Degree Classes approves the request, at the end of the course students must submit final course documents with evidence of attendance, successful conclusion and passing of final test.

### Article 3 - Credit Recognition for Additional Exams

1. Credits gained in connection to further learning activities (Ministerial Decree No. 270/04, Art. 5, para. 5, Section (d)) may also include credits obtained for having passed a greater number of exams than those required in the course programme. In such case, credits are awarded according to the weighing they originally have and they do not lead to exemptions to student programme of study.

### Article 4 - Credit Recognition for Work Placements





1. Work placement schedule and scheme are regulated by special Guidelines (Annex C) set out by the Joint Committee of Degree Classes.

### **Article 5 - Credit Recognition for Information Technology Skills**

1. For the purpose of credit recognition in connection to information technology skills gained in courses offered by external operators students must submit the following documents:

- a) a qualification certifying the student has a Full Standard ECDL competence (4 credits are awarded if all 7 EDL modules have been passed);  
or
- b) the attendance certificate as evidence that the student has attended a university course or a course that has been officially organized by a university institution. Such certificate is validated individually

2. Unlike certificates issued by public operators specified under Para. 1 above, those issued by private operators are not credit-bearing.

### **Article 6 - Credit Recognition Ensuing from Partnerships with Other Universities**

1. Credits are awarded to students who transfer to or enrol in the undergraduate course from other universities only in connection to exams they have passed at other state university or official private university. Credits are not recognized if at the other university they have been awarded credits due to special agreements.

2. While their qualification is recognized, if students who have been awarded credits at other universities due to special agreements, such credits are not taken into consideration as entry requirements specified under Art. 2 of the Course Regulations. Only exams that have been passed at other state university or official private university may be validated for entry.

### **Article 7 - Credit Recognition for Work Activity**

1. Student work experience may be recognized in place of a work placement and may attract up to 4 credits (provided activity is linked to course topics and learning objectives).

2. For the purpose of assessing the above, students must submit their application to the Joint Committee of Degree Classes along with the relevant evidence (a self-declaring statement as laid down by existing laws, and a statement by their supervisor) of length of employment, position and details on work tasks.

### **Article 8 - Deadlines**

1. All applications for credit recognition provided for by Articles 2, 5 and 7 above must be submitted to the Student Administration Office at least 4 months before the expected date of graduation.

### **Article 9 - Final Regulations**

1. Circumstances not regulated by the herein Guidelines that are nevertheless well-documented and grounded on criteria set out in Art. 2, Para 1, Section (a), may be



unquestionably excepted by the Student Files Board, also after consultation with the Joint Committee of Degree Classes.



## ALLEGATO C

### **Guidelines on Work Placement Schemes in the Master's Degree Course in Global Politics and International Relations**

#### **Article 1 – Definition**

1. Taking part in a Work Placement scheme is an essential part of the academic curricula of students on the Master's Degree in *Global Politics and International Relations*, but it is not compulsory.

2. Work Placements are part of freely-chosen Other Learning Activities provided for by Art. 10, Para. 5, Section (d) of Ministerial Decree No. 270/2004.

#### **Article 2 – General Objectives**

1. Learning Objectives are to match career opportunities connected to the course.

2. For the purpose set above, the Master's Degree Course in *Global Politics and International Relations* includes external activities, such as placements and internships carried out in partnership with central and local institutions, universities, international organizations, non-governmental bodies, businesses operating in such sectors. External activities help students develop specialist skills and knowledge on a particular operator and on its functioning, with the final objective of enhancing graduate employability.

#### **Article 3 – Implementation**

1. In order to take part in a Work Placement or Internship scheme students must follow procedure set out by the Work Placement Office (*Ufficio Stage*) of the University of Macerata (<http://adoss.unimc.it/it/stage>) in agreement with regulations in the herein Guidelines.

#### **Article 4 – Length**

1. Work placements last at least one month, including holidays, that is 150 hours. Each work placement day consists of at least 4 hours of activity.

#### **Article 5 – University Credits**

1. Work Placements of at least 150 hours attract 4 university credits. If placement lasts longer, 1 credit is awarded for every 50 additional hours, up to a maximum of 6 university credits. If placement lasts longer than 250 hours, no more than 6 credits are awarded.

2. The Joint Committee of Degree Classes decides on credit Recognition on the grounds of final documents students submit (student work placement assessment, scheme partner assessment of student, student attendance).

#### **Article 6 – Work Placement Tutoring**

1. All members of Joint Committee of Degree Classes may act as academic tutors in the Work Placement scheme. The academic tutor works in agreement with the partner organization tutor.



2. Students must arrange beforehand the learning project connected to the Work Placement with their academic and partner organization tutors. The project must be signed by both tutors before start of placement.

3. The Department Delegate is in charge of learning and organization activities of the Work Placement.

#### **Article 7 – Placement Application Requirements**

1. Students may take part in work placements from the first year onwards.

#### **Article 8 – Final Regulations**

1. The herein Guidelines come into force as from their approval.