

UNIVERSITY OF TRIESTE
ACADEMIC AND TEACHING REGULATIONS
for students enrolled in the academic year 2023/2024

Bachelor's degree programme in Electronic and computer engineering - L-8

Art. 1 - Objective

1. These regulations define in detail the contents of the related General Regulations (*Ordinamento Didattico*) of the Bachelor's degree programme in XXX, under art. 12, s. 1 of the Ministerial Decree no. 270/2004 on "Amendments to the regulation containing the rules concerning the teaching autonomy of universities".
2. The General Regulations and the organisation of the Bachelor's degree are defined in respect of freedom of teaching and the rights and duties of lecturers and students.

Art. 2 - Contents of the Academic and Teaching Regulations

1. The Academic and Teaching Regulations define the implementation of the General Regulations of the degree programme and its organisational aspects.
2. In accordance with art. 4, s. 2 of the Teaching Regulations of the University of Trieste, the Academic and Teaching Regulations define:
 - a) the list of modules (and their scientific sector), divided by year and their partition into sub-modules, and other teaching activities;
 - b) the method for carrying out laboratory and practical activities, and traineeships;
 - c) the expected learning outcomes (see annex E), the number of university credits (ECTS) and any prerequisites for modules and other teaching activities, all divided by year;
 - d) the curricula available to students and, where necessary, how to present the individual study plan;
 - e) the provisions on any compulsory attendance and/or any alternative learning plan for student workers and/or disabled people;
 - f) the entry requirements, the procedures to verify them at enrolment and any provisions on preparatory and supplementary activities aimed at fulfilling a conditional advancement;
 - g) the procedure for admission to the final examination and graduation;
 - h) the procedure for verification of knowledge of the foreign language at the required level;
 - i) the possible use of English as the teaching language for some modules.

Art. 3 - Structure and organisation of the Bachelor's degree programme

The following documents and regulations set the organisation and management of the degree programme:

- University Charter;
- Teaching Regulations of the University;
- General Regulations of the Bachelor's degree;
- List of taught modules and other teaching activities;
- Annual Study Plan.

Art. 4 - General Regulations of the Bachelor's degree programme

1. The General Regulations set the structure and organisation of the Bachelor's degree programme. In particular, they contain:
 - a) the name and the ministerial class to which it belongs;

- b) the expected learning outcomes of the programme in agreement with the European qualification framework;
 - c) career opportunities in relation to the activities listed by ISTAT;
 - d) the plan of teaching activities in agreement with the provisions of the ministerial class to which the programme belongs;
 - e) the number of ECTS of all teaching activities;
 - f) the entry requirements and the procedure to verify them at enrolment;
 - g) the method for carrying out the final examination and graduation;
2. The General Regulations can be found in the SUA (*Scheda Unica Annuale*) statement of the programme.

Art. 5 - Plan of teaching activities

1. The plan of teaching activities specifies:
- a) the list of taught modules, their scientific sectors and other teaching activities;
 - b) the sub-modules into which a module may be potentially subdivided and their scientific sectors;
 - c) the number of ECTS of each module or teaching activity;
 - d) any progression rules between modules;
2. The plan of teaching activities can be found in the SUA statement of the programme.

Art. 6 - Annual study plan

The annual study plan is updated annually and can be found in Annex A.

Art. 7 - Admissions

In order to be admitted to the programme it is necessary to have a qualification corresponding to an Italian high-school diploma or an equivalent one obtained abroad and recognized as suitable.

To enrol in Year 1 it is mandatory to undergo a self-assessment test aimed at verifying aptitude and preparation for studies.

To this end, the University organises some test sessions before the beginning of the academic year. Failure to pass the established threshold entails the attribution of additional obligations (*OFA-Obblighi Formativi Aggiuntivi*), which are satisfied by passing the examination of either Mathematical Analysis I or Geometry within Year 1. Failure to fulfil the OFA will prevent the student from enrolling in Year 2.

Before the beginning of the academic year, preparatory courses on mathematics and/or other fundamental topics are offered. Their attendance is strongly recommended to all students and, above all, to those who have not passed the set threshold in the self-assessment test.

Art. 8 – Award of the degree

1. In order to graduate a student will have to acquire 180 ECTS.
2. Given that each year conventionally corresponds to 60 ECTS, the duration of the programme is three years.
3. The degree can be awarded in less than three years should the student has acquired all 180 ECTS included in their study plan.

Art. 9 - Structure of the Bachelor's degree programme

1. The Bachelor's degree programme entails the following types of teaching activities:
- a) foundation teaching activities (teaching activity of type A - TAF A);
 - b) core teaching activities (TAF B);

- c) teaching activities related to the core ones, also with reference to cross-disciplinary training (TAF C);
 - d) optional teaching activities (TAF D);
 - e) teaching activities related to the final examination and linguistic knowledge (TAF E);
 - f) teaching activities to improve linguistic knowledge, any traineeships, computer skills, telematic and relational skills, and all skills useful for the professional career (TAF F).
2. The number of ECTS assigned to each of the listed activities is specified in Annex A.

Art. 10 – Laboratory and practical activities, and traineeships

Such activities are promoted and coordinated by the lecturer leading the pertinent module.

Art. 11 - Teaching activities for the final examination

In agreement with its learning outcomes and assigned number of ECTS, the final examination is structured as follows:

1. the student at the end of his three-year academic career agrees with a professor (Tutoring Professor, Tutor) to be guided while preparing the final examination;
2. the Tutor selects a limited number of articles, book chapters or other reading materials possibly written in an EU language and helps the student to understand, clarify and organise the material mentioned in the following item for the final examination;
3. the student integrates the material on their own initiative and add articles, use software or carry out practical activities in laboratories;
4. he/she writes a report of the activities performed and a presentation for the Pre-graduation Board. Both the report and the presentation can be written in one of the official EU languages as agreed with the Tutor. If the student chooses a language other than Italian, a summary written in Italian should be included;
5. the time spent on the final examination should not be longer than 2 months. However, it is possible that the student spends more time on the preparation of the final examination;
6. the Pre-graduation Board is composed of the Tutor and – normally - other four members (either academic staff or external lecturers) teaching in the same Bachelor’s degree. In any case, the Board must be formed of at least 3 members;
7. the Pre-graduation Board assesses the presentation and marks (maximum 30 marks). The outcome is then added to the weighted average of all marks obtained by the student according to the following scheme:

Mark out of 30	Increment of the final mark
18-22	+1
23-25	+2
26-28	+3
29-30	+4;

8. one additional point may be added to the final mark should the student has obtained at least three mark “30 cum laude” during the academic career, regardless of the mark assigned by the pre-graduation Committee. Two additional points may also be added if the student graduates within the third year (i.e. within the March session of Year 3); one additional point may be added in case the student graduates within the fourth year (all the additional points are awarded automatically by the teaching office);
9. to evaluate the student’s ability to synthesise, the presentation shall not last more than 15 minutes.

Art. 12 – Progression rules

1. In order to guarantee an appropriate teaching and learning path, the progression between examinations must be respected in accordance with the Teaching Regulations of the University.
2. The list of progression rules can be found in Annex B.

Art. 13 - Specific curricula

Within the programme, modules and teaching activities can be combined to offer specific curricula and to fulfil different cultural or professional needs.

Art. 14 – Submission of an individual study plan

1. As an alternative to the regular procedure, a student can present an individual study plan for each academic year which includes from a minimum of 48 to a maximum of 84 ECTS, including those foreseen in the study plan of the student in the previous year and not yet acquired, with the constraint that the number of ECTS corresponding to modules or other teaching activities for which attendance has yet to be acquired should not exceed 60.
2. The Board of Studies may allow students to replace their modules with other modules offered from the University of Trieste or from other programmes of foreign Universities (either Bachelor's or Master's degrees) based on the coherence with the expected learning outcomes of the programme and the number of ECTS.

Art. 15 - Assessment

1. *Criteria for the arrangement of examination boards.* The examination board consists of two members: the module leader and another expert that can be either an academic staff or an expert of the subject. Non-academic staff experts are authorised by the Departmental Council. If the module is composed of two or more sub-modules with different leaders, they all must be part of the examination board.
2. *Assessment of taught modules and other teaching activities.* Assessment can take place with either ongoing tests or a final test to be held at the end of the module or activity.
3. *Recording of the mark for examination composed of multiple tests.* When an examination is composed of multiple tests, recording of the mark is performed only when the final mark is available.
4. *Rules for repeating failed examinations during the same academic year.* Students can repeat a failed examination in all the exam sessions of the academic calendar.

Art. 16 - Mandatory attendance

Attendance is not mandatory with the exception of any mandatory activities specified for each course.

Art. 17 - English language test (TAF E)

The level of proficiency in English corresponding to level B2 of the Common European Framework of Reference is acquired through the teaching activity TAF E (see Art. 9). The corresponding number of ECTS may be partially or fully recognised after the level of acquired knowledge has been verified by a test prepared by the University; as an alternative to taking the test, certificates issued by qualified external parties may be validated by the competent bodies of the University. Students who have a lower qualification than the final level of proficiency foreseen by the degree programme are obliged, depending on their initial level, to attend specific courses offered by the University and to qualify in order to reach the final level of proficiency

Art. 17bis - Other foreign languages

Students who have a language certificate issued by the University Linguistic Centre (CLA) for a different foreign language can record three supernumerary ECTS.

Art. 18 – Recording of traineeships

For any traineeship see Annex C.

Art. 19 - Criteria for recognition of ECTS for activities and skills obtained prior to the enrolment

The Board of Studies can recognise a number of ECTS for activities performed or skills obtained prior to the enrolment to the Bachelor's degree, if such activities are deemed coherent with the teaching activities and the expected learning outcomes of the degree programme as well as the duration, as specified in Annex D.

The Board of Studies may also recognise activities on an individual basis for students transferring from a different degree programme, assessing skills and knowledge through either interviews or written tests, where necessary. Any non-recognition should be adequately justified. Students transferring from a programme of the same ministerial class will be recognised a minimum of 60 ECTS.

Art. 20 - Verification of acquired ECTS in order to assess the non-obsolescence of the corresponding contents, and supplementary tests of individual modules if the cultural and professional contents have become obsolete

ECTS acquired within the Bachelor's degree are valid for 9 years. Once the indicated period has elapsed, they must be validated by the Board of Studies that recognises the non-obsolescence of the relative contents.

If the Board of Studies recognises the obsolescence of even a single part of the related training contents, the same Board establishes the supplementary tests to be undergone by the student, defining the topics and the methods of assessment.

Once the foreseen tests have been passed, the Board of Studies validates the acquired ECTS. If the teaching activity requires a mark, the same can be changed with respect to the one previously obtained on the proposal of the pertinent examination panel.

Art. 21 - Minimum number of ECTS to be acquired by the student in an established lapse

Enrolment to Year 2 and Year 3 is independent of the number of acquired ECTS in the previous years.

Art. 22 - Nature of these Regulations

These Regulations are defined as Academic and Teaching Regulations under art. 12 of the Ministerial Decree no. 270/2004.

Annexes

Ann. A: Annual Study Plan

Ann. B: Progression Rules

Ann. C: Traineeships

Ann. D: Recognition of previously-acquired skills or qualifications

Ann. E: Learning outcomes and teaching activities: tuning matrix