



UNIVERSITY OF TRIESTE
ACADEMIC AND TEACHING REGULATIONS
for students enrolled in the academic year 2019/2020

5-year Single-Cycle Master Degree in Architecture

Degree class: LM-4 c.u. Architecture and construction engineering-architecture

Art. 1

Objective

1. The following didactic regulations for the master's degree in Architecture lay down the contents of the related educational system, under art. 12, subsection 1 of the Ministerial Decree n. 270/2004 on "Regulations regarding educational systems' autonomy in universities", hereinafter referred to as RAU.
2. The educational system and the organization of the master's degree are hereby defined in accordance with freedom of teaching and with the rights and obligation of teachers and students.

Art. 2

Contents of the Academic Regulations

1. The didactic Regulations define the implementation of the educational system and its organisational aspects.
2. In accordance with art. 4, subsection 2 of the University of Trieste Academic Regulations, the present didactic Regulations lay down:
 - a) the list of classes (and their academic sector) divided by year of the course, their division into modules and other educational activities;
 - b) the manner in which laboratory activities, practical activities and traineeships shall be conducted;
 - c) the specific educational objects, the ECTS and any prerequisites for classes and other educational activities, all divided by year of the course, and the minimum requirements to apply to the following year;
 - d) the curricula available to students and, where necessary, how to present the individual curriculum;
 - e) any indications on compulsory attendance and/or any alternative learning plan for student worker and/or disabled people;
 - f) the admission requirements and admission test and any additional rules on preparatory and integrative activities aimed at fulfilling a conditional pass;
 - g) the type and procedure for the final examination and graduation;
 - h) the procedure to verify foreign language knowledge and the correspondence with university's requirements.

Art. 3

Structure and organisation of the degree

1. The following documents and regulations set the organisation and managing of the degree course:
 - University's Academic Regulations;
 - University Charter;
 - Educational system;



- Course and educational activities listing;
- Annual curriculum.

Art. 4

Educational system

1. The educational system sets the structure and organisation of the degree course, in accordance with the rules such degree courses are bound to abide by. In particular, it contains:

- a) the denomination and its degree class;
- b) the educational objectives of the degree course in accordance with the European qualification framework;
- c) the degree's job opportunities in relation to the activities listed by ISTAT;
- d) the general layout of educational activities in accordance with the degree class;
- e) the ECTS of all educational activities;
- f) the requirements to access the degree course and the procedures for the verification of knowledge at the beginning of the course;
- g) all features of the final examination and graduation;

2. The educational system can be also found in the degree's SUA statement.

Art. 5

Course and educational activities listing

1. The course and educational activities listing lays down:

- a) the list of classes taught and their academic fields and related educational activities;
- b) the modules into which the classes may be divided and their academic fields;
- c) the ECTS of each class and educational activity;
- e) any progression between classes;

2. The course and educational activities listing can be found in the degree's SUA statement.

Art. 6

Annual curriculum

The curriculum is updated annually and can be found in the annex A and complies with the one found in the SUA statement.

Art. 7

Admission

In order to be admitted students must have a high-school degree or an equivalent title. In compliance with national regulations, access is limited to a set number of students, therefore students must pass a test issued nationally by the Ministry.

Art. 8

Art. 8 Degree attainment

1. In order to graduate students will have to have earned 300 ECTS.

2. Given that each course year conventionally equals to 60 ECTS, the duration of the master's degree course is five years.



3. The degree can be attained in less than five years if the student has earned all 300 ECTS included in their curriculum.

Art. 9

Structure of the degree course

1. The Degree Course entails the following types of educational activities:

- a) core educational activities;
- b) connotative educational activities;
- c) educational activities related to the connotative ones, with regard to surrounding cultures and interdisciplinary education;
- d) activities to be chosen by the student;
- e) educational activities related to the final examination;
- f) educational activities to improve linguistic knowledge, any traineeships, computer skills, telematic and relational skills and all skills useful for the job market.

2. The number of ECTS assigned to each of the listed activities is layd down in annex A.

Art. 10

Traineeship (design internship)

The traineeship activity is regulated by the Traineeship and Orientation Regulations approved by the Degree Course Council (CCdS) and by the Department Council (CdD). Details about the activities and the registration of their ECTS can be found in annex B.

Art. 11

Educational activities related to the final examination

Educational activities related to the final examination are regulated by the relevant Regulations approved by the CcdS and the CdD. The Regulations can be found in annex C.

Art. 12

Exam progression

1. In order to guarantee an appropriate teaching and learning environment, the progression between exams must be respected in accordance with the University's Academic Regulations.
2. The correct exam progression will be monitored both by the student's secretariat office and by professors before each exam.
3. The list of exams progression can be found in the Curriculum annex of the present Regulations.

Art. 13

Specific curricula

There are no specific curricula.

Art. 14

Presenting an individual curriculum

There are no individual curricula.

Art. 15



Exams

1. Criteria for the arrangement of exams committees.

- a) Committees for exams and other tests are nominated by the Department Director and are made up of at least two members: the teaching manager of the teaching course and one of the teaching managers in the case of exams made up by more than one module, with the function of committee chairman, and another teacher of the same or similar discipline, or a lecturer in the subject nominated by the Department Director.
- b) If the course is divided into two or more modules with different professors, they all must be part of the exam Committee.

2. Verification of knowledge for degree courses and other educational activities.

Verification of knowledge for degree courses and other educational activities can be performed:

- through on-going assessments;
- through examination performed after teaching classes are over or after other educational activities are.

Students who have not successfully passed one or more on-going assessments may, depending on what's established by the professor, make up with the final examination with a written or oral examination

3. Results registration for exams made up by several tests

The registration is made only when a final grade is available.

4. Retaking exams within the same course year.

Students can retake exams they haven't passed if they have applied for all previous exam dates. Attendance registration is valid within the same course year and the following one, after which the student will have to attend the course's classes again. Passed on-going assessments are to be considered as valid even without a final grade, provided the responsible professor and the relative exam Committee don't change.

Art. 16

Mandatory attendance

Attendance is mandatory and may be verified as the Professor sees fit. The Professor may also establish different attendance rules for student workers or other students. Attendance rules will be laid down in the course program by the professor in charge.

Art. 17

Foreign language test (field E)

Foreign language knowledge will be verified once the student has attended the curricular course and has passed the relative exam.

Art. 18



Criteria for registering ECTS for activities and skills obtained prior to the enrolment to the Degree Course

The CCdS may register activities carried out before immatriculation in accordance with the degree course's objectives, with the contents and the criteria illustrated in article 19. Students who have attended and passed summer educational activities at the University of Trieste ("moduli formativi estivi") during the year prior to the immatriculation, have the right to 2 ECTS type D or F registered as supernumerary exams.

The Degree Council may also register ECTS for students transferring from a different degree course and/or from other universities, evaluating each individual situation and assessing the students' skills through a meeting or tests, where necessary.

Admission to following degree course years is regulated by a notice.

Art. 19

Criteria for registering ECTS for activities and skills obtained outside of the enrolment to the Degree Course

Students who do activities outside of the degree course may have them registered as follows. The registration is subsequent to an official decision of the CdD based on a proposal by the CCdS, considering the contents of the activities performed by the student. The student will have to change their curriculum, before asking for the extra-activities' registration. The student may ask for a prior informal assessment of the nature of the activities presenting all due documentation to the Degree Course Coordinator.

Each ECT corresponds to 25 hours of work, be it practical activities or individual study, set in the course program and/or verified through examination or proficiency tests.

Single courses at the University of Trieste

They can be recognised if coherent with the Degree Course objectives within the set maximum number of ECTS for optional exams (TAF D) in the student's curriculum or as supernumerary ECTS. For courses yet to be attended, a prior authorisation by the CCdS is needed. Foreign language courses can't be recognised as such, except for special cases.

Single courses at other Italian or foreign Universities

They can be recognised in accordance with University international and national agreements if coherent with the Degree Course objectives within the set maximum number of ECTS for optional exams in the student's curriculum or as supernumerary ECTS. For courses yet to be attended, a prior authorisation by the CCdS is needed. Foreign language courses can't be recognised as such, except for special cases. The activity will be evaluated by the CCdS after presenting the proper documentation (attendance certificate and certificate that proves the exam has been passed with information on the content, the length and the ECTS, the organisers, the scientific committee, the teachers).

Courses at other institutions

They can be recognised if coherent with the Degree Course objectives within the set maximum number of ECTS for optional exams in the student's curriculum or as supernumerary ECTS. For courses yet to be attended, a prior authorisation by the CCdS is needed. Foreign language courses can't be recognised



as such, except for special cases. The organisers and teacher must guarantee an academic level. The activity will be evaluated by the CCdS after presenting the proper documentation (attendance certificate and certificate that proves the exam has been passed with information on the content, the length and the ECTS, the organisers, the scientific committee, the teachers).

Professional activities (projects, exhibitions, competitions, prizes, tutoring...)

Not recognisable. To be presented to the Traineeship Committee.

Computer skills

They can be recognised if coherent with the Degree Course objectives within the set maximum number of ECTS for optional exams in the student's curriculum or as supernumerary ECTS. For courses yet to be attended, a prior authorisation by the CCdS is needed. The organisers and teacher must guarantee an academic level. The activity will be evaluated by the CCdS after presenting the proper documentation (attendance certificate and certificate that proves the exam has been passed with information on the content, the length and the ECTS, the organisers, the scientific committee, the teachers).

Design workshop

Recognisable for a maximum of 8 ECTS as TAF D or F activities or as supernumerary ECTS. Only two design workshops can be recognised for a total of 4 CFU. The remaining ECTS can be registered as TAF D activities up to 8 ECTS.

As these are short-term activities, students may ask to change their curriculum throughout the whole academic year in derogation of standard deadlines.

The CCdS may evaluate specific situations which have particular opportunities or problems.

Art. 20

Regular verification of registered ECTS to assess the presence of up-to-date knowledge, and auxiliary tests on individual classes in case the cultural and professional content is considered outdated.

No verification of earned ECTS is not expected, since the courses of this Degree Course don't require the evaluation of outdated contents.

Art. 21

Minimum number of ECTS to be earned by the student in a certain amount of time

No minimum number of ECTS to be earned by the student in a certain amount of time is required.

Art. 22

Nature of this Regulation

This Regulation is defined as a Degree Course Regulation under article 12 of the Ministerial Decree 270/2004.



Annex:

Ann. A: Annual curriculum and exam progression

Ann. B: Curricular Internship Regulations

Ann. C: Final exam Regulation

Approved: 29.04.2015

Updated: 07.06.2019



5 YEARS SINGLE-CYCLE DEGREE COURSE IN ARCHITECTURE
DEGREE CLASS LM – 4 c.u. Architecture and construction engineering-architecture
CURRICULUM

for students enrolling to the first year in the academic year 2019/2020

The Master's Degree Course in Architecture does not have curricula.

Courses are classified as follows depending on the type of activity (TAF):

A= core educational activities

B= connotative educational activities

C= coherent and supplementary educational activities

D= activities to be chosen by the student

E= final examination

F= other activities

S- stages and traineeships

Joint curriculum				
I year (56 ECTS)				
<i>Course</i>	<i>Module</i>	<i>Sector</i>	<i>TAF</i>	<i>ECTS</i>
Fundamentals of mathematics		MAT/05	A	8
History of contemporary architecture		ICAR/18	A	8
Architectural theory, representation and design laboratory I	Elements of architectural composition	ICAR/14	B	6
	Architectural representation and survey	ICAR/17	A	6
	Architectural composition 1	ICAR/14	B	8
Principles of physics		FIS/01	A	6
Technological design laboratory of architecture	Materials and construction elements	ICAR/10	B	6
	Methods and tools for technological design	ICAR/10	B	7
Integrated design workshop		ICAR/14	F	2
II year (57 ECTS)				
<i>Course</i>	<i>Module</i>	<i>Sector</i>	<i>TAF</i>	<i>ECTS</i>
Statics		ICAR/08	B	6
History of architecture		ICAR/18	A	7
History of contemporary art		L-ART/03	C	6
Architectural theory, representation and design laboratory I	Digital design and BIM	ICAR/17	A	6
	Theories and techniques of architectural design	ICAR/14	B	6
	Architectural composition 2	ICAR/14	B	6
English		L-LIN/12	E	6
Project laboratory for the contemporary city	Theories for urban planning	ICAR/21	B	6
	Urban design elements	ICAR/21	B	6
Integrated design workshop		ICAR/14	F	2
III year (56 ECTS)				
<i>Course</i>	<i>Module</i>	<i>Sector</i>	<i>TAF</i>	<i>ECTS</i>
Analysis of structures		ICAR/09	B	6
Architectural restoration 1: project principles and methods for the existing built heritage		ICAR/19	B	6
Theories and design of public spaces		ICAR/21	C	6



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Architectural and interior design laboratory	Architectural composition 2	ICAR/14	B	6
	Technologies for interior design	ICAR/13	C	6
	Interior design	ICAR/16	C	6
Architecture construction laboratory	Environmental performance of buildings	ING-IND/11	A	6
	Technologies and building solutions for environmental sustainability	ICAR/10	B	6
	Construction technique	ICAR/09	B	6
Integrated design workshop		ICAR/14	F	2
IV year (57 ECTS)				
<i>Course</i>	<i>Module</i>	<i>Sector</i>	<i>TAF</i>	<i>ECTS</i>
Urban regeneration and urban planning laboratory	Plans and projects for reusing the existing city	ICAR/21	B	6
	Urban and territorial regeneration techniques and processes	ICAR/21	B	6
Design laboratory for the conservation and recovery of architectural heritage	Structural problems of historical building	ICAR/09	C	6
	Architectural restoration 2: theories, rules and design techniques for the existing built heritage	ICAR/19	B	6
	Architectural composition 4	ICAR/14	B	6
Legislation for the management of the built and the territory		IUS/10	B	6
Elements of economics and valuation		AGR/01	C	6
History of city and territory		ICAR/18	A	7
Systems and tools for the project: GIS and remote sensing		ICAR/06	A	6
Integrated design workshop		ICAR/14	F	2
V year (38 ECTS)				
<i>Course</i>	<i>Module</i>	<i>Sector</i>	<i>TAF</i>	<i>ECTS</i>
Design theories		ICAR/14	B	6
Economic assessment of plans and projects		ICAR/22	B	8
<i>A laboratory chosen from:</i>				
Integrated architecture laboratory	Architectural composition 5	ICAR/14	D	6
	Plastic modeling and project communication	ICAR/17	D	6
	Environment and infrastructure design	ICAR/15	F	6
	Integrated technological design	ICAR/10	F	6
Integrated design laboratory of city, territory and landscape	Integrated planning for the resilient territory	ICAR/21	D	6
	Landscape ecology and environmental sustainability	BIO/07	F	6
	Landscape design	ICAR/15	F	6
	Environmental assessment and landscape management	AGR/01	D	6

Starting from the second year, students will have to add optional courses (TAF D) to their curriculum amounting to 16 ECTS.



EXAM PROGRESSION

The following exam progressions are planned:

Architectural theory, representation and design laboratory I, before Architectural theory, representation and design laboratory II

Technological design laboratory of architecture, before Architecture construction laboratory

Principles of physics, before Statics

Architectural theory, representation and design laboratory II, before Architectural and interior design laboratory

Project laboratory for the contemporary city, before Urban regeneration and urban planning laboratory

Statics, before Analysis of structures

Architectural and interior design laboratory, before Design laboratory for the conservation and recovery of architectural heritage

Analysis of structures, before Architecture construction laboratory

Design laboratory for the conservation and recovery of architectural heritage, before 5th year's Integrated design laboratories

FURTHER INFORMATION

Within the curriculum, there is a compulsory curricular internship (8 ECTS) and the preparation of the thesis (12 CFU).



CURRICULAR INTERNSHIP REGULATIONS FOR THE FOLLOWING DEGREE COURSES:

AR01 - Bachelor's Degree Course in Architectural Sciences

AR01 - Master's Degree Course in Architecture

AR03 - 5 Years Single-cycle degree course in Architecture

Art. 1 - Curricular Internship definition

The Curricular Internship, or Traineeship, or Work Training, is regulated by the Ministerial Decree 142/92 (law enforcement 196/97, art. 18) and by the Degree Course's Teaching Regulations and can be performed within the University structures or outside.

The Curricular Internship's objective is to promote school-work alternation and to facilitate professional choices through a deeper knowledge of the professional world.

Students participate in the activities offered by the structure chosen within the traineeship programme.

The type and arrangements of the participation are agreed upon by a professor of the Degree Course, chosen by the student, called "university tutor", the responsible person of the structure (or a delegate) called "company tutor" and the student.

The Curricular Internship is not paid employment, nor should it be used to supply manpower or professional work: this would go against insurance agreements and the regulations on work and liability for any damage.

The trainee shall not be asked to perform activities that go beyond the characteristics of the profession.

Any free corporate services shall not be considered as remuneration.

Art. 2 - Relations with suitable traineeship structures.

Relations with structures outside of the university (companies or public and private entities, trade associations, professional orders) are regulated by agreements coherent with the guidelines (annex 1).

The host structure will fill in the internship offer form and will attach a short curriculum of the work performed, in order to attest its quality and competence.

For Curricular Internship performed inside the University, authorization of the Traineeship Committee (TC) is required.

Art. 3 - Carrying out the Curricular Internship.

For the Master's Degree Course, the traineeship will usually be performed during the second year. It may be performed during the first year provided the Traineeship Committee agrees.

For the Single-cycle Degree Course, the traineeship may be performed starting from the fourth year.

The overall duration may vary depending on the activities to be performed, but it shall not amount to less than 200 hours (with a maximum of 40 hours per week and 8 hours per day) e not to more than 12 months, except for disabled students, for whom the overall duration shall not be more than 24 months.



The traineeship must fulfill objectives established by the Degree Courses Regulations and the ones coherent with the profession of architect and the professions existing within architectural sciences and construction engineering.

The location(s) of the traineeship must be mentioned in the proper form (annex 2) and any variation shall be timely communicated (at least a week) to the offices responsible for the traineeship project.

Art. 4 - Admission.

The training program (annex 2) must be presented by the student to the Traineeship Committee.

Any request for postponement or relinquishment shall be reasoned and communicated in writing to the Traineeship Committee.

Students who wish to perform their traineeship abroad within the ERASMUS+ Traineeship programme, must hand in the documentation listed below to the Traineeship Committee at least a week before obtaining the International Mobility Delegate's signature on their application, so that the committee can evaluate the suitability of the structure and the project. Here follows the list of documents:

- A copy of the ERASMUS+ Traineeship application form;
- A copy of the acceptance letter of the host structure, dated and stamped, written on the company's headed paper;
- (For companies chosen by the student) a copy of the company's presentation letter written on the form attached in the notice, together with a curriculum of the company (where the requirements laid down in the following regulations shall be highlighted).

Art. 5 - Traineeship Committee (TC).

The Department Council selects the members of the committee, who shall perform the following tasks:

- a) evaluate the suitability of the companies to be selected;
- b) evaluate the students' applications, approve the traineeship programmes and outline the duration and location(s), taking into account, where possible, the students' requests;
- c) evaluate the traineeship performed, after having read the considerations of the trainee;
- d) act as "tutor" in case the trainee hasn't chosen one.

The Committee proposes the stipulation of agreements with "new structures" (institutions, companies, etc.) and the termination of existing ones providing written explanation, if the structure is at any time throughout the agreement considered unfit.

Art. 6 - University Tutor and Corporate Tutor.

The "university tutor" oversees the student during the traineeship; he will agree upon the practical aspects of the traineeship taking into account the project; he will make sure the traineeship is performed properly.

To this end, the trainee will keep contact with the "university tutor" throughout the traineeship.

In order to better oversee the trainees, the "university tutor" will collaborate with "corporate tutors", the responsible professionals of the host structures.



The “university tutor” and the “corporate tutor” are two separate people. The “university tutor” can’t work at or with the structure where the traineeship is performed.

Art. 7 - Absence and interruption of the traineeship.

Starting from the first day, the trainee must be registered in the attendance records (annex 4) on every day the traineeship is performed.

The corporate tutor will have to countersign the records and calculate the total hours.

In case of interruption of any kind, the trainee will have to promptly communicate so in written form to the Traineeship Committee and to the responsible person at the host structure and he will have to make up for the days of absence.

Art. 8 - Evaluation.

At the end of the Curricular Internship, the corporate tutor will have to fill in the evaluation questionnaire (annex 5).

The student will have to write a short report countersigned by the “corporate tutor” (annex 3), which will be given to the “university tutor”, who will evaluate the traineeship.

The Traineeship Committee will evaluate the suitability of the traineeship; in case of negative evaluation, the student will have to repeat or integrate the activity.

Art. 9 - Recognising activities comparable to the Curricular Internship.

Considering the objectives of the traineeship laid down in the didactic regulations and in the present Regulations, work performed by the student in the present or in the past at a company, institution, agency or professional firm, public or private, Italian or foreign, or a previously performed traineeship, may be equated to the traineeship. In both cases, the duration of the activity shall not be less than 200 hours.

The Traineeship Committee will evaluate the suitability of the activity performed coherently with the objectives established by the Degree Course, based on the following documents:

- a) letter addressed to the Traineeship Committee in which the student will have to describe the activity performed and justify the request
- a) copy of the proof of payment, contract or self-certification of the employer of the activity performed
- c) curriculum of the study/structure
- d) portfolio with the activities performed

In case the activities will not be regarded as suitable, the student will have to repeat or integrate the activities.

Art. 10 Evaluation of the suitability of the structure to be agreed upon.

The suitability will be established by the Traineeship Committee based on the structure’s curriculum and on the “host structure profile” signed in original.

The corporate tutor must have been a member of the Order for at least 5 years.



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In accordance with art.1 of the MD 142/98, all public or private employers can host trainees, provided the following limitations are respected:

- a) employers with one to five employees with a permanent employment contract, can host one trainee;
- b) employers with six to nineteen employees with a permanent employment contract, can host up to two trainees at the same time;
- c) employers with twenty or more employees with a permanent employment contract, can host trainees provided they don't represent more than 10% of employees;
- d) employers with no employees with a permanent employment contract and with at least one employee with a fixed-term employment contract of no less than 24 months, can host a trainee provided the following conditions apply when the traineeship officially starts:
 - the remaining time of the fixed-term contracts is at least equal to the duration of the traineeship;
 - the employer hasn't hosted a trainee in the previous 3 years.

Traineeship can't be performed in family firms. This is also applied to the recognition of activities previously performed.

Following the new Decree of the President of the Region n. 166/2013, which establishes universities are free to regulate curricular traineeships, the Traineeship Committee has chosen to accept traineeship requests by employers with no employees with a permanent employment contract, evaluating each case singularly.

Following the new Decree of the President of the Region n. 166/2013, curricular and post-lauream traineeships shall be activated by the University's Employment Office.

ANNEX (can be downloaded from the Department's website):

- 1- agreement form for traineeship and orientation activities between the Department of Engineering and Architecture and an outside structure
- 2 - training program
- 3 - traineeship and orientation activity final report
- 4 - attendance records
- 5- student's preparation evaluation questionnaire

Date of approval:

29/04/2015 - Unified Council of Degree Courses in Architecture

12/05/2015 - Department Council of Engineering and Architecture



FINAL EXAM - REGULATION

AR03 – 5 YEARS SINGLE-CYCLE DEGREE COURSE IN ARCHITECTURE

Art. 1 - INTRODUCTION

The single-cycle degree course in Architectures ends with the presentation and discussion of a project thesis or an experimental-theoretical thesis covering significant subjects. The student will have to prove the analytical, critical and project skills acquired throughout the degree course.

The subject chosen by the student, agreed upon by the thesis supervisor, has to fit in one of the scientific-sectors (SSD) laid down in the didactic regulations of the degree course.

Art. 2 - THESIS REQUEST

a) Students who wish to start working on their final dissertation must meet the following requirements:

- attend at least the fourth year;
- have obtained at least 200 ECTS.

b) Final dissertations may be performed by a group of students.

c) The role of thesis supervisor may be played by full professors, associate professors, researchers, contract lecturers (if they hold a course in the academic year in which the student wishes to graduate).

d) The role of thesis co-supervisor may be played by full professors, associate professors, researchers, contract lecturers and experts (even outside of the university).

Art. 3 - CHARACTERISTICS OF THE FINAL DISSERTATION

a) The final dissertation consists in writing the following documents:

- a printed volume, as specified in point b);
- graphics drafted in the formats, scales and using the suitable techniques to properly illustrate the project, in accordance with the thesis supervisor;
- an electronic version, as specified in point c)
- CD Rom or DVD as specified in point d);
- optional video presentation (in .ppt, .pdf, .mp4, etc.).

b) The printed volume's print and layout can be freely decided by the student and the thesis supervisor and shall include the complete illustrations, both the written part and the graphics (with proper and readable prints) and the documentation which the students considers essential to correctly illustrate the work. The whole thesis



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shall be bound together in one or more volumes.

The frontispiece, the graphics and any video presentation must have the following information:

- heading (University, Department, Degree Course);
- academic year;
- title of the thesis;
- name of the graduating student;
- name of the thesis supervisor;
- name of any thesis co-supervisor(s).

All volumes of the thesis must have an index, a list of the graphics, a bibliography; any technical chart, reproduction of archive documents or project models used shall be included.

c) All final dissertations, except for video presentations, will have to be delivered in one single file to be digitally stored in Esse3. If the presentation and discussion of the thesis requires the use of project models, photos of such models may be included.

The information on the thesis' frontispiece (the first page of the file) must be the same as the ones in the dissertation form the secretariat office has (see art. 4).

A .pdf file is advisable.

The maximum size is 20 megabyte, so it's advisable to save the document with the lowest resolution possible.

d) All final dissertations, except for video presentations, will have to be reproduced on CD Rom/DVD with the frontispiece on the cover (for the Degree Course thesis archive).

e) In the case of group thesis the individual contribution to the project will have to be highlighted. Specifically, each student will have to hand in a different paper.

f) The final dissertation must be original.

Art. 4 - ADMISSION TO FINAL EXAM

In order to be admitted to the final exam, students will have to:

- a) have earned at least 288 ECTS among the ones listed in the Degree Course curriculum;
- b) have presented the on-line graduation application in accordance with the deadlines and procedures in force at the University of Trieste in the academic year of the graduation.

Art. 5 - DEADLINES AND PLACE FOR HANDING IN THE DOCUMENTATION

Candidates will have to:



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- a) present the graduation application to the students' secretariat office ("segreteria studenti") in accordance with the deadlines and procedures in force at the University of Trieste in the academic year of the graduation (<https://www.units.it/studenti/laurearsi>);
- b) archive a digitally version of the thesis (as illustrated in art. 3, comma c) in accordance with the rules in force at the University of Trieste in the academic year of the graduation;
- c) pay the necessary fees established by the University of Trieste in accordance in the rules in force during the academic year of the graduation;
- d) give a copy of the thesis to the thesis supervisor: the deadline will be agreed upon with the thesis supervisor;
- e) give a copy of the thesis to any thesis co-supervisor(s): the deadline will be agreed upon with the thesis co-supervisor(s);
- f) hand in a copy of the CD Rom or DVD (as illustrated in art. 3, comma d) to the secretariat office or the tutoring office for the Degree Course Thesis Archive: within 3 days before the official graduation day;

Art. 6 - GRADUATION SESSIONS

There must be at least three graduation sessions a year, well-spread throughout the academic year.

Art. 7 - THESIS DISCUSSION

- a) The discussion of the thesis will last 30 minutes, 20 of which will be destined to the presentation and 10 of which to questions.
- b) Students must arrive when the graduation session starts.
- c) The presentations schedule will be published on the Department's website at least 3 days before the graduation session.
- d) The thesis discussion is public.

Art. 8 - GRADUATION COMMITTEE

- a) The Graduation Committee is nominated by the Director of the Department of Engineering and Architecture and it's made up by at least 5 voting members.

The Director may nominate the graduating students' co-supervisors as additional members, with no right to vote.

Substitute members may be nominated.

- b) Full-time and associate professors, researchers of the University and of associated Universities and professors of other Universities and other teaching staff may be part of the Graduation Committee, limited to



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the final discussions of the academic year The majority of the Graduation Committee must be made up by full-time professors, associate professors and researchers.

Full-time professors, associate professors and researchers teaching in the current academic year have to be part of the Graduation Committee, even if they're not thesis supervisors or co-supervisors in the specific graduation session. This obligation has priority over other teaching, research and third mission activities.

Art. 9 - EVALUATION

- a) The final evaluation must take into account the entire student's career within the Degree Course.
- b) The weighted average of the grades obtained by the student throughout the Degree Course is the base grade: the average has to be weighted against the corresponding number of ECTS. The average grade obtained, out of a total of 110, which is the highest possible final grade, may be increased by 10% if the Committee decides to by absolute majority vote. Such limit may be exceeded if the Committee decides to by unanimous vote. Honors may be assigned, by unanimous vote, to students who have obtained a grade of 110/110.
- c) The Graduation Committee may decide a student's thesis is "printworthy" by unanimous vote, without this committing the Department to an editorial agreement. Only a thesis which has obtained a final grade of 110/110 with honors may be considered printworthy.

Art. 10 - REGULATION VALIDITY

The present Regulations are in force starting from the following graduation session and is to be applied to all students enrolled to the single-cycle degree course in Architecture.

Approved by CdD on 10.07.2019

Department Director

prof. Ilaria Garofolo



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