

Univerza v Ljubljani



**Hochschule
Flensburg**
University of
Applied Sciences



Sveučilište u Zadru
Universitas Studiorum
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**Flensburg University of Applied Sciences, Kanzleistr. 91-93,
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Croatia**

**Joint Programme International Master in Maritime
Management**

Study regulations

Article 1. Area of Validity

These Study Regulations establish the admission criteria, the course contents and structure, and the conditions of successful completion of the joint master degree programme, the International Master in Maritime Management, hereinafter referred to as the **Joint Programme**, as provided by the universities of the Consortium:

- Flensburg University of Applied Sciences, Kanzleistr. 91-93, 24943 Flensburg, Germany
- University of Ljubljana, Kongresni trg 12, 1000 Ljubljana, Slovenia
- University of Zadar, Mihovila Pavlinovića 1, 23000 Zadar, Croatia

Hereinafter, the parties to these Regulations are collectively referred to as the **Partner Institutions**, or interchangeably as **the Parties** and are referred to individually as Partner Institution or Party.

These regulations are subject to the “Consortium Agreement for the Establishment of the Joint International Master Programme in Maritime Management, hereinafter referred to as **the Consortium Agreement**.”

These regulations provide a minimum core of regulations and can be further supplemented:

- by other instruments developed by the I3M Consortium under the Consortium Agreement;
- by bilateral agreements between the Parties; and
- by the study and examination regulations or their equivalent in existence at each of the Partner Institutions;

provided these are not in contradiction with national or local legislation, the Consortium Agreement and these Study Regulations.

Following the above, students shall be subject to the rules and regulations (including any disciplinary regulations) of the Partner Institutions for elements of the course delivered by that Party. It is recognised that variations in the general regulations of the universities is acceptable. The Partner Institutions shall conduct all assessments in accordance with the policies and procedures in force at the respective university and with reference to those adopted by the I3M Management Committee.

Article 2. Aim of the Programme

The **International Master in Maritime Management** focuses on the education of professionals in the maritime area. The I3M mission is to educate experts employable in the field of managing and organisation, planning of the operational loads and researching of the maritime transport process, including the organisation of activities at port terminals and application of state of art technologies in the marine transport.

Article 3. Admission

3.1 The language of instruction

The language of instruction in the degree programme shall be English.

3.2 Minimum admission criteria

All applicants must follow the joint application procedure as established by the I3M consortium on published on its joint website (*the web address to be added here once the joint website is established*).

Admission may be granted to applicants who meet the following minimum common admission criteria:

- A Bachelor degree in marine engineering or nautical sciences, or similar, such as:
 - transport technology
 - logistics
 - management
 - law
 - machine engineering
 - electrical engineering
 - information technology
- Proficiency in English is required, attested by means of an internationally recognised test. See Article 3.3 below for details.

Application to the master programme in Maritime Management is submitted online through the I3M joint website, and it must include the documents listed under Art. 3.5. All documents have to be in English and in accordance to the instructions as found at the I3M joint website.

Selection of the applicants is performed by the I3M Admission Committee.

3.3 Language qualification requirements

- a) Proficiency in English is required at CEFR level B2, proven by means of one of the following internationally recognized tests and corresponding test scores;
 - IELTS with an overall score of 5-6
 - TOEFL with an overall score of 87-109
 - Cambridge First Certificate
- b) TOEFL and IELTS tests cannot be older than two years.
- c) In principle, all applicants must submit said proof of proficiency in English. Applicants that meet either of the following requirements are exempt from proving proficiency in English:
 - Applicants that are a native English speaker and pursued and completed secondary education in any one of the following countries: Canada, USA, UK, Ireland, New Zealand, Australia.
 - Applicants that have pursued and completed their undergraduate education in any one of the following countries: Canada, USA, UK, Ireland, New Zealand, Australia.

3.4 Admission Committee

Admission to the Joint Programme is at the discretion of the Partner Institutions, which have mandated the I3M Admission Committee, under the supervision of the I3M Management Committee. The Admission Committee shall be made up of at least one representative from each of the Partner Institutions.

3.5 Joint Application

- a) All applications must be made on-line via the I3M joint website, in accordance with the instructions published thereon and before the deadlines as published on the website. Applications must include the following documents:
 - Copy of a valid passport (only the main pages)
 - Certified copy of Diploma or proof of enrolment with expected graduation date (if this document is not in English, please attach an official translation) and, if available, of the Diploma Supplement
 - Certified copies of academic transcripts and, if applicable, list of courses and credits still to be completed (if this document is not in English, please attach an official translation)
 - Curriculum Vitae in English
 - Official proof of English language proficiency (see Article 3.3 above). If official proof of English language proficiency has not been obtained at the time of applying and the applicant does not qualify for exemption, the applicant shall include a statement on when he/she expects to obtain said proof.
- b) Information additional to what is published on the website may be required in order to allow the Admission Committee to evaluate a specific application. In these cases, the applicant will be informed by the Admission Committee in a timely manner of the need to submit this additional information.

3.6 Admission Procedure

- a) The Admission Procedure of candidates will start each time upon the passing of the deadline for the Joint Application stated on the I3M joint website.
- b) Applications for admission to the degree programme must be submitted and completed before the deadline as mentioned by means of an online application through the I3M joint website. Applications that are incomplete on the application deadline will not be included in the further admission and selection procedure.
- c) At the discretion of the Admission Committee, and only if there are still places available, will an application completed and/or submitted after the last deadline be considered. There is no guarantee that applications will be dealt with in time if they are completed and/or submitted after the deadline however.
- d) Admission will be on the condition that the candidate has satisfied the requirements set out in article 3.2 and 3.3 of these regulations and as set by the Admission Committee concerning knowledge, skills and competence by the starting date of the degree programme at the latest, supported by certificates of the qualifications on the basis of which admission was granted. The written admission decision will include information for the student about the possibility of an appeal.

- e) Bearing in mind the admission criteria for the degree programme within the meaning of article 3.2 and 3.3 of these regulations, the Admission Committee shall assess the knowledge, skills and competence of the candidate. In cooperation with the Partner Institutions, the Consortium Secretary will assess the application to check whether it is complete and meets the minimum set of requirements to render the candidate eligible. In addition to the certified written proofs of degree programme(s) already submitted, the Admission Board may ask experts from within or outside the Partner Institutions to test certain areas of knowledge, skills and competence.
- f) Eligible applicants will be evaluated according to a weighted assessment using the following criteria, listed here in order of importance:
- Grades in relevant subjects 60%
 - Research (incl. degree projects) and relevant job experience 20%
 - Motivation letter 10%
 - Recommendation letters 10%

This evaluation results in a relative ranking of eligible candidates.

- g) Evaluations of application files will be discussed during the selection meeting where the complete admission board will be present. Said evaluations and discussions will result in a ranking of interviewed students. The Admission Committee may decide to conduct certain interviews at the beginning of the selection meeting with all members present simultaneously.
- h) The degree programme offers a place to 25 students for each cohort.
- i) Rejected candidates may appeal this decision with the Secretary. In the event of an appeal, the Admission Committee may reconsider its decision on the basis of additional and new information.
- j) Students who have not yet obtained their Bachelor degree at the time of the selection procedure but who would normally do so before the Joint Programme begins, may be granted conditional admission. Students must submit a declaration from the relevant authorities that they have satisfied the requirements of a Bachelor degree before the start of the Joint Programme.
- k) The procedure may be different for the candidates coming from the European Higher Education Area (EHEA) countries and for the candidates from non EHEA countries, not in regard to the admission criteria or ranking of the candidates, but in regard to the recognition of the degrees and recognition of prior learning.

3.7 Recognition of prior learning

- a) Should there be a need for the recognition of learning outcomes previously obtained by a candidate through formal, non-formal or informal learning, it will be carried out as a part of the admission procedure.
- b) The Admission Committee, with the support of the Consortium Secretary will collect the information submitted by the candidates relevant for the recognition, and organize it by semesters. The recognition relevant for each semester will then be handled by the Partner Institution organizing that semester, and the results will be unified by the Admission Committee.

- c) In the case of the learning outcomes obtained through formal learning, or through non-formal learning based on the STCW convention and followed by the certificates under the provisions of the STCW convention, there will be no need for assessment and the recognition will be based on the certificates issued by the education providers or other authorized bodies.
- d) In the case of the learning outcomes obtained through any other non-formal learning, or through informal learning, the Admission Committee may require and organize an assessment procedure for the purpose of recognition.

Article 4. Application of these regulations

- a) In agreement with article 5.1 of the Consortium Agreement, the Institutional Coordinator is responsible for local enforcement and application of the Study Regulations while the students are at particular Partner Institution. The Institutional Coordinator reports to the relevant bodies at the institutional (department, faculty and/or university) level, as well as to the Management Committee.
- b) The Management Committee does not deal with the effective organization of the tests and examinations which are carried out by each university.

Article 5. Period of study and student mobility

5.1 Duration

- a) The standard study period is 24 months. It consists of four semesters: three teaching semesters and a semester to conduct the Master thesis research project.
- b) All students will spend the first semester at the University of Zadar, the second semester at the University of Ljubljana, Faculty of maritime studies and transportation in Portorož, and the third semester at the University of Applied Sciences in Flensburg. The fourth semester is reserved for the master thesis research project and the venue will depend on the choice of the thesis supervisor recognition and the availability of the research equipment.
- c) The Joint Programme is full time and starts either in the first week of October of each year, depending on the academic calendar of the Partner Institutions involved.

5.2 Workload

- a) Study load in the degree programme is expressed in credits of the European Credit Transfer and Accumulation System (ECTS).
- b) The degree programme has a study load of 120 ECTS credits.

Article 6. Curriculum and courses

6.1 Programme Learning Outcomes

- a) Graduates of the degree programme are expected to have achieved at least the following programme learning outcomes at graduation:

In addition to the general objectives for master level (two years) studies as stated in local legislation and rules applicable to the Partner Institutions and their master programmes, the specific goals as outlined below must be fulfilled in regards to the I3M programme.

To obtain the I3M master degree upon completion of a two-year master programme, the student should have gained a deep theoretical knowledge within the maritime area as well as in the area of management.

With this knowledge the student should:

- be able to make informed and responsible decisions regarding environmental protection
- be able to understand and apply state of the art ship technology which can influence the development of a shipping company
- be able to make informed decisions in management and selection of human resources
- be able to understand the ship energy systems and to optimize the ship propulsion operations
- be able to evaluate and use the maritime transport data as a fundament for decision making
- understand the IT elements and apply IT based solutions in management
- be able to analyse and synthesize the complexity of the port and transport systems in the light of contemporary technologies
- understand the implication of law in the maritime supply chain and in environmental aspects, and provide solutions
- be able to adjust shipping company organization structure to the surrounding conditions and the market requirements
- understand the economics of maritime business and interpret financial and budget statements to support managerial decisions
- be able to communicate effectively in a multi-cultural environment
- use acquired knowledge and technological skills to identify and solve problems, generating new ideas related to the field of study
- be able to critically discuss the mechanisms that underlie digital and industrial transformations and technical changes as well as their implications on development and society
- be able to evaluate theoretical and applicative concepts and current research from the field of data science and machine learning for dealing with industrial engineering and management problems
- be able to recognize the capabilities and challenges of data science and machine learning models and systems,

- b) In addition to that the I3M students are expected to acquire the following core competences and skills:

- Mathematical competences in science and technology
- Digital competences
- Proficiency in English language
- Learning to learn
- Proficiency in English language with the focus on accounting terminology
- Sense of business and entrepreneurship
- Use of port and transport terminology
- An understanding of types of evidence
- It involves creativity, precision and thoroughness in archiving evidence
- communication in the mother tongue
- communication in foreign languages
- basic competence in mathematical modelling and computer simulations
- basic competence in scientific research
- effective learning;
- social and civic competences;
- sense of initiative and entrepreneurship;
- cultural awareness and expression.
- familiarization with basic fairway and ship elements
- An understanding ship motions during navigation in confined waters
- Sense of safety criteria for ship during navigation in fairway limited with depth and width.
- Communication, which involves foreign (English) language, mediation skill and intercultural understanding.
- An understanding of the changes caused by human activity.
- Sense of initiative and entrepreneurship as ability to turn ideas into action. It involves creativity, innovation and risk-taking, as well as the ability to plan and manage projects in order to achieve objectives.
- Communication between contracting parties, which involves knowledge of law.
- Negotiation skills and the ability to turn ideas/decisions into a contractual relationship.

6.2 Courses

The Joint Programme consists of the following courses:

Semester 1 (University of Zadar)			
Course title	Lecturer	Contact hours	ECTS
Maritime contracting	Marija Pijaca	30+15	5
Ship energy efficiency and optimization	Josip Orović	30+15	5
Management of shipping companies	Toni Bielić	30+15	5
Management information systems	Dino Županović	30+15	5
Data science and machine learning applications in management	Marko Valčić	30+15	5
Optional courses			
Crisis management in shipping	Luka Grbić	30+15	5
Introduction to confined water safety of navigation	Mate Barić	30+15	5

Semester 2 (Maritime Faculty Portorož)			
Course title	Lecturer	Contact hours	ECTS
Mathematical modelling and simulations	Milan Batista	45+30	6
Maritime logistics	Elen Twrdy	45+30	6
Finances and accounting in maritime business	Marina Zanne	45+30	6
Coastal engineering	Marko Perković	45+30	6
Maritime safety and risk management	Peter Vidmar	45+30	6

Semester 3 (University of Applied Sciences Flensburg)				
Course title		Lecturer	Contact hours	ECTS
Legal conflicts in shipping		Sander Limant	60	6
Marine engineering and environmental protection		Rom Rabe	30+30	6
Water management aboard ships		Wiktorija Vieth	60	6
Optional courses				
MODULE 1	Research project in marketing	Nelly Oelze, Alexander Deseniss	120	12
MODULE 2	Simulation	Volker Looks	60	6
	Supply chain management fundamentals	Marcus Brandenburg	60	6
MODULE 3	Advanced planning and control	Thorsten Kümper	60	6
	Business valuation	Martin Klem	60	6

Semester 4	
Master thesis research project	30 ECTS

6.3 Teaching and Assessment

- a) Teaching methods in the courses can include lectures, tutorials, seminars, exercises, portfolios assignments, project proposals, excursions, field trips, colloquia, placements, research projects and other forms, provided they are in agreement with the intended learning outcomes for the respective module.
- b) In addition to that, courses may contain one or more practical exercises as part of the teaching and learning process. These exercises are assessed by an oral or written assignment, according to the practices and rules applied by the university involved.
- c) The examination for a course may not be taken before the relevant practical exercises have been successfully followed.
- d) Where applicable, successful participation in the practical exercises and finishing all required assignments successfully according to the assessment criteria, rules

and practices applied by the university involved is considered to mean passing the relevant examination.

6.4 Attendance

- a) Attendance during study related activities (e.g. classes) is compulsory where this does not conflict with the local rules of Partner Institutions.
- b) In case of unjustified absence an extra assignment will have to be completed by the student. The specifics of such an assignment depend on the study activities missed and are to be determined at the discretion of the lecturer/supervisor involved.
- c) Absence is considered justified in case the student provides a statement from his/her doctor proving that attendance was not possible due to medical reasons. Absence may also be considered justified in other cases (e.g. family matters or other extenuating circumstances) if the student has explained his/her absence prior to the study activities from which the student is absent.
- d) In cases of justified absence, the lecturer/supervisor involved in the missed study activities will determine in consultation with the student how the student can catch up on the missed study activities to ensure that the student does still meet the Degree Programme's requirements.
- e) Whether an absence is justified is to be determined in compliance with the regulations above by the lecturer/supervisor of the relevant study activity of the Partner Institution at which the student is enrolled. The lecturer/supervisor may decide to consult the Institutional Coordinator at the relevant Partner Institution on this matter.

Article 7. Examinations, assessments and grading system

7.1 Examinations

- a) Examinations, both interim and final, test students on the information they should have acquired in order to assess whether they have achieved or will achieve the required learning outcomes for a given course.
- b) Students must follow the regulations on registering for and the execution of examinations of the Partner Institution concerned.
- c) Examinations passed at one of the Partner Institutions as part of the degree programme are fully and automatically recognised by the other Partner Institutions the student attends as part of the I3M programme. Repeat examinations and exemptions as provided for by Partner Institutions will be adhered to. To obtain the degree a student needs to at pass all four semesters and complete ECTS as described in Article 6.2., including the defence of the master thesis.
- d) In case of disagreement surrounding a grade, the student may challenge the decision. An appeal against the grading of assessments and examinations shall be in agreement with the regulations established at the Partner Institution concerned without prejudice to article 4.d) above.

7.2 Compulsory order of examinations

- a) The student must have obtained at least 40 out of 60 ECTS of the first year of the degree programme before being allowed to start in semester three.
- b) Students are responsible for ensuring they register and attend all examinations, resit examinations and complete assignments as required. In case a student has not been able to succeed in obtaining the full 30 ECTS credits of a semester an individual repair track will be offered by the Partner Institution involved following the regulations for registering for examinations of the institution concerned.
- c) Exemption from the prescribed compulsory order of examinations will only be given in exceptional cases, for instance when the student has health problems or very serious direct family related matters or other similarly extenuating circumstances. In such cases, the student should address a request in writing to the relevant authorities at the Partner Institution where the student has not been able to obtain the full 30 ECTS credits of a semester and also to the Partner Institution where the student intends to study the next part of the degree programme. Approval for exemption needs to be given by both Partner Institutions following the customary procedures at the Partner Institutions involved.

7.3 Assessment methods and criteria

- a) The I3M teaching staff at the Partner Institutions will make every effort to ensure fairness, consistency and equity in its procedures of assessment.
- b) Ensuring the criteria as mentioned in 7.3.a) are respected, assessment methods and criteria can vary by course and by university. Local rules and regulations with regard to assessment methods and criteria apply for courses followed at a given Partner Institution.
- c) Assessment methods and criteria for each course are presented in the course syllabus, while the general rules and the terminology used in the course syllabi are presented in the introductory part of the Course Catalogue.
- d) Assessment methods and criteria for the thesis research project of the degree programme are based on the provisions as outlined under art. 9.2.

7.4 Grading system

- a) The grading systems in Germany and Croatia consist of four passing grades. In Germany, the passing grades are 1 – 4, where 1 is the best and 4 is the worst, while in Croatia it is the other way around, the passing grades are 2 – 5, where 5 is the best and 2 is the worst. On the other hand, the grading system in Slovenia consists 5 passing grades, 6 – 10, where 10 is the best and 6 is the worst.

In addition to that, the Slovenian and Croatian systems use only integer final grades, i.e. grades of some assessment components can be expressed as decimal numbers of percentages, but the final grade is always an integer. On the other hand, in Germany even the final grades can be decimal numbers.

To develop the grade conversion system, we start from so called modified Bavarian formula, designed to convert the grades from any system into the German system, and generalize it to obtain a formula which can be used for conversion between two arbitrary systems, x and y:

$$|H_x - L_x| |H_y - G_y| = |H_y - L_y| |H_x - G_x|$$

Where G_x and G_y are the grades obtained in the systems x and y respectively, H_x and H_y are the highest grades in these systems, while L_x and L_y are the lowest passing grades in these systems. The absolute values need to be used because in some systems (like Slovenian and Croatian) the higher grades correspond with larger numbers, while in other systems (like German) higher grades correspond with smaller numbers. Clearly, this conversion formula can result in decimal numbers, so if the grading system we are converting to uses only integer grades, the result needs to be rounded to the nearest integer.

- b) We can use that general conversion formula to derive the conversion formulas between these three systems, and the results are presented in the following table:

Croatian to German	$G_G = 6 - G_C$
German to Croatian	$G_C = [6 - G_G]$
Slovenian to German	$G_G = 1 + \frac{3}{4}(10 - G_S)$
German to Slovenian	$G_S = \left[\frac{4}{3}(8.5 - G_G) \right]$
Croatian to Slovenian	$G_S = \left[10 - \frac{4}{3}(5 - G_C) \right]$
Slovenian to Croatian	$G_C = \left[5 - \frac{3}{4}(10 - G_S) \right]$

where the square brackets denote rounding to the nearest integer.

- c) This can also be expressed in the form of the conversion tables:

German to Croatian

Germany	1 - 1.5	1.6 - 2.5	2.6 - 3.5	3.6 - 4
Croatia	5	4	3	2

Croatian to German

Croatia	5	4	3	2
Germany	1	2	3	4

German to Slovenian

Germany	1 - 1.3	1.4 - 2.1	2.2 - 2.8	2.9 - 3.6	3.7 - 4
Slovenia	10	9	8	7	6

Slovenian to German

Slovenia	10	9	8	7	6
Germany	1	1.7	2.5	3.2	4

Croatian to Slovenian

Croatia	5	4	3	2
Slovenia	10	9	7	6

Slovenian to Croatian					
Slovenia	10	9	8	7	6
Croatia	5	4	4	3	2

- a) All mandatory programme components must be concluded with at least a pass mark. No ECTS are awarded for components for which the student has obtained a grade below a pass mark.

7.5 Access to information on grading

- a) The Partner Institution where the student follows part of his/her degree programme will be responsible for registering the individual results of the student obtained at that institution and for supplying transcripts of records detailing those results to the other Double Degree issuing universities.
- b) The I3M Institutional Coordinator of each Partner Institution should be willing to provide a student with an overview of the results achieved and/or registered at their Partner Institution on request.
- c) Students have the right to be informed as to the assessment methods and the assessment criteria that will be used by the examiner, and are entitled to an objective assessment under them in all summative assessments performed on the subject. The assessment methods and criteria are documented in the course syllabus, which is made available to the participating students before or at the beginning of the course.
- d) In order to effectively guarantee the right of students to the objective assessment of their academic performance and, if necessary, to challenge the qualifications they deem unjustified, a student has the right to obtain adequate information on the examiner's application of assessment methods and criteria in the student's grading. In principle and unless the Partner Institution concerned has established another method, the examiner announces a date, time and venue after the grading where interested students can receive comprehensive information about the applied grading.
- e) The guideline for normal maximum time permitted for grading is up to two weeks after the day of the examination or the day an assignment is submitted, provided the deadline has been observed, the format is as prescribed and any plagiarism check is passed. Alternative maximum time permitted for grading may divert from this based on the local rules of the Partner Institution involved.

7.6 Resits and re-assessments

- a) If an assessment or examination results in an insufficient grade or the student does not show up on a fixed date or withdraws, the assessment or examination has to be repeated in a reassessment or resit.
- b) Resits and reassessments take place according to the regulations and procedures of the Partner Institution involved.

- c) In principle, resits and reassessments of insufficient grades can occur only twice during one academic year. For exemptions to this rule and/or those of the Partner Institution involved in a specific resit or reassessment, the student has to submit a written request explaining the reasons of his/her petition for re-assessment. A decision will be adopted taking into account regulations and procedures of the Partner Institution involved and the reasons presented by the student.

7.7 Functional disorders and handicaps

Students with a functional disorder will be given the opportunity to take examinations in a form that will compensate as far as possible for their individual handicap. If necessary, the institutional Coordinator will seek expert advice on this matter.

7.8 Late submission of work

Late submission of an assignment is only accepted under special circumstances, e.g. illness. The student should inform the lecturer/supervisor before the deadline of the assignment and should present medical or other relevant proof on request. If not, the lecturer/supervisor can decide to sanction the student in terms of grading or to refuse the late work. Late submission of an assignment is usually graded with a fail.

7.9 Unfair practice and fraud

- a) Cheating, plagiarism, fabrication or falsification of results are acts or omissions by the student designed to partly or wholly hinder the forming of a correct assessment of his or her knowledge, skills and competence. These are unanimously considered as serious misconduct and each Partner Institution has its own disciplinary measures which shall be applied, ranging from a warning to the exclusion of the student from the Partner Institution. Cheating and plagiarism include but are not limited to:
- the use of the ideas and phrases of others without reference to the source, the inclusion of a translation or paraphrase of someone else's work without reference to the source,
 - the submission of papers which are not substantially new compared to papers or assignments submitted for modules taken earlier in the programme (self-plagiarism).
- b) In the event of cheating during an examination, the examiner may ban the examinee from further participation in the examination.
- c) In the event of cheating during an examination or during a practical exercise, local regulations of the Partner Institution involved will apply.
- d) A ban means that no result will be awarded for the examination or practical exercise in question.
- e) The Institutional Coordinator involved will inform the Management Committee, of any such incidents.

7.10 Anonymity and double grading

Anonymity and double grading depend on the lecturers of a course and on the number of lecturers involved in a course. Anonymity is not practiced in all Partner Institutions, but can be applied if necessary. In principle, the lecturer responsible for the course is also the examiner of the course.

7.11 External Examiners

External examiners can be invited to co-assess project presentations, internship reports and Master theses. In case of assessment by several individuals, depending on the type of work and on the number of people involved, the final grade is reached either by average calculus or by consensus. In cases where the regulations of the Partner Institution at which the student is undertaking the work limit this, the regulations of the Partner Institution shall apply.

7.12 Exemptions

At the student's written request, the Institutional Coordinator, having discussed the matter with the examiner in question, may grant exemption from an examination on condition that the student:

- has completed part of a university or higher vocational degree that is equivalent in content and level;
- can demonstrate by work experience that he has sufficient knowledge and skills with respect to the module in question.

Article 8. Master thesis research project

8.1 Thesis research project supervision

- a) The thesis research project will address a problem/issue from the areas covered by the Joint Programme. The project should demonstrate that the student is able to answer a research question in this area within a given time frame.
- b) At the end of the 3rd semester, each student will choose the Partner Institution at which he or she wants to conduct the master thesis research project. The student will then be enrolled into the 4th semester at the chosen Partner institution, which will then appoint the thesis supervisor for the student, in accordance with the regulations and procedures in place at the Partner Institution, as well as the thesis co-supervisor, from one of the other two partner institutions.
- c) Supervision and assessment will be conducted in line with the master thesis regulations of the Partner Institution at which the student is enrolled in the 4th semester.
- d) If the research protocol demands involvement of human participants (a.o. interviewing beneficiaries, observation of communities, use of data sets of third parties) or animal experiments or is funded by third parties, the thesis proposal needs to be approved for ethical clearance by the ethical committee or equivalent body of the Partner institution at which the student is enrolled. Depending on local regulations and procedures of the Partner Institution involved, the student may be

required to include further details on the ethical permit granted to the research supervisor concerned in the project description and thesis, as well as further details of the ethical and societal implications of the research conducted.

8.2 Assessment of thesis research project

- a) Assessment methods and criteria for the thesis research project are based on local rules and regulations applicable at the Partner Institution at which the student is enrolled in the 4th semester. The assessment methods and criteria applied should in any case take into account:
 - the quality of the written project description and application for the master project;
 - the development/progress trajectory of the project during its course (taking into account the extent to which guidance from the supervisors was required);
 - the quality of the presentation of the thesis research project;
 - the ethical and societal impact of the thesis research project;
 - the quality of the written thesis (main emphasis).
 - the critical review of other student's work and the literature used
- b) All supervisors will use the shared I3M Research Project assessment form in addition to applying local rules and regulations as outlined under art. 9.2.a)
- c) Upon completion of the thesis research project, the student is required to write the master thesis, which will be assessed by a panel consisting of at least three members, appointed by the relevant body of the Partner Institution at which the student is enrolled in the 4th semester. The panel will include the thesis research project supervisor and at least one member from another Partner Institution.
- d) After the thesis is approved by the panel, the student will give an oral presentation to the same panel, defending the thesis. The panel will assess the presentation and award a grade for the thesis and the presentation.
- e) If by the end of the period allowed for completion of the thesis research project the panel is of the opinion that the thesis research project cannot be awarded a pass mark, the student will be given one opportunity to remedy the work in order to be awarded a pass mark within a time frame defined by the degree programme by means of preparing and giving a new oral presentation or by means of preparing a new or revised thesis and oral presentation.
- f) If a pass mark is not awarded upon having made use of the options as given under 9.2.e) the panel, after consultation with the I3M Management Committee, may require the student to undertake a further research project, write a new thesis and prepare a new oral presentation, necessitating the student to extend their registration on the I3M programme for a fifth semester.

Article 9. Degree, certification and documents

9.1 Degree

- a) Students who have satisfied all the requirements of the final assessment, mobility periods and other relevant programme requirements shall be awarded a diploma within the Joint Degree arrangement by the Partner Institutions signatory to the

Consortium Agreement. The title of the Master degree awarded shall be in accordance with the accreditation of the Joint Programme and the national accreditations of the universities involved.

- b) Diploma issued under the Joint Degree arrangement shall be signed by the legal representatives of all three Partner Institutions.
- c) Students who have passed all the examinations for the Joint Programme, or who have satisfied the requirements for all parts of the programme approved by the Management Committee, must meet the local requirements and deadlines of the Partner Institutions signatory to the Consortium Agreement a) registering the thesis, b) uploading or submitting the thesis and c) applying for the diploma.
- d) Students who have not satisfied all the requirements of the final assessment within the duration of the degree programme as specified by article 5 will be required to re-register and pay tuition fees for the additional semesters.

9.2 Diploma and diploma supplement

- a) The degree awarded shall be testified by the issuance of a Master diploma and diploma supplement.
- b) The diploma supplements shall follow the template developed by the European Commission, the Council of Europe and UNESCO/CEPES and shall be adapted to any further specifications in national legislation where applicable.

Article 10. Publication and amendments

- a) The I3M Consortium shall duly publish these Study Regulations and any amendments on the I3M Joint Website.
- b) Any amendments to these regulations will, after due consultation with the Partner Institutions, be confirmed by the I3M Management Committee.
- c) An amendment to these Study Regulations shall not apply to the current academic cohort, unless it may reasonably be assumed that the amendment will not harm the interests of students.
- d) In addition, amendments may not influence the following to the detriment of students:
 - the degree programme defined in article 6.2
 - any other decision taken within the meaning of these regulations concerning a student

Article 11. Date of Commencement

These regulations shall take effect per 1st October 2021 as decreed by the representatives of the universities on the I3M Management Committee of the I3M Consortium.