



# MSC ECONOMICS REGULATIONS

# *MSc Economics Regulations*

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## Art.1 – General Rules

The Master of Science in Economics, with a degree classification of LM-56, was established in the 2008/2009 academic year at the Department of Economics and Finance at the University of Rome Tor Vergata. The name of the Degree Program in English is MSc Economics.

The Degree Program is entirely taught in English by way of the conventional teaching method (classroom lectures held at the University).

The normal duration of the Degree Program is two years.

To achieve the Master's Degree, the student must earn 120 credits.

Upon completion of the studies, the Master's Degree is awarded in Economics (degree classification LM-56). Those who complete the Degree are entitled to the academic qualification of Master's Degree.

The present Regulations are subject to revision at least every three years and have been drawn up in compliance with current legislation and with the University Regulations to which reference should be made for any issues not expressly mentioned herein.

## Art.2 –Degree Program Structure

Pursuant to article 11, paragraph 3, of the ministerial decree 22 October 2004, N. 270, the study program has its own structure, in conformity with the national didactic systems and with the University regulations. The structure of the Degree Program, deliberated at the same time as the proposal for the establishment of the Program, is approved by the Ministry pursuant to Article 11 of Law N. 341 (November 19, 1990) and is issued by decree of the Rector. Its entry into force is established by Decree of the Rector.

The Degree Program structure, in compliance with the current legislation and the provisions of the degree classification to which it belongs, is defined after consultation with the representative organizations of the world of production, services and professions, with particular reference to the assessment of needed training and available career opportunities. It determines:

- a) the name, identified coherently both with the degree classification and with the specific characteristics of the proposed path of study;
- b) the degree classification or classifications to which the Degree Program belongs and an indication of the department of reference;
- c) the specific educational objectives and expected learning outcomes, according to the qualification descriptors system adopted at a European level (knowledge and understanding, ability to apply knowledge, independent judgement, communication activities, learning skills);
- d) the professional profile of master's degree graduates, with indications concerning employment opportunities;

- e) the general framework of the training activities to be included in the curricula and the indication of the methods of implementation;
- f) the credits assigned to each training activity and to each area, referring to one or more disciplinary sectors concerning the foreseen activities in letters a) and b) of Article 10, paragraph 2 of the Ministerial Decree of 22 October 2004, N. 270;
- g) the knowledge required for access and the methods of verification, differentiated by type of study program pursuant to the provisions of Article 6, paragraphs 1 and 2 of the Ministerial Decree of 22 October 2004, N. 270 and of the University Regulations.
- h) the characteristics of the final exam for the achievement of the Master's Degree.

The Degree Program structure may provide for several curricula, however neither the Program nor the degree awarded may refer to any specific curricula. The structure of a Master's Degree Program may also include the creation of curricula in order to encourage the enrollment of students with different academic backgrounds, while ensuring the achievement of the educational objectives. The department council of reference is responsible for the correct correspondence between study plans and the structure of the Degree Program.

### Art.3 – Single Annual Fact Sheet for the Degree Program (SUA-CdS)

The structure of reference of the Degree Program and the associated structures annually provide for a reflection on the expected learning objectives; the verification of the demand for training and consultations with subjects, profession and organizations of the production of good and services, contribute to this reflection. This activity can be carried out in collaboration with Degree Programs of a similar area. The Degree Program also re-examines the structure of the Program and its effects, making any necessary changes, to define the curriculum in compliance with the learning objectives. The Coordinator, assisted by the Quality Management Group and the Didactic Manager, prepares the documentation for the accreditation of the Degree Program, to be approved in didactic structure of reference and is responsible for compiling the Single Annual Fact Sheet for the Degree Program (SUA-CdS) as the main tool of the Self-Assessment, Periodic Assessment and Accreditation system introduced by Law N. 240/2010 and by the Legislative Decree 19/2012. The Coordinator is also responsible for the correspondence between that which was approved in the didactic structure of reference and the content of the Single Annual Fact Sheet (SUA-CdS). The areas of the Quality Section are publically accessible and can be consulted online at: <http://www.universitaly.it/>.

### Art.4 – Management of the Degree Program

MSc Economics refers to the Department of Economics and Finance as the educational structure of reference, which assumes the responsibility and the costs of managing the Degree Program. The Degree

Program establishes an Academic Council which is responsible for the coordination and ordinary management of teaching on the basis of the guidelines defined by the associated departments, in accordance with the provisions of the Regulations for Education and Research Structures.

The Academic Council elects, by an absolute majority of its members, the Program Coordinator from among the full-time professors. The Coordinator is responsible for convening and presiding over the Council, ensuring the execution of the related resolutions. The Coordinator remains in office for three academic years and cannot be consecutively re-elected more than once.

The MSc Economics Academic Council consists of five members among the professors and researchers who carry out teaching activities for the Degree Program. The members of the Academic Council are appointed by resolution of the Council of the Department Economics and Finance. The members of the Degree Program Academic Council remain in office for three years and cannot be consecutively re-elected more than once.

A student who is elected among the regularly enrolled students of MSc Economics, participates in the meetings of the Degree Program Academic Council.

## Art.5 – Steering Committee

In the planning phase (and also in relation to subsequent study cycles) the Degree Program ensures an in-depth analysis of the needs and development potential (humanistic, scientific, technological, health or socio-economic) areas of reference. To this end, the Degree Program systematically consults the primary interested parties (students, professors, scientific and professional organizations, representatives of the world of culture and production, including the international level), both directly and through the use of field studies.

The CdS provides for an annual consultation with relevant representatives of management and labor organized with the Faculty Business Desk Office and usually composed of the Coordinators/Coordinators of the courses afferent to the Faculty, the Dean of the Faculty of Economics, and representatives from the world of work, culture and research (school, business world related to culture, specific companies contacted, etc.). The consultation meetings involve representatives within professional and academic areas that are coherent with the current cultural profile objectives of the Degree Program and which reflects upon, deepens and provides elements regarding the actual employment potential of graduates.

## Art.6 – Admission to the Degree Program

To be admitted to MSc Economics, it is necessary to have a three-year university degree or diploma, or another academic qualification obtained abroad which is recognized as suitable.

There are additional specific entrance criteria which include the possession of curricular requirements and personal preparation.

The curricular requirements are:

- Bachelor's degree in one of the following classes (and former academic systems): L-8 Information Engineering, L-9 Industrial Engineering, L-16 Science of Administration and Organization, L-18 Science of Economics and Business Management, L-30 Physical Science and Technology, L-31 Computer Science and Technology, L-33 Economic Science, L-35 Mathematical Science, L-36 Political Science and International Relations, L-40 Sociology, L-41 Statistics, L-42 History, LMG/01 Law or other degree acquired abroad and recognized as suitable;

- a minimum of 6 university credits earned in the scientific-disciplinary fields SECS-P/\* and a minimum of 12 university credits earned in the scientific-disciplinary fields SECS-S/\* and/or MAT/\*.

If these requirements are not met, the Academic Program will notify the individual candidate of any curricular additions, which must be made prior to verification of personal preparation.

Knowledge of English, written and spoken, corresponding to level B2 or higher of the European Framework of Languages is, likewise, required. The assessment of this knowledge is carried out by interview if the candidate is unable to produce an adequate language certification.

Students who meet the curricular requirements can enter the Academic Program following a positive outcome of the verification of personal preparation carried out by interview by a special Commission, composed of the Coordinator and two professors of the Academic Program and appointed from year to year by the Academic Council of the Program. The verification of adequate personal preparation is fulfilled if the incoming candidates demonstrate good knowledge of Mathematics, Statistics, Microeconomics and Macroeconomics.

## Art.7 – Organization and Planning of Didactic Activities

For the courses taught at the School of Economics, 1 university credit is equivalent to 25 hours of work, broken down as follows: a) lectures; b) seminars, workshops, exercises and similar didactic activities; c) personal study.

Usually 1 university credit corresponds to 6 hours of classroom lectures. The remaining hours are allocated to points b) and c) previously indicated. Each course can be carried out over the course of one or more modules.

The Degree Program annually defines its curriculum as a set of all the educational activities provided for the cohort of students who enroll in the academic year of reference. For each course, the normal academic year of delivery is indicated along with whether it is taught in separate modules, its scientific area, the foreseen credits, the hourly commitment and the academic field of reference.

The Degree Program curriculum is defined annually with respect to the deadlines indicated by the University and usually within the month of March and is approved by the department of reference. The annual curriculum is planned accordingly and inserted in the University's internal didactic management system; the Department of reference prepares the annual study manifesto which is published on the Course of Study website.

The Degree Program Academic Council annually formulates a study manifesto proposal for the Department Council, taking into account in particular the indications provided by the Joint Commission, the Quality Review Group and the Steering Committee, defining in detail the contents of the educational activities for the following academic year and indicating, where necessary, the modalities of coordination of specific activities. The Department implements all necessary measures, including those relating to possible assignments and the selection of adjunct professors. The request for assignments and contracts must be justified by specific didactic needs, indicated in detail by the Degree Program Academic Council for each individual course and activity.

Through the Course website, the Course also publicizes support initiatives for students with special needs (e.g. off-campus students, foreign students, working students, disabled students, students with young children) and for the benefit of disabled students regarding the accessibility of university facilities and teaching materials.

Courses are taught in modules of 6 credits each, delivered in three lectures per week, for a maximum of two hours each. A distribution of twice-weekly lectures for three hours each is admissible in special cases, upon request of the interested party to the Department Director and following approval from the Department Council.

Each lecturer personally conducts the lectures of the courses that he or she teaches. Lecturers may invite experts of recognized scientific expertise for participation in class with the main lecturer on specific topics that are part of the course's syllabus. For lectures in substitution of the main lecturer, the permission of the Coordinator is required. Any absences due to unforeseen events must be justified by serious and exceptional reasons and must be promptly notified to the teaching secretary of the course and to the students concerned.

The Academic Program Council shall ensure that the courses provided are appropriately distributed between the two semesters of the academic year and throughout the day and week; it also undertakes, as far as possible and consistent with the logistical needs of the Faculty to which it belongs, to avoid overlapping courses scheduled in the same semester for each year course. The educational activities refer, as per the program structure, to the following types: characterizing, related, electives, additional educational activities, final examination.

Course attendance, although not mandatory, is strongly recommended.

## Art.8 – Transparency and Quality Assurance

The Degree Program adopts the procedures to satisfy the transparency requirements and the conditions necessary for correct communication, addressed to students and all interested parties. In particular, the Degree Program makes the information required by law available before the start of educational activities each year, in any case, by October 31. Furthermore, the information on the Program website is constantly and promptly updated. The Degree Program adheres to the University Quality Assurance Policies. The Degree Program refers to the Joint Committee of the Department of reference. The Degree Program Academic Council identifies the professor responsible for quality assurance, who may also be the Program Coordinator (<https://economia.uniroma2.it/master-science/economics/quality-and-transparency/>).

## Art.9 – Organization of Learning Activities

The Degree Program study plan is divided into four semesters of courses and includes a final dissertation. The lectures, taught entirely in English on campus are divided into the following categories: lectures by the main lecturer (modality A), as well as exercises and seminars (modality B), that are accompanied by the personal study of the student (modality C).

The educational activities of MSc Economics are divided into 60 credits of compulsory activities, 18 credits of complementary and integrative activities, 18 credits of elective courses, 6 credits for an extra activity aimed at developing IT skills, and 18 credits for a final dissertation. The details are indicated on the web page of the Academic Program.

Without compromising the students' freedom of choice, the Academic Program offers a series of elective courses whose consistency with the educational objectives of the Course is previously ensured; in case of a different option, the student must request authorization from the Program Academic Council before taking the chosen examinations, selected from those activated in the University within the framework of other master's degree courses, delivered in English and consistent with the educational project of MSc Economics. It is the responsibility of the student to ascertain any conditions (prerequisites, knowledge of languages, etc.) for taking the relevant exam.

The courses related to the complementary activities, for a maximum of 18 CFU, are grouped into distinct areas of specialization (economic, economic-political, economic-quantitative) to ensure multi and interdisciplinary training, in consistency with the objectives of the training course, and in order to acquire knowledge specific related to the cultural and professional profile identified by the Academic Program.

Students, by the deadline published annually on the Academic Program's website, are required to submit their study plan, including the compulsory courses, elective courses and those related to complementary activities selected according to the area of interest. Information and forms are made

available annually on the Academic Program's website regarding how and when to submit the study plan. The original proposal, and any subsequent changes, including those proposed by those participating in student mobility, must necessarily be submitted to the Academic Program Council for evaluation and the approval of the Departmental Council.

Credits acquired for courses additional to those required to complete the course of study remain registered in the student's career and may subsequently be recognized under current regulations. Grades earned in additional courses are not included in the computation of the grade point average of the student's exams, but are included in the diploma supplement. Students for whom supplementation is necessary for disciplines that current regulations indicate as indispensable for the purpose of teaching in secondary school may indicate in the study plan a number of credits in excess of 120.

Students must take the exams scheduled for their cohort of reference and comply with any prerequisites set for the various courses (details of which can be found on the course syllabus); in particular, students may take elective courses starting from the second semester of the first year of study. Any anticipation of this schedule may be authorized by the Academic Program Council for special reasons.

## Art.10 - Exams

The methods of assessment differ for each course; they are predetermined and made public by the professors on the web page dedicated to the Degree Program.

Exams may be written, practical or oral, or include a combination of these modalities. During the course, intermittent exercises may be foreseen. Written exams may consist of the preparation of a paper and/or answering multiple-choice questions and/or carrying out exercises. Students are allowed to view the written exams for a period of 30 days starting from the date of publication of the exam results. The oral exams are open to the public. The examination will cover the course syllabus and related material indicated by the lecturer at the beginning of the lectures and duly publicized via the course syllabus on the Degree Program's website.

The exam may have a positive or negative outcome. The final evaluation is individual and is expressed on a scale of 30. If a score of 30/30 is reached, the Examination Committee, with a unanimous decision, may award honors. The student may withdraw without completing the exam, according to the procedures defined by the Examination Committee. In this case, a withdrawal will be registered without consequences for the student's academic record. It is at the discretion of the lecturer to specify (on the Academic Program's website) whether a student may repeat the exam in the same exam session. It is the responsibility of the Degree Program Academic Council to verify that all lecturers do so.

Exams are scheduled by the Degree Program Academic Council to be administered twice in each exam session, in accordance with the lecturers and with respect to the existing university regulations, and are

announced before the beginning of the academic year, and in any case at least two months before the beginning of the examination sessions. When organizing the exam session calendar, the Coordinator indicates to the lecturers the time intervals of two/three days within which to schedule each exam date, in order to avoid overlapping with the dates of the exams of other courses taught in the same semester, taking into account any prerequisites and in any case ensuring that the exams are normally spaced at least 15 days apart. The exam dates may not be anticipated with respect to the scheduled calendar; they may possibly be postponed, giving timely and adequate notice.

For students who are in a position to graduate in the winter session, exams taken by February of the calendar year following the conclusion of the academic year are relevant to the previous academic year and do not require re-enrollment. The administrative procedures governing this aspect are made known from year to year on the institutional websites of the University, Faculty and Degree Program.

The organization of extraordinary exam sessions for students who are behind in their studies is not foreseen.

The Examination Boards responsible for the exams are established by the Department Council of reference for the Degree Program, as proposed by the Degree Program Coordinator and are made up of at least two members: the President, who is the lecturer in charge of the course, and another member, where possible, chosen from among the teaching staff or experts who carry out teaching activity in the same or similar field of study. The appointment of the expert, as determined by specific regulations (<https://economia.uniroma2.it/def/regolamenti-interni/>), takes place by resolution of the Department Council in regard to the proposal from the Degree Program Academic Council and has a five-year duration unless the lecturer in charge of the courses requests early revocation.

In case of proven impediment, and if it is not possible or appears exceedingly prejudicial to postpone the date of holding an examination, the Director of the department of reference may replace the president of the examination committee with another faculty member from the same or related scientific-disciplinary field.

Examinations are usually held on the premises of the Faculty of Economics. Students subject to detention measures in a prison located in the territory of the Lazio Region, regularly enrolled in the Economics academic program and who intend to take an exam, shall forward, through the person of reference at the Institute in which they are confined, an application to the Director of the department of reference; the Director will appoint the Examination Board and, after consultation with the President, will schedule the day and time when the said Board may go to the Institute to administer the exam, giving notice thereof to the Director of the Prison.

## Art.11 – Final Exam

For the purposes of assigning the dissertation, the student must follow the rules approved by the Degree Program that are available on the Academic Program's website.

The work consists of the preparation, under the guidance of a supervisor, of a dissertation written in English on a specific topic that can involve more than one disciplinary area.

In the dissertation, written and defended in English and which meets the criteria of scientific writing, the graduating student must demonstrate advanced skills in coherent organization and critical treatment of the notions acquired during his/her course of study as well as the sources and bibliographic material on which the student based his/her work. The student's dissertation must be an original work and will be compulsorily submitted for anti-plagiarism check through appropriate platforms.

To participate in a given graduation session, the student must be in good standing with the tuition fees and must have successfully taken all exams stipulated in the study plan. He/she must make an official application at the Student Secretary's Office to participate in a graduation session.

The graduation calendar usually includes three sessions: in autumn, in summer and in winter. The graduation application is presented in compliance with the deadlines and procedures established by the Student Secretariat of the School of Economics to which we refer to for technical and procedural specifications.

The Graduation Evaluation Committee members (no less than 7) are appointed by the Dean of the Faculty, upon recommendation from the Academic Program Coordinator.

The dissertation supervisor introduces the graduation candidate who, in English, explains the work in detail.

The Graduation Evaluation Committee expresses an evaluation of the written dissertation and its oral defense, taking into account the overall academic performance of the student, the average of the marks as well as any honors recognition obtained in the exams. The following points may be added to the weighted grade point average, which is converted to a scale of 110:

- up to 5 points for the quality of the written work and its presentation;
- up to 8 points in case of recommendation by the dissertation supervisor for work of particular merit.

Letters of recommendation by the supervisor and co-supervisor should be addressed to the Chair of the Graduation Committee, mentioning the specific reasons for their positive evaluation.

The Commission may, by unanimous and motivated resolution, award honors to the candidate who obtains the maximum score of 110/110.

The dissertation is awarded 18 university credits.

## Art.12 – Transitions, Transfers, Program Abbreviations and Credit Recognition

The general University procedures and criteria for transfers from other Degree Programs within the University, transfers from other universities, degree abbreviations and the recognition of University credit are defined by the University Board of Directors, after consultation with the Academic Senate, and reported annually in the Student Guide, published on the University's institutional website.

Transfers from other universities and transitions (from other Degree Programs at the University of Rome Tor Vergata) will take place after examining the student's curriculum and the admission request, which must be completed within the established deadlines. The Department Council, based on the proposal submitted by the Degree Program Academic Council, will deliberate in regards to the possible recognition of exams already taken in English. To formulate the proposal, the Degree Program Academic Council may ask the applicant for additional documentation, including the actual syllabus of the courses attended. The year of enrollment will be determined based on the credits earned; if the number of credits recognized is equal to or greater than 60, the student will be enrolled in the second year of the Degree Program. Requirements and deadlines for requesting transfers and transitions are annually indicated in the Student Guide; for the purpose of enrollment in the Course, the procedures provided and defined in the application notice.

## Art.13 – Part-time Students

The CdLM in Economics does not foresee the possibility of part-time enrollment.

## Art.14 – Student Mobility and Opportunities Abroad

For the organization of periods of international mobility, the Degree Program benefits from the assistance of the Erasmus Office of the School of Economics. All information regarding calls for application, grants and the various opportunities provided for students are available on the School of Economics website and are continuously updated.

At the end of the term abroad, the student must deliver a certificate of completion to the Erasmus Office indicating the period of study spent abroad in accordance with the previously approved Learning Agreement, including all exams taken and marks earned with reference to each course for which the student seeks credit recognition. The Department Council, after having verified the correspondence of the work carried out by the student with that indicated in the Learning Agreement, ratifies the recognition of the earned credits. If the University credits acquired refer to courses other than those authorized, the relevant Department Council establishes their possible recognition. All University credits

earned by the student during the study period abroad – within the framework of agreements between European universities and consistent with the approved and/or deliberated Learning Agreement as congruent with the Degree Program – must be accepted by the student’s home university without requesting additional work by the student and without further exams.

The Degree Program promotes the signing of Dual Degree agreements in compliance with current legislation.

## Art.15 – Opportunities for Students

The University promotes numerous opportunities to enrolled students including scholarships, awards based on merit, research grants, calls for work-study and part-time collaboration activities, educational trips, contributions for cultural initiatives, agreements and concessions. Said initiatives are always adequately publicized on the University website <http://web.uniroma2.it> and on the Degree Program website: <https://economia.uniroma2.it/master-science/economics> .

## Art.16 – Academic Guidance

The Coordinator takes all the necessary initiative to ensure coherence between the academic guidance activity carried out within the Degree Program and the guidance indications dictated by the specific University Regulations.

The guidance activity is normally carried out for each student by the professors, as part of the Degree Program activities, under the responsibility of the Coordinator.

The professors, to ensure the effectiveness and continuity of the guidance actions, guarantee an adequate number of office hours dedicated to this activity. The professors communicate the procedures for requesting an appointment on the Degree Program website, along with their schedule during which they are able to receive students, and any necessary scheduling changes; the professors undertake to respond promptly to students’ emails.

The Degree Program actively participates in the organization and implementation of the orientation activities organized by the School in Economics and in collaboration with the University.

## Art.17 – Curricular Internships and Placement

All information relating to the initiatives adopted by the Degree Program for the management of curricular internships and placement activities, aimed at facilitating the meeting between its students and graduates and the world of work, are available on the School of Economics website

<https://economia.uniroma2.it/deskimpres> and on the Degree Program website  
<https://economia.uniroma2.it/master-science/economics>.

## Art.18 – Student Obligations

Students are required to comply with the laws, statutes and regulations and provisions issued by the competent authorities for the correct performance of the teaching and administrative activities.

Students are required to behave in such a way as not to harm the dignity and decorum of the University, in compliance with the Code of Ethics, including during internships carried out at other national and international institutions.

Any sanctions are imposed by decree of the Rector, in accordance with the provisions in force and the University Statutes.