Graduation Session, July 2023 (2022-23 A.Y.)

Please note that :

- The Graduating Students are allowed to use the "**first call**" **only** for giving their missing exam/s of the Summer Session (May 27-July 5)**.**
- The exams of the 21/22 A.Y. second semester courses can be booked into the **Early** Summer Session **Exclusively** (May 20 – May 24).
- The thesis application form **must** be sent to the Students Secretariat within the deadline fixed into this notice according to the Course.
- The **Programme Office** of the Course will have to be informed about the missing exam/s by email, and the missing exam/s will have to be reported with all details into the thesis application form notes.

Programme	Graduation session:	Procedure opens in Delphi	Sending e-mail * from:	to:	Upload thesis (in Delphi) by:
Global Governance	**3-5 July**	*13 May*	**23 May**	**3 June**	**25 June**
***Triennio* in Italian**	**13-14 July**	*13 May*	**3 June**	**13 June**	**5 July**
Business Administration & Economics	**13-14 July**	*13 May*	**3 June**	**13 June**	**5 July**
European Economy and Business Law	**6 July**	*13 May*	**26 May**	**6 June**	**28 June**
Finance and Banking	**13 July**	*13 May*	**3 June**	**13 June**	**5 July**
Economics	**17 July**	*13 May*	**7 June**	**17 June**	**9 July**
Business Administration	**18 July**	*13 May*	**8 June**	**18 June**	**10 July**
***Biennio* in Italian**	**20-21 July**	*13 May*	**10 June**	**20 June**	**12 July**

* Your documents should be *scanned* and sent in PDF format to the Student Secretariat (to segreteria-studenti@economia.uniroma2.it); smartphone photographs will not be accepted (several apps that create suitable PDFs are available). The subject of the email message should be your **surname** and **name**, **student number** and your **course's code** (M18, M19, M20, M21, L78, T16, H73, etc. **NOT** L18, L33, L16, L56, L77, L90, etc.) in the body of the message the same *subject* information and the following documents in attachment:

- **Thesis application form** (downloaded from Delphi), **signed** and scanned in PDF
- **Exam booklet**, (only for those enrolled until 2018-'19) all pages scanned in PDF
- **Valid personal ID** in PDF
- **AlmaLaurea receipt** in PDF
- **€16 payment receipt** (already validated) in PDF
- If applicable, **additional declaration** * for obligatory tests and exams not yet accredited on your personal page.

* For extra activities (where required) and for exams not yet accredited in Delphi, please provide any useful reference in a supplementary declaration in PDF (for extra activities, type and period of activity, and if known, date of issue (even approximate), of final approval; for exams, in addition to the name, include the date and the name of the professor).

Sample e-mail:

from ***yourname@mail.com***

to *segreteria-studenti@economia.uniroma2.it*

Subject*: Last name, first name, matricola 1234567, laurea in M18 (your program)*

Text: *Last name, first name, matricola 1234567, laurea in M18*

Include attachments

The Supervisor expresses his/her (obviously binding) decision on the work done by the graduating student, via Delphi. It is therefore not necessary to present the assignment of the thesis, even though this document is still present within the procedure dedicated to all University programmes.

The digital review of the plan is not yet active, therefore indications provided by Delphi on any missing exams are not to be taken into account, except to verify, of course, that all exams taken are those required by your study plan in order to apply for graduation.

*When completing the graduation request on the Delphi platform, remember to indicate the exam chosen for your thesis, with **the exact same name** with which it already appears in your transcript of records (shown while filling out the request).*