



MSC EUROPEAN ECONOMY
AND BUSINESS LAW
REGULATIONS

MSc European Economy and Business Law Regulations

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Art.1 – General Rules

The Master of Science in European Economy and Business Law, with a degree classification of LM-90, was established in the 2008/2009 academic year within the Department of Economics and Finance at the University of Rome Tor Vergata. The name of the Degree Program in English is European Economy and Business Law.

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, students must earn 120 credits.

Upon completion of the studies, the Master's Degree is awarded in European Economy and Business Law (degree classification LM-90). 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 of European Economy and Business Law 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 educational 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 completion of the master's degree must include the presentation of a thesis prepared in an original way by the student under the guidance of a supervisor.

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 outcomes; contributing to this reflection are the verification of the demand for education and consultations with subjects and organizations in the production of goods and services. 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).

Art.4 – Management of the Degree Program

MSc European Economy and Business Law 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 activities 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 Academic Council consists of five members among the professors and researchers who carry out teaching activities for the Degree Program; in particular:

- four professors who belong to the Department of Economics and Finance;
- one professor who belongs to the Department of Management and Law.

The members of the Academic Council remain in office for three years and cannot be consecutively re-elected more than once. The members of the Academic Council are appointed by resolution of the Council of the Department Economics and Finance. The appointment lapses upon the proposal of the Coordinator in the event that a member of the Council does not attend three consecutive meetings without valid justification. A student who is elected among the regularly enrolled students of MSc European Economy and Business Law, 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 by the Degree Program and usually headed by the Program Coordinator. The consultation meetings are open to representatives within professional and academic areas that are coherent with the current cultural profile objectives of the Degree Program and are aimed at reflecting upon elements regarding the job market and the actual employment potential of graduates.

Art.6 – Admission to the Degree Program

To be admitted to MSc European Economy and Business Law, 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, a three-year university degree or diploma, or another academic qualification obtained abroad which is recognized as suitable in one of the following classes): L-5 Philosophy, L-7 Civil and Environmental Engineering, L-8 Information Technology Engineering, L-9 Industrial Engineering, L-10 Humanities, L-11 Modern Languages and Civilizations, L-14 Legal Services, L-16 Administration, L-18 Business Administration, L-30 Physics, L-31 Computer Science, L-33 Economics, L-35 Mathematics, L-36 Political Science and International Relations, L-40 Sociology, L-41 Statistics, L-42 History, LMG/01 Law.
- Knowledge of English, written and spoken, corresponding to level B2 or higher of the European Framework of Languages. Candidates are exempted from the relevant certification if they have completed a bachelor's degree in English or if they are nationals from one of the following countries: United Kingdom, Ireland, United States of America, Canada, Australia, New Zealand, and South Africa.
- a minimum of 12 university credits earned in the fields of mathematics, statistics, or economics during the course of the undergraduate education.

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.

Verification of personal preparation

The verification of personal preparation is considered satisfied in cases where:

- the grade point average obtained in the previous university career is equal to or higher than 70% of the maximum achievable grade;
- the final graduation grade is equal to or higher than 70% of the maximum achievable grade.

In cases other than those represented above, students who meet the curricular requirements may enter the course of study following the positive outcome of the verification of the personal preparation carried out by means of an interview in which applicants demonstrate good knowledge of Microeconomics, Macroeconomics, Mathematics and Statistics. Further details on the admission interview are indicated annually in the call for applications, available on the CdS website.

Art.7 – Organization and Planning of Didactic Activities

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 and published on the Degree Program website.

Typically, 1 university credit is equivalent to 25 hours of work, where roughly 50% is dedicated to personal study and individual work.

The Academic Program is spread over two academic years, divided into four semesters; attendance is not compulsory but strongly recommended. Annually, the Program's Academic Council submits the academic planning to the Department for the following academic year. The Coordinator, assisted by the Program Office staff and having heard the faculty members, proposes a course calendar to the Academic Council which is subsequently approved by the Department Council.

Each professor personally conducts the lectures of the courses for which he/she is the manager. The professors may invite experts of recognized scientific expertise for co-present lectures, for a maximum of two hours, on specific topics pertaining to the specific course, subject to prior communication to the Coordinator and his/her authorization in the case of testimonies exceeding two hours.

Each lecturer ensures the preparation of a course description, in which students may have access to all information regarding the required prior knowledge, training objectives, the detailed program, teaching materials and reference texts, the types of teaching adopted, and the criteria and methods of verification; the course descriptions are published on the Degree Program's website.

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 the teaching activities. In addition, it constantly and promptly updates the information posted on its website. The Degree Program adheres to the University's quality assurance policy. The faculty member responsible for quality assurance of the course of study is, as a rule, the Program Coordinator.

Art.9 – Study Plans for Learning Activities

The Course of Study requires students to submit a study plan, which can be prepared with the assistance of professors delegated by the Coordinator and must include the foreseen compulsory educational activities, the student's choice of elective courses additional training activities; the study plan is subject to the approval of the Department Council. On the website of the Degree Program, information and forms are made available annually for the presentation of study plans.

Credits acquired for courses additional to those required to complete the degree will remain recorded in the student's academic career and may be subsequently recognized in accordance with current regulations. The grades obtained in the additional courses are not included in the calculation of the grade point average of the other exams, but are included in the diploma supplement.

Elective courses

Students autonomously choose educational activities, consistent with the learning objectives of the Degree Program, for a maximum of 12 CFU total, from among:

- elective courses proposed by the Course, whose consistency with the training project is automatically secured;
- other elective courses, selected among those activated by the University, and proposed by the student to the Coordinator, who will ascertain the coherence with the Degree Program's learning objectives, the quality of the activity, and the provision of an adequate personal commitment of the student, to grant the relevant authorization.

It is possible to apply for recognition of elective course credits for activities carried out by the student and previously authorized by the Coordinator, based on the appropriate documentation that ensures coherence with the Degree Program.

Additional educational activities

During the course of study and prior to the final examination, the student is required to carry out additional educational activities aimed at acquiring additional knowledge useful for entering the world of work, including the acquisition of interpersonal skills (soft skills) and research tools, or aimed at the acquisition of computer and telematics skills, or an internship lasting at least three months and for a minimum of 150 hours. To the above activities, coherent with the learning objective of the Degree Program and corresponding to a congruous commitment, are attributed 6 CFUs.

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, of practical nature or oral.

Exams are scheduled by the Department Council and are announced before the beginning of the academic year. 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 exams are administered twice in each exam session: winter, summer and autumnal, in accordance with the defined time intervals within which to conduct examinations.

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 external experts who carry out teaching activities in the same or similar field of study. The appointment of an external expert takes place by resolution of the Department Council upon proposal from the Degree Program Academic Council and has a three-year duration unless the lecturer in charge of the courses requests early revocation. For reasons of urgency, the Director of the department of reference may integrate members in the examination committee, bringing the decision to ratification at the next meeting of the Department Council. When the examinations also include integrated exams of more than one course or module, the faculty members in charge of the course or modules shall concur in the overall evaluation of the student.

Art.11 – Final Exam

The final examination consists of the writing, under the guidance of a lecturer, of an original dissertation in English on a specific topic. The final examination is discussed in the presence of an evaluation committee consisting of at least 7 faculty members from the University. The members, as well as supplementary members, are appointed by the Dean, upon the proposal of the Coordinator of the Degree Program. The schedule of final examinations normally includes three sessions: fall, summer and winter. The application for graduation is submitted in accordance with the deadlines and procedures foreseen by the Student Secretariat, to which reference is made for technical and procedural specifications.

Successful completion of the final examination results in the award of 24 CFUs.

The weighted grape point average is converted to a scale of one hundred tenths. This score represents the basis for the graduation grade to which may be added:

- up to a maximum of 5 points for the quality of the written paper and its presentation;

- up to a maximum of 8 points in case of recommendation by the thesis supervisor for theses of particular merit. Such letters of recommendation should be addressed to the chairperson of the Graduate Committee, and sent in copy to the Course Secretary, mentioning the reasons of the proposal.

The final examination is considered passed if a grade of 66 or higher out of 110 is obtained. If the candidate achieves the maximum score of 110/110, the examining board may, by unanimous decision, award honors.

Information on the procedures that the student must comply with in order to access the final examination are available on the Course website.

Prior to taking the final examination, students must compulsorily undertake an anti-plagiarism check through appropriate systems made available. Students who exceed the 20% plagiarism threshold will no longer be allowed to graduate in the first useful session, subject to the opinion of the thesis supervisor.

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 regarding the possible recognition of exams already taken in English and the year of enrollment will be based on the number of credits earned (where a number of 60 credits or more will mean enrollment in the second year of study). To formulate the proposal, the Degree Program Academic Council may ask the applicant for additional documentation, including the actual syllabus of the courses attended. Requirements and deadlines for requesting transfers and transitions are annually indicated in the Student Guide; for the purpose of enrollment in the Degree Program, the procedures are provided and defined in the application notice.

Art.13 – Part-time Students

The CdLM in European Economy and Business Law does not foresee the possibility of part-time enrollment.

Art.14 – Student Mobility and Opportunities Abroad

The Degree Program fosters and promotes opportunities for students to engage in activities that lead to the development of professional skills and tools aimed at improving their education even outside national and European Community geographical boundaries. The Degree Program supports students in applying for scholarships for international mobility; students who are more inclined to experiences abroad can contact the Program Office for advice in identifying a partner university at which to carry out a period of study or research. Students may also carry out curricular internships abroad with a Public Institution or Private Company.

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. 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.

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. The initiatives and opportunities promoted by the Degree Program are published on the Degree Program website and on social media channels.

Art.16 – Academic Guidance

The University of Rome Tor Vergata Orientation Office provides assistance and support for the following activities and services: general orientation, ISEE forms, tax code, residence permit, scholarships, conventions, student housing, internships and part-time jobs. To ensure ongoing orientation, the lecturers, available during their office hours, support students during their academic journey. In addition, through listening, mediation and problem solving during group and individual meetings, the Program Coordinator and tutors provide support and advice, refer the students for necessary further

study or research in certain areas, and serve as a reference point for students. Finally, the Coordinator organizes periodic meetings with students distinguished by year of enrollment. The meetings are aimed at getting to know the various needs of students, to understand whether their expectations of the Program are met and to grasp the potential of all students.

Art.17 – Curricular Internships and Placement

The Program Office assists students in choosing their internship and graduate students in entering the world of work, pointing out to them, depending on their individual preparation and the areas towards which they have shown greater aptitude, the most suitable opportunities. The Course organizes interventions by experts that provide students with the possibility to establish relationships and carry on direct conversations with companies and institutions to better orient themselves in the world of work, expand their networks of professional contacts, access to training internships, and find stable jobs in their field of interest quickly.

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.