

Whenever, for the sake of readability, this Regulation adopts the masculine form when referring to individuals, such usage shall be understood as fully inclusive of all genders.

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Art. 1 – Definitions

1. For the purposes of the provisions set forth in this Regulation, and unless otherwise expressly specified, the following definitions shall apply:

- a) “University” or “Institution”: refers to the Polytechnic University of Marche;
- b) “Degree programmes”: refers to the Bachelor’s Degree and Master’s Degree programmes
- c) “Lecturer”, “Instructor” or “Professor”: refers to the holder of the teaching;
- d) “Student”: refers to anyone who is regularly enrolled in a degree programme;
- e) “Degree Programme Council” (in Italian “Consiglio di Corsi di Studio”, CCS): refers to the body composed of the instructors and student representatives affiliated with the degree programme;
- f) “Unified Degree Course Council” (in Italian “Consiglio Unificato di Corso di Studio” CUCS): refers to the body composed of the instructors teaching courses included in both a Bachelor's and the corresponding Master's degree programmes, along with a group of student representatives, selected in accordance with the University Regulation;
- g) “Department Council” (in Italian “Consiglio di Dipartimento”, CdD): refers to the body composed of the instructors, adjunct instructors’ representatives, student representatives and technical-administrative representatives of the Departments;
- h) “Teaching courses” or “courses”: refers to a coherent set of lectures and educational activities, usually delivered within a specific Scientific-Disciplinary Sector, with an assigned duration in terms of CFU credits/hours;
- i) “Study Programme Catalogue”: refers to a publication disseminated through official communication channel, containing information about the Department’s courses, organized by degree courses, academic years and teaching cycles, with the indication of instructors and course program;
- j) “Official Communication channels” of the Department: refers to the official Department website, the online teaching platform, official notice boards, the institutional communication via email.

Art. 2 – Scope of application

1. This Regulation defines the common rules for the degree programs pertaining to the Department of Life and Environmental Sciences (DiSVA), as well as the organizational and educational aspects of each individual degree program, in accordance with Article 12, paragraph 1, of Ministerial Decree No. 270/2004 and in compliance with the University Teaching Regulations.

2. This Regulation is drafted with due respect for the freedom of teaching and the rights and duties of both faculty and students.

PART I: GENERAL RULES APPLICABLE TO ALL DEGREE

TITLE I – GENERAL PROVISIONS

Art. 3 – Degree Programs

1. The degree programs pertaining to the Department of Life and Environmental Sciences are listed in are listed in Annex C to the University Academic Regulations, which is to be updated in accordance with the data from the ministerial database of the Educational Offer (SUA-CdS form).
2. These programs are established and activated in compliance with the procedures and criteria set by the applicable regulations.

Art. 4 – Characteristics and Structure of the Programs

The characteristics and structure of the degree programs leading to a Bachelor's or Master's degree are described in Part Two: "Regulations Specific to Each Degree Program" of this Regulation.

Art. 5 – Government bodies of the degree

The governing bodies of the Degree Program are:

- a) Degree Program Council (Consiglio di Corso di Studio – CCS);
- b) Unified Degree Program Council (Consiglio Unificato di Corso di Studio – CUCS);
- c) The President.

The CCS/CUCS are responsible for the organization of teaching activities, in accordance with current regulations. The CCS/CUCS established within the Department are listed in Annex A of the DISVA Department Regulation. In the case of the activation of new degree programs, the list of CCS/CUCS will be updated based on the instructions of the Department Council.

The composition, election procedures, and operational rules are governed not only by the University Statute and the University Teaching Regulations but also by the Department's Rules of Procedure.

For all quality-related matters, the governing bodies make use of the Review Group (Gruppo di Riesame) identified by the CCS/CUCS, which is composed of:

- a) President of the CCS/CUCS
- b) Department Quality Assurance Officer
- c) CCS/CUCS Quality Assurance Officer
- d) Another faculty member from the CCS/CUCS
- e) Administrative Head of the Teaching Unit
- f) Student representative

Art. 6 – Admission Requirements

1. Bachelor's Degree Course Programs (Laurea Triennale)

To be admitted to a Bachelor's Degree Program, candidates must hold a five-year upper secondary school diploma or an equivalent qualification obtained abroad and recognized as valid. Alternatively, candidates may be admitted with a four-year upper secondary school diploma, provided they have completed the required supplementary year, or—if this is no longer available—they must fulfill an educational debt assigned by the Degree Program Council, following an individual assessment.

The Department Council establishes a non-selective preliminary test aimed at assessing students' initial knowledge. The content and procedures of the test are specified in Part Two of this Regulation. Failure to pass the test does not prevent enrollment. Students who do not pass the test by the end of the first academic year may enroll again in the following year as first-year repeating students. During this year, they must repeat the verification procedure.

2. Master's Degree Programs (Laurea Magistrale)

To be admitted to a Master's Degree Course (not single-cycle), candidates must hold a Bachelor's degree (Laurea Triennale) or a university diploma of at least three years' duration, or an equivalent qualification

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obtained abroad and recognized as valid. In addition, specific curricular requirements and adequate personal preparation are required; the definitions and verification procedures are detailed in Part Two of this Regulation. Candidates must also demonstrate adequate knowledge of at least one European Union language other than Italian (English at a minimum B1 level), evidenced by passing a relevant exam or qualifying test during their previous university studies.

3. Bachelor's and Master's Degree Programs Taught in English

To be admitted to English-taught Bachelor's or Master's Degree Programs, students must demonstrate English language proficiency at the B2 level of the Common European Framework of Reference for Languages (CEFR).

This proficiency may be proven either by a suitable language certification or by passing a qualifying test.

4. As part of the planning of teaching activities, and within the deadlines established by the University, the Department Council sets the maximum number of non-EU students residing abroad who, meeting the admission requirements, may enroll in the first year of the degree programs.

5. The Department Council reserves the right to establish locally restricted admission quotas for individual Bachelor's and/or Master's degree programs, based on the availability of facilities and resources, or where the program includes specific educational activities that must be conducted outside University premises. In such cases, the Department Council will also define the criteria to be used for ranking applicants.

Art. 7 – Enrollment in Years Following the First

1. As a general rule, no minimum number of ECTS credits (CFU) is required for enrollment in years following the first of a degree program. However, students must be enrolled in at least three (3) learning activities from the previous year, unless otherwise specified in Part Two of this Regulation.
2. In the case of students who already hold a degree at the same or a higher level, or who have recognizable credits for degree programs in the field of Science, the Department Council—based on an evaluation carried out by the Degree Program Council—shall decide on the recognition of such credits and determine the appropriate year of enrollment.
3. In all cases, recognized learning activities may account for no more than 70% of the total credits required for the degree program.

Art. 8 – Enrollment in Individual Teaching Courses

Enrollment in individual courses is permitted within the deadlines and according to the requirements established by the Academic Senate and in accordance with the provisions of the University Teaching Regulations.

Art. 9 – Organizational Methods of Educational Activities

1. The duration of a Bachelor's degree program is three years, with the acquisition of 180 credits, and the duration of a Master's degree program is two years, with the acquisition of 120 credits. Each year generally provides for the acquisition of 60 credits.
2. Those who need to extend the duration of their study program beyond the standard time may opt for a part-time study regime, as regulated by Article 11 of the Student Regulations. The standard duration of part-time Bachelor's degree programs is six years, with the acquisition of approximately 30 credits per year. The standard duration of part-time Master's degree programs is four years, with approximately 30 credits per year.
3. Students with specific needs related to health conditions must report their situation at the time of enrollment or registration, providing appropriate documentation, so that the teaching activities can be organized to ensure effective access to the educational offerings. To this end, faculty and those responsible for educational support services shall adapt the standard teaching methods to the specific needs of students with disabilities.
4. The Department Council sets the annual timetables and schedules for classes and the calendar of assessment tests, in accordance with the University Teaching Regulations, ensuring coordination among the teaching activities of the various degree programs under its responsibility.

5. Teaching activities are generally divided into two semesters. A different organization of the academic calendar may be established by the Department Council, upon proposal from the Degree Program Councils.
6. In each semester, if deemed useful, the Department Council may establish a suspension period for teaching activities, during which mid-term assessments may be conducted.

Art. 10 – Loss of Student Status

1. Loss of student status, as governed by Article 35 of the Student Regulations, occurs when a student loses the right to continue their academic program after a certain period of time, established by current regulations, has passed without completing specific academic actions.
2. From the date of entry into force of the University's regulatory provisions implementing the educational reforms introduced by Ministerial Decrees 509/99 and 270/2004, and only for students enrolled in the new degree programs, students who have lost their status or have withdrawn from studies may, upon re-enrollment, request recognition of the credits previously earned during their former academic career.
3. In such cases, the Department Council or the body delegated by it will determine how the student's academic career shall proceed, based on a prior assessment of which previously earned credits are still valid and which have been deemed obsolete, in accordance with Article 9, paragraph 14, of the University Teaching Regulations.
4. The validation of exams, as approved by the Department Council or its delegated body following a program transfer, is equivalent to credit acquisition; therefore, a program transfer interrupts the loss of student status.

Art. 11 – Study Plans

1. Each student cohort must follow a study path defined by the scheduled educational offering.
2. Within the limits defined by the Teaching Regulations of their cohort, students may annually submit a study plan composed of the educational activities listed in the Course Catalogue, which includes the courses offered in that academic year, available on the Department of Life and Environmental Sciences website at the following link: <https://www.disva.univpm.it/en/content/master-degree-course-in-marine-biology>
3. The Department approves the course catalogs for each degree program annually, based on recommendations from the Program Councils, and makes them public.
4. The Department reserves the right to verify the actual progression of each student's academic career and monitor compliance with the expected graduation timelines as defined by the program regulations.
5. It is possible to submit a study plan within the options listed in the Course Catalogue, as approved annually by the competent bodies (Art. 13, paragraph 1 of the University Teaching Regulations), or by including independently chosen educational activities (Ministerial Decree 270/04, Art. 10, paragraph 5, letter a).
6. Students who do not submit a study plan by the deadline set by the University will be assigned the standard study plan, which can be viewed at the following link: https://www.disva.univpm.it/en/content/teaching_plans
7. If a degree program offers multiple curricula, students must formalize their curriculum choice at the beginning of the academic year. Should a student wish to change their choice the following year, the Degree Program Council (CCS/CUCS) must issue an opinion, and the Department Council will determine which already acquired credits may be recognized as valid within the new curriculum.
8. Students who are behind schedule in their studies (i.e., "fuori corso") are not allowed to change curriculum.
9. It is possible to graduate with an individual study plan that includes educational activities different from those set out in the Teaching Regulations for the cohort, subject to evaluation by the Degree Program Council regarding coherence with the regulations in force at the time of the student's

10. After submitting their study plan, and for the purposes of credit recognition, students may request recognition of the following, according to the criteria defined by Ministerial Decree 931 of July 4, 2024:
 - a) professional knowledge and skills acquired through post-secondary training activities;
 - b) post-secondary training activities in which the university was involved in the design and delivery;
 - c) obtaining an Olympic or Paralympic medal, or the title of national champion in sports recognized by CONI (Italian National Olympic Committee) or CIP (Italian Paralympic Committee).

Art. 12 – Transfers Between Degree Programs and Enrollment with Course Shortening

1. The rules concerning program transfers are contained in Article 23 of the Student Regulations.
2. The Department Council, upon the favorable opinion of the relevant Degree Program Council, will decide on the full or partial recognition of credits previously earned based on an evaluation of the objectives achieved and the activities undertaken by the applicant, in the following cases:
 - a) Students transferring from another degree program within the same university.
 - b) Students transferring from another degree program or its equivalent at a different university.
 - c) Students previously enrolled in deactivated degree programs who choose to enroll in active programs.
 - d) Students who have completed a period of study abroad.
 - e) Individuals already holding a degree at the same or a higher level, in accordance with Article 7 of this Regulation.
3. In the case of transfer between Bachelor's or Master's degree programs within the same degree class, the portion of credits (CFUs) relating to the same academic subject area directly recognized must be no less than 50%, as provided by Art. 3, paragraph 9, of Ministerial Decree of March 16, 2007.
4. The Department Council, with the opinion of the relevant Degree Program Council, periodically reviews the credits earned by each student to assess the continued relevance of the acquired knowledge.
5. The Department Council may recognize, according to criteria predetermined by the Academic Senate, university credits based on the evaluation of the objectives achieved and the activities performed by the applicant, including certified professional skills and competences under current regulations, as well as other skills acquired in post-secondary educational activities in which the university was involved. The maximum number of university credits that can be recognized under this paragraph is limited by current legislation.
6. Educational activities already recognized for credit in a Bachelor's degree program under this paragraph cannot be recognized again for credit in a Master's degree program.

Art. 13 – Tutoring and Orientation

1. Tutoring is aimed at guiding students in improving their study performance and providing information to ensure better access to the right to education and available services. Its purpose is to help reduce dropout rates, shorten the time to degree completion, and offer guidance in choosing their academic path, in accordance with Article 27 of the University Teaching Regulations.
2. Tutoring and orientation activities are carried out in coordination with other University structures and include, among other things:
 - pre-enrollment orientation activities, in cooperation with relevant school authorities;
 - an introductory week for students planning to enroll in the first year;
 - orientation regarding the choice of degree programs and study paths;
 - support activities for individual study, including those related to any additional learning requirements as specified in Article 6, paragraph 1, of Ministerial Decree 270/04;
 - post-graduation orientation activities, possibly in collaboration with organizations representing the world of industry, services, and professions.
3. Tutoring and orientation activities are coordinated by a designated faculty member or a committee appointed by the Department Council.

4. Tutoring activities are carried out in accordance with Law No. 370 of October 19, 1999, which promotes teaching enhancement. The Department may also involve students and doctoral candidates in tutoring activities, based on specific calls and within the modalities and limits established by Legislative Decree No. 68/2012. Additional support may be provided by teaching assistants or other roles identified to support innovative teaching methods.
5. To ensure proper coordination of tutoring and orientation activities, Degree Program Councils must submit their proposals to the Department Council before the beginning of the semester in which the activities are scheduled.

TITLE II – EDUCATIONAL ACTIVITIES

Art. 14 – Types of Teaching Methods

1. Educational activities consist of single-subject or integrated courses structured in modules. Teaching methods may include: lectures, seminars, laboratory or field experiences, internships, placements, or other practical activities aimed at acquiring specific skills. Courses may be delivered in the following formats:
 - a) in-person;
 - b) synchronously (both in-person and live-streamed);
 - c) blended e-learning (according to the University's official guidelines).
2. The unit of measurement for the student's total workload for educational activities is the university credit (CFU), with one CFU corresponding to 25 hours, as defined in Article 5 of Ministerial Decree 270/04.
3. No less than 50% of the total annual workload must be dedicated to individual study or independent educational activities.
4. The number of contact hours per credit is 8 (eight) hours.
5. The number of credits required to obtain a Bachelor's degree is 180 CFU; for a Master's degree, it is 120 CFU.
6. The number of exams for each Bachelor's and Master's degree program is defined in accordance with Article 9, paragraph 8 of the University Teaching Regulations.
7. The number of credits assigned to each educational activity is determined by the Department Council, following the favourable opinion of the competent Degree Program Council and the Joint Teaching Committee, and is reported in the study program's regulations. The credit allocation must be consistent with the expected student workload, avoiding excessive fragmentation of educational activities.
8. The Department Council, after obtaining the opinion of the competent Degree Program Council and the Joint Teaching Committee, ensures the revision of study program regulations and verifies the alignment between assigned credits and intended learning outcomes.
9. The university credit system (CFU) is aligned with the European Credit Transfer and Accumulation System (ECTS), and thus one CFU equals one ECTS credit.

Art. 15 – Course Syllabi

The Department Council, upon proposal of the Degree Program Council, approves the syllabus of each educational activity at the beginning of each academic cycle, taking into account the criteria of consistency, coordination, and non-overlap between the educational content of courses within the same degree program.

Art. 16 – Split or Tripled Courses

1. If the number of students enrolled in a course exceeds certain limits established by the Department Council, the course is divided into two or more parallel sections with the same syllabus and teaching methods. Students are assigned to each section based on the initial letter of their last name (e.g., groups A–L and M–Z in the case of a split course; groups A–E, F–O, and P–Z in the case of a tripled course).
2. In the case of split courses, the relevant Degree Program Councils are responsible for verifying the consistency of the course syllabi, ensuring a fair distribution of teaching workload, equivalence of exams,

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and defining the methods for assigning students as well as any options available for student choice.

3. The Department Council may decide, also upon proposal of the Degree Program Council, that the exams for split courses be held jointly, either in whole or in part.

Art. 17 – Cross-listed Courses (Mutuations)

1. The Department Council, upon proposal of the Degree Program Council (CCS/CUCS), determines which courses may be cross-listed (mutuated).
2. A course may be cross-listed with another degree program within the School of Sciences or with a program from a different department only if the conditions set out in Article 18 of the University Teaching Regulations are met.
3. Requests for cross-listing advanced-level science courses from programs in other departments may be granted only if they do not compromise the optimal delivery of the institutional teaching activities of the program offering the course. Such requests must be approved by the Department Council, following the opinion of the relevant Degree Program Council.

TITLE III – ASSESSMENT OF ACADEMIC PERFORMANCE

Art. 18 – Admission and Attendance

1. Mandatory attendance for educational activities, along with the related verification methods, may be established by the Department Council upon proposal of the Degree Program Council. These provisions are detailed in the second part of this Regulation.
2. Students enrolled in a given year of the program are not allowed to take exams for that year's courses before the teaching activities for the respective subjects have been completed.

Art. 19 – Exam Sessions

1. Credits corresponding to courses are earned by passing an exam; credits for other educational activities may be obtained through an oral assessment, which is still graded on a 30-point scale. In specific cases, and upon proposal of the relevant Degree Program Council, the Department Council may authorize other forms of assessment, including remote examinations.
2. Each academic year includes at least three exam sessions (summer, autumn, and extraordinary).
3. The number of exam sittings per session is established by the Department Council in the academic calendar (with at least two sittings per session). Additional extraordinary exam sessions may be included in the academic calendar, reserved exclusively for students who have exceeded the standard duration of their degree program.
4. The starting date of an exam sitting may not be moved forward under any circumstances. However, it may be postponed, provided that prior notice is given to the Teaching Office and the students enrolled in the course.

Art. 20 – Exam Procedures

1. Exams are conducted in accordance with Article 20 of the University Teaching Regulations (RDA), as further detailed in Article 20 of the Student Regulations.
2. The instructor defines the exam modalities in their course syllabus. In any case:
 - Students are not allowed to retake an exam they have already passed successfully.
 - Cancelled exams must be taken again.
3. If the exam includes a written or practical test, the result of that test—if passed—remains valid for one year. The outcome must be communicated within 20 days of the test date. Any exceptions must be justified and pre-authorized by the Department Director.
4. For courses or coordinated modules, integrated exams may be provided. The evaluation of the student's performance is in any case carried out collegially.
5. Midterm (in itinere) assessments may be administered for any course. Their results can contribute to

Art. 21 – Language Proficiency Assessment

1. Knowledge of one European Union language other than Italian must be assessed through an oral examination, in accordance with the proficiency levels specified in the second part of this Regulation.
2. The language assessment committee is shared among all degree programs within the School of Sciences. It is appointed annually by the Department Council and consists of two faculty members.

Art. 22 – Prerequisites and Restrictions

1. Any course prerequisites are defined in the second part of this Regulation.
2. Instructors must include in their course syllabi the prior knowledge they consider essential for students to follow the course and take the final exam.

TITLE IV – INTERNATIONAL AND NATIONAL MOBILITY AND INTERNSHIP

Art. 23 – Study Periods at Other Foreign or Italian Universities

Study periods carried out at other foreign or Italian universities by students enrolled at this University, as part of exchange programs and in compliance with current regulations, the University Teaching Regulations, and the Student Regulations, are recognized for academic purposes and result in the awarding of academic credits.

Art. 24 – Exams Taken at Other Universities and Credit Recognition

1. The recognition of study periods completed at foreign or Italian universities under exchange programs, in accordance with current regulations, the University Teaching Regulations, and the Student Regulations, is carried out based on the criteria defined in Article 22 of the University Teaching Regulations.
In particular, for recognition purposes, the study program to be undertaken at the host institution must be submitted for evaluation by the relevant Degree Program Council at least six months before the start of the study period abroad.
2. This program must clearly describe the content of all the educational activities to be undertaken. The Department Council, with the approval of the relevant Degree Program Council, approves the proposed program and determines the number of credits to be awarded for each educational activity.
3. In exceptional cases, the Department Council may approve changes to the proposed program during the student's stay abroad, upon a properly justified request and with the favorable opinion of the Degree Program Council.
4. The conversion of grades earned abroad, expressed on a 30-point scale, is based on an equivalence table between grading systems approved by the Department Council.

Art. 25 – Internships / Work Placements

1. Internships/work placements are governed by Decree No. 142 of March 25, 1998, which implements the principles and criteria set out in Article 18 of Law No. 196 of June 24, 1997, on training and orientation internships.
2. Internships are carried out at public or private institutions, companies, professional studios, or within the educational and scientific facilities of the University.
3. The internship can also be completed abroad.
Students enrolled in Master's Degree Programs must carry out their internship at institutions other than the Department of Life and Environmental Sciences.
4. Relationships with external institutions are governed by agreements in accordance with Article 5 of Law No. 196 of June 24, 1997, on training and orientation internships.
5. The specific procedures for carrying out the internship are established by the relevant Degree Program Council.

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6. For each degree program, the Departmental Council appoints internship coordinators who supervise students during their internships, agree on the practical arrangements for conducting them, and ensure that the internships are carried out in accordance with the plans established by the relevant Degree Program Council. During the internship, the academic supervisor coordinates with a local supervisor appointed by the host institution.
7. During the internship, the internship coordinator works in coordination with an internship project manager designated by the host organization (local coordinator). This person monitors the intern on-site, verifying their attendance and activities.
8. The intern will record the activities performed in a designated logbook, which must be countersigned by the local supervisor. For attendance purposes, the logbook must be signed by the local supervisor.
9. Final assessment methods and the number of credits awarded for the internship are defined in the Degree Program Regulations.
10. Students must submit their internship application at the beginning of the academic year in which this activity is scheduled.
11. All students may also propose internship or work-study opportunities, similar to those offered by the Department, to be carried out at institutions of their choosing that have expressed their willingness to participate; in such cases, a specific agreement must be entered into with those institutions.
12. Internships are generally awarded between 4 and 10 ECTS credits. Each credit corresponds to 25 hours of educational activity.

Detailed information on the procedures for completing internships and a list of partner companies and organizations can be found on the Department of Life and Environmental Sciences website at the following link: <https://www.disva.univpm.it/en/content/vocational-training>

TITLE V – FINAL EXAMINATION

Art. 26 – Final Exam for Bachelor’s Degree Programs – Procedures and Criteria

1. To be admitted to the final exam, students must have earned all the credits required by the Teaching Regulations of the degree program for all educational activities except the final exam itself and must be up to date with the payment of all tuition fees and contributions for all years of enrollment at the University.
2. The final exam consists of the presentation of an original dissertation dealing with some of the most recent issues related to the degree program. This dissertation must be based on in-depth bibliographic research of the topic and/or on experimental data, in which the graduating student will illustrate the state of the art of the examined topic and propose some original interpretations.
3. The Department Council sets a maximum additional score to be assigned for the final dissertation (Thesis) relative to the average of exam grades.
4. The Graduation Committee is composed of seven members.
5. The Department Council, also upon proposal by the Degree Program Council, may authorize the preparation of the thesis and the subsequent discussion of the final exam in a foreign language.
6. For the requirements and procedures for admission, reference is made to Article 28 of the Student Regulations.

Art. 27 – Final Exam for Master’s Degree Programs – Procedures and Criteria

1. To be admitted to the final exam, students must have earned all the credits required by the Teaching Regulations of the degree program for all educational activities except the final exam itself and must be up to date with the payment of all tuition fees and contributions for all years of enrollment at the University.
2. The final exam consists of the presentation of an original thesis based on experimental data directly acquired by the student under the supervision of an advisor. For this purpose, the student is required to attend a laboratory within the Department of Life and Environmental Sciences or another Department of the University.

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Should the Department deem it appropriate, the thesis may also be carried out at another Italian or foreign University or other public or private institutions.

3. The Department Council sets a maximum additional score to be assigned for the Master's Thesis relative to the average of the exam grades.
4. The Master's Degree Graduation Committee is composed of nine members.
5. The Department Council, also upon proposal by the Degree Program Council, may authorize the preparation of the thesis and the subsequent discussion of the final exam in a foreign language.
6. For all matters not covered by this article, reference is made to Article 29 of the Student Regulations.

TITLE VI – ORGANIZATION

Art. 28 – Department Teaching Plan

1. The Department Council, upon proposal of the competent Degree Program Council, annually assigns teaching duties, including any integrative teaching activities, orientation, and tutoring, to professors and researchers within their respective scientific-disciplinary sectors, after consulting their opinions, in compliance with legal provisions, the Statute, and the General and Teaching Regulations of the Polytechnic University of Marche.
2. The Department Council, upon proposal of the Degree Program Council, annually appoints the coordinator of integrated courses and a person responsible for each educational activity for which there is no assigned instructor, selecting from among all professors and researchers involved in the relevant disciplines.
3. The Department Council distributes the teaching load among instructors, guided by the criterion of equitable distribution and in compliance with the internal rules established by the Department.

Art. 29 – Evaluation of Teaching Activities and Department Services

1. The Department conducts an annual evaluation of teaching activities as provided by Article 29 of the University Teaching Regulations. This evaluation concerns:
 - a) individual courses;
 - b) services offered to students by teaching support structures.
2. For points a) and b), the evaluation is based on questionnaires distributed to students, statistical analyses of the number and results of exams, judgments and reports from course instructors and other professors and researchers involved in the courses, systematic information on compliance with graduation timelines, and more generally on the correspondence between the planned curriculum and the actual situation.
3. The Department Council and Degree Program Councils periodically analyze the employment integration of their graduates.
4. The Department commits to standardizing the collection and processing of information in coordination with other Faculties, the University Evaluation Unit, and similar national and international surveys.

PART TWO: RULES RELATING TO INDIVIDUAL DEGREE COURSES

TITLE VII – MASTER’S DEGREE COURSE IN MARINE BIOLOGY (MB)

Class LM-6 R – Ministerial Decree 270/04

Art. 30 – Premises and objectives

1. The Master’s Degree Course in Marine Biology belongs to the Department of Life and Environmental Sciences.
2. The Master’s Degree Course is entirely taught in English.
3. The Master’s Degree Course awards the Master’s Degree in Marine Biology. All activities carried out will be indicated in the Diploma Supplement.

Art. 31 – Admission requirements

Graduates intending to enroll in the Master’s Degree Course in Marine Biology must possess the curricular requirements and the adequacy of personal preparation, the definition and verification methods of which are regulated by the Department Council, indicated in the admission notice published annually on the UNIVPM and DISVA websites and reported in the RAD and the SUA-CdS Form, section A.3.a Knowledge required for access (Annex 4 MB).

Art. 32 – Didactic organization of the course

1. The normal duration of the course for obtaining the Master’s Degree in Marine Biology two years.
2. For the purpose of achieving the educational objectives, the degree course provides for a total of 120 ECTS credits. The course is organized into two semesters and 12 single-discipline/integrated exams to which specific ECTS are assigned.
3. Each ECTS corresponds to a workload of 25 hours for the student.
4. 60% of the total workload must be reserved for personal study or other individual training activities.
5. The courses must include at least 1 ECTS of laboratory, exercises, or practical work.
6. One credit corresponds to eight hours of lectures (frontal teaching), or eight hours of laboratory, exercises, or practical work. Exercises and practical work must not include additional content beyond what is covered in theoretical lessons.
7. Attendance is mandatory only for internship or placement activities.
8. Upon proposal of the instructor responsible, attendance for laboratory, exercises, or practical activities can be made compulsory and indicated in the course syllabus.
9. Assessments may include written tests, exams, practical tests and/or oral exams and must comply with the rules set out in art. 20 of the RDA.
10. Students are required to indicate elective educational activities. In the case of activities not included among those proposed, the credit value is established by the Department Council upon proposal of the Course Council.

Art. 33 – Training path and educational structure

These Regulations are supplemented by two documents prepared annually at the start of each academic year for the respective cohort of students, which can be consulted on the website of the Department of Life and Environmental Sciences at the following link: <https://www.disva.univpm.it/en/content/master-degree-course-in-marine-biology>

1. The SUA-CdS Profile defines the following for the degree program:
 - the proposed educational activities,
 - the list of courses, indicating the relevant scientific-disciplinary fields and any division into modules, as well as other educational activities,
 - the specific educational objectives and the credits assigned to each educational activity,
 - the curricula offered to students;
 - the hours of classroom instruction for each educational activity,
 - the academic year in which each educational activity is scheduled to be offered,
 - the period of delivery (semester or academic year),

- the language of instruction for each course,
 - the type of assessment for each course (indicated in the Course Descriptions, available in the Course Catalog),
 - admission criteria.
2. The Program’s Curriculum includes a list of courses, indicating the relevant scientific-disciplinary fields and any division into modules, as well as other educational activities.

Art. 34 – Recognition of credits for extracurricular activities

1. Students are allowed to request recognition of training activities, as referred to in the last paragraph of article 11 of this regulation, for a total maximum of 12 ECTS credits.
2. The recognition of extracurricular activities is carried out according to criteria of strict coherence with the educational objectives and the expected learning outcomes related to the degree course in which the student is enrolled or intends to enroll.

Art. 35 – Attendance obligations

The basic, core, related and integrative educational activities activated in the Degree Course do not require mandatory attendance, except for internships.

Art. 36 – Prerequisites

No prerequisites are established.

Art. 37 – Methods of conducting the final exam

The final exam consists of the discussion of an original thesis prepared by the student under the guidance of a supervisor.

For this purpose, the student is required to attend a laboratory of the Department of Life and Environmental Sciences or another department of the University of Ancona. Where deemed appropriate by the Department, the thesis may be carried out at another Italian or foreign University or at other public or private institutions. The figure of co-supervisor is foreseen.

The thesis request can be made after acquiring a minimum of 30 credits and must be submitted to the Department Teaching Unit at least one year before the graduation session, by July 31, with subsequent deadlines on October 31 and February 28.

The Commission may assign a graduation grade corresponding to the weighted average of the grades obtained in the curriculum expressed out of 110, increased by up to a maximum of 10 points.

For students enrolled starting from the 2023/24 cohort, from the first available graduation session (July 2025), honor (“Laude”) may be awarded to the graduate who meets one of the following conditions:

1. Weighted average grade of exams not less than 104.50/110;
2. Weighted average grade of exams not less than 102.50/110 and one of the following merit requirements:
 - 18 ECTS credits earned abroad;
 - Degree in progress;
 - 4 honors (“Laude”) obtained in exams;
 - Thesis of particular scientific relevance written in English. The Supervisor proposes the thesis for evaluation by the Graduation Committee and undertakes to demonstrate that the thesis results will be used for an international peer-reviewed scientific publication, in which the candidate will be included among the authors.

For students enrolled in cohorts prior to 2023/24, the regulations in force at the time of enrollment remain valid, and honor (“Laude”) may be awarded to graduates who have a weighted average grade of at least 102.51. The honor (“Laude”) must necessarily be requested by the Supervisor to the Department Director at least ten days before the graduation session.

The Graduation Committee consists of nine members.

FINAL PROVISIONS

Art. 38 – Approval of the Regulation

1. This regulation is adopted in implementation of the Decree of the Minister of Education, University and Research of October 22, 2004, no. 270, of the University Statute (art. 48) as well as in execution of the University Didactic Regulation (art. 8).
2. This Regulation is issued by the Rector according to the procedures provided for by art. 8 of the University Didactic Regulation and is published on the University and Faculty websites, as well as in the relevant section of the SUA-CdS form.
3. This Regulation is annually updated to the training offer; for its application, with regard to each student and throughout their career, the reference text is the one in force in the academic year of first enrollment.
4. This Regulation enters into force the day after its issuance.

Art. 39 – Amendments to the Regulation

1. This regulation is amended:
 - Limited to "PART ONE: RULES APPLICABLE TO ALL DEGREE PROGRAMS," by resolution of the Department Council, upon the recommendation of the Degree Program Council.
 - Limited to "PART TWO: RULES RELATING TO INDIVIDUAL DEGREE COURSES", annually in adjustment to the Training Offer, by resolution of the Department Council based on the proposal of the Course Council.