



INTERNATIONAL COLLEGE REGULATIONS

B) Educational Programme

Effective from 2023/24 a.y.

Paragraph 1 – Status requirements

- 1.1. The status requirements are to be achieved in each academic year. As per art. 3 of the *INTERNATIONAL COLLEGE REGULATIONS – A) Student status and residency*, their dutiful and regular fulfilment is a necessary condition to keep the status of “allievo” at the College and gain admission to the following academic year or, at the end of the programme, be awarded a College diploma.
- 1.2. The status requirements are:
 - a) acquiring at least 42 curricular credits per year between September and June. Curricular credits must be registered and appear on the academic transcript (“libretto”). If students switch their academic programme after their first enrolment, the total credits recognized or gained in the new programme cannot be less than the credits required from students with the same seniority in the College; e.g., if a student switches from Program A to Program B in November of the second year, he or she must hold at least 42 CFU in Program A at the end of June of the first year, and must have at least 42+42 =84 CFU in Program B at the end of June of the second year.
 - b) achieving a cumulative credit-weighted grade point average for the curricular courses no lower than the top 75% of the distribution of credit-weighted grade point averages for the student’s academic programme (*ex ante*);¹
 - c) registering a final mark no lower than 24/30 in each curricular or College course;²
 - d) acquiring at least 15 College credits per year between September and June, with a cumulative credit-weighted grade point average for the College courses no lower than 27;
 - e) a minimum attendance of 80% for each College activity;
 - f) regular meetings with the Academic Tutor (at least three per year).
- 1.3 Status requirements are checked and must be dutifully and regularly fulfilled every year by the end of June for ongoing students, by the end of September for students awaiting their final Diploma, and by the end of the second academic year for second-level students who have opted for being awarded a postgraduate Master’s degree instead of a Diploma.
- 1.4 If, at any time during the College career, it becomes clear that the status requirements can no longer be met because the students are not dutifully and regularly carrying out the College educational programme or because they have unilaterally chosen to leave before the natural

¹ Updated information about the threshold is made available at the beginning of each academic year. If the student is enrolled in a programme for which there are no available data, the threshold is conventionally set to 27/30.

² A student may accept a final mark lower than 24/30 in a curricular course only from the second attempt onwards, provided that the final mark is greater than the median of the distribution of grades for the specific course.



deadline (including the case of early graduation without having agreed to a personalized College programme), the Faculty may find the student in desertion as per Article 4.2.

Paragraph 2 – Educational programme

2.1 The activities offered in the Educational Programme of Ca' Foscari International College are organized into the following categories. Courses may be reserved only to first-level students (L1), only to second-level students (L2), or open to any student (LC).

2.2 FIRST LEVEL COURSES (L1 only)

A **MINOR** is a three-year programme dedicated to BA students enrolled in the International College. The current Minor programmes are:

- Data, Information, and Society (DIS);
- Global Asian Studies (GAS);
- Sustainability (SUS).

Each Minor is constituted by six courses, for a total of 36 CFU (ECLT). The six courses must be attended in sequence, one per each semester of three academic years. Each course corresponds to 6 CFU (ECLT). L1 students admitted to the International College are assigned to a Minor according to their preferences as indicated on their application, with priorities based on the final admission ranking. The College Teaching Committee reserves the right to assign students to Minor courses so as to balance size and degree affinity.

There is an individual graded evaluation for every course in a minor. Students cannot turn down the grade.

2.3 SECOND LEVEL COURSES (L2 only)

2.3.1 A **MAJOR** is a two-year programme dedicated to MA students enrolled in the International College. Two Major courses will start in 2023-2024, respectively dedicated to *Humanities* and to *Social Sciences*. The *Humanities* programme focuses on courses affiliated to CUN areas 10 and 11; the *Social Sciences* programme focuses on courses affiliated to CUN areas 12, 13, and 14.

Each Major is constituted by three courses and a thesis for a total of 24 CFU (ECLT). The three courses must be attended in sequence, one per each semester, followed by work on the thesis. Each course corresponds to 6 CFU (ECLT). Enrolment in a Major is not mandatory: L2 students who want to take a Major must declare their intention by October 1st of their first year. Students who do not opt for a Major must acquire at least 6 CFU per year in any of the L2 courses listed in this section and the thesis by the deadline indicated.

There is an individual graded evaluation for every course in a major. Students cannot turn down the grade.

2.3.2 **ADVANCED COURSES** are 6-CFU courses offered by the College exclusively to L2 students (including courses arranged in a Major programme) or any class taken within the doctoral programmes offered by Ca' Foscari University, exclusively from the list sent at the beginning of the academic year.

There is an individual graded evaluation for every advanced course. Students cannot turn down the grade.

2.3.3 **TEAMWORK** are 2-CFU activities, focused on experiential learning.

There is a graded evaluation for every teamwork. Students cannot turn down the grade.



- 2.4 COMMON ACTIVITIES (LC) are interactive laboratories, open to both L1 and L2 students. They can be of two types: technical (T-Lab) and qualifying (Q-Lab). The **T-labs** focus on technical and soft skills; the **Q-labs** expand the cultural offer of the College. Each T-lab and each Q-Lab corresponds to 1 CFU (ECTS).

There is an individual graded evaluation for every lab. Students can turn down the grade, but they cannot repeat the exam.

- 2.5 OTHER ACTIVITIES can be organized or promoted by the International College (e.g.: Special On, Pise Lectures, workshops, etc.) may offer from 0,25 to 0,5 CFU each; activities organized or promoted by Ca' Foscari University or by its Departments (e.g., lectures, conversations, workshops, etc.) that have been preliminary approved by the referent professor and by the Director may be counted as 0,25 College credits every 6 certified hours.

Other activities are on a pass/fail basis. Students cannot acquire more than 2 CFU/ECTS per year from other activities.

Paragraph 3 – Final degree

- 3.1 The College awards a Diploma by September 30th of the final year to all students who successfully complete their programme. In order to acquire the College Diploma, students must:

- have fulfilled their status requirements;
- conclude their academic programme within the prescribed time, obtaining their degree within the last examination session valid for the third year of the Bachelor's programme or for the second year of the Master's programme.

- 3.2 a) On request, second-level students may opt for being awarded a postgraduate Master's degree ("Master di II livello") instead of a Diploma. Students taking this option are indicated as "Master's students" in the following.

b) The request to be awarded the Master's degree must be submitted to the Director no later than by October 15th of the second year. The requests are submitted for approval to the Faculty Council by December 31st. Master's students will not receive a Diploma.

c) The Master's degree abides by the "no fragmentation" rule, by which the average number of final distinct examinations should be no more than one per 6 CFU.

d) The requirements for pursuing a postgraduate Master's degree are the following:

1) students have achieved at least 120 curricular CFU in the CUN area of their programme of choice (*Humanities* or *Social Sciences*) during their first-level academic program, or otherwise they must enrol in a second-level academic program where at least 80 curricular CFU are in the CUN area of their programme of choice (*Humanities* or *Social Sciences*);

2) students have achieved at least 20 College CFU in a first-level Honours Programme equivalent to a College minor (in Italy or abroad);



- 3) except for CFU's acquired at other first-level Honors Programs, all CFU obtained with the College must be acquired after an individual graded evaluation, and they have to match both the status requirements under Paragraph 1 and the "no fragmentation rule";
- 4) students must acquire a total of at least 60 College CFU over a maximum of five years; and a minimum of 24 College CFU in the CUN areas of their programme of choice must be acquired after an individual graded evaluation over the last two years;
- 5) students must first be awarded their "Laurea Magistrale" by the last regular session of the second academic year (usually, in February or March) and then pass a formal *viva* exam for their College thesis within one year from having obtained their "Laurea Magistrale" and, in any case, no later than June, 15th of the third year since their enrolment as second-level students at the College.
- 6) all curricular exams taken after June 30th of the second College year must be passed with a minimum grade of 24 (no exceptions) and with a minimum grade point average of 27 (no exceptions). The minimum grade point average is taken with reference to the entire academic program.

Paragraph 4 – Personalization of the Educational programme

- 4.1 At the beginning of **every academic year** students must personalize their College educational programme. Their programme requires the approval of the referent professor by October 10th.
- 4.2 A request for a shorter duration of the programme where the academic degree is conferred earlier than its natural duration must be discussed with the Academic Tutor and officially approved by the Faculty, at least nine months before the expected (earlier) graduation date, in order to arrange a suitable personalization of the College Educational Programme and its orderly completion. The decision to graduate earlier than the normal duration without previous approval of the Faculty implies desertion from the College.
- 4.3 L1 students must acquire at least 15 College credits per year with the following distribution requirement:
12 CFU from L1 courses (Minor);
at least 1 CFU from a T-Lab and at least 1 CFU from a Q-Lab.
While under mobility the acquisition of credits from T-Labs and Q-Labs is flexible.
- 4.4 All L2 students must acquire at least 15 College credits per year with the following distribution requirement:
at least 12 CFU from L2 Courses (Major or Advanced or Thesis);
at least 2 CFU from a T-Lab or a Q-Lab or a Teamwork.
While under mobility the acquisition of credits from T-Labs, Q-Labs and Teamwork is flexible.

Paragraph 5 – College thesis

- 5.1 All L2 students are expected to submit a College thesis on a topic different from their academic thesis, preferably involving a multidisciplinary or transdisciplinary approach. The thesis is graded, and students cannot turn down the grade. The grade evaluates only the final exam, without any reference to the average grade point achieved in College exams.



The thesis corresponds to 6 CFU, that are attributed according to the CUN area of the Main Advisor. The grade of the final exam is based on the same scale (out of 30) and has the same format as any 6-CFU College exam.

- 5.2 Students are asked to find a supervisor within the faculty of Ca' Foscari University, stay in constant touch with him/her, and schedule no less than three meetings during a year. The College referent professor must be informed on the project.
- 5.3 In their second year, L2 students must submit in PDF format a thesis project, that consists in a general introduction, an abstract, a detailed table of contents and a bibliography (minimum of 2,000 words) **by January 15th**, approved by the supervisor. Their final project in PDF format (minimum of 20,000 words) must be handed in **no later than two weeks before their graduation exam**. Changes to the supervisor and/or title must be promptly communicated to the Administration Office. Later submissions will not be accepted and will lead to forfeiting the status of College student.
- 5.4 All L2 students take a final exam that is a viva voce public discussion of their thesis. The examination committee has at least three members, including the supervisor, who are nominated by the Director among faculty at Ca' Foscari or other academic institutions. The final exam can be taken only once.

In order to acquire the College Diploma, students must take their public exam by the end of September. If it is passed, they receive their Diploma at the end of their exam.

Master's students are referred to Art. 3.2.d). If they pass the exam, they receive their Master's degree during a single common ceremony held during the month of June.

Paragraph 6 – Mobility

- 6.1 For students enrolled in a Bachelor's or in a Master's Degree programme spending a period of their studies abroad, research or work experience is compulsory. The Administration Office must be informed in advance on students' mobility plans, in order to facilitate accommodation in the *Camplus*.
- 6.2 The mobility programme cannot last less than 1 month or more than 10 months (in total) within the span of the three (L1) or two (L2) years of studies. In order to guarantee the continuity of the College experience, first-year L2 students who were not College students during their Bachelor's degree cannot apply for a mobility programme abroad during their first academic year.
- 6.3 Students who for study, research or work experience reasons spend a part of or the entire academic year abroad must respect the status requirements and successfully complete all the activities listed in the Learning Agreement entered into with the University regarding exams and duties expected during training programmes or international internships.
- 6.4 Students may acquire College credits during their experience abroad only as follows:
 - a) Duration of the experience abroad:
 - 3 credits if the mobility is at least 6 consecutive months;
 - 2 credits if the mobility is at least 3 consecutive months but less than 6 months;
 - 1 credit if the mobility is at least one consecutive month but less than 3 months.
 - b) Minor courses / Advanced courses / PhD courses (prior approval of the referent professor is compulsory):
 - Taking an equivalent course offered by the host University;
 - Taking the course at the College remotely.



c) Academic and educational experiences (outside the Learning Agreement):

- Course with final examination = 1 credit every 6 class hours;
- Course without final examination = 1 credit every 25 class hours.

Every activity has to be accompanied by the "*Declaration of Attendance*" form, signed by the professor of the course.

d) Relevant internships and/or working experiences different from the Learning Agreement.

Students can acquire a maximum of 4 credits, based on the number of working hours (1 credit = 25 working hours), under condition of validation of the referent professor.

- 6.5 Students must submit to the College Administration Office all the documents regarding their mobility programme (such as Learning Agreement, Confirmation of Arrival/Departure, Declarations of Attendance, etc.) **within 15 days from the return date** (as indicated on the Confirmation of Departure). The Transcript of Records must be sent to the Administration Office as soon as it is available.

Paragraph 7 – Attendance and participation

- 7.1 College students must be simultaneously enrolled for a curricular academic degree at Università Ca' Foscari Venezia. Students who opt for achieving a Master's degree cannot be simultaneously enrolled in academic programmes at other institutions, unless their only missing requirement is the final exam.

Students in violation of this requirement forfeit their status as College students.

- 7.2 Students are assigned an Academic Tutor at the beginning of each academic year. They are expected to meet their Academic Tutor at least three times a year (by the end of October, by the end of February, and by the end of June) to discuss plans, review outcomes and progress, and receive general advice.

Students should primarily refer to their own Academic Tutor for any issue of individual concern, including or affecting their academic career, their College performance or their internal credit plan. Failure to inform the Academic Tutor in due time of relevant matters detracts from later petitions for exceptions.

- 7.3 Students are expected and requested to sign attendance sheets for the College educational activities they participate in, and they are asked to timely inform the course instructor before their absences. Attendance is mandatory in each course, workshop or other planned College activities where students have enrolled at the beginning of the year. In the absence of justified reasons made known beforehand to the instructor, failure to attend at least 80% of an activity is sufficient ground for failing the class.
- 7.4 Students are required to attend the Cultural Programme Presentation at the beginning of the academic year, the College Opening and Closing Ceremonies and College promotional presentations. The calendar of the College Cultural Programme is the official channel and source of information: it is the students' responsibility to use it. The College Administration Office will directly inform students only for major events that require their attendance.
- 7.5 Students are expected to be punctual for the programmed courses and activities and to remain in the hall until these have ended.
- 7.6 During class, students must keep their cell phones off and they may use their pc/laptop/tablet/smartphone (devices), speakers or headphones only for activities connected to their coursework; they are not allowed to use their devices for personal reasons.