



**Ca' Foscari University of Venice**  
**Department of Molecular Sciences and Nanosystems**

**Internship and Final Examination Regulation**  
**Degree Programme in Science and Technology for Cultural Heritage**  
Diagnostics for the Conservation of Cultural Heritage (L-43)

**Internship regulation**

**Article 1**

Based on the internship application submitted by the student on the specific form, the Teaching Committee of the Bachelor's Degree Programme in Science and Technologies for Cultural Heritage approves the internship project and assigns the student one or two tutors.

Two types of internships are available:

- External internship (*Tirocinio esterno*). External internships take place at an institution, research laboratory, or company that is not affiliated with the University. Before starting an external internship, there must be a prior agreement between the external party and the University. The guidelines for external internships comply with current legislation and the general University regulation, which are available at the dedicated pages of the website.
- On-Campus Training Activity (*Attività Formativa in Campus, AFC*). On-Campus training activities take place in the laboratories of Ca' Foscari University of Venice. The content, timing, and methods of the activity need to be discussed and agreed upon with the assigned University tutor. The University tutor is the main responsible for overseeing the completion of the activity.

In the case of an external internship, there will be two tutors: a member of the teaching staff of either the Science and Technologies for Cultural Heritage or the Conservation Science and Technology for Cultural Heritage Degree Programmes and one tutor indicated by the institution, research laboratory or company outside the University.

For On-Campus Training Activities the tutor must be a member of the teaching staff of either the Science and Technologies for Cultural Heritage or Conservation Science and Technology for Cultural Heritage programmes, a contract lecturer of the Degree Programme or a member of the University teaching staff, provided that they have been approved by the Teaching Committee.

Please refer to the University regulation regarding the necessary fulfilments for external internships. A minimum of 120CFUs must be obtained to be eligible for internship activities.

#### **Article 2**

Tutors are responsible for guiding and coordinating the student's work and for promoting compliance with all the fulfilments of these Regulations, except where otherwise provided.

The University tutor will communicate the official start of the On-Campus Training Activity.

#### **Article 3**

The internship is worth 5 CFUs and involves conducting study and/or research activities on a specific topic, which is agreed upon between the student and the tutor.

To complete the internship, students must attend the *Information Literacy - Basic level* course delivered by the Science and Technology Library (*Biblioteca di Area Scientifica - BAS*).

#### **Article 4**

Students wishing to carry out an external internship in Italy or abroad can replace the 6 CFUs required for the Interdisciplinary Practical Activities (*Laboratorio Interdisciplinare*) with 6 additional CFUs for the internship. To do this, they must submit an online application to the Scientific Campus Services Secretariat with the prior authorisation of the Coordinator of the Teaching Committee.

### **Final Examination Regulation**

#### **Article 1**

Based on the final examination application submitted by the student, the Teaching Committee of the Bachelor's Degree Programme in Science and Technologies for Cultural Heritage approves the thesis project and assigns the graduating student one or two supervisors.

The supervisor(s) must be a member of the teaching staff of either the Science and Technologies for Cultural Heritage or Conservation Science and Technology for Cultural Heritage programmes, a contract lecturer at the Degree Programme, or members of the University teaching staff, provided that they have been approved by the Teaching Committee.

The Teaching Committee may authorise a thesis to be carried out with external supervisors, provided a member of the teaching staff from the Degree Programmes in Science and Technologies for Cultural Heritage or Conservation Science and Technology for Cultural Heritage acts as co-supervisor.

To be eligible for the thesis activity, students must have obtained at least 130 CFUs and the internship, as confirmed by the supervisor with the statement: "Successful internship."

#### **Article 2**

Supervisors are responsible for guiding and coordinating the student's work and for promoting compliance with all the fulfilments of these Regulations, except where otherwise provided.

### **Article 3**

For graduating students, the Teaching Committee appoints a Final Examination Panel consisting of the supervisor and a co-examiner chosen among the teaching staff of the Science and Technologies for Cultural Heritage or Conservation Science and Technology for Cultural Heritage programmes.

### **Article 4**

The final examination consists of the student presenting a written dissertation prepared under the guidance of the supervisor.

A digital copy of the written dissertation, with a cover letter by the supervisor, must be submitted to the co-examiner by the deadline set by the University for each graduation session.

### **Article 5**

The final examination assessment will take into consideration the student's entire academic career.

### **Article 6**

The Final Examination Panel may award between 0 and 6 points; the Final Examination Panel may assign bonus points, following University regulations.

The supervisor must submit the request for honours in writing to the co-examiner. A necessary condition for applying for honours is that the sum of the candidate's weighted average of the exam grades, the additional bonus points and the final examination points is higher than 110.

### **Article 7**

The proclamation and awarding of Diplomas will take place on the graduation day, scheduled for each graduation session following University procedures.

*For anything not provided for in this Regulation, reference is made to Article 29 of the University Teaching Regulations.*

*This Regulation is approved by the Board of the Department of Molecular Sciences and Nanosystems during the meeting held on 19/09/2024.*

*This Regulation shall come into effect for students enrolled in the Degree Programme in Science and Technology for Cultural Heritage from the academic year 2023/2024, ordination M.D. 270/04.*