



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

**Internship and Final Examination Regulation**  
**Master's Degree Programme in Sustainable Chemistry and Technologies**  
(Class LM-54 - Chemical sciences)

**Article 1**

An internship (6 CFUs) and a final examination (24 CFUs) contribute to the thesis.

**Article 2**

To obtain the required 6 CFUs for the internship, 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 regulations, 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.

To be eligible for the internship activity, students must have obtained at least 60 CFUs and completed an application by filling in the correspondent form to be submitted to the Scientific Campus Services Secretariat. The thesis period officially begins on the starting date of the internship, which must be indicated in the application.

The application thus formulated must be approved by the Teaching Committee of the Master's Degree Programme in Sustainable Chemistry and Technologies, which approves the internship project based on the application submitted, and assigns the graduating student to one or more supervisors and co-supervisors:

- for On-Campus Training Activities, the supervisor must be a member of the teaching or research staff of the University and may be accompanied by another member or contract lecturer;
- for external internships, supervisors must be at least two: one member of the University's teaching or research staff and one figure appointed by the institution, research laboratory or company.

Please refer to the University regulations regarding the necessary fulfilments for external internships. Students conducting their internship abroad as part of the University's exchange projects, must send every two months a descriptive report of their activities to the University supervisor. Therefore, a total of two reports, plus the thesis, must be submitted.

### **Article 3**

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. Each lecturer may simultaneously be the supervisor for a maximum of 3 Master's Degree students, regardless of their affiliation programme.

### **Article 4**

The thesis consists of carrying out experimental work on a specific topic assigned by the supervisor and approved by the Teaching Committee.

To obtain the 30 CFUs relating to thesis activities (internship and final examination), the duration of the experimental activity period must be at least seven months from the start of the internship or On-Campus Training Activity and until the thesis is uploaded.

To complete the internship, it is necessary to attend the *Information Literacy- Advances level* course, offered by the Science and Technology Library (*Biblioteca di Area Scientifica - BAS*).

To take the final examination, students must have obtained all the CFUs envisaged in the programme's teaching outline (96 CFUs), except those allocated for the final examination itself (24 CFUs).

### **Article 5**

For each graduating student, the Teaching Committee appoints a Thesis Panel. The Thesis Panel must comprise supervisors, co-supervisors, two members of the University's teaching or research staff (co-examiners), and an alternate member who will take over only if another member is unable to attend.

For external thesis, the Thesis Panel will also include the figure appointed by the institution, laboratory or company. In this case, the supervisors will jointly agree on the evaluation and assessment.

The Thesis Panel has the task of jointly evaluating the work done through an interview. The interview consists of discussing the work carried out during the thesis period.

The Thesis Panel member who is unable to attend the interview for justified reasons must arrange to be replaced by an alternate member and inform the Coordinator of the Teaching Committee.

### **Article 6**

The dissertation must be submitted in digital form to each member of the Thesis Panel at least four working days before the defence.

Final dissertations may also be written in multimedia form and in languages other than Italian and English, subject to the approval of the Teaching Committee.

The last course exam of the Study Plan must be taken before the deadline set by the University for each graduation session.

#### **Article 7**

The thesis is assessed taking into consideration the results achieved and the way they are discussed. At the end of the interview, the Thesis Panel will give a summary assessment of the work using the correspondent form. The dissertation assessment must be attached to the records for awarding the Master's Degree grade.

The Thesis Panel may award a maximum of 8 points. Of these, a maximum of 3 points may be awarded by the supervisor, while the remaining points are at the Thesis Panel's discretion.

#### **Article 8**

The final examination consists in the presentation to the Final Examination Panel of an original dissertation written by the student and submitted exclusively in digital form.

The Final Examination Panel is convened by the Scientific Campus Services Secretariat.

#### **Article 9**

The Final Examination Panel consists of 3 to 7 members, the majority of whom are members of the University's teaching or research staff (contract lecturers or honorary fellows may also be members). The Final Examination Panel is appointed by the Department Director or their delegate and is, as a rule, composed of the Chair, the Secretary and at least one full member. If the Final Examination Panel is composed of only three members, two alternates must be available for the duration of the meeting.

#### **Article 10**

The Final Examination Panel determines the Degree grade by adding the grade awarded by the Thesis Panel and any bonuses to the weighted average in one-hundred-and tenths.

#### **Article 11**

The final grade is obtained by adding the weighted average of the exam grades to the additional bonuses and the final examination grade.

A necessary condition for applying to 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 equal to or higher than 105/110.

Honours are awarded unanimously by the Final Examination Panel following the unanimous proposal of the Thesis Panel.

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

*This Regulation was 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 all students enrolled to the Master's Degree Programme in Sustainable Chemistry and Technologies from the academic year 2019/2020, ordination M.D. 270/04.*