

FINAL EXAMINATION INSTRUCTIONS

1. For their final examination, students need to produce an original piece of work under the guidance of a supervisor. The dissertation should consist of a report on an experimental or bibliographic research topic relating to Veterinary Medicine.
The discussion of the dissertation will take place in front of a committee appointed by the Director of the relevant department.
2. The dissertation can be written in a language other than Italian, but it must be established in advance with the Degree Programme Council. A detailed summary of the activities covered in the work should also be provided in Italian. The discussion can also be held in a language other than Italian.
3. According to what was established by the Academic Senate, students will have to sign a non-disclosure agreement with regards to confidential and non-publicly available information, knowledge and material they will be provided with for the completion of the dissertation.

Art. 1 – Final mark determination

The final graduation mark is given on the basis of 110 points and is calculated as the sum of:

- The weighted average (WA) of the examination marks, including the elective subjects chosen by students, weighted by their ECTS and converted to a 110-point scale by applying the following formula:
$$WA = (\sum \text{examination mark} \times \text{ECTS} / \sum \text{ECTS}) \times 110/30$$
- Extra points awarded in accordance with the following table:

	Maximum no. of points to be awarded
Students graduating “on time” ¹	1
Supervisor assessment	5
Reviewer assessment	4
Degree Examination Board assessment	3
Internationalization ²	1
Total	14

Rounding shall be applied to the final sum. If the first digit after the rounding point is 5 or above, the mark will be rounded up; if it is less than 5 the mark will be rounded downward (e.g. a mark of 99.3 will be rounded to 99, whereas one of 99.5 to 100).

Art. 2 – Supervisor

Students choose their supervisor following the criteria set out by the Degree Programme Council. The supervisor must follow their student throughout the duration of their dissertation.

1. Any Veterinary Medicine teaching Professor can be chosen as supervisor.
2. The supervisor shall communicate the number of points (0 = insufficient, 1 = sufficient, 2 = satisfactory, 3 = good, 4 = very good, 5 = excellent) they intend to allocate to the dissertation project

¹E.g. Students enrolled in the first Year in the a. y. 2014/2015 graduating by the end of February 2020 will fall within this category.

²It applies to students who earned ECTS by participating in Exchange Programmes with foreign universities (e.g. Erasmus Plus) and/or international activities (e.g. Erasmus Placement or other Exchange Programmes promoted and approved by the Degree Programme Council). The evaluation of these activities is left entirely to the discretion of the Degree Examination Board.

at least 14 days before the discussion date so that it can be included in the paperwork for the Degree Examination Board.

3. The supervisor assesses the following:
 - Student’s ability to determine the scientific context within which the subject of their dissertation can be found.
 - Student’s commitment throughout the experimental phase and quality of their work.
 - Student’s commitment to both analysing and interpreting the results they achieved and the drafting of the dissertation.
 - Student’s ability to organise their own work and maintain a pro-active approach.

Art. 3 – Reviewer

1. The reviewer may be called upon after being appointed by the director of the relevant degree programme department, and prior approval from the chairperson of the Degree Programme Council. The reviewer’s appointment will only take place upon completion of the list of the expected graduating students for each session, taking into account the reviewer’s skills and ensuring a fair rotation and distribution between professors.
2. The reviewer is a professor who teaches in a degree programme coordinated by the School of Agricultural Sciences and Veterinary Medicine or in a degree programme where professors from the departments coordinated by the School of Agricultural Sciences and Veterinary Medicine are involved. The reviewer shall have acquired the necessary skills to make a critical evaluation of the dissertation project.
3. The reviewer shall come from a different Scientific-Disciplinary Sector (SSD) than the one of the supervisor.
4. In order for the reviewer to conduct their evaluation, the following shall be taken into account:
 - Overview of the current state of literature, supported by a comprehensive and up-to-date bibliographic review;
 - Consistency of the work, considering the objectives, congruency between title and objectives, methodology and deductive reasoning;
 - Clear and effective presentation of the results, and harmonic and well-structured development of presentation and conclusions.
 - Clear presentation of tables and figures.

The reviewer shall communicate the number of points (0 = insufficient, 1 = sufficient, 2 = satisfactory, 3 = good, 4 = very good, 5 = excellent) they intend to allocate to the dissertation project 4 days prior to the discussion date so that it can be included in the paperwork for the Degree Examination Board.

Art. 4 – How to submit the Final Dissertation

Students shall submit a copy of their final dissertation at least 14 days prior to the discussion date. They shall also send a digital copy of their dissertation to their supervisor via e-mail.

Art. 5 – Degree Examination Board

1. The Degree Examination Board members are appointed by the director of the relevant department and is made up of at least five members. A professor, according to their seniority and level of expertise, takes on the role of chairperson. According to the student’s presentation, mastery of the subject and answers, the Degree Examination Board (with the exception of the supervisor and

- reviewer) can allocate a total number of points between 0 and 3. Taking into account the student's weighted average and the evaluations performed by both the supervisor and reviewer, the Degree Examination Board will establish the student's final mark.
2. The *cum laude* designation, which is awarded on a proposal from the chairperson, only applies to those students whose final mark exceeds 110/110, and must be unanimously approved by the Degree Examination Board.

Art. 6 – Graduating Students

1. Graduating students must complete the application form prior to the deadlines established by the University of Padova and the relevant teaching structure.
2. Graduating students must submit a copy of their dissertation following the instructions and deadlines established by the relevant teaching structure.
3. Graduating students must attend their final examination as scheduled by the relevant Department.
4. On the website of the School of Agricultural Sciences and Veterinary Medicine, students can find further information regarding:
 - Deadlines, instructions concerning the presentation of their dissertation, the application form and their final examination.
 - General instructions and guidelines for the completion of their dissertation.
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Art. 7 – Transitional Rules

This regulation shall apply from the 2014/15 cohort and to previous cohorts, where possible.