



FACULTY OF ARTS AND TOURISM MASTER S DEGREE COURSE IN HOSPITALITY AND TOURISM MANAGEMENT

ORGANISATION AND EVALUATION PROCEDURES FOR THE FINAL EXAMINATION FOR THE ACADEMIC YEAR 2022/2023

1. Characteristics of the Final Examination

The attainment of a Master s Degree in Hospitality and Tourism Management requires the writing of an individual degree thesis on topics of relevance to the related scientific and professional environments. The dissertation, written under the guidance of a supervisor, must demonstrate the student s ability to formulate interesting questions for research, methodological accuracy, the ability to place the work in a relevant theoretical context, the identification of the implications of the work regarding management, and the ability to critically use the analysis tools acquired during the course. Without prejudice to the obligations regarding originality, the updating of bibliographic materials, critical evaluation skills and methodological accuracy, the dissertation may be based on methods of research carried out on previously published scientific literature, or it may be a more markedly original work capable of presenting, at least initially, a personal contribution to research on the subject.

The work shall consist of a text written in English of between a minimum of 20,000 words and a maximum of 40,000 words.

Students who have opted to spend the second year of their course at the University of Central Florida (UCF): students will prepare a single dissertation under the guidance of a IULM supervisor and, in some cases, a UCF research advisor. The name of any UCF research advisor must be communicated to the Registrar s Office when registering the title of the dissertation, in accordance with IULM deadlines. Students will make the presentation of their work in English either at UCF or at IULM in accordance with the dates and procedures described below. If the presentation is made at UCF, the IULM Examining Board will be present by video conference. The presence of the UCF research advisor at the presentation is recommended but not compulsory; in any case, the name of the research advisor may be included on the title page.

Students who have opted to spend the second year of their course at IULM University: the procedures for the final presentation of the degree thesis (in English) are those established for all Master s Degree Courses held at the University.

For their presentation students, in agreement with their Supervisor, will be allowed to use multimedia aids.

2. Assignment and registration of the title of the Master s Degree thesis

Subsequent to the request presented by students at the beginning of the final year of their course, or in any case around six months prior to the start of the degree session during which they intend to take the Final Examination, the title of the Master's thesis is assigned by a Professor (the "Supervisor") officially teaching a course included in the candidate s study plan. Students may also choose from elective courses as long as they are consistent with their main training programme. The form for registering the title is available on the personal online page in the section *Laurea > Conseguimento titolo* . After agreeing on the definitive title of the thesis with their Supervisor, students may complete registration procedures through the [Online services](#), in the section *Laurea > Conseguimento titolo* , in accordance with the following deadlines:

- **16th February 2023 for students intending to take the Final Examination in the July 2023 session**
- **31st May 2023 for students intending to take the Final Examination in the November 2023 session**
- **5th October 2023 for students intending to take the Final Examination in the April 2024 session**

The teacher who assigned the title of the Master s Degree thesis will act together with a co-supervisor appointed by the Faculty Dean - as the Supervisor during the Final Examination. In the case of a foreign teacher, they will participate in the thesis presentation session remotely by video conference.



3. Admission to the Final Examination

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Students who have received approval of the title and who have acquired (or expect to acquire) all the CFU credits required in accordance with the teaching programme for their Study Plan, must present their application for admission to the Final Examination (degree application) to the Registrar s Office around two months before the start of the degree session during which they intend to take the Final Examination. The degree application form is available on the personal online page in the section *Laurea > Conseguimento titolo* . After agreeing on the registration of the degree application with their Supervisor, students may complete registration procedures through the [Online services](#), in the section *Laurea > Conseguimento titolo* , in accordance with the following deadlines:

- **15th June 2023 for students intending to take the Final Examination in the July 2023 session**
- **21st September 2023 for students intending to take the Final Examination in the November 2023 session**
- **15th February 2024 for students intending to take the Final Examination in the April 2024 session**

The registration of the degree application requires the payment of the graduation fee and the compilation of the AlmaLaurea questionnaire.

It must be noted that when submitting their degree application, students who have carried out their second year at the University of Central Florida (UCF) must communicate their decision whether to present their thesis at UCF or at IULM University.

The Examination Board for the Final Examination and for awarding the degree is appointed by the Faculty Dean. The Examination Boards are chaired by the Faculty Dean or, in their absence, by the highest ranking or most senior Professor. Without prejudice to the responsibility and decision-making independence of the Examination Boards, the Faculty Board - as a teaching structure with duties of coordination - proposes the following criteria for the assessment of the final examination:

Points to be awarded based on assessment of Master's Degree thesis

- unsatisfactory (insufficente): the student must repeat the Final Examination
- satisfactory (sufficente): 0/1 point
- quite good (discreto): 2 points
- good (buono): 3 points
- very good (ottimo): 4/5 points
- excellent (eccellente): 6 points

Points to be awarded based on curriculum

- International mobility programmes which provide for the recognition of credits (Erasmus, Study Abroad, Exchange Programme, Summer session, etc): 1 point
- Currently on a degree course*: 1 point
- Number of distinctions (exams passed con lode)**: 1 point for at least 2 distinctions
- Unpaid and paid participation for no less than 12 months on University Boards and/or Quality Assurance Committees: Joint Teacher-student Commissions; Quality Assurance Groups of study programmes; Representatives elected by the students in the Academic Senate, the Board of Governors, the Faculty, the Committee of Quality Assurance; Evaluation Unit (resolution of the Academic Senate of 22 February 2023): 1 point
- Participation on IULM University Equal Opportunities Committee for at least 12 months: 1 point
- Certified participation in "Badge of Honour" cultural initiatives (as per the Regulations): 1 point (awarded at the discretion of the Committee - resolution of the Academic Senate of 16 March 2022)



**for courses divided into modules, the calculation of distinctions will take into account partial assessments, irrespective of the average mark for the overall examination*

In any case the maximum number of curricular points that may be awarded will not exceed a total of two.

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Finally, the Faculty Board may decide on the possibility of also awarding negative marks (up to -2 points) in the event of disciplinary measures or suspension of examinations due to irregularities in proceedings.

A maximum of 8 points may be awarded. If the maximum mark is awarded (110/110), the Examination Board may, for justified reason and with a unanimous vote, award the degree *cum laude*.

4. Delivery of the thesis by the Print Centre

Printed copies of the thesis will be handed in on the day of the discussion (i.e. not to be collected days before the discussion); 4 hardcover copies and 1 soft-cover copy will be provided to the Committee.

**The Faculty Dean
Prof. Vincenzo Trione**

Milano, 14th November 2022
(rev. 8th May 2023)