



UniSR

Università Vita-Salute
San Raffaele

Didactic Regulations

Bachelor's Degree in Philosophy

Applicable for students who enrol in academic year 2023-2024

Issued with Rector's Decree no. 8222 dated 05 June 2023

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Art. 1 – Course Admission

1.1 Knowledge required for admission

Admission to the Degree Course requires a five-year high-school diploma or foreign qualification recognised as suitable pursuant to applicable legislation.

In accordance with article 6 of Italian Ministerial Decree 270/2004, which requires verification of the abilities and academic records of incoming students, the personal careers of students will be assessed on enrolment on the Bachelor's Degree in Philosophy course.

1.2 Admission procedure

Subject to the availability of places:

1. For candidates with a suitable qualification obtained with a mark of 75/100 (45/60) or higher, no further career assessment is required;
2. For candidates with a suitable qualification obtained with a mark of less than 75/100 (45/60), a career assessment is required in order to identify any additional learning requirements (OFAs) to be fulfilled within the first year of the course. This assessment is carried out with regard to:
 - a) knowledge of a set of fundamental linguistic/literary and historical concepts;
 - b) basic knowledge of the key developments in the history of philosophical thought, as provided by secondary school.

The assessment criterion takes into account the mark obtained in the final secondary school exam, both in the first four months of the school year and for the admission to the final secondary school exam, in Italian, philosophy and history. Students will be required to submit marks achieved with their applications.

The review of candidates' careers, which is entrusted to a dedicated examination committee, composed of at least three permanent lecturers of the Faculty and appointed by the Course Council, taking into account the coverage requirements of the scientific disciplinary sectors, will make it possible to identify any additional learning requirements to be fulfilled within the first year of the course.

1.3 Definition of the Additional Learning Requirements (OFA) or three-year Bachelor's degree and single-cycle Master's degree courses

Additional learning requirements will be awarded by the examination committee if the average marks achieved in Italian, philosophy and history are below a pass. The remedial lessons will be held by lecturers and tutors of the degree course and will be aimed at supplementing knowledge of the main developments in the history of philosophical thought and/or fundamental linguistic/literary and historical knowledge. Additional learning requirements will be considered to have been fulfilled following certified attendance of the aforementioned remedial lessons and the passing of a final assessment, with the awarding of a pass mark. Students who fail this test will not be admitted to the second year of the course.

Art. 2 – Study Plan

The teaching activities are structured in accordance with the Study Plan specified in the Description of the training programme and learning methods.

2.1 Individual Study Plans (where applicable)

Students may submit an individual study plan provided it complies with the constraints imposed by the System and the annual educational offering of the Bachelor's Degree in Philosophy (Class L-5), as set out in the Description of the training programme in the Single Annual Document.

To this end, students must submit a request for approval of their individual study plan. The study plans, proposed by students in compliance with the restrictions in terms of preparatory courses as per the Description of the Training Programme, are screened by a dedicated committee nominated by the President of the Course Council and known as the Individual Study Plan Approval Committee and, once approved, are sent to the Student Center, which will archive them and check that they are followed by the student throughout the course of his/her studies.

Students enrolled in the first year submit their first study plan by 31 October.

This choice may be changed in subsequent study plan submissions at the beginning of the second and third year, by 31 October.

Repeating students are not permitted to submit a study plan, nor may they change the previously submitted curriculum.

Among the elective ECTS credits, students may indicate courses from the three-year degree course not yet taken, no more than one course from the Master's Degree Course in Philosophy of the Contemporary World or from the Master's Degree Course in Theory and History of the Arts and the Image, and courses provided by other Faculties of the University.

The courses for which the student intends to use elective ECTS credits must be indicated in the study plan.

Students may take a second year's course in no more than two examinations, from among the courses already taken, using the ECTS credits for activities chosen by the student; or, otherwise, by choosing from any course already taken, provided it is in the same field and of the same type.

2.2 Placements

The Faculty Council publishes the rules governing placements with public bodies and companies, in cooperation with the University's Training and Internship Service, which is responsible for managing them.

2.3 International mobility and recognition of periods of study and learning spent abroad

The University, on the basis of inter-institutional agreements or within the context of European and international programmes, supports, promotes and facilitates student exchanges with foreign universities, both within and outside Europe, providing support and guidance through its administrative and academic facilities. The University is committed to respecting the regulations relating to the principles and procedures for recognition of periods of study spent abroad, in accordance with the main European references (EU Erasmus Plus programme, undertakings signed by the Universities with the "Erasmus Charter for Higher Education" (ECHE) application, "ECTS Users Guide").

Students are guaranteed the possibility to carry out part of their studies at foreign universities.

More specifically, they may attend learning activities and take the corresponding assessment exams for the awarding of credits; carry out other learning activities including internships/placements; participate in international pathways within the framework of agreements for the award of double, multiple or joint degrees.

For the purposes of approval of the learning activities to be performed abroad, the Course Council appoints an academic supervisor for international mobility.

Students permitted to spend a period of study, internship or research abroad shall draw up a Learning Agreement with their academic supervisor using the format approved by the European Commission for mobility within the Erasmus+ programme, indicating the learning activities to be taken at the host university.

The recognition of credits awarded following the teaching activities performed must replace the credits provided for in the student's curriculum proportionally to the learning activities completed successfully abroad. Credits inserted as "additional" with respect to those provided for by the student's curriculum for the purposes of obtaining the qualification shall not be counted for the purposes of the resources. There is maximum flexibility in choosing the learning activities to be inserted in the Learning Agreement, while pursuing full agreement with the educational objectives of the relative Course.

At the end of the period spent abroad, the Course Councils will recognise the activities performed without making provision for supplementary learning.

Students spending a period of time abroad are guaranteed recognition of attendance (also obligatory) and the learning activities provided for during the same period at their home university.

The validation, recorded in the minutes of the Course Council, will be forwarded to the Student Center so that the recognised learning activities can be recorded. The Student Center will attend to the timely recording of learning activities carried out abroad in the University's career monitoring system, thereby ensuring their visibility.

Art. 3 – Restrictions

With reference to the provisions of articles 14 and 15 of the University Didactic Regulations, the Course Council has not identified mandatory exams required on an annual basis, or courses for which an annual certificate of attendance is necessary, or a minimum number of credits which students must acquire, as a requirement for passing to the next year of the course.

Art. 4 – Assessment

Students are awarded the credits provided for each learning activity when a passing grade is achieved on the relative exam. Assessment exams consist of oral and/or written examinations. The possibility of progressive checks is also provided for in order to facilitate learning and effective student participation in the learning process.

The exam committees are composed of at least two members and are always presided over by the course supervisor. For all other aspects relating to the formation of the exam committees, refer to the provisions of article 24 of the University Didactic Regulations.

The assessment of the students' progress is expressed as a mark out of thirty for exams and as a mark out of 110 for the final exam, with honours where applicable in both cases. The passing score for the exam is 18/30. The examination committee may unanimously grant candidates the maximum score with honours.

In the event that a course is divided into multiple modules, the exam commission is always presided over by the course coordinator.

Students' knowledge of English is assessed in two ways: in the first year, through attendance of the English language course, which results in the award of 6 ECTS credits and a final mark expressed out of thirty; within the context of activities relating to the final examination, through the submission of an abstract of their final dissertation, at least two pages long, with a pass mark and the award of 1 credit.

Possession of certifications issued by competent facilities, internal or external to the University, regarding knowledge of the English language may, at the discretion of the lecturer, exonerate students from attending lessons, but does not exonerate them from taking the examination.

The exam dates are communicated by the President of the Course Council, subject to agreement with the lecturers and given the need for didactic scheduling. The six examination rounds provided for by the University Didactic Regulations article 21(10), are divided into winter, summer and autumn sessions. The dates of each group are communicated to the students with appropriate notice. Only students who are up to date with their enrolment and course fees may be admitted to the exams and other assessments.

Art. 5 – Final Exam

The Bachelor's Degree in Philosophy is awarded to students who pass a final exam, which consists of the presentation of a written paper on a chosen topic in the scientific disciplinary sectors for which courses are required in the Bachelor's Degree Regulations and in which the student has earned credits.

In order to be admitted to the final exam, students must have obtained all the credits for all the learning activities, for a total of 174 ECTS credits.

5.1 Definition of the Roles associated with the Final Exam

All permanent, adjunct or contract professors of the Faculty, as well as researchers who hold a teaching post, may be supervisors for the final examination.

Professors and permanent researchers of the Faculty of or the University and adjunct and contract professors serving in the academic year concerned, in the Faculty or the University may be co-examiners.

5.2 Preparation of the Final dissertation/Thesis

The final examination, for which 6 credits are awarded, consists in preparing a dissertation under the guidance of a lecturer of the degree course known as the "Supervisor".

Candidates must identify their supervisor and agree with him/her on the topic of their final dissertation.

The dissertation must demonstrate the knowledge acquired and the ability to organically arrange and structure content and critical bibliography relating to one or more disciplines of the Course,

mastery of the conceptual and argumentative tools specific to the philosophical debate and knowledge of the relevant literature on the subject. It must be in the form of a scientific essay, not the defence of a thesis, and may not exceed 50 pages, including the references section.

Dissertations are normally written in Italian but may be written and presented in English if agreed on in advance with the supervisor. In this case, at least one part of the final dissertation must set out and illustrate its contents, albeit concisely, in Italian. Each final dissertation must in any case contain an abstract in both Italian and English.

5.3 The Degree Examination

Alongside the Supervisor is the “co-examiner” nominated by President of the Course Council, whose job is to perform a critical assessment of the dissertation during the degree examination.

The graduation of the three-year graduates, with the formalisation of the final mark, will take place at the end of the presentation of the final dissertations.

5.4 Calculation of Degree marks/GPA

The final assessment will take into account the student's entire career in the Bachelor's Degree Course, the time and method of credit acquisition, the assessment exams passed and the final examination, as well as any other element deemed relevant.

More specifically, the proposed final mark is determined by: a) the weighted average of the marks obtained in the assessment exams, including any superannuation examinations included in the individual study plan; b) the mark obtained in the final examination, on an equivalence scale of 0 to 3 (sufficient/satisfactory=0; fair=1; good=2; excellent=3).

If honours are awarded for assessment exams, this has no effect on the weighted average for the degree mark.

An additional 1 point will be added to the degree mark for students who have completed a period of international mobility as part of the Erasmus+ Study and Erasmus+ Traineeship programmes.

The examination committees award a mark out of 110 and may award the candidate full marks with honours if the final dissertation shows broad mastery of conceptual tools and arguments specific to the philosophical debate and full knowledge of the relevant literature on the subject.

In any case, the examination committee may only award honours to candidates who achieve a final score of 111 or higher, including the additional point awarded to candidates who have completed a period of international mobility.

The pass mark for the exam is 66/110.

The final mark is in any case approved by the examination committee with an absolute majority of its members; honours may only be awarded by unanimous decision.

5.5 Degree examination sessions calendar/ Time limits and obligations for candidates

The final exams calendar must include at least three sessions, appropriately distributed across the academic year.

It is possible to take the assessment exams for the courses in the study plan by a deadline compatible with the start date of the graduation session in which the student intends to take the final exam. The Student Center announces this deadline on a session-by-session basis.

For administrative requirements and the deadlines for presenting the required documents and the type thereof, see the provisions stated in the instructions from the Student Center.

5.6 Degree Exam Committee

The examination committees are appointed by the President of the Course Council and are composed of at least five members, at least 3 of whom must be permanent lecturers and/or researchers on fixed-term contracts, as provided for in article 31 of the University Didactic Regulations. At least one member of the committee must be a full professor. The committee is chaired by the longest-serving permanent full professor.

Professors from other faculties of the University, contract professors of the degree course in service during the academic year concerned and PhDs with teaching experience may be part of the examination committee for the final examination.

Art. 6 – University and course transfers

Transfer requests to the University from students enrolled at other universities in Italy and abroad, military academies or other similar institutes and Degree course transfers are subject to approval by the Course Council, which will:

- a) assess the possibility of partially or fully recognising the student's academic career up to that point in time, approving some or all the exams taken and any credits awarded, in compliance with the University Didactic Regulations and applicable legislation;
- b) indicate the year of the course in which the student shall be enrolled;
- c) establish any educational debt to be made up;
- d) formulate the minimum study plan in order to complete the curriculum required for the award of the degree.

Depending on the number of credits awarded, the Course Council may admit students to years subsequent to the first. The Course Council will assess this on a case-by-case basis.

Art. 7 – Admission to individual courses

With regard to admission to individual courses as observers, please refer to the specific Regulations adopted by the Council of the Faculty of Philosophy.

Students in possession of a five-year high-school diploma/secondary leaving certificate or other qualification issued abroad and considered acceptable, a university diploma, a bachelor's or master's degree, as well as holders of academic qualifications issued abroad, can enrol on individual learning activities within the study courses, take the corresponding exams and receive the certification including indication of the credits subject to the approval of the Course Council.

For all other aspects not covered herein, refer to the provisions of Article 32 of the University Didactic Regulations, general section.

Art. 8 – Recognition of degrees awarded by foreign universities

The Course Council decides on the recognition of academic qualifications obtained abroad; this competence may be exercised in accordance with the legislation in force, without prejudice to the powers and any authorisations by bodies provided for by the regulations in force.

Art. 9 – Committees established within the Course Council

The Course Council may avail itself of the assistance of a Teaching Committee, which has an advisory role aimed at better coordinating activities. It contributes to assessing the achievement of the educational objectives of the course, supervises the smooth running of the learning activities, intervenes where individual courses deviate from the educational objectives set out in the Study Plan, evaluates the educational curricula, and monitors the ministerial provisions on teaching qualifications in institutions of higher education. With regard to these actions, the Teaching Committee proposes possible corrective actions and is responsible for monitoring their effectiveness, also taking into account the observations of the student representatives and the Lecturer-Student Joint Committee.

The Teaching Committee consists of the Dean of the Faculty, the Course President and at least three lecturers. The committee may also meet as sub-committees for the management and monitoring of specific activities.

The Lecturer-Student Joint Committee is also established within the Course Council, and carries out the tasks entrusted to it by current legislation.

Art. 10 – Protection of health and safety

When carrying out internship or practical activities, with regard to health and safety regulations, students are considered equivalent to workers. Consequently, they are subject to the same protective measures and responsibilities and are therefore required to comply with the relevant legal requirements, with the restrictions and prohibitions enforced by occupational health and safety, radioprotection and accident prevention laws, and with any other regulations enforced by the Host Organisation with the same purposes.

The University has formalised and centralised a series of activities strictly related to the risk exposure profile of the individual study programme, with a view to implementing the applicable legal provisions.

In short, depending on the specific indications for each Course of study, students are under obligation to:

- participate in the initial information and educational initiatives and those included in the teaching activities calendar organised to ensure compliance with the provisions set forth in articles 36 and 37 of Legislative Decree 81/08 “Information and training of workers and their representatives” and in Legislative Decree no. 101/2020 on radioprotection;
- take part in the initial and periodic health monitoring activities for issuance of the compliance certification required before starting practical activities involving exposure to risks;
- use the collective and individual protective equipment provided in compliance with the instructions and training imparted;

- comply with the general safety measures and the safety specifications drawn up and made available from time to time.

Curricular and extracurricular activities involving exposure to a specific risk may therefore not be authorised to commence until the preliminary activities required to safeguard the health and safety of each student have been implemented.

Repeated failure to comply with the above obligations shall result in the suspension of the activities involving exposure to a specific risk until such time as the legal obligations have been fulfilled.

Art. 11 – Modifications

Modifications to these Didactic Regulations are decided on by the Faculty Council, subject to a proposal from the Degree Course Council and an opinion issued by the Lecturer-Student Joint Committee for those aspects for which it is responsible.

Annexes

Description of the training programme and learning methods

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The course activities provided for over the course of the academic year are divided into two semesters of approximately 14 weeks each. The didactic formats provided for may include lectures, seminars, workshops and/or library activities, internships and IT exercises. For particular requirements, some lessons or seminars inside the course programme may be held in European Community languages other than Italian; this will be indicated in the annual course programmes.

As regards the “additional” learning activities, defined in accordance with the requirements of article 10 (5) (a) of the Italian Ministerial Decree 270/2004, the 6 credits can be acquired by carrying out a placement with public institutions and companies with which the University has agreements in place. Placements may be arranged with a view to the preparation of the final dissertation.

Students who do not undertake a placement may obtain ECTS credits through the acquisition of basic computer skills (3 credits) and attendance of advanced cultural courses organised from year to year by the Faculty or by other scientific bodies of national importance, as assessed by the Faculty (3 or 6 credits). Students can also earn 3 credits for additional learning activities by participating in individual seminars or cycles of seminars organised by the Faculty. Participation in each seminar makes it possible to obtain 0.10 credits, subject to certification by the President. Three credits are awarded for a cycle of seminars.

Possession of the European Computer Driving Licence (ECDL) is considered equivalent to the attainment of the 3 credits foreseen under the item additional activities for the acquisition of basic computer skills.

Possession of certificates attesting knowledge of languages other than English is considered recognisable with the award of 3 credits for additional activities if these certificates are issued by the following institutes: Alliance Française Centre Pilote Delf-Dalf; Chambre de Commerce et de l'Industrie de Paris; Goethe-Institut; Österreichisches Sprachdiplom Deutsch; Weiterbildung-Testsysteme; Ministerio de Educacion, Cultura y Deporte; ТРКИ-Торфл; Istituto A.S. Pushkin in Moscow; TELC (The European Language Certificates) for German, French, Spanish, Russian, Dutch, Portuguese, Danish, Czech and Turkish. Certificates of knowledge of the Hebrew language issued by Faculties of Theology and the Italian Zionist Federation may also be recognised.

Preparatory courses

When specific preparatory courses are required for each teaching activity, they are indicated in the list of teaching activities appended to these Regulations.

Attendance

The compulsory attendance is set by the individual lecturer at the beginning of the teaching activity and is specified in the Student Guide.

If the lecturer imposes compulsory attendance for his or her course, students who are unable to comply with this requirement must submit a reasoned written request for exemption to the President of the Course, who will forward the case to the Course Council for approval.

Again if the lecturer imposes compulsory attendance, in compliance with the provisions of Article 22(4) of the University Didactic Regulations, students may only take the assessment exams once

they have obtained a certificate of attendance for the learning activity being assessed. At the beginning of the learning activity, the lecturer will notify students of the methods for determining the frequency of attendance and the minimum attendance of 70% required to obtain a certificate of attendance. At the end of the learning activity, the lecturer will send the Student Center a list of those who have not met the attendance criteria and may not therefore sit the assessment exam.

Study Plan

During the annual teaching planning phase, a different fraction of the total commitment may be assigned to individual study, which shall not, in any case, be less than 50% of the total hourly commitment. An exception is made for cases in which the educational activities have a high experimental or practical content.

The Italian version of this Regulations is the only legal means of communication of the relative contents and in case of dispute, the Italian version shall prevail.