



UNIVERSITÀ  
di **VERONA**

Master's degree programme in  
**MOLECULAR AND MEDICAL BIOTECHNOLOGY**

**LM-9**

**DEGREE PROGRAMME  
DESCRIPTION AND REGULATIONS**

**(ANNUAL FACT SHEET - SUA-CdS, B1 section)**

**YEAR OF ENROLMENT 2022/2023**

## **GENERAL INFORMATION**

1. Degree Programme web page
2. Programme Director
3. President of the Teaching Committee
4. Administrative Unit
5. Teaching staff, modules, and office hours
6. Duration
7. Location
8. Department/School
9. Curriculum
10. Language
11. Teaching mode
12. Admissions
13. Required qualifications
14. Subject requirements and personal preparation
15. Enrolment
16. Support for students with disabilities and SLD/learning disabilities
17. CFU credits

## **MODULES**

18. Study Plan
19. Modules per academic year

## **PROGRAMME REGULATIONS**

20. Assessment methods
21. Priority modules
22. Requirements for enrolment in subsequent years
23. Elective modules and activities (Type D)
24. Additional training activities (Type F), internships, work placement, etc.
25. Transversal/Soft Skills
26. How to submit your individual Study Plan
27. Attendance
28. Tutoring for students
29. Transfer from another degree programme/from another University
30. Recognition of Prior Learning

31. Exam rounds
32. Part-time Study
33. Flexible student pathways
34. Final Examination
35. Further information

1. GENERAL INFORMATION		
1.	<b>DEGREE PROGRAMME WEB PAGE</b>	Please see the programme's <a href="#">web page</a> to find an overview of the degree programme, FAQs and further information about its organisation, all the relevant regulations for students, Quality Assurance systems, information about how to apply and all useful information and services available to students, including international students, from enrolment to graduation.
2.	<b>PROGRAMME DIRECTOR</b>	Prof. Alejandro Giorgetti  The Programme Director chairs the Quality Assurance Group, which is in charge of the design and self-evaluation of the degree programme according to the <a href="#">guidelines</a> provided by the Quality Assurance Board.
3.	<b>PRESIDENT OF THE TEACHING COMMITTEE</b>	Prof. Alejandro Giorgetti  The Teaching Committee is responsible for planning, organising, coordinating, checking and ensuring the quality of teaching; it is up to the Teaching Committee to propose changes to the degree programme regulations and rules and decide on any relevant students' requests.
4.	<b>ADMINISTRATIVE UNIT</b>	<a href="#">Science and Engineering Teaching and Student Services Unit</a>
5.	<b>TEACHING STAFF, MODULES AND OFFICE HOURS</b>	Lecturers will normally publish information about their teaching and research activities on their individual web pages, which you can access from the degree programme web page. From there you will also be able to access and explore the module web pages, where you will find an overview of each module. For office hours details and information, please check the individual web page of the relevant lecturer.
6.	<b>DURATION</b>	2 years
7.	<b>LOCATION</b>	Strada Le Grazie 15, 37134 Verona
8.	<b>DEPARTMENT/ SCHOOL</b>	Department of Biotechnology
9.	<b>CURRICULUM</b>	Single curriculum
10.	<b>LANGUAGE</b>	English
11.	<b>TEACHING MODE</b>	In-person lectures
12.	<b>ADMISSIONS</b>	No admission test required
13.	<b>REQUIRED QUALIFICATIONS</b>	A three-year Bachelor's degree ( <i>Laurea</i> ) or other qualification gained abroad and recognised as suitable.
14.	<b>SUBJECT REQUIREMENTS AND PERSONAL PREPARATION</b>	<a href="#">Entry requirements</a>
15.	<b>ENROLMENT</b>	<a href="#">Enrolment</a>
16.	<b>SUPPORT FOR STUDENTS WITH DISABILITIES OR SLD (SPECIFIC LEARNING DISORDER)/</b>	The University of Verona supports students with disabilities and Specific Learning Disorder (SLD)/learning disabilities from enrolment to graduation by providing them with the support they need to effectively participate in the educational activities of the University.

	<b>LEARNING DISABILITIES</b>	For further information on these services, please go to the <i>Inclusion and Accessibility</i> service <a href="#">web page</a> .
17.	<b>CFU CREDITS</b>	As a general rule, one CFU credit equates to 25 hours of learning time. Depending on the type of teaching activity the CFU/hour ratio will be as follows: <ul style="list-style-type: none"> <li>• lectures: 8 hours = 1 CFU;</li> <li>• practicals/laboratory activities: 12 hours = 1 CFU;</li> <li>• internship/professional traineeship: 25 hours = 1 CFU.</li> </ul>

2. MODULES		
18.	<b>STUDY PLAN</b>	<p>The Study Plan includes the modules and other educational activities to be attended in the two-year degree programme.</p> <p>For further information, please see the degree programme <a href="#">web page</a>.</p>
19.	<b>MODULES PER ACADEMIC YEAR</b>	<p>A list of the modules available in the relevant academic year, listed by academic year and year of enrolment, can be found <a href="#">here</a>.</p>

3. PROGRAMME REGULATIONS		
20.	<b>ASSESSMENT METHODS</b>	For each module/activity, the learning objectives, a programme description, textbooks, teaching material required and relevant assessment methods are determined. This information is available on each degree programme's website (please see the <a href="#">modules web page</a> ).
21.	<b>PRIORITY MODULES</b>	There are no priority modules, i.e. there is no specific order in which modules should be taken.
22.	<b>REQUIREMENTS FOR ENROLMENT IN SUBSEQUENT YEARS</b>	There are no requirements for enrolment in subsequent years (' <i>sbarramento</i> ' in Italian).
23.	<b>ELECTIVE MODULES AND ACTIVITIES (TYPE D)</b>	<p>12 CFU are awarded upon completion of the activities chosen by the student ('Type D'). These activities are to be chosen among the modules taught at the University of Verona, as well as any professional internships.</p> <p>When choosing 'Type D' modules and activities, students should be aware that only activities that are in line with their Study Plan will be approved.</p> <p>The Teaching Committee shall undertake actions specifically aimed at enhancing the international character of its educational activities. This is also achieved by including study abroad initiatives in the Study Plan, and promoting the use of English at the University.</p> <p>For more information, click <a href="#">here</a>.</p>
24.	<b>ADDITIONAL TRAINING ACTIVITIES (TYPE F), INTERNSHIPS, WORK PLACEMENT, ETC.</b>	<p>Internships/professional traineeships must be agreed upon in advance, and then certified by the responsible professor or tutor, together with the evaluation of the educational objectives and the acquisition of the relative credits. The Teaching Committee promotes internships and traineeships in order to expand the educational offer, and to enable students to experience the world of work. Such activities may be carried out during lab practicals or seminars under the direct supervision of a lecturer, or in companies accredited by the University of Verona, as well as in public organisations, and public or private research laboratories. For the recognition of credits acquired through internships, the general Teaching Regulations of the University shall apply.</p> <p>For more information, click <a href="#">here</a>.</p>
25.	<b>TRANSVERSAL/SOFT SKILLS</b>	The Teaching and Learning Center at the University of Verona offers courses aimed at acquiring transversal/soft skills, which can be useful in many contexts: from the personal and working sphere to civic engagement. For information about how to apply, see the relevant <a href="#">web page</a> . These activities may be recognised as TAF D activities.
26.	<b>HOW TO SUBMIT YOUR INDIVIDUAL STUDY PLAN</b>	<p>The study plan must be completed and submitted online through a procedure by which the student selects the modules they would like to attend as part of their degree programme and in line with the chosen curriculum.</p> <p><a href="#">Study plan</a>.</p>
27.	<b>ATTENDANCE</b>	Attendance is not mandatory. However, professors may require students to attend lectures for a minimum of hours in order to be able to take the module exam, in which case the methods that will be used to check attendance will be explained at the start of the module.

28.	<b>TUTORING FOR STUDENTS</b>	In order to guide and assist students throughout their studies, some lecturers are entrusted with tutoring tasks. Moreover, it is available a tutoring service run by enrolled senior students who offer their University life experience to prospective and current students.
29.	<b>TRANSFER FROM ANOTHER UNIVR DEGREE PROGRAMME / FROM ANOTHER UNIVERSITY</b>	<p>Students may transfer to this degree programme from another degree programme taught at the University of Verona (<i>passaggio</i>, in Italian) or from another University (<i>trasferimento</i>).</p> <p>The Commission on Student Procedures (<i>Commissione Pratiche Studenti</i>) is the body which validates the credits and marks gained in other degree programmes, in Italy or abroad.</p> <p>Students intending to transfer from another degree programme must submit an application in order to ensure that they meet the relevant entry requirements. Once such procedure has been completed, students will be able to request a transfer from another degree programme taught at the University of Verona, or from another university.</p> <p>If the student intends to transfer from another degree programme/university, their application can be approved only once the University of Verona has obtained from the student's current institution detailed documentation of the modules/exams taken and the corresponding marks and CFU obtained.</p> <p>The Commission on Student Procedures will issue a decision within 45 days of receipt of the request, and shall carry out the validation procedures based on the following criteria:</p> <ul style="list-style-type: none"> <li>• for activities included in a specific SSD (Scientific-disciplinary Sector), or area of interest, the acquired credits will be assessed on a case-by-case basis, taking into account the contents of each activity and the achievement of the learning objectives of the degree programme. If credits are missing, the Commission on Student Procedures shall identify the most appropriate additional activities necessary to enable the student to achieve the credits required, in relation to one or more active modules included in the degree programme;</li> <li>• for activities not included in a specific SSD, the Commission on Student Procedures will assess, on a case-by-case basis, the content of the training activities and their consistency with the objectives of the degree programme. In this way, the Commission will identify the credits that may be validated as corresponding to the training activities included in the degree programme;</li> <li>• if a particular training activity/module includes several activities with different marks, the final evaluation will be based on the weighted average of the marks, rounded up to the nearest whole number.</li> </ul> <p>Based on the above criteria and procedures, the Commission on Student Procedures will determine the student's year of enrolment.</p>
30.	<b>RECOGNITION OF PRIOR LEARNING</b>	<p>Recognition of prior learning is the evaluation of a degree, or previous university experience, through the partial or total recognition of credits, depending on the correspondence between the two programmes in question.</p> <p>For more information, click <a href="#">here</a>.</p>
31.	<b>EXAM ROUNDS</b>	Three exam sessions are held each academic year, and each session has two exam rounds that are delivered at least 2 weeks apart.
32.	<b>PART-TIME STUDY</b>	Students who, due to work, family or health reasons, feel that they can devote only part of their time to study, may request a part-time scheme. Please note: choosing a part-time scheme will not change the normal duration of the degree programme for pension purposes. Graduation certificates for part-time students will include both the legal duration of the



		<p>programme – i.e. the standard duration of a degree programme – and the agreed duration of the programme, based on the part-time scheme.</p> <p><a href="#">Part-time study</a></p>
33.	<b>FLEXIBLE STUDENT PATHWAYS</b>	<p>Flexible student pathways are designed to support students in specific personal circumstances.</p> <p>In general, the University offers the opportunity to extend one's degree programme over time by studying on a part-time basis, or to acquire CFU credits by attending individual modules.</p> <p>Moreover, professional athletes wishing to enrol and study at the University may apply for the Call for athletes, through which the University provides them with flexible student pathways.</p> <p><a href="#">Flexibile student pathways</a></p>
34.	<b>FINAL EXAMINATION</b>	<p>Students earn the Master's degree in Molecular and Medical Biotechnology after successfully completing the final examination, for which students are required to write a dissertation in English, to be presented in front of a Graduation Committee. By writing the dissertation, students will have the opportunity to demonstrate the knowledge and skills acquired. The dissertation shall be an experimental research work on a specific topic, to be carried out in university research laboratories, or in public or private institutes recognised in the biotechnology sector.</p> <p>The dissertation shall be written by the student under the guidance of a Supervisor. In order to be admitted to the <a href="#">final examination</a>, the student must have acquired all CFU credits in the training activities included in the Study Plan, except those specifically awarded upon completion of the dissertation.</p> <p>The Graduation Committee shall evaluate each candidate, based on their achievements throughout the entire degree programme, carefully assessing the degree of consistency between educational and professional objectives, as well as their ability for independent intellectual elaboration, critical thinking, communication skills and general cultural maturity, in relation to the objectives of the programme.</p> <p>40 CFU are awarded upon completion of the Master's degree dissertation, which can be presented either in English or in Italian. Master's degree dissertations can be either internal (written at the University or Verona) or in collaboration with an external institution/body.</p> <p>For each dissertation, a Dissertation Committee shall be established: this will include one Supervisor, one or more co-supervisors (optional), and two examiners. Any professors belonging to a department of the <i>School of Science and Engineering</i> or the <i>School of Medicine and Surgery</i> at the University of Verona may act as Supervisor. Researchers working in external research institutes, research grant holders, post-doctoral fellowship holders and PhD students may act as co-supervisors. The examiners, who must be professors of either the <i>School of Natural Sciences and Engineering</i> or the <i>School of Medicine and Surgery</i>, shall be appointed by the Graduation Committee at least 25 days before the final examination, once the student's eligibility to take the final examination has been verified.</p> <p>The activities of the Dissertation Committee are not subject to official invitations and will take place by agreement between the persons concerned no later than 15 days before the graduation ceremony, at which time only the awarding of the Master's degree will take place.</p>

At the end of the examination, the Dissertation Committee will draw up a brief evaluation note giving a summary mark (from 0 to 8 points). This note shall be sent to the relevant Teaching and Student Services Unit, no later than the day before the graduation ceremony, for the subsequent formulation of the final grade by the Graduation Committee, which shall then award the degree.

### **Evaluation of the dissertation**

Students will be given about 30 minutes to present their dissertation. The Dissertation Committee will evaluate the work based on the following criteria: 1) level of in-depth analysis in relation to the most recent developments in the Molecular and Medical Biotechnologies areas; 2) scientific and/or technological outcomes of the dissertation; 3) student's critical thinking; 4) student's experimental development; 5) student's ability to carry out independent work (this point will not be assessed by the examiners); 6) value of the methodologies used; 7) accuracy in planning and writing the dissertation; 8) communication skills in presenting the dissertation.

### **Graduation mark**

The graduation mark (based on a 110-point scale) is a whole value between 66/110 and 110/110 and is calculated by adding together the following elements (then rounding the result to the nearest whole number, e.g. 93.50 => 94; 86.49 => 86):

1) the average of the marks gained in the modules, weighted according to CFU, converted to a 110-point scale;

2) evaluation of the dissertation and the oral presentation during the final examination, based on the following methods:

a) a maximum of 11 points will be awarded for the presentation and the dissertation. These will count as follows: 8 points awarded by the Dissertation Committee, which will evaluate the dissertation and presentation by assigning each of the points 1-8 listed above a coefficient between 0 and 1 (fractional coefficient with one decimal place);

b) 3 points will be awarded by the Dissertation Committee by unanimous decision, based on the student's curriculum vitae. Specifically, in order to award the final mark, the Committee will take into account the following: any cum laude honours obtained in the exams taken during the degree programme; participation in internships officially recognised by the University; elective modules; and the achievement of the degree in a time that is shorter than the normal duration of the degree programme.

Students who are awarded less than 11 points for their dissertation may be awarded 2 extra points, if: - they have earned at least 12 CFU credits by taking part in international mobility programmes; - they graduate within the normal duration of the degree programme.

c) the sum of the points resulting from (a) and (b).

If the resulting score is 110/110 or above, the Graduation Committee may decide to award cum laude honours, in which case the student must have:

- a minimum weighted average mark of 104/110 (without rounding up) or
- a minimum weighted average mark of 102/110 (without rounding up) and must have been awarded cum laude honours in at least 3 modules

		<p>during the degree programme. Under the current legislation, cum laude honours are conferred by unanimous decision of the committee.</p> <p><b>External dissertations</b></p> <p>An external dissertation is a work carried out in collaboration with an institution/body other than the University of Verona. In this case, the topic of the dissertation must be agreed in advance with a Supervisor from the LM-9 degree programme. In addition, the student must indicate at least one co-supervisor belonging to the external institution/body, who will support the student during the work on the dissertation. The Supervisor and the co-supervisors must be indicated in the online graduation application.</p> <p>The scientific outcomes of the dissertation will be available to all parties involved. In particular, the contents and results of the dissertation are to be considered public.</p>
35.	<b>FURTHER INFORMATION</b>	<p><b>Governing bodies</b></p> <p>In accordance with the University Statute, the degree programme is managed by the Teaching Committee (Collegio Didattico – CD), that shall establish an internal Student Procedures Committee (Commissione Didattica), which will deal with the administrative procedures relating to any matters within the remit of the Teaching Committee.</p> <p>Annually, the Teaching Committee shall appoint the Director of the degree programme (Programme Director) and the Quality Assurance Group, that will be responsible for preparing the Degree Programme Annual Fact Sheet (SUA-CdS), the annual monitoring sheets, and the Cyclical Review.</p> <p><b>University Calendar</b></p> <p>In accordance with the general rules of the General Manifesto of Studies and the University Calendar of the Department of Biotechnology, the teaching activities are organised into semesters: lectures usually take place from October to January, and from March to June. Three exam sessions are held each academic year, and each session has two exam rounds that are delivered at least 2 weeks apart. The lesson timetable and the exam calendar is normally made available at least 20 days before the beginning of each lesson period.</p> <p><b>Foreign qualifications and study abroad</b></p> <p>The Student Procedures Committee deals with the recognition of credits and qualifications gained abroad by the student, and corresponding marks. After a specific assessment, the committee will determine the student's year of enrolment. The recognition of credits obtained by students enrolled in the Master's Degree programme in Molecular and Medical Biotechnology during periods of study abroad, as part of international mobility programmes of which the University of Verona is part, shall be subject to evaluation by the Student Procedures Committee, in accordance with the relevant <a href="#">Regulations</a> by the School of Science and Engineering.</p>