

MA Thesis

During the second semester of the postgraduate studies the supervisor is expected to assign a specific topic to the candidate and to announce it to the General Assembly of Special Composition of the School.

The procedure of examination and evaluation of the MA Thesis must have been completed by the end of the second year of studies. The time of writing and submitting the thesis or the time of studies can also be extended by one year and only by the decision of the General Assembly of Special Composition. In this case the postgraduate student is obliged to submit the general plan, the bibliography as well as a chapter of his thesis. If, however, during this additional time the student does not submit her/his thesis the topic is removed from the list of the theses under submission and his/her postgraduate studies are regarded as not successfully concluded.

No other certificate apart from the MA degree will be provided during the two-year PSP. A document certifying that the student has been registered in the PSP in SOT can also be provided as well as a document certifying that the student is at the stage of the thesis composition.

The title and topic of the MA thesis can be modified only by decision of the General Assembly of Special Composition and after an adequately documented report of the supervisor is submitted. Under no circumstances can these modifications serve as an excuse for the extension of the set deadlines.

The candidate must submit her/his finished thesis to the secretariat of the School in five copies and only after her/his supervisor has assented that it complies with all the requirements. The MA thesis cannot be submitted before the candidate has successfully completed all nine modules of the programme.

After that, an examination committee is assigned. It is comprised by the supervisor and two other members of the teaching staff of the PSP who according to the law can be members of examination committees. The two members are assigned after the proposal of the supervisor.

After the committee assignment the Head of the School sends the thesis to all members of the examination committee. Within 60 days they have to decide whether the thesis

is accepted or not as well as about its grading (see below) and to send the report of the thesis' defense and examination to the Secretariat of the School.

In order that a MA thesis is approved it must fulfill the following requirements:

- a) Its content must be relevant to the field of specialization that the candidate has focused on during her/his postgraduate studies.
- b) The presentation of the material (sources and bibliography) should be done in an innovative way even if no new facts are produced so that the research efforts and performance of the candidate are evident.
- c) The length of the thesis cannot be less than 20,000 words.
- d) It is also noted that the candidate is obliged to indicate if and when she/he used the work of the opinions of others. Plagiarism is a grave academic offence. It is defined as copying the work of others or use of its content – published or unpublished- without any necessary references. The citation of any documentation, even from previous work of the candidate, without any explicit reference, can lead to the exclusion of the candidate from the PSP by the General Assembly of Special Composition. This can only take place after the submission of an adequately documented report by the supervisor.
- e) The candidate is also called to publicly defend her/his thesis and to be examined by the examination committee. The defense can last up to one hour. The invitation to the public defense is issued by the Head of the School and if the supervisor agrees to it. The supervisor is also chairing and monitoring the whole defense procedure.

Grading System

The grading scale applied is from 0 to 10. The passing grade is 6 at least.

The MA Thesis is evaluated by an examination committee consisted by three members and on the basis of the aforementioned grading scale. The thesis is credited with 10 ECTS.

The final grade of the Master's Degree results from the sum of the average of the courses' grades in each semester plus the average of the thesis' grades of all three

evaluators divided by four (4). The average grade of the MA Thesis cannot be less than 6. If, however, the average grade is 6, then the thesis is rejected.