

Didactic Regulation

Degree Course in Political Sciences

Introduction and area of competence

1. The present Regulation shall regulate the didactic organization of the Degree Course in Political Sciences L-36 and, in particular, shall determine the elements required in the art. 12 of DM 270/04.
2. The present didactic Regulation of the Degree Course in Political Sciences L-36, pursuant to the Didactic Regulation of the University, shall be approved by the competent didactic structure by majority and shall be approved by the Technical-Supervisory Committee.

Title I: PURPOSES AND DIDACTIC RULES

Art. 1 – Introduction

1. The Degree Course in POLITICAL SCIENCES (hereinafter referred to as DC) belongs to the Degree Class L-36 provided for in D.M. 270/2004.
2. The administrative authorities of the DC shall be the following:
 - a. The Coordinator shall be a teacher appointed by decision of the Technical-Supervisory Committee and shall hold a coordinating function.
 - b. In addition, the Coordinator shall be assigned duties of promotion and verification of the quality and of the unity of the didactic activities of the DC.
3. The didactic rules of the Degree Course along with its general reference framework of formative activities, shall be contained in the attachments which form an integral part of the present Regulation.
4. The present Regulation, pursuant to the academic Didactic Regulation, and to the other didactic regulations, shall regulate the didactic organization of the Degree Course on the elements which were not defined in the aforementioned Regulations.

Art. 2 - Structure of the Degree Course

1. The DC belongs to the Faculty of Law.
2. The DC is organized into three years, shall provide for the acquisition of 180 CFU, and aims at providing basic preparation, characterized by multidisciplinary, functional to the comprehension and analysis of public and private dynamics (with particular attention to empirical sociological and social research). Upon completion of the studies, having acquired the 180 CFU the students shall be conferred the following study title: “Doctor in Political Sciences.” The qualifying objective of the Degree Course is enable the students to acquire advanced knowledge in the political, economic, juridical-institutional, sociological and historical disciplines, so as employ the acquired socio-political skills in all the fields of employments which may require them.
3. The didactic rules of the Degree Course, along with its general reference framework of formative activities, the CFU assigned to each formative activity, drawn up according to a framework defined by ministerial decree and with due regard for the requirements of ANVUR, are contained in **Attachment 1**, which forms an integral part of the present Regulation.
4. The course of study in Communication Sciences includes formative activities groups in the following typologies:

- a. basic formative activities;
 - b. characterizing formative activities;
- a. supplementary formative activities;
 - b. formative activities chosen by the students (optional);
 - c. formative activities related to the final dissertation;
 - d. formative activities for the development of further linguistic competences, for eventual formative internships, informatics, telematic and relational abilities.
5. The course profiles of each formative activities shall be available on the website of the University, at the following "search for a member of the teaching staff"
<https://www.uniecampus.it/en/students/search-for-a-member-of-teaching-staff/>

Art. 3 - Specific formative objectives and description of the educational path

1. The Degree Course in Political Sciences aims at providing the students with: basic knowledge on institutional, historical, sociological and linguistic subjects; acquisition of characterizing knowledge and competencies in various sectors, such as history, politics, economics, sociology and law.
2. The Degree Course shall be organized in one curriculum.
3. The present Regulation shall be completed with three documents attached, annually prepared in the process of activation of the DC:
 - a. In **Attachment 1** shall be indicated the general framework of the formative activities;
 - b. In **Attachment 2** shall be indicated the formative activities proposed along with the list of the teaching courses and the study plan;
 - c. In **Attachment 3** shall be indicated the regulation on internships;
4. All the information required by the current legislation such as the formative objectives of the course of study and the activated formative activities, the list of the teachers involved in the DC, shall be published on the University website and on the Course Profile. In particular, the CV of the teachers along with the course profile shall be made available in the Teacher's Profile (Search for a member of the teaching staff) of the University.
5. The programmes of the courses and the other formative activities, as well as the calendar of the exams shall be announced before the beginning of the academic year.
6. The formative activities, autonomously chosen by the student, provided for in Article 2 paragraph 4, letter d, shall be selected among the teachings indicated in **Attachment 2**, and shall not be submitted for the approval of the council of the Degree Course.
7. For all the matters related to their academic career and their study plans, the students shall turn to the orientation tutor assigned to them, also known as tutor on-line (TOL). The Degree Course, in fact, shall offer an ongoing orientation and tutoring service which avails itself of the assistance of tutors selected by the University and operating in conjunction with the coordinator and the Council of the Course of Study.
8. There are no planned preparatory activities with regard to the education path.
9. The Plan of Study provides for the implementation of an internship period, aimed at the comprehension of the link between theory, professional practice and the learning of practical-methodological procedures attributable to the cultural-scientific area of interest of the Degree Course (See **Attachment 3**).

Art. 4 - Learning Results

The Degree Course aims at providing the students with methodological and cultural knowledge, in order to develop the ability to understand social and political phenomena, characterized by an all-pervading interpenetration between national and international policy. Another purpose of the

Degree Course is that of providing the students with an adequate mastery of general scientific methods and contents and to establish a theoretical interdisciplinary framework, analyzing the interconnection between sociology, economics, law, politics and philosophy.

Through an in-depth study of politics, law, economics and sociology, the course shall offer methodological tools and knowledge necessary for the comprehension of the phenomenon of globalization.

The Degree Course aims at providing basic professional training, for the comprehension of the operation principles of the European Community, and is addressed to those whom intend to work in community structures or in the public/private sector, at a national and local level, in business and services.

More analytically, the subject areas appear to be coherent with the interdisciplinary required by the sources of employment directly related to the Degree Course.

With reference to knowledge and comprehension abilities, the study title related to the Degree Course shall be conferred to the students demonstrating the possession of:

Knowledge provided in the Degree Course, with regard both to the characterizing and supplementary activities, in an interdisciplinary perspective, necessary in order to understand the processes of change, in both social and political terms;

Understanding of innovation and vanguard themes with reference to Politics, Law, Economics, Sociology, along with the ability to apply them synergically, in the light of an elaborate comprehension of critical thought with respect to the ongoing social and political processes.

The courses shall be implemented through the online platform of the University; in addition to the aforementioned online lessons, shall be provided online seminars (webinar), exercises and tutoring activities. The supplementary activities shall aim at expanding the knowledge range and introducing competencies fundamental for the in-depth understanding of political and social contexts from a multi-level point of view. In the light of the aforementioned approach, it has become possible to understand the role of the institutions as well as the dynamics of change, both on a local and global point of view.

With reference to the ability to apply knowledge and comprehension, the title shall be conferred to the students whom:

- a) Shall be able to apply their knowledge with respect to the comprehension of the short-term, medium-term and long-term political and social processes, at various levels of analysis, from a local, to a global point of view;
- b) Shall be able to understand the political and social implications of the institutional and regulatory innovations (said competency is fundamental both in order to individuate public policy interventions, and to elaborate adaptation strategies for private operators);
- c) Shall be able to apply the acquired knowledge and competencies to the comprehension of the economical, juridical, organizational, administrative, cultural and sociological dimensions of the social and political processes;
- d) Shall acquire the ability to plan, manage and communicate actions and strategies to public and private subjects, in the political, social and strategic field;
- e) Shall acquire adequate competencies for the argumentation of ideas and general and specific themes, in various areas related to the political and social processes.

The aforementioned abilities shall be acquired through the implementation of the characterizing and supplementary activities (which shall be provided in the online platform), and through various seminars (webinar), shall not be considered as secondary formative activities, as they are strictly connected to the acquisition of characterizing knowledge.

The graduate in Political Sciences shall also develop independently the ability to analyze and review social, economical, institutional and juridical information, acquired from various

institutions such as institutes, agencies and specialized organizations; shall be able to collect on an organizational environment, the elements and information needed in order to analyze, evaluate or review the relation with other organizations; shall understand and apply the method of sociological research and the most important techniques for the collection and treatment of data.

The independence of judgement shall be developed through the interaction with the professors during activities such as workshops, and through the drafting of a report, which shall outline the methodologies followed.

The assessment of the acquisition of the independence of judgement shall be implemented in various stages of the formative pathway through various examinations, as well as through the internship and the final dissertation.

The graduates in Political Sciences shall be able to elaborate reports, present the results of their scientific research in various fields of competence; shall be able to handle complex argumentation, so as to adjust the communication style as well as the contents of communication in relation to the various interlocutors; and shall be proficient in at least two foreign languages (which shall include the English language), essential for information exchange. The written and oral communication abilities shall be developed through workshops, and formative activities which shall implicate the submission of reports, as well as the drafting of written documents and their oral presentation.

The acquisition of the communication abilities shall also be implemented through internship and stages, as well as the final dissertation.

The verification of the aforementioned communication abilities shall also be based on the assessment of the previously mentioned reports and documents.

The graduates shall manage different learning methods, tank to the strong interdisciplinarity which characterizes the study path. Said ability shall allow the students to approach further supplementary activities, as a method of research and in-depth analysis.

The methodological versatility thus acquired, along with the knowledge of at least two foreign languages (Italian, English and a second foreign language), shall enable the student a quick insertion into the labour market.

[Art. 5 - Professional figures, sources of employment and education prospects](#)

The main professional figures related to the Degree Course are the following:

Operators (not at a management level) of the Public Administration. Ability to understand the International and Community regulations.

Operators for the management and control of private businesses. Ability to understand the political-economical-international dimension; basic knowledge on economical and productivity analysis.

Administrative secretaries, experts in historical, political and institutional dynamics, within the context of public and private institutions.

The main sources of employment are the following:

public institutions, businesses, and public administrations (regional authorities, ministries, healthcare companies, universities, trade unions) in various areas;

area of personnel, organization and quality;

area of communication and marketing (public relations, advertisement, internal communication, social communication);

social policy (services for minors, elderly, immigrants, disabled, addicted);

information (journalism, television, new media);

professional orientation;

businesses and private companies;

organizations in the third sector (Foundations, Social Cooperatives, Onlus, NGO).

Art. 6 – Admission and enrolment

1. The students who intend to enrol in the DC shall be in possession of a secondary school certificate or another qualification attained abroad and recognized as suitable pursuant to the current legislation.
2. Subject to the admission requirements, the DC shall provide for an initial evaluation of knowledge and competencies in the following sectors: History, Law, Sociology and Economics. The possession of said knowledge and competencies shall be evaluated with the modalities provided for in the following paragraph.
3. The knowledge and competencies provided for in the previous paragraph shall be verified through a non-selective test provided for in the online platform of the University. Eventual negative results of the non-selective tests shall not preclude the matriculation and attendance to the lectures, and shall implicate the attribution of additional training requirements (OFA), aimed at the fulfilment of the identified lack. Eventual negative results of the non-selective tests shall not preclude the matriculation and attendance to the lectures, and shall implicate the attribution of additional training requirements (OFA), aimed at the fulfilment of the identified lack.
4. The OFA shall be considered absolved for the incoming students requesting for the recognition of CFU for their previous academic career. More specifically, shall be exempted from the OFA the students who passed exams in the following subject areas during their previous academic career: M-STO/04 Contemporary History, SPS/04 – Political Sciences e IUS/09 – Principles of Public Law, SPS/07 – General Sociology, SECS- P/02 – Economic Policy and SEC-P/10 – Business Organization.
5. The test provided for in the previous paragraph shall be carried out in the VLE of the University.
6. The OFA, required for the students failing the non-selective test provided for in the previous paragraph, shall consist in the telematic frequency in the University's Virtual Learning Environment. The OFA, which shall be fulfilled within the first year of the degree course, provide for a proficiency test for each remedial course.
7. The students who did not absolve the OFA as provided for in the previous point shall not have access to the following year of the course, resulting as a repeating student, and shall not be authorized to submit their graduation application (for the students frequenting the last year of the course).
8. The fulfilment of the OFA shall not implicate the assignment of any formative credit.
9. There shall not be any limits to the possibility of enrolment as 'studente fuori corso', nor a maximum number of repeatable years.
10. The recognition of the CFU of the incoming students as well as the quantification of the minimum number of CFU that the students shall attain in an academic year in order to continue the course of study to another academic year, shall be established in the related Academic Regulations.

Art. 7 - Examinations and tests

1. For each formative activity shall be provided an examination, upon completion of the didactic activities represented by the learning objects present in the VLE.
2. The students shall acquire the CFU attributed to a particular formative activity only if they pass the relative examination.
3. The examination and the final evaluations needed for the attainment of the title shall not be more than 14. For the purpose of the calculation shall be considered the following formative activities:

- a. basic;
 - b. characterizing;
 - c. supplementary;
 - d. optional;
 - e. related to the final dissertation further linguistic knowledge, eventual formative internships, IT, telematic and relational abilities.
4. The examinations shall consist in a test structured in conformity with what is provided for in the “Regulation for the implementation of the examination and with due regard for the following rules:
- a. The examination shall be organized so as to evaluate the knowledge, the comprehension, and the application of the examination subjects, demonstrating the proficiency of the student in the didactic units/thematic units of the related teaching.
 - b. The final evaluation shall take into account the results of the partial examinations, carried out with due regard for the Academic Regulations, in which case the teacher shall specify in the “course profile” the kind of activity, the modalities and the criteria of evaluation.
5. The professor in charge of the teaching, before the beginning of each academic year, and with due regard for the general regulation of the University, shall communicate the modalities for the examination, the assessment criteria and the possibility to carry out partial examinations. The manner in which the examination shall be carried out shall be the same for all the students with due regard for what has been established at the beginning of the academic year, as well as the following criteria:
- a. The written exams shall not begin before 9.30 a.m.;
 - b. The written and oral examinations shall not begin after 5.00 a.m. (Monday through Friday);
 - c. The written and oral examinations shall not begin after 12.00 a.m. (Saturday);
6. Eventual partial verifications shall not replace the final examination.
7. With regard to the implementation of the examinations shall be applicable the rules provided for by the Academic Regulation.

Art 8 - Duration

1. Shall be applicable the rules provided for by the Academic Regulation.

Art 9 - Mobility and studying abroad

1. The Degree Course in Political Sciences, in line with the provisions of the University shall promote the exchange of teachers and students through international cooperation and bilateral agreements. In this regard see the indications published on the website of the University on the International Cooperation and the Erasmus Policy at the following link: <https://www.uniecampus.it/ateneo/cooperazione-internazionale/index.html>.

Art. 10 - Final Dissertation

1. The discussion of the final dissertation shall consist in the presentation of a written dissertation realized by the student under the guidance of a supervisor with due regard for and with the procedures provided for in the related Academic Regulations and in the guidelines of the Faculty of Economics
2. The final dissertation shall focus on any subject related to one or more formative activities of the following typology:
- a) basic;

- b) characterizing;
 - c) supplementary;
 - d) optional.
3. The final dissertation may be written in a foreign language previously agreed upon with the supervising professor and the Coordinator of the Degree Course. In such case the student shall provide a detailed summary of the dissertation in Italian.
4. The subject of the final dissertation shall observe the following guidelines:
- a) A critical analysis of a research work;
 - b) Theoretical and/or empirical detailed study of a teaching-related subject;
 - c) A review of the problem related to central problems treated in various courses belonging to DC, with the aid of bibliographical sources.

Art. 11 - Attainment of the Degree

1. The student shall attain the Degree having acquired at least 180 CFU; and upon completion and discussion of the final examination (final dissertation).
2. With regard to the conditions for the admission to the final dissertation, the degree examination board, the implementation of the examination and the final grade see the Academic Regulation for the final dissertation.

Title II – OPERATIVE RULES

Art. 12 - Obligations related to frequency

1. Frequency to eventual didactic activities carried out at one of the branches of the University shall not be mandatory.
2. The students shall be admitted to the examination related to a determined teaching only after having implemented all the online learning objects making up the course.
3. The DC shall provide for the enrolment as part-time student, for all the qualified students, pursuant to what is regulated in the Academic Regulations

Art. 13 - Enrolment to the following years, transfer and withdrawal from the studies

1. See the rules provided for in the Academic Regulations

Art. 14 - Recognition of incoming CFU

1. See the general regulations provided for by the University; along with the opinion of the DC if the aforementioned regulation shall require so.

Art. 15 – Assessment of the Didactic Activity

1. The DC shall implement the forms of assessment of the didactic activities provided for by the current legislation with the modalities and deadlines defined by the University's Quality Assurance Committee.

Art. 16 - Flexibility of the learning pathway

1. The Degree Course in Political Sciences with the collaboration of the online tutors (OT) proposes orientation and tutoring activities in relation to the individual study plan, of the optional formative activities and with regard to the implementation of the curricular internship, promoting a student-centred approach to learning focused on encouraging the assumption of an active role in the definition and in the time frame of the learning pathway. The DC shall

promote a collaboration with the disciplinary tutors whom, coordinating with the teachers in charge of the course, shall have the task of supporting the preparation of the didactic materials and of the partial examinations, guaranteeing the possibility to implement flexible learning pathways. Finally, the student shall have the possibility to enrol in the DC and to take advantage of the formative offer at any time of the academic year and to carry out the examinations during the seven examination sessions, provided for in the academic calendar.

Title III - FINAL AND TRANSITIONAL REGULATIONS

Art. 17 - Amendments to the Regulation

1. Any amendment to the present Regulation shall be proposed by the Coordinator of the DC or by at least one third of the members of the Council of the DC or at least one third of the members of the Council of the DC and shall be approved by absolute majority and, successively, by the Technical Supervisory Committee.
2. In case of failure to approve the amendment, the proponent shall send a response, along with a report describing its motivations directly to the Technical Supervisory Committee.
3. The modifications to the present regulation, subject to the verification of their conformity to the Academic Regulations shall be issued by Decree of the President of the Technical Supervisory Committee.
4. Eventual legislative acts compatible with the Academic Regulation and incompatible with what is stated in the present regulation shall be applicable even in the absence of an expressed modification, but shall determine the immediate beginning of the procedure provided for in the first paragraph of the present article.
5. Eventual interpretive or applicative problems resulting from the succession of the Regulations in the course of time shall be the subject of a specific assessment on the part of the DC.

Art. 18 - Transitional regulations

1. The present regulation shall be applicable from the academic year 2018/2019

Attachment 1

RAD (general frame work of formative activities).

Basic Activities



Subject Area	Sector	CFU		Minimum by D.M.
		min	max	
Interdisciplinary Training	IUS/09 Principles of Public Law			
	M-STO/04 Contemporary History			
	SPS/02 History of Political Doctrines	36	36	32
	SPS/07 General Sociology			
Languages	L-LIN/04 Language and Translation - French			
	L-LIN/12 Language and Translation - English	12	12	8
Minimum credits reserved by the University by D.M. 40:		48		
Total Basic Activities				48 - 48

Characterizing Activities



Subject Area	Sector	CFU		Minimum by D.M.
		min	max	
History and Politics	M-STO/04 Contemporary History SPS/03 History of Political Institutions SPS/06 History of International Relations	12	12	10
Economics and Politics	SECS-P/02 Economic Policy SECS-P/06 Applied Economics SECS-S/04 Demography	12	12	10
Sociology	SPS/08 Sociology of Cultural and Communication Processes SPS/09 Sociology of Economic Processes and Labour Sociology SPS/11 Sociology of Politics	12	12	10

Politics	SPS/01 Political Philosophy SPS/04 Political Sciences	12	24	10
Law	IUS/01 Private Law IUS/13 International Law IUS/14 European Union Law	12	12	10
Minimum credits reserved by the University by D.M. 50:		60		
Characterizing Activities				60 - 72

Supplementary Activities



Subject Area	Sector	CFU		Minimum by D.M
		min	max	
Supplementary Activities	IUS/20 – Philosophy of Law M-PED/01 – General and Social Pedagogy M-PSI/06 – Labour Psychology SECS-P/07 – Business Administration SECS-P/10 – Business Organization SPS/10 – Environmental Sociology	24	36	18
Total Supplementary Activities		24 - 36		

Other Activities



Subject Area		CFU min	CFU max
Optional		12	12
Final Dissertation		12	12
For the Final Dissertation/Proficiency in a foreign language (art. 10, paragraph 5, letter c)	Proficiency in a Foreign Language	6	6
	Minimum credits reserved by the University art. 10, paragraph 5 lett. c	-	-
Further Formative Activities (art. 10, paragraph 5, letter d)	Further Linguistic Knowledge	-	-
	IT Abilities	-	-
	Internships	6	6
	Further Knowledge for the insertion into the Labour Market	-	-
Minimum credits reserved by the University art. 10, paragraph 5 lett. d		-	-

Internships and Stages	-	-
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Total Other Activities	36 - 36
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Total CFU

RD

Total CFU for the attainment of the Degree	180
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CFU Range	168 - 192
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Communication of the University to the National University Council

RD

- In the Degree Course in Political Sciences the political disciplines shall play a central role within the framework of the provided characterizing activities. Therefore it is considered appropriate to increase the maximum number of CFU from 12 to 24. The aforementioned choice was made possible by a forward-looking recruitment of Professors specialized in political disciplines, whose competences shall be put to good use in the formation of the students. At the same time a reduction of the minimum number of CFU related to the supplementary activities, which were excessively valorised (36 CFU) with respect to the overall balance of the Degree Course's credits.

Attachment 2: Study Plan.

SSD			Exam	CFU
IUS/09	A1	Interdisciplinary Training	Principles of Public Law and Service Programming	9
M-STO/04	A1	Interdisciplinary Training	CONTEMPORARY HISTORY	6
SPS/04	B4	Political Disciplines	Political Sciences	12
SPS/02	A1	Interdisciplinary Training	History of Political Doctrine	6
SPS/07	A1	Interdisciplinary Training	GENERAL SOCIOLOGY	9
SPS/04	B4	Political Disciplines	ANALYSIS OF PUBLIC POLICY	6
L-LIN/12	A2	Linguistic Disciplines	English Language	12
M-STO/04	B1	Historical-Political Disciplines	History of Parties and political movements	12
SPS/11	B3	Sociological Disciplines	Sociology of Public Administration and Political Communication	12
SECS-P/10	C	Supplementary Activities	Organization and accounting for administration and public services	12
SPS/07	A1	Interdisciplinary Training	Methodologies for social research	6
SECS-P/02	B2	Economical Political Disciplines	Economic Policy	12
			Optional	6
IUS/01	B5	Juridical Disciplines	Private Law (also provided in L20)	6
SPS/01	B4	Political Disciplines	EUROPEAN GOVERNANCE	6
IUS/14	B5	Juridical Disciplines	EUROPEAN UNION LAW	6
SECS-P/10	C	Supplementary Activities	Organization and management of personnel in Public Administration	6
IUS/20	C	Supplementary Activities	General Theory of Law and State	6
		art.10, paragraph 5, letter d	Spanish Language	6
			Optional Exam	6
		art.10, paragraph 5, letter d	Internship	6
			Final Dissertation	12

	Optional	OPTIONAL	12
IUS/07		LABOUR LAW	6
IUS/09		PARLIAMENTARY LAW	6
M-STO/04		HISTORY OF JOURNALISM (also provided in L20)	6
SPS/04		PUBLIC POLICY	6
SPS/04		INTERNATIONAL RELATIONS	6
SPS/02		Philosophical analysis of political thought	6
IUS/13		International Law	6
M-PSI/06		Labour Psychology (also provided in L24)	6
SPS/10		Environmental Sociology	6
SPS/03		History of Political Institutions	6

**REGULATION ON CURRICULAR INTERNSHIP
BACHELOR'S DEGREE IN POLITICAL SCIENCES (D.M. 270/04)**

Art. 1 – DEFINITION AND SCOPE

1. The curricular internship consists in a period of practical work aimed exclusively at the attainment of the CFU needed for the completion of the formative path of the Course of Study (DC) and shall not have a professionalizing value.
2. The internships shall be included in the Academic Rules of the each degree course; shall be mandatory or elective and shall implicate the acquisition of formative credits.
3. The internship shall be carried out in structures – public or private – which have an active agreement with the University, or at eCampus University, and at other Italian/Foreign Departments and Institutes of juridical disciplines. The internship shall be carried out under the supervision of a tutor of the University – responsible for the didactic-organizational area of the internship (a member of the Internship Committee of the Faculty of Law of eCampus University) – and a company tutor who shall guide the student during the internship period.
4. The internship activity requires a commitment of 25 hours for each CFU provided for by the formative offer.

Art. 2 – PURPOSES AND ACTIVITIES OF THE INTERNSHIP

1. The purposes of the internship are the following:
 - a) Comprehension of the connection between theory, professional practice and the integration between theoretical knowledge, acquired from the degree course and its application in professional practice;
 - b) Learning the procedures and methodologies typical of careers attributable to legal disciplines (Lawyer, Notary, Magistrate, Legal Advisor, Journalism, etc.);
 - c) Progressive acquisition, under the close supervision of a tutor, of competencies related to the professional role, in relation to different working contexts in which the graduates shall operate.
2. The interns shall carry out their practical experiences in the following structures:
 - a) Press offices, communications office, marketing office, research centres, and other structures
 - a) Law Offices
 - b) Notary Offices
 - c) Studies specialized in Legal Counselling
 - d) eCampus University, or another University/Research Centre.
3. Shall also be recognized internship activities carried out at the University or at recognized Research Centres, provided that they are oriented at the involvement of the interns in activities such as study and research, under the direct supervision of a Teacher of the Degree Course of the Faculty of Law
4. The internship shall be intended as a programmed activity and follow an individualized training project, established on the basis of a “formative contract” between intern and tutor specifying their reciprocal responsibilities as well as their respective duties.
5. For the purpose of the internship activity, shall only be considered the hours of effective implementation of the didactic and practical exercises and not the actual presence of the intern in the structure (for example shall not be considered the breaks or the time periods before and after the practical activities).

6. The maximum duration shall be 6 months, including any potential waivers
7. The periods of suspension from the internship shall not be taken into consideration for the aforementioned duration terms.

Art. 3 – ACCESS TO THE INTERNSHIP

1. In order to begin the internship the student shall
 - a) Make mandatory and preventive contact with the Internship Office by email to the following address: **tirocinio.giurisprudenza@uniecampus.it**.
 - b) Have attained the following CFU:
100 CFU, for the Bachelor's Degrees,
50 CFU, for the Master's Degrees,
220 CFU, for the single cycle Degree Courses;
 - c) Indicate the institution where the student wishes to carry out their internship which shall be chosen among the institutions/entities/companies/ with an active agreement,
 - d) Receive an explicit authorization for the internship activity, sent by the following mail address: **tirocinio.giurisprudenza@uniecampus.it**,
 - e) Undersign the Training Project pursuant to what is provided for in art. 7
2. The list of the institutions with active agreements may be requested at the following address: **tirocinio.giurisprudenza@uniecampus.it**

Art. 4 – INTERNSHIP AGREEMENTS

1. In order to activate an agreement, the Institutions belonging to the categories provided for in art. 2 paragraph 2 (except for letter "e"), shall submit to the following mail address **tirocinio.giurisprudenza@uniecampus.it**:
 - a) Indications concerning the purposes and the organization structure of the Institution (if the Institution is private, the statute is needed);
 - b) Detailed Indications on the practical and/or research activity carried out in the structure, as well as specific indications on the formative activities that the interns shall carry out;
 - c) CV of the tutor

Art. 5 – FUNCTIONS AND CHARACTERISTICS OF THE TUTOR

1. The tutor shall follow the student during the internship period, agreeing on the practical modalities of its implementation, making sure that the internship is carried out appropriately and participating to the evaluation of the internship.
2. In the public/private entities the function of tutor shall be carried out by the personnel related to the occupational activities provided for in Art. 1, with an appropriate professional experience and capable of guaranteeing a stable relationship with the structure throughout the duration of the internship.
3. In the public/private entities the function of tutor shall be carried out by the personnel related to the occupational activities provided for in Art. 1, with an appropriate professional experience and capable of guaranteeing a stable relationship with the structure throughout the duration of the internship.
4. Each tutor shall follow maximum 3 students.

Art. 6 – RULES OF CONDUCT FOR THE INTERN

1. The intern shall comply with what was agreed in the agreement between the University and the host, shall respect the disciplinary regulations, the organizational/safety/hygiene rules.
2. During and after the internship the intern shall maintain the strictest confidence on the information acquired during the implementation of the internship.
3. If the host adopts a code of conduct or an internal rule, the intern shall comply with it.

Art. 7 – INSURANCE

1. The RC and INAIL insurance policies, necessary for the implementation of the internship, shall be at the expense of eCampus University.

Art. 8 – TRAINING PROJECT

1. The Training Project shall be a an actual contract between the intern and the host.
2. The Formative Project shall contain personal information on the intern, the time and the place of the internship, information on the insurance policy, the name of the tutor/tutors.
3. In the Training Project shall be indicated the purpose of the internship and the modalities necessary in order to reach the target set (namely the competencies that the intern wishes to attain at the end of the internship and how to achieve them).
4. The duration of the internship and the modalities of access to the facilities of the company shall be described in the Training Project, duly filled in before the beginning of each internship period.
5. The Training Project shall necessarily contain:
 - a) the register of attendances,
 - b) the “end of internship” report (which shall be drafted upon completion of the internship),
 - c) the evaluation form (which shall be drafted by the tutor upon completion of the internship period).

Art. 9 – IMPLEMENTATION OF THE INTERNSHIP

1. The internship activity shall not be intended as an employment relationship, nor as a professional or a potential replacement for the workforce. The formative objectives shall be naturally functional to the professional profiles defined by the Degree Course.
2. In case of absence due to sickness, the intern shall inform the University and recuperate the days of absence.
3. In case of injury, the intern shall inform the University about the incident.

Art. 10 – CONCLUSION OF THE INTERNSHIP

1. Once concluded the internship, the student shall send ALL the documents (Training Project, Register of Attendance, receipt of the safety pamphlet, Final Report and evaluation sheet) to the following address: tirocinio.giurisprudenza@uniecampus.it.
2. The original documents shall be submitted to the Student Secretariat, along with the Graduation Application.
3. The CFU related to the internship period shall be registered only after the submission of all the documents provided for in art. 7, paragraph 5.

Art. 11 – POSTPONEMENTS

1. For anything not explicitly covered in the present regulation, please see the current legislation.