

**University of West Attica**

**Department of Public Health Policies**

**MASTER OF SIENCE IN PUBLIC HEALTH**

**A14.1 REGULATION OF STUDIES**

Academic year 2021-2022

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**MSc Program in Public Health**

# In general

The Postgraduate Program of the Department of Public Health policies of the University of West Greece organize and operates independently the Postgraduate Program (Postgraduate Program) “Public Health”, which is completed by the awarding of a Postgraduate Studies Diploma (Postgraduate Program) with the Greek title “Public Health” and an English Master of Science (MSc) In Public Health and three (3) specializations:

* + Public Health Science and Policy
  + Infectious diseases - Public Health Laboratories
  + Health Promotion of children and Adolescent (School Health).

Successful attendance is required for the award of the Board of Directors, which requires the attendance of 15 courses and the collection of 120 ECTS, including the preparation of a diploma thesis, which corresponds to 30 ECTS.

# Level of qualification

According to the National Framework of qualifications/ qualifications, the awarded degree belongs to the 7th level (Postgraduate studies).

# Conditions and process of admission to the Postgraduate Program

The Postgraduate Program is aimed at graduates of higher education institutions of the national or recognized equivalent foreign institutions related to health sciences, biological and natural sciences, earth sciences and social, humanitarian, legal and political sciences, as well as graduates of Departments of higher Education Institutes of the relevant fields of knowledge, who wish to acquire scientific expertise in the wider cognitive area of the Postgraduate Program or other scientific fields and disciplines which, where appropriate, may be judged as relevant by the coordinating Committee of the Postgraduate Program in the evaluation of applications.

The selection of students is made in accordance with Gazette 4957/2022 and the provisions of this Regulation of Postgraduate Studies. Every year, during the Spring Semester, by decision of the Assembly of the Department of Public Health policies, a notice is published in the press and is posted on the website of the Department (<https://mdy.uniwa.gr> ) and the Foundation (<https://uniwa.gr> )

Admission of postgraduate students to the Postgraduate Program, whose commencement is scheduled for the next academic year.

The selection process of the candidate students takes place after submitting an electronic application through an electronic platform accompanied by specific supporting documents, as specified in the notice. For the selection of students, criteria are taken into account and are based on criteria, which are specified in the Regulation of operation of the Postgraduate Program. The approval and final score of the candidates results from the sum of the individual scores in the evaluation criteria. Upon completion of the evaluation procedures, the competent candidate evaluation Committee (E.A.Y.) draws up an evaluation table of the successful and runner-up candidates, in order of ranking, according to the selection criteria and weightings per criterion and submits it for approval to the Assembly of the Department.

Successful candidates are considered candidates who received a ranking position up to the maximum admission limit. The E.A.Y. may consider successful candidates and candidates who equaled with the last successful. In the event of a tie, between the candidate of the last listed position and the next one, then all candidates with an equal rank are admitted to the Postgraduate Program. Runners-up are considered candidates who have received a ranking position, beyond the maximum admission limit, having the right to register in case the top runners in the ranking do not accept the position or do not register on time. The successful candidates and/or runners-up are informed by the Secretariat of the Postgraduate Program to register at the Postgraduate Program within a deadline set by the Department of Public Health Policies (<http://php.uniwa.gr> ) and the Postgraduate Program or by the Secretariat of the Postgraduate Program (<http://mdy.uniwa.gr> ). Those who do not register within the deadline, lose the right to register in the MSc, unless they rely on grounds of force majeure or serious illness, providing the relevant supporting documents. In this case, the S.E. judges the reasons invoked by the candidates and decides accordingly. In case of non-enrollment of one or more students, if any, the runners-up, based on the order of their classification in the approved evaluative table, will be invited to register with the program.

The number of admissions to the Postgraduate Program may not be less than seven (7) per specialization and more than fifty (50) in total, per´ year, not including the equivalents, if any.

# Structure and operation of the Program

**Course** beginning: Courses start in the winter semester of each academic year. The exact date is determined each time by the Steering Committee and announced by it. Each semester includes thirteen (13) full teaching weeks. Courses can be organized in modular form (modular) rather than per week, without reducing the total number of teaching hours.

# Academic Calendar of the Program

At the beginning of each academic year and before the beginning of the courses, the Annual academic Calendar of the Program is posted on the website of the Department or the Postgraduate Program, which has been edited by the Director of the Postgraduate Program and has been approved by the Assembly and which includes the starting and ending dates of the teaching periods, examination periods, holidays, etc. The academic Calendar of the Postgraduate Studies Program is aligned as far as possible with the academic Calendar of the Foundation’s undergraduate programs of study. The timetable for the courses/assignments, the examination schedule and the deadline for the delivery of the work of each semester are set out in the curriculum Guide of the Postgraduate Studies Program, which is prepared and announced by the Department and approved by the ST before the beginning of the academic year.

**Program of Studies of the Postgraduate Program**

The physiognomy of the MSc is shaped according to the general specifications of the respective programs of Greek and foreign Universities and the pursuit of its content and orientation to meet the modern requirements of Public Health.

The lessons are taught in Greek. Lectures of invited speakers from abroad the specific thematic units may be offered in English.

Teaching methods include, among others: Lectures, practice exercises, workshops, field studies, simulations, participation in groups, study (project), practical applications, seminars or tutorials (where necessary).

Full detailed program of each course is posted on the website of the Postgraduate Program at the beginning of each semester, necessarily completed in the way of evaluation and a bibliography list.

The curriculum includes:

* the titles of the courses,
* their content and the hours of their teaching, including all forms of teaching work carried out;
* the learning outcomes as reflected in the individual outlines of the courses and the educational/research activities included in them;
* credits for each course and credits for the awarding of credits;
* how and when to evaluate the course.

# Program structure

Courses and teaching and research work are divided into four (4) academic semesters. Students who wish to attend the Postgraduate Program must choose one of the three specializations at the time of application.

The semesters include 13 weeks of teaching and exams and are defined as follows: Winter semester: October – February, Spring semester: February – July.

In each specialization, students have the obligation to successfully complete fifteen (15) compulsory courses, during the A΄, B΄ and C´ semester (total 90 ECTS). During the fourth semester, the postgraduate thesis is prepared, which corresponds to thirty (30) credits (ECTS). All courses are mandatory. Specifically, the program has the following structure:

* **First semester**: Five courses common to all specializations.
* **Second semester**: Two courses common to all specializations and two more common courses for the specializations “Science and Public Health policies” and “infectious diseases – Laboratory Public Health”. The rest of the courses are different for the three specializations.
* **Third semester**: A common course for the specializations “Science and Public Health policies” and "Infectious diseases - Laboratory Public Health". The rest of the courses are different for the three specializations.
* **Fourth semester**: Preparation of a Postgraduate Diploma Project.

Public Health Postgraduate Specializations, number of students and Educational Credits

|  |  |  |
| --- | --- | --- |
| **Specialisations** | **Number of students** | **Total Educational Credits (ECTS)** |
| Specialization Science and Public Health policies | Up to 20 | 120 |
| Specialization infectious diseases - Laboratory public health | Up to 10 | 120 |
| Specialization Health Promotion of children and adolescents - School Health | Up to 20 | 120 |

**1st Specialization: Science and Public Health Policies**

**A΄ semester**

|  |  |  |
| --- | --- | --- |
| **COURSES** | **CODE** | **ECTS** |
| Public Health policies | PMSD101 | 6 |
| Epidemiology | PMSD102 | 6 |
| Biostatistics | PMSD103 | 6 |
| Methodology of Education & Promotion of Health | PMSD104 | 6 |
| Environment and health | PMSD105 | 6 |
| **TOTAL ECTS** |  | **30** |

**B΄ semester**

|  |  |  |
| --- | --- | --- |
| **COURSES** | **CODE** | **ECTS** |
| Health | PMSD201 | 6 |
| Communication strategies in Public Health | PMSD 202 | 6 |
| Strategic Planning & Economic evaluation of Public Health Programs | PMSD203 | 6 |
| Bioethics and Law in Public Health policies | PMSD 204 | 6 |
| Innovative policies of static | PMSD 205 | 6 |
| **TOTAL ECTS** |  | **30** |

**C΄ semester**

|  |  |  |
| --- | --- | --- |
| **COURSES** | **CODE** | **ECTS** |
| Early retirement policies | PMSD301 | 6 |
| Methodology of epidemiological surveillance | PMSD302 | 6 |
| Nutrition, physical activity and quality of life | PMSD303 | 6 |
| Modern challenges in Public Health | PMSD304 | 6 |
| Public Health policies and Immigration | PMSD305 | 6 |
| **TOTAL ECTS** |  | **30** |

**D´ semester**

|  |  |  |
| --- | --- | --- |
| **COURSES** | **CODE** | **ECTS** |
| Diploma Thesis | PMSD400 | 30 |
| **TOTAL ECTS** |  | **30** |
| **TOTAL ECTS ECTS ECTS** |  | **120** |

# 2nd specialization: Infectious diseases - Laboratory Public Health

**A΄ semester**

|  |  |  |
| --- | --- | --- |
| **COURSES** | **CODE** | **ECTS** |
| Public Health policies | PMD101 | 6 |
| Epidemiology | PMSD102 | 6 |
| Biostatistics | PMSD103 | 6 |
| Methodology of Education & Promotion of Health | PMSD104 | 6 |
| Environment and health | PMSD105 | 6 |
| **TOTAL ECTS** |  | **30** |

**B΄ semester**

|  |  |  |
| --- | --- | --- |
| COURSES | CODE | ECTS |
| Health | PMSD201 | 6 |
| Communication strategies in Public Health | PMSD 202 | 6 |
| Strategic Planning & Economic evaluation of Public Health Programs | PMSD203 | 6 |
| Bioethics and Law in Public Health policies | PMSD204 | 6 |
| Structure & Organization of Public Health Laboratories | PMSDY201 | 6 |
| **TOTAL ECTS** |  | **30** |

**C΄ semester**

|  |  |  |
| --- | --- | --- |
| **COURSES** | **CODE** | **ECTS** |
| Methodology of Epidemiology | PMSD302 | 6 |
| Molecular Epidemiology of sexually transmitted diseases | PMSDY301 | 6 |
| Surveillance of food-borne & water-borne infectious diseases | PMSDY302 | 6 |
| Molecular Epidemiology of antimicrobial resistance to antibiotics and hospital infections | PMSDY303 | 6 |
| Surveillance of parasitic & Tropical diseases,  Zoonoses and diseases transmitted by vectors | PMSDY304 | 6 |
| **TOTAL ECTS** |  | **30** |

**D´ semester**

|  |  |  |
| --- | --- | --- |
| COURSES | CODE | ECTS |
| Diploma Thesis | PMSD400 | 30 |
| **TOTAL ECTS** |  | **30** |
| **TOTAL ECTS ECTS ECTS** |  | **120** |

# 3st specialization: Health promotion of children & adolescents - School health

**A΄ semester**

|  |  |  |
| --- | --- | --- |
| **COURSES** | **CODE** | **ECTS** |
| Public Health policies | PMSD101 | 6 |
| Epidemiology | PMSD102 | 6 |
| Biostatistics | PMSD103 | 6 |
| Methodology of Education & Promotion of Health | PMSD104 | 6 |
| Environment and health | PMSD105 | 6 |
| **TOTAL ECTS** |  | **30** |

**B΄ semester**

|  |  |  |
| --- | --- | --- |
| **COURSES** | **CODE** | **ECTS** |
| Health | PMSDY201 | 6 |
| Communication strategies in Public Health | PMSDY202 | 6 |
| Nutrition & physical activity of children & adolescents | PMSDY203 | 6 |
| Public Health in the School Environment | PMSDU204 | 6 |
| Health and Safety at School Environment | PMDU205 | 6 |
| **TOTAL ECTS** |  | **30** |

**C΄ semester**

|  |  |  |
| --- | --- | --- |
| **COURSES** | **CODE** | **ECTS** |
| Promotion of mental Health for children and adolescents | PMSDY301 | 6 |
| Risk behaviors for health – First aid | PMSDY302 | 6 |
| Advisory services | PMSDY303 | 6 |
| Experiential Workshop for Health Education in the School Environment | PMSDY304 | 6 |
| Special treatment in children and adolescents Age | PMD305 | 6 |
| **TOTAL ECTS** |  | **30** |

**D´ semester**

|  |  |  |
| --- | --- | --- |
| **COURSES** | **CODE** | **ECTS** |
| Diploma Thesis | PMSD400 | 30 |
| **TOTAL ECTS** |  | **30** |
| **TOTAL ECTS ECTS ECTS** |  | **120** |

# Recognition of courses

According to article 54, paragraph 1-3 of the rules of procedure of the University of West Attica (Government Gazette 4621´/ 21.10.2020), students may recognize courses (compulsory and elective) of the curriculum of the relevant Department, with a degree and credits (ECTS) corresponding to the curriculum of the Department, in which they have been successfully examined in a similar or non-domestic or foreign Department (a’ or a second course of study), if their material coincides with the course material of the relevant Department. The recognition of courses in the cases of the above paragraphs shall be made by decision of the Assembly of the Department concerned, following the submission of a relevant application to the Secretariat of the Department. Students who have moved to study at partner institutions abroad under the Erasmus program may recognize all courses from the host University, which they have declared and to which they have been successfully examined, provided that their material corresponds to the curriculum of their department of study.

# Duration of study

The Postgraduate Program begins in the winter semester of each academic year. The duration of studies at the Postgraduate Program leading to the receipt of a Postgraduate Studies Diploma (M.sc.) is set at four (4) academic semesters, including the time of preparation of the diploma thesis.

The maximum time allowed to complete the studies is set at six (6) academic semesters. If the maximum time limit for attendance is exceeded, the Director of the Postgraduate Program informs the Assembly, which may decide to delete the student from the Postgraduate Program

# Suspension of study

The Assembly may approve the reasoned suspension of the studies of a graduate student at the request and submission of the Coordination Committee of the MSc. Those who are graduated students have been granted a license from their labor agency for Study at P.S. They are not entitled to interruption during the same period of time. The students are not attributed to the highest level of study. The duration of the regular study and the temporary suspension of the study shall not exceed the two continued six months. During the interruption of the study, the student status is withdrawn and all relevant rights of the student are suspended. Student status is acquired automatically after the termination of the suspension. After the suspension, the graduate student will continue from the point of study, where the suspension began. Students who repeat their program is obliged to attend the classes, workshops, practical exercises, etc., in which it had not been successfully evaluated before the suspension of their program. The graduate student who receives a termination permit, when he repeats his/her program, is to be subject to the student status the time of his/her registration as a postgraduate student.

# Extension of Study

In special cases the Assembly of the Department of Public Health Policies can approve extension of studies at P.M.S. duration of up to two (2) additional academic semesters, for preparation of the thesis, provided that the postgraduate student has submit a written request to the Assembly of the Department (at least two months before its end 4th semester), in which the reasons for requesting the extension will be stated.

# Program monitoring

Courses are taught live and by means of distance education, based on it article 88, par.1, of gazette 4957/2022. The Postgraduate Department has the appropriate modern technical infrastructures and asynchronous distance learning, to meet educational needs. The participation of postgraduate students in the courses is mandatory. For her certification attendance of the courses by the students, a hard copy and/or digital attendance record is kept students for all teaching units of the courses from the Secretariat of the MSc. In case during which the courses are held remotely, a digital attendance record is kept students for all teaching units of the courses from the Secretariat of the MSc. A student who has not completed 75% of the attendance hours of each course does not have right to participate in the course exams. In case of incomplete attendance in one (1) lesson, S.E. of MSc. may allow only one attempt to track it from the beginning or covering the teaching hours with another appropriate educational procedure, following his proposal scientific officer and relevant decision of the S.E. In case of incomplete monitoring in more than one (1) course, the Director of the MSc recommends to the Assembly of the Department on re-attendance of the courses by the student or the deletion of the student from the MSc. Every postgraduate student has the right to request the suspension of attendance courses or the preparation of the experimental part of the diploma thesis under preparation, for period of one to two Academic Semesters. The suspension of studies is granted by the decision of Assembly. In the case of suspension, the graduate student does not pay additional tuition. In in case the student wishes to interrupt his studies, he submits a written statement to Director of P.M.S. and by decision of the Assembly, he ceases to have the status of a postgraduate student.

# Examination and Evaluation of Graduate Students

The assessment and grading in each course is the exclusive responsibility of the academic responsible for the course, it is done in complete independence from the other courses and is a derivative the objective assessment of the student's performance in the specific course. The criteria evaluation is clearly defined, they are notified at the beginning of the academic semester by the scientific manager/coordinator of the course and are written in the outline of each course that is posted on the P.M.S. website. The possibility is provided for an oral examination for special reasons (e.g. learning difficulties, reasons health etc.) after a reasoned application of the student and a decision of the S.E. a) The examination periods for all courses are two, as these are determined each time in Academic calendar of MSc:

* for winter semester courses: January/February & September
* for spring semester courses: June/July & September.

Exams are conducted live, unless extraordinary circumstances require it to be conducted remotely their realization. Distance exams are conducted in accordance with the respective instructions and rules of the Foundation in a way that ensures the integrity of the process and the protection of personal data of the students and upon declaration of acceptance of the conditions of the examination by the students.

b) The final grade of each course results from the overall assessment of student performance in specific areas (e.g. assignments, exams) according to the instructions provided by each teacher at the beginning of the semester. The minimum acceptable passing grade for a course is a grade of five (5) (on a scale of 0-10).

c) For the assignments prepared in the framework of the courses of the MSc are fully valid are reported regarding any kind of plagiarism, in accordance with current legislation. For copyright protection, is used in the context of the MSc special software for the control of all kinds of work, in order to avoid incidents of plagiarism (deliverable A14.3).

d) After the announcement of the results and within five (5) days, the student can request the presentation of his written work on the day and time specified by the person in charge of the course. The student has the right to submit a regrading request to the Director of Studies of MSc within ten (10) days from the date of posting the grade of the course in the management system electronic courses. The final grading is submitted for approval to the Director of the MSc and is posted by the academic supervisor of the course in the electronic management system courses. The student who wishes to set a threshold for a specific grade course/s, has the right to declare a "clause", declaring and signing on the written of the lowest degree he desires. In case of failure, it will be repeated in the next exam period. After the above deadlines have passed, the course directors will post in the e-course management system the final grade status.

e) In case of failure of the graduate student in one or more courses of the MSc (score below five) the possibility of re-examination is provided in the September period. If the graduate student fails again in the examination of a course or courses, he is examined, thereafter from his application, which is submitted within five (5) days of the announcement of the results of the course of the September examination period, by a three-member committee of D.E.P. members. Of Department, the members of which have the same or a related subject as the course being examined and are defined by the Assembly of the Department. The examiner is excluded from the committee teachers in accordance with the applicable provisions. The committee is responsible for deciding the procedure review of the student. The examination by the committee will take place within three (3) months from the announcement of the results of the September examination period. If the student does not submit an application within the time limits provided by the Regulation or if he/she fails the examination by the three-member committee, then it is permanently deleted from the MSc

# Postgraduate Thesis

Postgraduate students prepare and write a postgraduate thesis on a topic related to the subject of the MSc. The workload required to pay each postgraduate student during the preparation of his/her thesis is valued between seven hundred and fifty (750) and nine hundred (900) working hours, which correspond to in thirty (30) credits. The duration of the master's thesis cannot be shorter than one semester. Its support takes place after the end of the 4th semester, as long as the student has been examined successfully in all courses of the corresponding Specialization of the MSc and has settled the whole of his financial obligations to the MSc. In case the conditions for the timely presentation of the work, the extension procedure is followed.

1. In MSc two types of Master's Thesis are foreseen:

• Research Thesis: is an original research paper.

• Systematic review: is an extensive and thorough literature review on a scientific topic of great interest or other important subject, but which is not considered original research work. The proposed thesis topics are declared in the S.E. of MSc by the professors of MSc at the beginning of the 3rd semester, they are posted on the DIPLOMACIES page on the asynchronous platform Moodle of MSc and students choose the topic of their thesis from those posted issues. Each Departmental Faculty Member, Retired Faculty Member and EDIP Member with a Ph.D. (DD) of the Department that teaches at MSc states up to five (5) proposed thesis topics tasks belonging to his field of knowledge. Students can also propose specific issues concerning their interests in the same deadline. In the case against in which more postgraduate students choose the same subject, the supervisor of the specific one thesis topic has the responsibility to settle the issue in the best way for them students’ way.

2. S.E. upon application by the candidate, in which its proposed title is indicated thesis and the proposed supervisor and to which its protocol is attached of the proposed work, approves the appointment of the supervisor and the formation of the three-member committee examination committee. The student's application must have the approval of the proposer supervisors. Student applications are submitted to the Secretariat of the MSc at the latest by start of the 4th semester of their studies. The list with the titles of theses and of the respective three-member examination committees are posted on the course page DIPLOMAS in Moodle of MSc.

3. Supervisor of the Master's Thesis - Three-member Examining Committee of Supervisors Master's Thesis is a professor of the relevant MSc, member of D.E.P. who has served as a member of the D.E.P. or member of E.D.I.P. holder of D.D., of the Department of Public Health Policy University of West Attica. The supervisor is a member of the three-member examination committee. For definition of the three-member examination committee, the Coordinating Committee, in its decision, takes considering the relevant proposal of the Supervisor for the other two (2) members of the three-member examination board committee, one of which may be a member of D.E.P. of another Department or another university or Doctoral Researcher of Research Institutions or Doctoral Member of a Public Organization. In every case, provision must be made for at least two (2) members of the Committee to be members D.E.P. of the relevant Department. The members of the three-member examination committee must have the same or related scientific specialty to the academic subject of the diploma thesis. In exceptional cases of objective inability to exercise supervisory duties for a long-time interval or the existence of another important reason or at the request of the student on aforementioned cases, S.E. may proceed, after justifying its decision, in the replacement of the supervisor or Member of the Three-member Examining Committee.

4. The design of each student's Master's Thesis is his/her responsibility of Supervisor. During the preparation of a Diplomatic research paper, the student is obliged to deal with the collection or even the analysis of the primary or secondary data. In order to carry out research Diplomatic Thesis it is required to have been received approval by the Foundation's Ethics Committee (EHDE) and/or by others involved bodies.

5. The undertaking of the subjects of laboratory diploma works in the Infectious specialization Diseases - Laboratory Public Health will be carried out in consultation with the Heads of the eight Units of the Infectious Disease Surveillance Laboratory - E.E.L.NO. and updated of the Director of E.E.L.N.O, through the Supervising Professor, in order to achieve the optimal supervision of students. When drawing up the budget of each MSc, provision is made in the category of consumables for laboratory consumables – reagents with equal distribution of these in the four laboratory courses of the Surveillance Laboratory of Infectious Diseases - E.EL.NO, of the Department of Public Health Policies, West Attica University.

6. Writing of a Master's Thesis (M.D.E.): After the end of the collection and processing of the data, followed by the writing of the thesis in Greek or English language, after a relevant application of the postgraduate student with his consent supervisor and approval by the Coordinating Committee of the MSc. The way of writing the M.D.E. has specific specifications, which are described in its Authoring Guide Master's Thesis, which is posted on the website of the MSc The thesis must present the research in a concrete and clear way problem, the nature and significance of the study, the review of the existing literature, the methodology for examining the problem, the research findings, commenting on the findings and finally recommendations for further investigation of the matter. Detailed instructions for writing of the Master's Thesis are given in the Thesis Writing Guide, which is posted on the website of the MSc "Public Health" of the Department of Public Health.

7. Public presentation and examination of the Master's Thesis. After he/she's over writing the thesis and checking against plagiarism through the Institutional Turnitin software and with the approval of the Supervising Professor, the candidate submits copy of the Diplomatic Thesis to the members of the Three-Member Examining Committee and submit at the Secretariat of the MSc. The public support of the thesis is defined by a decision of the MSc Coordinating Committee, in the last week of every two months, within the dates which are listed in the Calendar of Academic Activities and notified to S.E. and in Secretariat of the P.M.S. The Secretariat publicizes the event by releasing an email announcement to the academic community. In support of the thesis, it is required to all three (3) members of the examination team must be present on the day and time of the support committee. In the event that External Members participate in it (members of other Departments of the same or of another unversity), the possibility of teleconferencing is given for the convenience of External Members (relevant No. Φ122.1/42/23076/β2/24-2-2011, K.Y.A. (Government Gazette 433/17-3-2011, pt. B΄). An Examination Committee of three (3) members meets legally for the examination of the Diploma Thesis, only when all three of its members are present (subsection 5 par. 1 article 14 of gazette 2690/1999). The final assessment and judgment of the Master's Thesis is done by the Three-member Examining Committee. The grade of the Master's Thesis is obtained as the average of the grades of examiners. For its approval, the consent of at least two (2) members of the Tripartite is required Commission of Inquiry. The minimum acceptable grade of a successful Master's examination Thesis is the grade five (5) (on a scale of 0-10). The members of the Tripartite Examining Committee draw up the relevant diploma thesis support record, the they sign and in the following year deliver it to the Secretariat of the MSc. In each case, the student will not have the right to support the thesis if he/she does not have it be successfully examined in all the courses of the MSc. In case of rejection of the Master's of Diplomatic Thesis, determined by the S.E. new support date, at least three (3) months and up to six (6) months after the first crisis. In the event of a second failure, student is deleted from the MSc after a decision of the ST, following its relevant recommendation IN. of MSc. The evaluation of the postgraduate thesis is based on the ten-point scale (with precision to two decimal places) according to the following rating scale:

"Good" 5.00-6.49

"Very good" 6.50-8.49

"Excellent" 8.50-10.00

The diplomatic thesis will be evaluated with the grade "Excellent" only if the graduate student has submitted an announcement to a panhellenic or international conference with judges or scientific publication in a Greek or international journal, based on its thesis.

8. The MSc has as its principle the encouragement of research endeavors at the postgraduate level, which lead to either presentations at recognized national or international conferences or publications in reputable Greek or international scientific journals and which significantly contribute to the promotion of the research character of P.D.A. To this end, it may establish awards of excellence. For above a necessary condition is a positive proposal from the S.E.

9. After the end of any corrections proposed by the Commission, and before the confirmation of the student, the student must submit one (1) copy to the library of the approved Master's Thesis in paper and electronic form. For depositing the Thesis in the Library requires his written consent Supervisor.

10. The Master Theses of the MSc are posted on the library’s website of the University and the Polynoi Institutional Repository.

# Degree of Postgraduate Studies

The final grade of the Master's Degree (M.S.) results from the score of students in the courses, in the Master's Thesis and in all the educational one’s activities provided for in the program, according to the weighting factors of each academic activity. The evaluation is based on a ten-point scale (with an accuracy of two decimal places) according to the following rating scale:

"Good" 5.00-6.49

"Very welcome" 6.50-8.49

"Excellent" 8.50-10.00

In detail, the grade of the Graduate Diploma is the quotient of the algebraic sum of the grades of the courses, as well as of the Master's Thesis, multiplied by the individual weighting factors, depending on the teachers' ECTS activities, to the algebraic sum of the weighting factors and is given by the following type: [(course grade \* X weighting factor) + (diploma grade \* X weighting factor)]/ total sum of coefficients.

# Rights and Obligations of Postgraduate Students

# Monitoring of the program

1. Each graduate student with his registration in the Program:

• acknowledges the rules of operation of the MSc as referred to in the Regulations and the Guidelines of studies,

• acknowledges the obligations established by the teacher for teaching and score management The lesson he teaches.

1. Postgraduate students after completing their registration in MSc, receive from the Secretariat of the program their personal foundation e-mail address and the Strictly personal code. Every contact of the students with the secretariat, the Teachers and the Director of the MSc, as well as all educational processes, should This is done through their foundation account.
2. Graduate students have all the rights and benefits provided for students of the study cycle, until the expiry of any granted extension of the study, other than the right to provide free teaching books. The organization is obliged to ensure students with disabilities and/or disabilities access to the proposed documents and teaching in accordance with the provisions.
3. The participation of graduate students in the courses is mandatory and is evaluated by professor’s crisis. To certify the follow-up of the courses by students a form and/or digital presentation of the students for all the teaching modules of the MS Office. In the event that the courses and the thesis are carried out on a remote basis, and a digital presentation of students should be followed. All the teaching modules of the courses from the Secretariat of MSc Presence of students are registered in the system of electronic courses management of each course within the seven (7) days after the completion of the course. Each student has the right to know every moment of his course, with regard to the follow-up of the courses. The problems arising from the follow-up of courses are addressed the case first by the scientist responsible for the course and then by the director and the S.E. of MSc.
4. Graduate students are invited to participate and attend research seminars groups, library discussions, visits to workshops and industries that are subject to the subject of the MSc, conferences/journals with a knowledge subject related to the MSc, lectures or other scientific events of MSc and etc.
5. Graduate students must systematically monitor MSc announcements, and the Department on the implementation of the program on the website of the Department and by M.S. They must also be informed daily about their e-mails through the foundation account.
6. Graduate students must participate in the collective institutions in accordance with the forecasts the relevant laws.
7. Students must participate in the evaluation of the courses, teachers and Qualitative and Quantitative Characteristics of P.S.
8. A student who has not completed 75% of the follow-up hours of each course has not the right to participate in the exam. In the event of failure to monitor a course, the S.E. of MSc It can only enable a single attempt to monitor the the principle or coverage of the teaching hours with another appropriate educational process, after Proposal of the Scientific Officer and a decision on this issue. In the case of failure Following more than one (1) course, the Director of MSc. It is indicated in meeting of the Department to re-follow the courses by the student or to delete the student of P.S.
9. Every graduate student has the right to request the suspension of the follow-up of the the course or the preparation of the experimental part of the prepared diplomatic work, for 1 to 2 academic semesters. The suspension of the study is granted by the decision of assembly. When approving the period of interruption of the study will be taken into account the structure of the MSc, the study program, the time of interruption of the MSc monitoring. It is not calculated in case the maximum duration of the study is exceeded. In this case the postgraduate student does not pay extra fees.
10. If the student wishes to terminate his studies, he/she shall submit a written declaration to the Director of MSc. By the decision of the Assembly, it ceases to be the postgraduate. The Assembly of the Department of Public Health, after the introduction of the EU, may decide to eliminate graduate students if:

- exceeding the maximum absence limit (25%), have failed in the initial and repeated examination of a course or course and have not successfully completed the program.

- exceeding the maximum duration of study in the MSc, as defined in this Regulation, have violated the provisions concerning the treatment of disciplinary misconduct; of the competent disciplinary bodies, on the request of the graduate students.

- subject to an infringement under the intellectual property gazette (N.2121/93) reporting on the planned work. They do not pay the scheduled fee.

# Ethical Issues

A basic rule of conduct for students is to avoid plagiarism during drafting of the tasks assigned to them, during their studies, and during its writing their master's thesis. Plagiarism is a direct violation of the current legislation on intellectual property and its finding entails serious disciplinary sanctions for them students who are subject to this offense. It is expressly prohibited:

a) the use and reproduction of the intellectual creations of third parties, including educational material used in the courses, in part or in whole, without the written permission of the creators and their appearance by the students as their own, according to fulfillment of specific obligations,

b) the presentation of works prepared in collaboration with other students, as an individual creature,

c) the resubmission, in whole or in part, of work that has been prepared for the fulfillment of specific teaching or research requirements in the past, to fulfill other or new teaching requirements or research requirements,

d) any form of copying or collaboration with third parties during any examination procedure, as well as the use of all kinds of aids, notes and electronic media, except if the person in charge of the examination process allows their use.

Postgraduate theses are prepared exclusively by postgraduate students and the graduate students who have undertaken them, otherwise the student will be deleted from the MSc and in the event that he has already received the relevant degree, this is revoked with relevant decisions of the competent bodies. The texts of theses must be original. Appeals to the works of others authors must be cited accordingly and the established rules must be followed utilization of external sources in the writing of scientific papers. Any copying of work of another author or creator is considered a serious academic misconduct, it is against the law on of intellectual property (see gazette 2121/1993) and is subject to the prescribed legal regulations protection (articles 63A-66D).

Students must respect and protect its facilities and equipment Foundation, to ensure the preservation of Public Health, the cleanliness of its premises and to avoid causing or encouraging disturbances or misconduct which may cause damage to its buildings, facilities and property. Students must not use or permit the use of the space or the premises of the Foundation for illegal acts or acts that offend the image or good reputation of the Institution and not to participate in acts inconsistent with the academic mission of the Foundation or hinder its proper functioning (of its organs and services, of teaching and research), academic freedom in research and teaching and the free expression and circulation of ideas. It is not allowed for students to record or film the lecturers' lectures, except with the written consent of the teacher and all students present.

# Graduation and award of Diploma

# Diploma of Postgraduate Studies

The MSc entitled "Public Health" leads exclusively to the awarding of a Postgraduate Diploma Studies in "Public Health", in one of the following specializations:

1. Public Health Science and Policy or

2. Infectious Diseases - Laboratory Public Health or

3. Health Promotion of Children and Adolescents - School Health

The Diploma of Postgraduate Studies (D.M.S.) is a public document. Signed by him/her Rector, the President of the Department and the Secretary of the Department or their legal representatives their deputies. The graduate of the Master's Program may be granted, before the awarding of the Diploma, a certificate of completion of the studies in which the date on which the monitoring of the Program was successfully completed is indicated. Postgraduate students must have successfully completed all academics obligations of the Program and have paid all their financial obligations, as well as any obligations they may have towards Student Services and the Institution's Library, in order to receive either the Graduate Diploma or the Certificate of Completion of Studies. The names of the diploma holders are approved by the Assembly of the Department, which determines the successful one completion of studies in order to be awarded the D.M.S. article 82, par., sec. e, of gazette 4957/2022.

# Appendix of Diploma

In the Postgraduate Diplomas granted by the University of West Attica, attached is the prescribed Diploma Supplement, which is an explanatory document which provides information on the nature, level, general context of training, duration and the content of the study program, the qualifications and specialization acquired by the graduate and its score according to the European Credit System (ECTS), the educational ones activities, which have been successfully completed and is not a substitute for an official degree or the detailed rating of courses sponsored by the Institutions.

# State-mentation

The decision is made in the framework of the Assembly of the Department of Public Health of P.D.A., in the area of the department or school, in the presence of the Director of MSc or his supporter, the Chairman of the Department or his Deputy, of the Coordination Committee of the MSc and, according to the possibility of a representative of the university.

# Internal assessment

The goal of MSc is the assurance of quality and the continuous upgrading of the services provided educational services. In this context, the evaluation process of the courses and the teaching staff from postgraduate students, article 87 of gazette 4957/2022. The evaluation of courses, the professors and the qualitative and quantitative characteristics of the MSc, is carried out in accordance with article 44 of gazette 4485/2017 and the postgraduate studies regulation of the University of West Attica and constitutes an essential obligation of postgraduate students.

A basic tool is the completion by the students of a questionnaire through which they are invited to evaluate the professors, the content and organization of the course, its support educational process with the appropriate supervisory means and the use of new technologies, the relationship of professors with the students, the way / procedure of the examination and evaluation of the students, the linking teaching with the latest research data. The evaluation criteria of the courses are:  The relevance of the course to the subject of the MSc,

* The adequacy of the teaching material in relation to the requirements of the subject of the course,
* The adequacy of the educational material (books, notes, digital educational material, etc.),
* The adequacy of the infrastructure used for the course (Rooms, Laboratories, Software, etc.), The procedure and method of evaluation - grading of students in the course (written exams, tasks, etc.),
* The effectiveness of the educational process. The professors' evaluation criteria are:
* The didactic and scientific competence of the professor in the subject of the course,
* The ability to transmit knowledge on the part of the professor,
* The professor's consistency in his obligations,
* The educational tools used during the training (proficiency, effectiveness),
* The process and manner in which he assessed the students in the course. The following procedure will be followed for the evaluation of courses and teachers: At the end of each semester, before the completion of the teaching of the courses, under her responsibility Secretariat of the MSc electronic evaluation questionnaires will be distributed or sent for each course and the corresponding teachers through a specially configured platform and will are completed by the students ANONYMOUSLY.

The evaluation of the courses and teachers of MSc from the graduate students and publication of the results of the evaluation to those involved will take place in accordance with the certification and evaluation procedures of the National Authority for Higher Education (ETH.A.A.E.) and the Quality Assurance Unit (MO.DI.P.) of the University of West Attica.

The Director of P.M.. and S.E. are competent to proceed, in collaboration with the professors, in drawing up a proposal to improve the educational services provided, where necessary, based on student ratings. At the end of the term of office of the S.E., under the responsibility of the outgoing party Director, a detailed report of the research and educational work of the MSc is being prepared, as well as its other activities, with the aim of upgrading the studies, the best utilization of human resources, optimization of existing infrastructures and social beneficial use of the available resources of the MSc.

The report is submitted to the relevant Department, in which belongs to MSc. In each academic semester, a joint meeting of postgraduate students and teachers is held and the Coordinating Committee for the continuous improvement of the quality of the educational, scientific and research project of the MSc. The findings of this internal evaluation prescribe and form the framework of a continuous readjustment of the educational work of teachers, as well as the students' obligations. The results of the evaluation are available through the Director of the MSc in MOD.DI.P., for the preparation of the Internal Evaluation Report every two years. Each teacher, in consultation with the students, can carry out, in his context of his/her course, a separate evaluation process, which however only concerns the specific one lesson.