

POLITECNICO DI MILANO
SCHOOL OF
ARCHITECTURE, URBAN PLANNING AND CONSTRUCTION ENGINEERING

SUPPLEMENTARY FINAL EXAM REGULATIONS
FOR THE LAUREA MAGISTRALE (EQUIVALENT TO MASTER OF SCIENCE) PROGRAMME
IN MANAGEMENT OF BUILT ENVIRONMENT.

Art 1. Work presented at the Final Exam

The final exam of the Laurea Magistrale (equivalent to Master of Science) in Management of Built Environment consists in presenting and discussing a final dissertation (Laurea thesis) as indicated by articles II.1. 1 and II.1.2 of the AIUC School's Final Exam Regulations. This thesis must be original in terms of scientific content (theoretical, numerical or experimental, design or technological) or in terms of complexity and the interweaving of the various skills necessary for the attainment of the finished thesis.

Art. 2. Laurea Thesis Elaboration Levels

The Management of Built Environment Laurea Thesis, without prejudice to the principles set out in article 1, can be:

- a highly complex dissertation defining the issue dealt with, contextualising it theoretically, applying and/or developing original case studies, critically discussing the results and defining future potential development perspectives;

or

- a dissertation comprising just one of the aspects mentioned above.

In the former case theses are assessed in written form before they are presented by supervisors and, potentially, by co-examiners (thesis with co-examiner). In the latter case only a supervisor is required (thesis without co-examiner).

One or more co-supervisors are possible in both cases.

The choice of the two thesis types is to be agreed with the supervisor-professor whose decision on the subject will be final.

Art. 3. Laurea Thesis Contents

Laurea theses consist of an in-depth study of one or more specialist elements from those studied in the programme demonstrating the ability to integrate into it contributions from subjects studied.

Art. 4. Laurea Thesis Supervisor, Co-supervisor and Co-examiner

Thesis supervisors are members of the Politecnico di Milano's teaching staff, preferably chosen from those teaching on the Management of Built Environment Programme of Study.

Thesis co-supervisors can be university teaching staff (not necessarily Politecnico staff), university employees or professionals who have followed progress in the thesis work in co-ordination with the thesis supervisor.

Co-examiners - which supervisors can request only in the event of a 'highly complex thesis' - can be university professors or external professionals with an in-depth knowledge of the subject matter of the thesis capable of critically analysing the proposed thesis. Co-examiners intervene at the final stage of thesis presentation examining potential and/or critical issues detected and can put questions to students. In the event that co-examiners cannot be present at the thesis

discussion phase, they must send in a written report on the thesis together with any questions to ask candidates.

Art. 5. Number of authors of a Joint Laurea Thesis

Theses will not normally have more than two authors. For especially complex Laurea Theses, for example, involving a significant research and analysis, numerical modelling and 'new' methodology and tool definition component and on express request by supervisors to programme of study co-ordinators, the number of authors can be potentially raised to three.

Art. 6. Laurea Thesis Validity

The validity of a Laurea Thesis developed by more than one author is set at 18 months after that by a first author except where extensions are granted by the Dean or his or her delegate on well-motivated request by a supervisor.

Art. 7. Writing a Laurea Thesis

The final dissertation must be in A4 page layout either vertical or horizontal and bound. Any plates must be integrated into the thesis in the appropriate chapter in suitable A4 or A3 (folded into A4 format in the printed version) scale.

Art. 8. Experts invited by the Laurea Board

External experts, especially where these have followed candidates registered on the laurea session, can be invited to take part in the Laurea Board's work without voting rights. Such invitations are sent by the Registrar's office on recommendation by the Vice President of the Laurea Board where the latter is convinced of the supervisor's motives for requesting this. If co-supervisors and co-examiners are not Politecnico teaching staff they must be invited to take part in the Laurea Board's work and will have no voting rights.

Art. 9. Discussing a Laurea Thesis

On the occasion of the Final Exam candidates must submit to the Board:

- a copy of the presentation on digital supports with the exception of those covered by privacy clauses;
- a printed copy of the Laurea Thesis which will be returned to candidates after discussions are complete. Any plates must be printed and bound in an A3 or larger format album.

The Laurea thesis will be presented in the classroom with slides. Presentations:

- must highlight the thesis's original elements and must not be simply illustrative;
- must not last more than 15 minutes per thesis without co-examiner;
- must not last more than 20 minutes per thesis with co-examiner discussed by one or two students or 25 minutes per thesis with co-examiner discussed by three students.

The time frames shown do not comprise questions by the Board.

Only students regularly registered on the Laurea Session are eligible to present theses and respond to subsequent questions by the Board.

Art. 10. Laurea Thesis writing and discussion

In the Laurea Magistrale (equivalent to Master in Science) Management of Built Environment Programme of Study theses are to be written in English. The language to use for the discussion of the work is English.

All theses must in any case contain one synopsis in Italian and one in English as indicated in article II.1.5 of the AIUC School's Final Exam Regulations.

Art. 11. Laurea marks

The general regulations for assigning laurea marks are fixed by articles II.3.2 of the AIUC School's Final Exam Regulations.

For Laurea Theses in Management of Built Environment maximum marks are fixed as follows:

- from -1 to + 8 points for theses with co-examiner;
- from -1 to + 5 points for theses without co-examiner;

Magna cum laude can be assigned only where marks are equal to or higher than 113 (one hundred and thirteen) on unanimous vote by the Operational Board (CO).

Art. 12. Laurea Secretary

In relation to the provisions of Chapter I.1, I.2, I.3, and in particular Art. I.3.2, of the AIUC Laurea Exam Regulations, a Laurea Secretary will be appointed to support the work of the CU President and alongside the Board's Registrar's Office who will be chosen from amongst the CCS's teaching staff and have the following duties:

- assessing that thesis supervision teaching staff have specified whether theses are to be with or without co-examiner (and where necessary prompt teaching staff to conclude procedures within the specified time frames);
- checking the submission of reports and/or co-examiner reports by the teaching staff involved;
- defining thesis presentation order;
- organising the presence of the documentation required for the completion of the session on graduation day (availability of minutes, reports and co-examiner reports);
- delivering minutes to the Registrar's office on conclusion of the session.

Appointments will be made on the first meeting following on from the election of the CCS co-ordinator and will be subject to the same time frames.

Art. 13. Management of Built Environment and Management Engineering (joint internal laurea) Laurea (equivalent to Bachelor of Science) Exam

Joint MBE - ME laurea candidates on the MBE intake are called on to discuss theses before the MBE board. In such cases the Laurea Board must have at least one member of the ME Board as an invited member. At such sessions are awarded MBE qualifications with subsequent validation of the ME laurea.

Given the nature of the joint laurea programme - involving the awarding of a joint qualification - candidates are subject to the rules set out in the regulations of both schools (AIUC and 3I) as set out in the following articles.

Art. 14. Joint laurea thesis subject matter

Joint laurea students are free to choose the subjects of their theses which must be characterised by a cross-disciplinary two laurea approach to the theme chosen.

Art. 15. Joint laurea written thesis language

Theses must be written in English. All thesis dissertations must contain one synopsis in Italian and one in English.

Art. 16. Number of authors of a Joint Laurea Thesis

In accordance with the 3I School's Regulations, art. 5.2, theses cannot have more than two authors.

Art. 17 Joint Laurea marks

In accordance with the 3I School Regulations, art. 6.2, maximum marks have been fixed as follows:

- from -1 to +7 points for theses with co-examiner (in exceptional cases the operational board may award a further increase up to a maximum of 1 point and a total of 8 points);
- from -1 to +4 points for theses without co-examiner (in exceptional cases the operational board may award a further increase up to a maximum of 1 point and a total of 5 points);

This exceptional 1/100th point maximum can be awarded only in the following conditions:

- the thesis supervisor has submitted a written motivated request to the Registrar's Office prior to the discussion;
- the operational board was informed prior to the discussion;
- all members of the operational board agree on the award;
- the co-examiner (where applicable) has been informed and agrees with the award.

Magna cum laude can be assigned only where marks are equal to or higher than 113 (one hundred and thirteen) on unanimous vote by the Operational Board (CO).