

## Four-Year Undergraduate Degree Progression Flowchart (8 Semesters)

### Assumptions:

- Two semesters per academic year
- Four courses per semester ( $4 * 7.5 = 30$  ECTS total)
- Minimum passing grade courses: C- (60%)
- Resit exam offered after failing a regular course
- Maximum one failed course allowed to progress per year (7.5 ECTS)
- Note that deadlines for all assignments are restricted within term time, so that students can receive all marks from other course requirements before the final exam of a specific course.

### Start

#### Year 1 - Semester 1

- Take 4 courses (30 ECTS)
- **Pass all courses:** Proceed to Year 1 - Semester 2
- **Fail one or more courses**

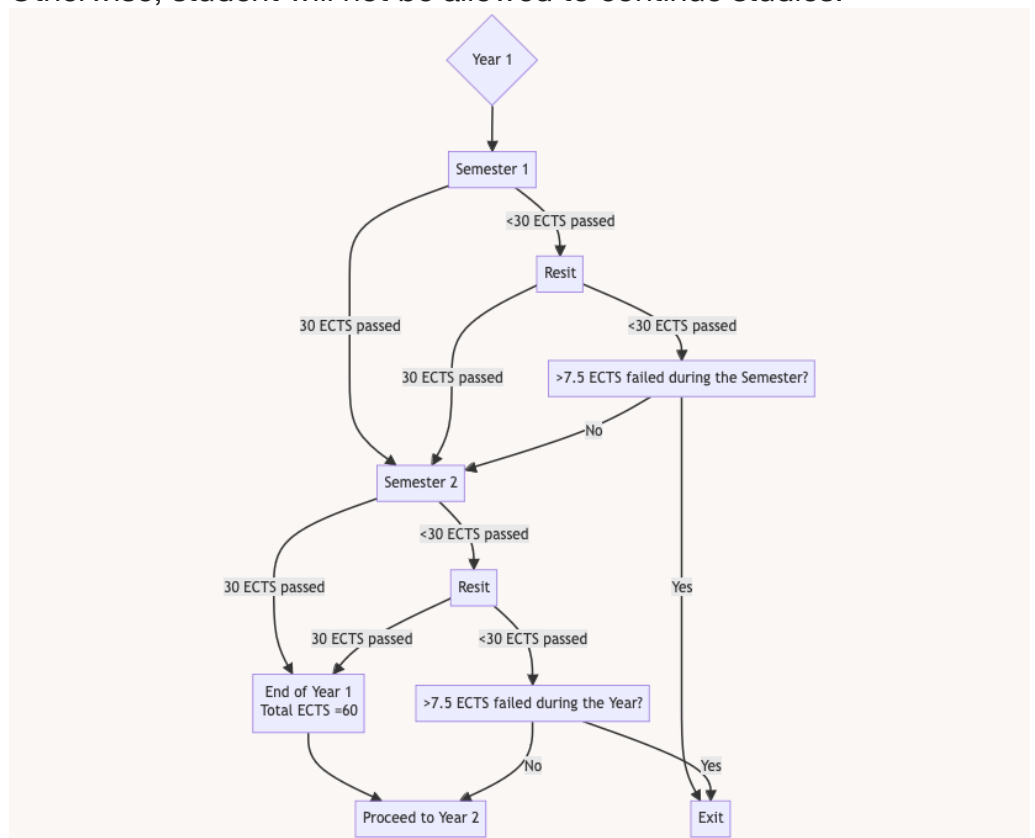
A student is eligible for a final examination resit when he/she:

- Has failed a course (received an F grade in a course)
- Has achieved a total grade in the range of 50-59 (for undergraduate courses).
- Has no outstanding "I" (Incomplete Grade) in the other course requirements (i.e. mid-term, assignments) by the time of applying for a resit final examination.
- Submits an application to the academic affairs department. A payable fee of €100 per exam applies. All eligible students will be informed by email (student email) regarding the application deadline date and the dates of the exams.
- Pass Resit Exam (minimum 60%): Course passed with 60%, no matter if the acquired points in the exam sum up to a bigger score.
- Fail Resit Exam (maximum one course only - 7.5 ECTS):
  - Proceed to Year 1 - Semester 2 with an F for the failed course

- If a student fails in two or more Resit Exams within a Semester, their studies will be discontinued.

## Year 1 - Semester 2

- Take 4 courses (30 ECTS)
- **Pass all courses:** Proceed to Year 2
- **Fail 1 or more courses:**
  - Resit exam offered for each failed course (regular courses only) following the same requirements as Semester 1.
  - Pass Resit Exam (minimum C = 60%): Course passed with 60%
  - Fail Resit Exam:
    - Allowed to progress to Year 2 only if failed a single course across the entire Year 1 (maximum of 7.5 ECTS in total)
      - All other courses passed or passed with a 60% in resit exams
    - Otherwise, student will not be allowed to continue studies.



### **Year 2, Year 3 (Repeat Process)**

- Follow the same process as Year 1 (Semester A and Semester B)
- Students can accumulate a maximum of one failed course (7.5 ECTS) per year to progress.
- Failing two or more courses in a single year, results in discontinuation of studies as it signifies an evident lack of commitment and essential potential to complete degree requirements.

### **Year 4**

- In addition to regular courses, students must successfully complete:
  - Thesis I (Semester G)
  - Thesis II (Semester H)
  - Practicum I (Semester E)
  - Practicum II (Semester F)

### **Retaking Courses:**

- Students have the right to retake any failed courses (up to four) in their final year (Year 4) or during an extra fifth year (provided that they request it in writing and receive written approval by the Head of Department).
- Passing a retaken course will result in a minimum passing grade (C = 60%).
- Retaken courses can be:
  - Core courses: Students must repeat the same course.
  - Elective (Concentration or General) courses: Students can repeat the same course or choose a different elective they have not already completed during their course of study.

### **End**

### **Progression Criteria:**

- Students must pass all courses and fulfill all program requirements (including Thesis and Practicum) in a semester to proceed smoothly.
- Students can accumulate a maximum of one failed course (7.5 ECTS) per year (excluding Thesis I & II; Practicum I & II) to progress to the next year.

- Failing two or more courses in a single year, results in discontinuation of studies.
- Retaken courses (up to four maximum) in the final (or an extra) year of studies can improve a student's overall grade point average and transcript in their final or fifth (extra) year. Students need to submit an application to the academic affairs department, at least 3 months before the planned retaken course is due to take place. A payable fee of €500 per course applies. All eligible students will be informed by email (student email) regarding the University's decision on whether they are given permission to re-take courses and when.
- In extenuating circumstances students can interrupt their studies for reasons of force majeure, including health and other serious issues. Subject to submission of supporting documentation of extenuating circumstances students will be allowed to proceed with their studies normally within a maximum of 2 years from the official date of interruption.