



**School of Film**

**MA**

**Film and Television Studies**

**DRAFT REGULATION OF POSTGRADUATE STUDIES OF THE PROGRAM "FILM AND TELEVISION STUDIES" OF THE SCHOOL OF FILM OF THE FACULTY OF FINE ARTS OF ARISTOTLE UNIVERSITY OF THESSALONIKI**

**General Provisions** The second cycle of studies consists of attending a Postgraduate Program (PMS) and is completed with the award of a Postgraduate Diploma (D.M.S.). This Postgraduate Regulation complements the provisions of Chapter Θ' [Organization and Operation of Second and Third Cycle Programs] of Law 4957/2022 (Government Gazette 141/A'/21-7-2022): "New Horizons in Higher Education Institutions: Enhancement of quality, functionality, and connection of Higher Education Institutions with society and other provisions," as well as the Regulation of Operation of Postgraduate Programs of AUTh (Government Gazette B' 4084).

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## **Article 1**

### **Object - purpose of P.M.S.**

The School of Film of the Faculty of Fine Arts organizes and operates an English-language Postgraduate Program (hereinafter PMS) titled "Film and Television Studies." The purpose of the Postgraduate Program is the history and theory of cinema and television. The aim of the Postgraduate Program is to ensure the scientific competence of students, specialize and cultivate high-level skills and knowledge in the cognitive subjects of cinematic and television theoretical/historical studies, promote academic research, and highlight new scientific knowledge. The learning outcomes and qualifications of those who successfully completed the program include high-level cultivation and promotion of visual literacy in the history of cinema and television, various cinematic and television genres, learning modern theoretical models related to representation, and interdisciplinary approach to audiovisual texts. The PMS is in English, aiming to make the School of Film and, by extension, AUTh, the center of cinematic and television theoretical/historical studies of the Second Cycle of Studies in Europe.

## **Article 2**

### **Awarded Title of P.M.S.**

The PMS awards a Postgraduate Diploma (D.M.S.) titled "Film and Television Studies." The successful completion of studies leads to level seven (7) of the National and European Qualifications Framework according to article 47 of law 4763/2020 (Government Gazette 254/A'/2020).

## **Article 3**

### **Bodies of Postgraduate Programs**

Competent bodies for the administration, organization, and operation of postgraduate programs are:

- I. The Senate of the Institution: it is the competent body for academic, administrative, and organizational matters of the PMS and exercises any authority regarding the PMS not assigned by law to other bodies.
- II. The Postgraduate Studies Committee: formed by the decision of the Senate and consists of the competent Vice-Rector, who acts as President, as well as one (1) member of the Teaching and Research Staff (TRS) from each School of AUTh, and one (1) member from the categories of members of Special Teaching Staff (STS), Laboratory Teaching Staff (LTS), and Special Technical Laboratory Staff (STLS) of AUTh. Committee members have experience in organizing and participating in second-cycle programs. The Committee's term is two (2) academic years.
- III. III. The School of Film Assembly. The School of Film Assembly has the following responsibilities: a. Forms Committees to evaluate applications from prospective graduate students and approves their enrollment in the MA program, b. Assigns teaching duties to the instructors of the MA program, c. Proposes to the Senate the modification of the decision to establish the MA program, as well as the extension of its duration, d. Forms examination committees for the evaluation of the theses of graduate students and appoints a supervisor for each thesis, e. Confirms the successful completion of the program to award the MA degree, f. Approves the evaluation report of the MA

program, based on the recommendation of the Coordinating Committee (C.C.). By decision of the School of Film Assembly, the responsibilities of items a) and d) may be delegated to the Coordinating Committee of the MA program.

- IV. The Coordinating Committee (C.C.) of the MA program: consists of the Chair of the MA program and four (4) faculty members of the School of Film with relevant expertise to the MA program, who are involved in teaching within the program. The members of the C.C. are determined by the decision of the School of Film Assembly. The responsibilities of the C.C. include: • Prepares the initial annual budget of the MA program and its modifications, if the MA program has resources according to Article 84 of Law 4957/2022, and proposes its approval to the Special Account for Research Funds (S.A.R.F.), • Prepares the program's report and proposes its approval to the School of Film Assembly, • Approves the expenditures of the MA program, • Approves the awarding of scholarships, compensatory or not, in accordance with the decision to establish the MA program and the regulations of graduate and doctoral studies, • Proposes to the School of Film Assembly the distribution of teaching duties, as well as the assignment of teaching duties to the categories of teaching staff defined in Article 83 of Law 4957/2022, • Proposes to the School of Film Assembly the invitation of Visiting Professors to cover the teaching needs of the MA program, • Prepares a plan for the modification of the curriculum, which is submitted to the School of Film Assembly, • Proposes to the School of Film Assembly the redistribution of courses among academic semesters, as well as issues related to the qualitative enhancement of the study program. Professors of the School of Film or affiliated Schools may participate in the C.C., provided they contribute to teaching in the MA program.
- V. The Chair of the MA program is selected from the faculty members of the School of Film, prioritizing the rank of Professor or Associate Professor, and is appointed by the decision of the School of Film Assembly for a two-year term, with the possibility of renewal without limitation. The Chair is not entitled to additional compensation for administrative work. The Chair has the following responsibilities, as stipulated in Article 82 (4) of Law 4957/2022 and any other duties defined in the decision to establish the MA program: a. Chairs the C.C., prepares the agenda, and convenes its meetings, b. Proposes matters related to the organization and operation of the MA program to the School of Film Assembly, c. Proposes to the C.C. and other bodies of the MA program and the University issues related to its effective operation, d. Serves as the Scientific Coordinator of the program according to Article 234 of Law 4957/2022 and exercises the corresponding responsibilities, e. Monitors the implementation of decisions by the bodies of the MA program and the Internal Regulations of graduate and doctoral programs, as well as oversees the execution of the program's budget. The Chair, as well as the members of the C.C., are not entitled to compensation or any remuneration for the performance of their assigned duties related to their administrative tasks.

The Administrative Support of the MA program is provided by the School of Film. The Secretary of the MA program is responsible for maintaining records and grades of graduate students. Additionally, they inform graduate students about matters related to the organization and operation of the program. Finally, they are responsible for preparing issues presented to the School of Film Assembly or the Program Study Committee.

## **Article 4**

### **Categories of Eligible Candidates**

The Postgraduate Program accepts graduates and bachelor's degree holders from Higher Education Institutions are accepted. In the case of candidates holding a bachelor's degree from a foreign institution, the Postgraduate Program Secretary verifies whether the originating institution is listed in the National Register of Recognized Foreign Institutions and if its type is included in the National Register of Types of Degrees of Recognized Institutions, as posted on the website of the Hellenic National Academic Recognition and Information Center (DOATAP). If the institution or the degree is not registered with DOATAP, the Postgraduate Program Secretary requests an evaluation of eligibility from DOATAP. The authenticity of the foreign degree is certified with a Hague Apostille.

## **Article 5**

### **Number of Admissions, Criteria, and Admission Procedure**

The number of admissions per year is set at a maximum of 25 postgraduate students. The Postgraduate Program cannot operate with fewer than six (6) postgraduate students. Following the decision of the School of Film Assembly, the Postgraduate Program announces positions through an open procedure. Specifically, the invitation specifies the admission requirements, number of admissions, candidate categories, admission procedure, selection criteria, etc., the deadlines for submitting applications, as well as the required documents. The School of Film Assembly retains the right to issue additional calls for interest if the upper limit of admissions is not reached with the initial announcement. The admission announcement for postgraduate students is published on the School of Film website, the Postgraduate Program's website, and the relevant social media pages. Applications, accompanied by the necessary documents, are submitted to the School of Film Secretariat, either in print or electronically.

The selection criteria for admissions include:

1. A bachelor's degree from a domestic or foreign institution.
2. Performance in the Thesis, where required in the undergraduate studies.
3. Excellent proficiency (C2 level) in the English language, according to the Council of Europe system, accepted by the Hellenic Authority for Qualifications (ASEP). Alternatively, a degree from a Greek University or an equivalent foreign institution, indicating successful completion of an English-language undergraduate or postgraduate program, may be submitted.
4. Interview by a competent Committee.
5. In addition to the above documents, the candidate may submit, if available:
  - Diploma or diplomas from postgraduate studies at a Greek University or an equivalent foreign institution.
  - Doctoral degree from a Greek University or an equivalent foreign institution.
  - Certificates for excellent knowledge of another language.
  - Scientific publications and writing activity (e.g., undergraduate theses, dissertations, etc.).

The above-mentioned documents are submitted as exact copies.

The selection process for candidates is carried out by a competent three-member Selection and Examination Committee consisting of faculty members engaged in postgraduate work. The Committee compiles a complete list of all candidates and, after

the relevant verification, rejects those who do not meet the minimum criteria set by the School of Film. It then invites for an interview the eligible candidates who have met the prerequisites.

The scoring of candidates for admission to the Postgraduate Program is determined as follows, based on a scale of 100:

1. Bachelor's Degree / Diploma Grade and Relevance of Subject	15
Detailed GPA in undergraduate courses relevant to the Postgraduate Program	15
Performance in the Thesis, where required in the undergraduate studies	10
Proficiency in the English language (C2 level certification required)	15
Knowledge of a second or another foreign language	15
Interview by a competent committee of faculty members who are involved in teaching in the Postgraduate Program. The interview focuses on three areas (a. general information about the academic background of the candidates, b. specific information about the reasons for applying to the Postgraduate Program, and c. discussion related to the themes of the Postgraduate Program and academic research). (The interview can be conducted electronically in cases where the candidate is not in Thessaloniki).	15
Also considered: another postgraduate degree, research experience, possible scientific publications, and writing activity (e.g., undergraduate theses, dissertations, etc.)	15
<b>TOTAL POINTS</b>	<b>100</b>

The minimum acceptance rate is 60/100. After the completion of the process, the final list of successful candidates is compiled. In the case of a tie: if there are more candidates with the same total score, then the degree or diploma grade is considered for the final ranking, and the candidate with the highest grade is advanced. If a tie persists in this case, the scoring of related courses to the Postgraduate Program is taken into account. The number of candidates accepted due to a tie cannot exceed the maximum number of admissions. If there are vacant admission positions, they are filled either by ranking candidates in descending order of the overall score, provided it is at least, e.g., thirty (30) units, or by issuing a supplementary announcement for the vacant positions. The final list of successful and, if applicable, alternate candidates, once ratified by the School of Film Assembly, is posted on the Secretary's notice board and on the School of Film website. Objections to the results can be submitted within five (5) working days from the announcement of the results. The registration of successful candidates takes place following a relevant announcement by the Postgraduate Program's secretariat within seven (7) working days, with the submission of the necessary documents. If a candidate does not register within the specified deadline, it is considered a refusal of acceptance of the position, which is then filled by the next successful candidate.

## **Article 6**

### **Duration and terms of study**

#### **Duration of studies**

The duration of enrollment in the Postgraduate Program leading to the Master's Degree is set at three (3) semesters, including the time for the preparation and evaluation of the

postgraduate thesis. The maximum allowed completion time for studies is defined as five (5) semesters. If the student has not progressed in all required courses or has not completed the preparation of the postgraduate thesis within the five (5) semesters, they will be removed from the Postgraduate Program. Additionally, students who choose not to complete the thesis within the three (3) semesters must pay a fee of 500 euros for each additional semester. Partial enrollment is not allowed, and there is no provision for an extension, suspension, or resumption of studies.

**Removal:** The Coordinating Committee may propose the removal of a student due to insufficient progress in their postgraduate studies (evidenced by non-participation in the educational process, such as attendance and examinations), incomplete fulfillment of obligations defined by the Regulations, or behavior that violates academic ethics, such as plagiarism or self-request of removal by the student. The decision for removal is made by the School of Film Assembly.

### **Tuition Fees**

The tuition fees are defined as follows:

- For students from the 27 member states of the European Union, the fees amount to 4,000 euros.
- For students from non-European Union countries, the fees amount to 6,000 euros.

Payment is made in two installments based on the publication date of the list of successful candidates. The first installment of 2,000 euros (for students from the 27 EU member states) and 3,000 euros (for students from non-EU countries) is due no later than the end of July (after the approval of the list of successful candidates by the School of Film Assembly and completion of necessary procedures). The second equal installment is due by September 25, before the start of classes on the first working day of October. Tuition fees are paid to the Special Research Funds Account of the Aristotle University of Thessaloniki. Incomplete payment of financial obligations constitutes sufficient reason for non-awarding of the Degree or removal from the Postgraduate Program. There is no possibility of refund after the payment of the first installment.

**Exemption from Tuition (for Greek students only):** Students who meet the excellence criterion during the first cycle of studies, corresponding to a grade of at least seven and a half (7.5/10), may have the right to free tuition due to financial or social criteria. The specific terms and conditions of the exemption right for free tuition in Postgraduate Programs are described in the current legislation and the decision of the Minister of Education, Religions, and Sports. Exempted students should not exceed thirty percent (30%) of the total number of students admitted to the Postgraduate Program. If the eligible students exceed this percentage, they are selected in order of ranking, starting with those with the lowest income. The application for exemption from tuition fees is submitted by the interested student to the School of Film after the completion of the candidate selection process in the Postgraduate Program, following a relevant announcement-invitation from the Department's Secretariat.

## **Article 7**

### **Student rights and obligations**

The students of the MA program enroll and participate in the program under the terms and conditions specified in the Master's Degree Regulations. Master's students have all



the rights, benefits, and facilities provided for undergraduate students, except for the provision of free textbooks. The School of Film is obligated to provide facilities for Master's students with disabilities or special educational needs.

Students of the MA Program are obligated to:

1. Attend classes continuously throughout the program. Attendance in classes and exercises is mandatory, with deviations allowed only for serious, justified reasons. More than one (1) absence per course is not permitted.
2. Participate in all educational and research activities.
3. Submit course declarations on time for each semester.
4. Submit required assignments for each course within the specified deadlines.
5. Submit a signed declaration along with their dissertation stating that there is no plagiarism.
6. Pay the tuition fees within the specified dates.
7. Respect and adhere to the decisions of the MA program bodies, as well as academic ethics.

Failure to comply with all the above, without a serious and documented justification, constitutes grounds for the removal of the Master's student from the program.

## Article 8

### Language of Instruction - Study Program - Knowledge Assessment

The language of instruction for the courses is English. English is also the language for completing assignments each semester and the final master's thesis.

The MA program is structured into 3 semesters. In the 1st semester, three (3) courses are taught in total (two (2) Compulsory with 12 ECTS each and one (1) Elective with 6 ECTS). In the 2nd semester, three (3) courses are taught in total (two (2) Compulsory with 12 ECTS each and one (1) Elective with 6 ECTS). In the 3rd semester, students work on their master's thesis (30 ECTS).

### Curriculum:

<b>Semester A (ECTS 30)</b>			
<b>Code</b>	<b>Course Title</b>	<b>Course type O: Obligatory E: Elective</b>	<b>ECTS</b>
<b>O-A1</b>	<b>Film Theory: From Analogue to Digital Cinema</b>	<b>O</b>	<b>12</b>
<b>O-A2</b>	<b>Historiography of Television: History &amp; Culture</b>	<b>O</b>	<b>12</b>
<b>E-A3</b>	<b>Workshop I</b>	<b>E</b>	<b>6</b>
<b>E-A4</b>	<b>Research Methodology</b>	<b>E</b>	<b>6</b>
<b>E-A5</b>	<b>Contemporary Issues in Film and Television Studies I</b>	<b>E</b>	<b>6</b>
<b>E-A6</b>	<b>Film &amp; Television: Advancing History &amp; Theory</b>	<b>E</b>	<b>6</b>



<b>Semester B (ECTS 30)</b>			
<b>Code</b>	<b>Course Title</b>	<b>Course type O: Obligatory E: Elective</b>	<b>ECTS</b>
<b>O-B1</b>	<b>Historical Cinema: Representing the Past in Fiction and Documentary</b>	<b>Y</b>	<b>12</b>
<b>O-B2</b>	<b>Advanced Topics in Genre and Television</b>	<b>Y</b>	<b>12</b>
<b>E-B3</b>	<b>Contemporary Filmmaking</b>	<b>E</b>	<b>6</b>
<b>E-B4</b>	<b>Contemporary Issues in Film and Television Studies II</b>	<b>E</b>	<b>6</b>
<b>E-B5</b>	<b>Film, Television and Politics</b>	<b>E</b>	<b>6</b>
<b>Semester C (ECTS 30)</b>			
<b>Code</b>	<b>Title</b>	<b>Course type</b>	<b>ECTS</b>
<b>MΔE</b>	<b>MA Thesis</b>	<b>O</b>	<b>30</b>

### **Course Descriptions**

#### **Y-A1 – Film Theory: From Analogue to Digital Cinema**

**Description:** This course explores the fundamental question of film theory, namely, "What is cinema?" by contrasting the basic arguments of classical film theory with the latest developments in theoretical thinking about digital cinema. It covers a wide range of theorists from Arnheim and Kracauer to Elsaesser and Manovich, aiming to approach the complex relationship between film and reality, especially through the transition from analog to digital film production. The goal is to trace the evolution of film theory over the decades and invite a reexamination of key concepts and questions.

#### **Y-A2 – Historiography or Television: History & Culture**

**Description:** The course examines the history of American television as a new technology in the 1920s, its early broadcasts in the 1940s, the national dominance of networks in the 1950s and 1960s, and the contemporary digital and diverse era of television product offerings through various platforms.

#### **Y-B1 – Historical Cinema: Representing the Past in Fiction and Documentary**

**Description:** This course will discuss the representation of history in cinema, combining theories and concepts from written historiography and film theory. It provides an overview of the trajectory of historical studies and film studies as two disciplines sharing morphological, aesthetic, ideological, and institutional elements. The course addresses historical work, whether in written or cinematic form, as a cultural product that produces both knowledge and power in society.

#### **Y-B2 – Advanced Topics in Genre and Television**

**Description:** This course presents the latest theories in genre studies by showcasing contemporary television genres. Each genre is represented through specific television examples that create the necessary framework for applying the theoretical knowledge gained.

#### **E-A3 – Research Methodology**

**Description:** This course promotes students' research knowledge through critical analysis of research language and various approaches. Students use theoretical concepts to critically evaluate relevant literature and determine how research results can be

applied. Students also learn the basic principles of oral presentation and PowerPoint preparation.

**E-A3 – Contemporary Issues in Film and Television Studies I**

**Description:** This course focuses on contemporary theories and genres in film and television.

**E-A5 – Film & Television: Advancing History & Theory**

**Description:** This course centers on the evolution of television and film aesthetics and quality, placing film and television texts in a social, technological, and productive context.

**E-B3 – Contemporary Filmmaking**

**Description:** This course discusses contemporary filmmaking, production methods, historical and technological contexts, theoretical issues, perception, and critique.

**E-B4 – Contemporary Issues in Film and Television Studies II**

**Description:** This course focuses on contemporary theories and genres in film and television.

**E-B5 – Film, Television and Politics**

**Description:** This course examines significant political themes and theoretical issues found in contemporary films and television narratives, regardless of genre.

Each semester lasts for 13 weeks. During the third semester, students undertake their thesis work. The start and end dates of courses, as well as the duration of examination periods, are determined by the academic calendar, as decided by the School of Film Assembly.

Y = Mandatory, E = Elective Number of courses per semester: 3 Total ECTS per semester: 30

**Knowledge Check – Student Evaluation**

The courses of the MA program are primarily assessed through written assignments and any other method deemed appropriate by the instructor. The deadlines for assignments and assessment methods are determined by the instructor and are announced at the beginning of each semester.

The evaluation of written assignments is based on the following criteria: a. Structure: 1.5/10, b. Presentation / Language / Morphology: 2.5/10, and c. Content: Hypothesis / Appropriate and sufficient bibliography / Correct citations / Originality / Argumentation: 6/10.

The grading scale is defined from zero (0) to ten (10) as follows: • Excellent (8.5 to 10) • Very Good (6.5 to 8.5 excluding) • Good (6 to 6.5 excluding) • Passing grade is six (6) or higher.

In case of emergencies or force majeure, exams can be conducted using electronic means, provided the integrity of the assessment process is ensured. In cases of illness, it is recommended that the instructor facilitates, in any suitable way, the examination of the student (e.g., oral or remote examination). If a master's student fails an exam twice, it is considered that they have not successfully completed the program, and the Coordinating Committee recommends their removal. In this case, the student can apply for re-evaluation by a three-member committee of departmental faculty members, appointed by the School of Film Assembly. The application must be submitted within ten (10)

working days after the publication of the grade or the electronic notification to the student. If the ten (10) working days elapse, the application is not accepted. If the committee gives a negative evaluation for the third time, the student is removed from the MA program by the School of Film Assembly.

The Master's Degree grade is derived from the weighted average of the MA courses and the Master's Thesis (if applicable). The weighting is based on the ECTS credits of the courses and the Master's Thesis, calculated to the second decimal place, using the formula:

$$\text{Master's Degree Grade} = (\text{Grade of Course 1} \times \text{ECTS of Course 1} + \text{Grade of Course 2} \times \text{ECTS of Course 2} + \dots + \text{Grade of Master's Thesis} \times \text{ECTS of Master's Thesis}) / \text{Total ECTS.}$$

### **Postgraduate Diploma Thesis**

The composition of the Postgraduate Diploma Thesis (P.D.T.) can only commence after the positive evaluation of the student in all courses during the first two semesters. To undertake the P.D.T., the Coordinating Committee, upon request from the candidate on specific dates, which include the proposed title of the postgraduate thesis, the suggested supervisor, and an attached summary of the proposed work, designates the supervisor and forms a three-member Examination Committee for the approval of the thesis. One member of the committee is the supervisor. Members of the Examination Committee must have the same or related scientific expertise as the subject of the MA. In exceptional cases, if there is an objective inability or a significant reason, the supervisor or a member of the Examination Committee can be replaced, and the topic of the P.D.T. can be changed, following a decision by the School of Film Assembly.

Faculty members, as described in Article 83 of Law 4957/2022, have the right to supervise diploma theses, including members of the Teaching and Research Staff (T.R.S.), Special Teaching Staff (S.T.S.), Laboratory Teaching Staff (L.T.S.), and Special Technical Laboratory Staff (S.T.L.S.) of the School of Film or other Departments of the same or another Higher Education Institution (H.E.I.) or Higher Military Educational Institution (H.M.E.I.), with additional employment beyond their legal obligations if the MA has tuition fees. Other eligible supervisors include equivalent Professors or retired members of the T.R.S. of the School of Film or other Departments of the same or another H.E.I., collaborating professors, commissioned instructors, visiting professors, or visiting researchers, as well as researchers and specialized scientific personnel of research and technological organizations mentioned in Article 13A of Law 4310/2014 (A' 258) or other research centers and institutes in Greece or abroad.

The preparation of the Postgraduate Diploma Thesis is governed by the Academic Code of Ethics of the Aristotle University of Thessaloniki. Every creator or co-creator of any intellectual work is entitled to be referred to and recognized as such, enjoying both the property and moral rights/powers arising from that specific work. The Postgraduate Diploma Thesis is presented publicly to the Examination Committee on a day and time proposed by the student and posted on the official website of the relevant Department. The Postgraduate Diploma Thesis is an academic document with a length of 13-18,000 words (including bibliography, footnotes, and any appendices). The work is exclusively written in English, using Times New Roman or Cambria font (12pt), with 1.5 line spacing.

The aim of the Postgraduate Diploma Thesis is to contribute to the chosen field of knowledge. Therefore, each student must identify a gap in the literature through analysis/discussion and contribute new knowledge using appropriate methodological, theoretical, and historical tools.

After the defense of the Postgraduate Diploma Thesis, minutes are drafted, indicating the individual grade of each member of the Examination Committee, the average grade, and any comments or remarks. If the evaluation of the Postgraduate Diploma Thesis is negative, the student may resubmit a revised version of the work, incorporating the suggestions for improvement within three weeks. If the second evaluation is also negative, the student loses the right to be awarded the Postgraduate Diploma.

## **Article 9**

### **Best Thesis Award & Scholarships**

Every year, a monetary prize is awarded to the best diploma thesis to enable the student to participate and present their research at an international conference. The criteria for nominations include: a. Excellent theoretical and methodological approach, b. Excellent coherence and structure, and c. Originality and contribution to scientific knowledge. Each member of the teaching staff of the MA can nominate up to one diploma thesis annually. Evaluation based on the above criteria is carried out by a three-member committee of MA instructors, excluding the member who supervised the proposed thesis. The evaluation is based on a scale of ten (10) = Excellent, as also applied to diploma theses. In the case of a tie, the student with a higher grade in the compulsory courses of the two semesters prevails. If a tie persists, the grades of elective courses are taken into account for the final ranking. If no thesis is proposed or if the evaluation committee does not consider any proposed thesis to meet the above criteria, no award is given.

By decision of the School of Film Assembly, scholarships may be awarded. The terms for awarding scholarships are determined by the decision of the Assembly.

## **Article 10**

### **Teaching Staff**

The teaching work of the Postgraduate Program (P.M.S.) is assigned, following the recommendation of the Coordinating Committee of the P.M.S. and the decision of the School of Film Assembly, to the following categories of educators: a. Members of the Teaching and Research Staff (T.R.S.), Specialized Teaching Staff (S.T.S.), Laboratory Teaching Staff (L.T.S.), and Special Technical Laboratory Staff (S.T.L.S.) of the School of Film or other Departments of the UoA or other Higher Education Institution (H.E.I.) or Higher Military Education Institution (H.M.E.I.), with additional employment beyond their legal obligations if the P.M.S. has tuition fees, b. Equivalent professors or retired members of the T.R.S. of the School of Film or other Departments of the AUTH or other H.E.I., c. Collaborating professors, d. Appointed instructors, e. Visiting professors or visiting researchers, f. Researchers and specialized functional scientists of research and technological entities of Article 13A of Law 4310/2014 (Government Gazette A' 258) or other research centers and institutes in the country or abroad, g. Scientists of recognized prestige, possessing specialized knowledge and relevant experience in the subject matter of the P.M.S. Decisions of the School of Film Assembly regarding the distribution of teaching duties must include the following mandatory elements: a. The full name of the

instructor, b. Their capacity, c. The type of teaching work assigned per instructor (course, seminar), and d. The number of teaching hours per course or seminar. The invited instructor is obliged to follow the weekly teaching schedule, as determined by the Coordinating Committee, and adhere to the examination and evaluation terms described in this Regulation. Among the duties of the instructors are, among other things, the description of the course or lectures, the citation of relevant bibliography, the examination method for the course, and communication with the postgraduate students. Teaching in the P.M.S. is conducted according to the timetable of courses prepared under the responsibility of the P.M.S. Chair. Upon the commencement of the P.M.S., a permanent member of the T.R.S. of the P.M.S. is appointed as an Academic Advisor for each postgraduate student. Their role is to monitor the progress of the students' studies, be informed by the instructors about any continuous absences of the students that are their responsibility, and inform them (through the Secretariat) that such absence may result in failure in the course. Additionally, the Academic Advisor assists in choosing the postgraduate thesis topic, taking into account the research interests of the student. Postgraduate students are required to contact their academic advisor for any issues that may affect the smooth progress of their studies. The Academic Advisor ensures regular meetings with the postgraduate students they supervise, at least twice per semester. Their responsibilities include, among other things:

- Identifying the needs and research interests of the postgraduate student, supporting their inclinations and skills, and encouraging them to focus on areas that suit them.
- Informing and facilitating the student's contacts with the collective bodies of the P.M.S. and the administration services.
- Providing assistance in preparing the individual semester study program and determining the topic of the postgraduate thesis.
- Identifying students who owe multiple courses.
- Caring for and preparing a plan for these students.

Teaching staff, administrative staff, as well as the relevant services of the institution, collaborate and support the Academic Advisors in their work, taking into account information, observations, suggestions, and requests regarding any deficiencies or malfunctions that create problems for the students and any proposals for their resolution. Upon the recommendation of the Coordinating Committee of the P.M.S. or the Chair, auxiliary teaching work may be assigned to the prospective doctoral candidates of the School of Film or the School, under the supervision of the P.M.S. instructor. Auxiliary work includes assisting Teaching and Research Staff (T.R.S.) members during the exercise of their teaching duties, conducting student tutorials, laboratory exercises, supervising exams, and correcting exercises. The School of Film Assembly may decide either to assign auxiliary work or to publish a call for expressions of interest in subjects offered in the P.M.S. The Call for Expressions of Interest specifies the deadlines for submitting candidacy, as well as the specific qualifications. Instructors, during the period of educational leave or duties suspension, may provide teaching work to the P.M.S. if it is practically feasible.

## **Article 11**

### **Program Revenue - Financial Management**

The resources of the Postgraduate Program may come from:

- Tuition fees,
- Donations, sponsorships, and all kinds of financial support,
- Legacies,
- Funds from research projects or programs, especially those of the European Union,
- Own resources of the Aristotle University of Thessaloniki (AUTH),
- State budget or public investment program,
- Any other legal cause.

The resources of the Postgraduate Program are allocated as follows:



A. A sum equivalent to thirty percent (30%) of the total revenue from tuition fees is retained by the Research Committee of AUTH. This amount includes the percentage retained for the financial management of the Postgraduate Programs. The decision on whether the remaining amount, after deducting the retention for the Research Committee, is transferred to the regular budget or used for the creation of projects/programs through the Research Committee, with the aim of prioritizing the needs of Postgraduate Programs operating without tuition fees and covering the research, educational, and operational needs of the AUTH, is made by the Board of Directors by the end of March each year. For the revenues of the Postgraduate Program from points b) to d) of paragraph 1, a retention for the Research Committee is applied, similar to the one applicable to revenues from corresponding funding sources.

B. The remaining amount of the total revenue of the Postgraduate Program is used to cover its operational expenses. The Postgraduate Program prepares, in accordance with current legislation, a detailed budget for the five (5) years of operation, including all resources of the program and its operational cost.

## **Article 12**

### **Administrative Support - Infrastructure**

The operation of the Postgraduate Program is based on the facilities of the School of Film, the Faculty of Fine Arts (libraries of each School), and AUTH (library and information center, e-governance center). The teaching of courses will take place in the existing classes of the building housing the School of Film (Stavroupoli, Ikoniou 1), with the possibility of using other classes of AUTH. The administrative support of the Postgraduate Program is provided by the School of Film of AUTH, and financial management is handled by the Research Committee of AUTH.

## **Article 13**

### **Graduation Ceremony**

The graduation ceremony is not a mandatory part of the successful completion of studies but is a necessary condition for the issuance of the diploma title. The certification is done within the School of Film Assembly, in the presence of the Chair of the Postgraduate Program, the Head of the School of Film, the Dean of the School, or their deputies, and, if possible, a representative of the Rector. Postgraduate students who have successfully completed the Postgraduate Program can, in exceptional cases (studies, residence or work abroad, health reasons, etc.), apply to the School of Film Secretariat for an exemption from the certification obligation.

## **Article 14**

### **Type of Awarded Postgraduate Diploma (P.D.)**

The title of the Postgraduate Diploma is a public document and is awarded by one of the Postgraduate Programs of the School of Film. The Postgraduate Diploma is issued by the Secretariat of the Postgraduate Program in both Greek and English. The graduate of the Postgraduate Diploma may be granted, before the award, a certificate of successful attendance and completion of the Program. In addition to the Postgraduate Diploma, an Annex to the Diploma is granted [Article 15 of Law 3374/2005 and Ministerial Decision F5/89656/BE/13-8-2007 (Government Gazette 1466 B)], which is an explanatory document providing information about the nature, level, general framework of education, content, and status of the completed studies, which does not replace the official degree title or the detailed course grades awarded by the Institutions.

## **Article 15 Plagiarism**

By submitting any postgraduate thesis, the postgraduate student is obligated to report if they used the work and opinions of others. Copying is considered a serious academic offense. Plagiarism includes copying another author's work, as well as using another's work, whether published or not, without proper citation. Quoting any documentary material, even from the student's own studies, without proper reference, may lead to a decision by the School of Film Assembly for the deletion of the student. In case of plagiarism in any thesis, it is automatically graded with 0/10. In the case of multiple instances of plagiarism in one thesis (more than 2), a strict recommendation is made to the student, and a report is submitted to the Coordinating Committee. In the event of an additional offense in a new thesis and/or final postgraduate thesis, the student is automatically deleted from the program. Any offense or violation of academic ethics is referred to the Coordinating Committee for recommendation. Subsequently, the recommendation is discussed in the School of Film Assembly, where the decision is made. In the above cases, and after a reasoned recommendation from the supervisor, the School of Film Assembly may decide on the deletion of the student.

## **Article 16 Certification-Evaluation of Postgraduate Programs (P.M.S.).**

Following the issuance of the decision to establish a Postgraduate Program (P.M.S.) and before its commencement, certification of the P.M.S. by the Hellenic Authority for Higher Education (H.A.A.H.E.) is required, according to subparagraph c) of paragraph 1 of Article 8 of Law 4653/2020 (Official Gazette A' 12). After their establishment, Postgraduate Programs are periodically certified, in accordance with subparagraph bb) of paragraph 1 of Article 8 of Law 4653/2020, as part of the evaluation of the academic unit to which they belong. In case the decision to establish is modified, re-certification of the P.M.S. by the H.A.A.H.E. is required if the modification concerns elements such as the subject, the purpose of the program, the learning outcomes, and the qualifications acquired through successful completion, as well as the specializations that award a different degree. If a P.M.S. is judged during its evaluation stage not to meet the conditions for its continuation, its operation is concluded with the graduation of already enrolled students according to the decision to establish and the regulations of postgraduate and doctoral study programs.

**Internal Evaluation by the Quality Assurance Unit (M.O.D.I.P.).** With the aim of ensuring and improving the quality of the P.M.S., the Quality Assurance Unit of the Aristotle University of Thessaloniki (Q.A.U.-A.U.Th.) conducts periodic internal evaluation of the P.M.S. within the framework of the Internal Quality Assurance System of the Institution and in accordance with the guidelines and directives of the H.A.A.H.E.

### **Evaluation of Instructors and Courses by Students**

For the sole purpose of improving the level of the P.M.S. and ensuring their anonymity, female/male students are invited to evaluate courses and instructors each semester. To maintain uniformity in statistical data and enable the extraction of conclusions beneficial for the educational work of the Departments and the Institution as a whole, evaluation questionnaires are prepared by the Q.A.U. and may vary partially based on the specific characteristics and needs of each academic unit or course. Their completion is done electronically. The evaluation is conducted under the responsibility of the Internal



Evaluation Team (I.E.T.) operating in each School of Film of the A.U.Th., in collaboration with the Q.A.U. of the A.U.Th., and is carried out through the Information Quality Management System (I.Q.M.S.) of the latter. The Administration and the I.E.T. of the School of Film are obliged to take systematic actions to ensure the participation of students in the evaluation, following the guidelines of the Q.A.U. and the relevant decisions of the Senate. The governing bodies of the P.M.S. and the academic unit, in collaboration with the respective I.E.T., must study the evaluation results, communicate their findings, and take actions to address any issues.

## **Article 17**

### **Study Guide**

The P.M.S. issues a Study Guide to inform postgraduate students about its operation. The Study Guide includes:

1. General Information and useful electronic information about the Institution and the School of Film, specifically regarding administrative services or collective bodies that postgraduate students can contact for the successful completion of their studies.
2. The purpose, subject of the P.M.S., as well as the qualifications acquired after the award of the Postgraduate Diploma (P.G.D.).
3. The academic calendar.
4. The course program, credit units, teaching staff, rights, and obligations of postgraduate students.
5. The official language of instruction and the language of the postgraduate thesis.
6. The administration of the P.M.S.
7. Databases.
8. Library use.
9. Services for postgraduate students.

## **Article 18**

### **Transitional Provisions**

Matters not provided for in this decision are regulated by existing legislation. This decision comes into force upon its publication.