VADEMECUM

GUIDELINES FOR STUDENTS ENROLLED IN THE GLOPEM DOUBLE DEGREE PROGRAMME

See also the UNICT international students available online
GENERAL INFORMATION ABOUT UNIVERSITY:

WEB SITE OF GLOPEM DEGREE COURSE:

HTTP://WWW.DSPS.UNICT.IT/COURSES/LM-62

SCHEDULE “PIANO DI STUDI”:

Double degree course has compulsory subjects, and choosing subjects (this should be given by coordinators). Students must do piano di study (study plan) in a specific period of the academic year, usually in October/November.

Smart-edu: is the portal of every Unict students, where you can schedule ‘piano di studi’, book your exams, schedule the graduation and check the status of your career.
HOW TO MAKE A STUDY PLAN?

Before completing the study plan it is necessary to be informed by the course coordinators about the compulsory and optional activities of the DD Program.

The steps to fill the study plan online: Home -> Career -> Study plan
How to book an exam?

There are three exam sessions in UNICT:

1) January/February;
2) June/July;
3) September.

To do an exam you have to book it by smart-edu portal following the procedure:

Smart-edu -> Home -> Career -> exams' timetable (in English)
Smart-edu -> Home -> Carriera -> Appelli (in Italian).
Access the portal (the procedure will be in italian)

Home -> Carriera -> Domande -> Richiesta di assegnazione della tesi

It is necessary to fill in the fields in the "Richiesta tesi" and proceed with sending the application that will be submitted to the supervisor. It is not necessary to fill in the "correlatore intore" and "correlatore esterno" fields.

The steps you should follow in the portal:

1. Access the portal (the procedure will be in italian)
2. Home -> Carriera -> Domande -> Richiesta di assegnazione della tesi
3. It is necessary to fill in the fields in the "Richiesta tesi" and proceed with sending the application that will be submitted to the supervisor. It is not necessary to fill in the "correlatore intore" and "correlatore esterno" fields.

- Check the graduation calendar on the website
- See the deadline scheduled for the Presentation of the online request
- See the deadline scheduled for succeeding all courses
- See the deadline scheduled to upload the PDF/A final thesis on smart-edu
GRADUATION APPLICATION
(DOMANDA DI LAUREA)

(to be submitted no later than two months from the start of the session, see deadline for each graduation session)

Once the supervisor has accepted the thesis request and has issued the “nulla osta”, the graduation application can be signed.

Steps to follow:
Home -> Carriera -> Domande -> Domanda di laurea/conseguimento del titolo

Upload thesis file
Once the payment has been made and the deadline for submitting the graduation application has expired, the panel for uploading the thesis file in PDF format will automatically unlock, which can be reached at:
Home -> Carriera -> Domande -> Upload file tesi

In this section it will be mandatory to fill in the Almalaurea questionnaire and it will be possible to update the thesis title (both in Italian and in English). It will also be necessary to insert abstracts and keywords (both in Italian and in English). At this point, having inserted the file with its name / description, it will be possible to send the thesis.
WE ARE DELIGHTED TO WELCOME YOU TO THE UNIVERSITY OF CATANIA.

WE ARE ALSO EXCITED TO SHARE WITH YOU THE OPINIONS OF THE PREVIOUS STUDENTS THAT WERE HIGHLY SATISFIED WITH THE DD PROGRAM.

- “THE DD PROGRAM WILL HAVE A STRONG IMPACT ON my ACADEMIC LIFE”

- “I am VERY SATISFIED AND WOULD VERY LIKELY RECOMMEND to my PEERS TO JOIN THE PROGRAM”

- “For me THE DDPROGRAM HAS BEEN really INSPIRING”