

UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

# How to Graduate

Global Engagement Office  
International Desk @ School of Agricultural Sciences  
and Veterinary Medicine



UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

# The road to graduation



**The Thesis**



**Finding a  
supervisor**



**Application  
in Uniweb**



**Deadlines**



**Thesis  
practicalities**



**Graduation  
sessions**



**Final  
grading**



**Collecting  
the diploma**



# The final examination: the thesis

At the end of your studies, you must sit a **final examination**.

The final examination consists in an original student **thesis work** written under the guidance of a **supervisor**.

You will have then to submit your thesis and defend it to the Degree Commission in the Final Dissertation.



The thesis concerns a project, a **bibliographic research or experimental activity** in which the graduating student shall demonstrate mastery of the topics covered, ability to work independently, attitude for synthesis and communication skills.



You can check the credits (CFU/ECTS) assigned to the final examination in the Study programme of your degree.



# Let's find a supervisor

The **supervisor** is the person who will oversee the progress of your thesis: he or she must be a professor of the University.



Get information on the research topics of the professors of the School so that you will know more about the research they could be involved in



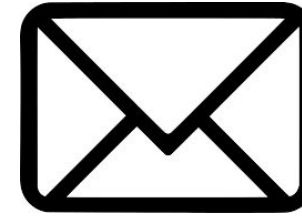
Once you have gathered information on the research topics of your interest get in contact soon to verify the **availability** of the professor you would like to write your thesis with.

Please be reminded that each professor can supervise a maximum number of students.



# Let's find a supervisor

**TIP:** to get in touch with the professors  
you can send them an e-mail  
and/or go to their **office hours**!



These are hours scheduled outside of class to meet with students  
On the syllabus, which you can find on [didattica.unipd](https://didattica.unipd),  
each professor publishes schedules and modality of their office hours.



**EXTRA TIP:** Remember to start working on your thesis and looking for a supervisor in advance with regard to the time you are planning to graduate.

It is a long and complex work that takes time!



# How to apply in Uniweb

In order to graduate you must **register for graduation on Uniweb** by the deadline set for each graduation period.

Before registering for graduation, review the available graduation periods online:

<https://www.unipd.it/en/graduation>

Keep in mind to check the [deadlines of the School!](#)

You must follow the **registration procedure** which is available in the section '*Diploma attainment*' on Uniweb.



# How to apply in Uniweb

The procedure is broken down into the following steps:

1. **insert your dissertation information:** title, title in English, keywords and supervisor

*Note: if your dissertation is written in English you must insert the same title twice, both in the field 'dissertation title' and in the field 'dissertation title in English'*

2. fill in the [Almalaurea questionnaire](#)
3. approval of the dissertation title by the supervisor
4. **registering for graduation** upon choosing when to graduate



# How to apply in Uniweb

- Only at this point your application is **correctly submitted** and you will find the **payment slip of € 16.00** in the section '*Contributions*' on Uniweb
- Should you need to change your dissertation information, your supervisor or the graduation session, you can find the instructions [here](#) under the section '*How to change your application*'

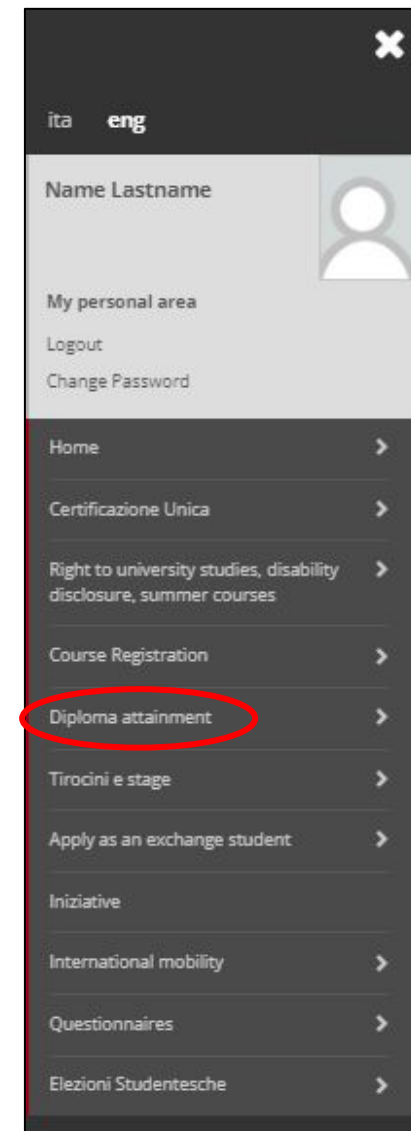
***In the following slides, we will show you the procedure on how to register on Uniweb.***





# How to apply in Uniweb

First, you log into your [Uniweb account](#):



Once logged in, open the menu and click on “**Diploma Attainment**”:



# How to apply in Uniweb

Once you are in the Diploma attainment section, you will find the following overview:

The screenshot shows the 'Graduation application dashboard' in the Uniweb system. The header includes the University of Padua logo, the name 'UNIVERSITÀ DEGLI STUDI DI PADOVA', the 'Uniweb' logo, and a navigation menu. The main content area has a breadcrumb '» Graduation application' and the title 'Graduation application dashboard'. A message asks the user to select their next step, followed by a 'WARNING' in red text stating: 'Before completing your graduation application please review and, if necessary, update your contact details and consents under HOME>MASTER DATA, in the "Personal record" page.' Below this is a section titled 'Student' with a red underline, containing four input fields: 'First name', 'Family name', 'Student identification number', and 'Course'. A status message says 'No graduation application and no thesis title have been submitted.' At the bottom, there are two buttons: 'Add thesis title' (highlighted with a red circle) and 'Registration on Alma Laurea'.

» Graduation application

## Graduation application dashboard

Please select your next step.

**WARNING**  
Before completing your graduation application please review and, if necessary, update your contact details and consents under HOME>MASTER DATA, in the "Personal record" page.

### Student

First name

Family name

Student identification number

Course

No graduation application and no thesis title have been submitted.

[Add thesis title](#) [Registration on Alma Laurea](#)

In order to proceed you will have to click on the button on the left, to start inserting your thesis data.



# How to apply in Uniweb

In the form on the right, you will have to fill in the **relevant information for your thesis**:

- thesis title in original and English
- abstract
- keywords and
- Thesis availability

The form is titled "Add your thesis title" and includes a sub-header "Please enter the information on your thesis title". It contains several input fields and a dropdown menu. At the top, there are navigation tabs labeled "A", "1", "2", "B", and "1", with "1" being the active tab. The form fields are as follows:

- Thesis title**: A text input field.
- Type of thesis\***: A dropdown menu with "Written work" selected.
- Thesis title\***: A text input field.
- Thesis title in English\***: A text input field.
- Academic activity**: A dropdown menu with "-" selected.
- Key word 1\***: A text input field.
- Key word 2\***: A text input field.
- Key word 3\***: A text input field.
- Key word 4**: A text input field.
- Key word 5**: A text input field.
- Level of access to the thesis\***: A dropdown menu with "-" selected.

At the bottom of the form, there are two buttons: "Back" and "Next".



# How to apply in Uniweb

You will have to add **your thesis supervisor** as well.

A

1

2

B

1

List of supervisors

Please review supervisors listed for your thesis

List of types of supervisors available

Type of supervisor	Min	Max	Options
Supervisor	1	1	<div>Add</div>
Assistant supervisor	0	1	<div>Add</div>

i

No supervisor associated to your thesis

Back

Once you have entered the name of your supervisor, you can continue with the procedure.



# How to apply in Uniweb

Type in your supervisor's name in order to add them.

### Search for supervisor

Please enter the information to search for a supervisor

Search for a supervisor

**Last/Family Name**

BackNext



# How to apply in Uniweb

Once you submitted your thesis information, your **supervisor will have to approve it**. He or she will receive a notification from the system.  
Continue by confirming your thesis information.

Confirm Thesis information

Please review your thesis information

**Thesis information**

Thesis type

Thesis title

Thesis title in English

Keywords

Thesis availability

List of your thesis supervisors

Supervisor	Supervisor type	University teacher/External staff
	Supervisor	University teacher
	Assistant supervisor	University teacher

Back Submit thesis information



# How to apply in Uniweb

After submission, you will see your thesis summary:

! **Please note that you  
can still modify the  
information at this  
point!** !

» Graduation » Thesis summary

## Thesis summary

Information on the thesis submitted

**Student**

First name

Family name

Student identification number

Course

**Thesis summary**

Thesis type

Submitted on

Thesis title

Thesis title in English

Thesis status

Alma Laurea keywords

Thesis availability

Written work

Submitted

List of your thesis supervisors

Supervisor	Type of supervisor	University teacher/External staff
BC	Supervisor	University teacher
RU	Assistant supervisor	University teacher

Back to graduation dashboard

Edit thesis



# How to apply in Uniweb

As a next step, you will be asked to fill in the questionnaire of **Alma Laurea**.

Graduation application dashboard

Please select your next step.

**WARNING**  
Before completing your graduation application please review and, if necessary, update your contact details and consents under HOME>MASTER DATA, in the "Personal record" page.

**Student**

First name	KWAD
Family name	OPOKL
Student identification number	204964
Course	BIOTECH

You have not submitted your graduation application.

**Registration on Alma Laurea**

**Thesis summary**

Thesis details	<a href="#">View thesis details</a>
Type of thesis	Written work
Thesis title	Investi throug
Thesis academic activity	BIOTEC

List of your thesis supervisors

Supervisor	Type of supervisor
BONGHI	Supervisor
RUPERTI	Assistant supervisor

**Thesis attachment missing**

**Please note that this is a mandatory step to finalize your registration!**





# How to apply in Uniweb

Once your supervisor has confirmed the thesis title, you will be able to finalize your request for graduation.

Continue the procedure to choose your graduation date and conclude the procedure.

The screenshot shows the 'Graduation application dashboard' with a red header bar. Below the header, there is a 'Student' section with fields for 'First name', 'Family name', 'Student identification number', and 'Course'. A blue arrow points to the 'Add graduation application' button, which is circled in red. Below the 'Student' section, there is a 'Thesis summary' section with fields for 'Thesis details', 'Type of thesis', 'Thesis title', and 'Thesis academic activity'. A blue arrow points to the 'Thesis title' field.

Graduation application dashboard

Please select your next step.

**WARNING**  
Before completing your graduation application please review and, if necessary, update your contact details and consents under HOME>MASTER DATA, in the "Personal record" page.

**Student**

First name  
Family name  
Student identification number  
Course

You have not submitted your graduation application.

**Add graduation application** | Registration on Alma Laurea

**Thesis summary**

Thesis details  
Type of thesis  
Thesis title  
Thesis academic activity

[View thesis details](#)  
Written work



You will receive a mail to your student address  
[name.lastname@studenti.unipd.it](mailto:name.lastname@studenti.unipd.it)  
once your Professor confirmed your thesis title.



# How to apply in Uniweb

On the following page, you will be able to select the available graduation sessions “appelli” in Italian.

Once you click to proceed, you will see two questionnaires which have to fill too.

Fill in the two questionnaires:

**List of questionnaires**

This page lists the questionnaires you can fill in.

Navigation: << ... 2 3 4 B 1 ... >>

Questionnaire	Status	Options
Adesione all'Associazione Alumni dell'Università degli Studi di Padova *		<a href="#">Fill in</a>
Segnalazione eventuale presenza di persone con disabilità motoria alla seduta di laurea		<a href="#">Fill in</a>

[Back](#) [Next](#)

Select your graduation session:

Choose graduation session and call

Please select graduation session and call.

**Student**

First name  
Family name  
Student identification number  
Course

**Graduation session and call**

**Graduation calls\*** ☐ Graduation callPRIMO APPELLO TERZO PERIODO A DAL 18/09/2023 AL 22/09/2023 of the sessionTERZO PERIODO A 2022/2023 SESSIONE AUTUNNALE from04/09/2023 to28/10/2023

Graduation call	Academic year	Session	Start date	Details
PRIMO APPELLO TERZO PERIODO A DAL 18/09/2023 AL 22/09/2023	2022/2023	TERZO PERIODO A 2022/2023 SESSIONE AUTUNNALE	18/09/2023	<a href="#">View</a>

**Graduation calls\*** ☐ Graduation callSECONDO APPELLO TERZO PERIODO A DAL 09/10/2023 AL 27/10/2023 of the sessionTERZO PERIODO A 2022/2023 SESSIONE AUTUNNALE from04/09/2023 to28/10/2023

Graduation call	Academic year	Session	Start date	Details
SECONDO APPELLO TERZO PERIODO A DAL 09/10/2023 AL 27/10/2023	2022/2023	TERZO PERIODO A 2022/2023 SESSIONE AUTUNNALE	09/10/2023	<a href="#">View</a>

[Back](#) [Next](#)



# How to apply in Uniweb

You will be asked to check again your abstract and thesis information.

The screenshot shows a web form for submitting a thesis. At the top, there is a navigation bar with a list icon, a back arrow, a menu icon, and numbered tabs (1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100). The main form area is titled "Add your thesis title" and contains several input fields: "Thesis title" (with a character count of 4000), "Thesis title in English" (with a character count of 4000), "Thesis abstract\*" (with a character count of 4000), "Thesis abstract in English" (with a character count of 4000), "Key word 1" through "Key word 5", and "Level of access to the thesis\*".

..and to give your consent on whether your thesis can be accessed by other students via the Thesis archive of UniPD.

The screenshot shows the "Padua Thesis Licence" page. It contains the following text: "Licenza Padua Thesis and Dissertation Archive", "When selecting options 'open consultation' or, if available, 'restricted' (delayed publication of the full text of the thesis with immediate display of metadata), the user automatically accepts to grant the following Licence:", "As copyright holder, they grant the University of Padua the irrevocable, non-exclusive rights of permanent storage and distribution in electronic-digital format of the work submitted and its metadata.", "The user states:", "1. to be the author of the work and holder of the related rights according to the law in force;", "They also certify that, to the best of their knowledge, the content of the work:", "2. does not entail infringement of copyrights and related rights owned by third parties;", "3. does not involve violations of the current legislation on the protection of personal data;", "4. if sponsored or financed by third parties other than the University of Padua, any obligation foreseen by contracts or agreements with the aforementioned parties has been fulfilled.", At the bottom, there are two buttons: "Do not grant licence" and "Grant licence". The "Grant licence" button is highlighted with a red circle.



# How to apply in Uniweb

To finalize the registration process click on “Complete diploma attainment application”.

<< -4 D 1 E 1

### Diploma attainment confirmation

Please check the diploma attainment information you entered.

#### Student

First name

Family name

Student identification number

Course

#### Session/Term

Academic year 2022/2023

Diploma attainment session TERZO PERIODO A 2022/2023 SESSIONE AUTUNNALE

Starting date of diploma attainment term 18/09/2023

Diploma attainment term PRIMO APPELLO TERZO PERIODO A DAL 18/09/2023 AL 22/09/2023

Term details [View term details](#)

#### Thesis information

Type of thesis Written work

Thesis title

English title

Abstract della tesi

Abstract della tesi in inglese

Parole chiave AlmaLaurea

Modalità di consultazione della tesi

Attività di didattica di tesi

List of supervisors associated to the thesis

Supervisor	Type of supervisor	University teacher/Non-academic person
	Supervisor	University teacher
	Assistant supervisor	University teacher

[Back](#) [Complete diploma attainment application](#)





# How to apply in Uniweb

At this point, your graduation request was registered and the payment link under  
**“Right to university studies, disability disclosure, summer courses”** →  
**“Payments”** in the menu will be available.

» Fees

## List of Fees

- **FEE-WAIVERS APPLICATION:** as a reminder, it is possible to obtain a recalculation of the installments by submitting the Application for Benefits each year, which authorizes the University to acquire the ISEE data directly from INPS. Within 48 hours, if the system finds a valid ISEE for university benefits made in 2022, it recalculates the amounts and applies reductions.
- **For GOING TO GRADUATE students:** students graduating in the last session of the 2021/22 academic year do not have to pay the A.A. 2022/23 installments. So you can apply to graduate for the DECEMBER session (or April of the following year for health professions) without paying the September installment. If your graduation is postponed to a session in the following academic year, you will have to pay the installments that are due in the meantime but without arrears.

Click on the bill code in the first column to see the details

Addebiti fatturati

Cerca

Invoice	Description	Expiry date	Amount	Status	Pagamento pagoPA
<a href="#">+ 7679899</a>	Stud. ID2049665 - Second cycle degree - BIOTECHNOLOGIES FOR FOOD SCIENCE - Rata: Rata unica - Imposta di bollo per conseguimento titolo Year 2022/2023		16,00 €	● non pagato	ABILITATO
<a href="#">+ 7362442</a>	Stud. ID2049665 - Second cycle degree - BIOTECHNOLOGIES FOR FOOD SCIENCE - Rata: 1 di 3 - Tassa di iscrizione corsi di laurea gruppo B Year 2022/2023	30/09/2022	192,00 €	● pagato confermato	
<a href="#">+ 7041679</a>	Stud. ID2049665 - Second cycle degree - BIOTECHNOLOGIES FOR FOOD SCIENCE - Rata: Rata unica - Tassa di immatricolazione Year 2021/2022		189,00 €	● pagato	



UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

# How to complete the procedure in Uniweb

The final step is the **upload of the thesis**.



**Remember to check the deadlines of  
your Department/course!**

<https://www.agrariamedicinaveterinaria.unipd.it/en/current-students/graduation/final-dissertation-2nd-cycle-degree-programmes-held-english>

In order to upload your thesis, you will be required to **proceed to complete your thesis information**.

Click on this button to begin the process  
of uploading your thesis.

**Graduation application dashboard**

Please select your next step.  
**WARNING**  
Before completing your graduation application please review and, if necessary, update your contact details and consents under HOME>MASTER DATA, in the "Personal record" page.

**Student**

First name	
Family name	
Student identification number	
Course	

Registration on Alma Laurea

**Graduation application summary**

Graduation session/call details	<a href="#">View graduation session and call details</a>
Status of your application	Submitted
Session	2° PERIODO 2022/2023
Graduation call	APPELLO UNICO DAL 13/07/2023 AL 17/07/2023
Graduation call start date	13/07/2023

Edit application Cancel application

**Thesis summary**

Thesis details	<a href="#">View thesis details</a>
Type of thesis	Elaborato scritto
Thesis title	thesis title

**Proceed to complete your thesis information**

List of your thesis supervisors

Supervisor	Type of supervisor
	Supervisor

Thesis attachment missing





# How to complete the procedure in Uniweb

Click on “**Upload thesis**”.

You will find again the information you provided for your application to graduate:

- thesis title
- keywords

These fields cannot be edited.

**You can still edit the following fields:**

- **Abstract (compulsory)**
- **Abstract in English (optional)**
- **Thesis availability**

**Upload thesis**

Through the following pages you can upload your Thesis

The University of Padua processes the personal data of the data subjects in accordance with the principles of fairness, lawfulness, transparency and data minimization, for the protection of confidentiality and all the rights of the data subjects, in compliance with Regulation available at the following link: <https://www.unipd.it/en/privacy>

Activity	Section	Status
A - Completamento informazioni tesi		
	Inserimento Informazioni completamento tesi	
	Inserimento licenza Tesi	
	Riepilogo completamento informazioni tesi	
B - Inserimento allegato definitivo per la tesi di laurea		
	Gestione allegati Tesi	
C - Conferma finale di inserimento informazioni tesi		
	Conferma	

**Legend:**

- Information
- Open or in progress section
- Locked section. It will be enabled once the previous sections are completed
- Section completed successfully

**Upload thesis** ←



# How to complete the procedure in Uniweb

Final thesis attachment

Please check the final attachment added for your thesis. Attachment size cannot be over 40 megabytes and must be in PDF/A format.

Uploaded attachments

No attachments uploaded

**Add a new attachment**

Back

Click on “Add a new attachment” to open a new screen.

Then select your thesis.

Statement on final thesis attachment

Please enter the information on the final thesis attachment

Statement on final thesis attachment

Attachment name: \* Surname Name

Supported file extensions: PDF/Apdf. I file pdf devono essere conformi alla specifica PDF/A

Attachment: \* **+Seleziona file**

Surname\_Name.pdf

Confirm final version of your thesis ☒ I hereby confirm this is the final version of my thesis

Warning! Once you confirm the final attachment version, you won't be allowed to modify it anymore

Back **Next**

The “Attachment name” field should be completed as follows: Surname\_Name.

**Once you have uploaded your thesis, you will no longer be able to edit it and the status “Submitted” will appear on your dashboard.**





# How to complete the procedure in Uniweb

**Graduation application dashboard**

Please select your next step.  
**WARNING**  
Before completing your graduation application please review and, if necessary, update your contact details and consents under HOME>MASTER DATA, in the "Personal record" page.

**Student**

First name	
Family name	
Student identification number	
Course	

[Registration on Alma Laurea](#)

**Graduation application summary**

Graduation session/call details	<a href="#">View graduation session and call details</a>
Status of your application	Submitted
Session	2° PERIODO 2022/2023
Graduation call	APPELLO UNICO DAL 13/07/2023 AL 17/07/2023
Graduation call start date	13/07/2023

[Edit application](#) [Cancel application](#)

**Thesis summary**

Thesis details	<a href="#">View thesis details</a>
Type of thesis	written work
Thesis title	thesis title

[Repeat process to complete thesis information](#)

List of your thesis supervisors

Supervisor	Type of supervisor
666-6666-6666	Supervisor

List of thesis attachments

Title	Final title	Status
<a href="#">Surname Name</a>	Yes	Approved

At this point, your supervisor has to approve your thesis upload.

The decision will be displayed on your Graduation application dashboard.

**Once the status is “Approved”, you have completed the procedure.**

The step-by-step procedure on how to upload your graduation work on Uniweb is available at this [page](#).



# How to apply in Uniweb



**To be admitted to the graduation session, you must:**



- have **sat and recorded all the examinations** of your study plan according to the deadlines for your degree programme;
- have **paid the tuition fees**;
- have **asked your supervisor to approve your dissertation title** and have **submitted your dissertation** in accordance with the procedure and by the set deadlines;
- have **paid the revenue stamp for graduation**, otherwise your student's records cannot be approved.



# Don't miss the deadline

Check the specific dates here:

<https://www.agrariamedicinaveterinaria.unipd.it/commissioni-di-laurea-ed-elenco-laureandi>

					Graduation day				
Sessions ("periodi")	Application period (Uniwed)	Deadline for payment of the application fee of 16€	Deadline for thesis upload on Uniwed**	Deadline for registration of examinations credits and payment of fee instalments	Biotechnologies for Food Science (BFS)	Food and Health	Forest Sciences + Forest Science	Italian Food and Wine	Sustainable Agriculture
FIRST SESSION ("Primo periodo")	12 January - 10 February	10 February	27 February ONLY BFS: 11 March	27 February	25 March	20 March	23 March	24 March	18 March
SECOND SESSION ("Secondo periodo")	20 April - 19 May	19 May	6 July	29 June	20 July	14 July	15 July	15 July	17 July
THIRD SESSION A ("Terzo periodo A") - September session	15 June - 14 July	14 July	7 September ONLY BFS: 3 September	31 August	17 September	15 September	16 September	18 September	18 September
THIRD SESSION A ("Terzo periodo A") - October session	15 June - 14 July	14 July	25 September	21 September	9 October	13 October	16 October	12 October	15 October
THIRD SESSION B ("Terzo periodo B")	31 August - 13 October	13 October	23 November ONLY BFS: 24 November	16 November	9 December	4 December	10 December	30 November	9 December



## Check the examination regulations for your degree programme!

### — FINAL EXAMINATION REGULATIONS

- > Animal Care
- > Biotechnologies for Food Science
- > Food and Health
- > Forest Science
- > Forest Sciences
- > Italian Food and Wine
- > Sustainable Agriculture

<https://www.agrariamedicinaveterinaria.unipd.it/en/current-students/graduation>

Information for ANIMAL CARE students:  
<https://www.agrariamedicinaveterinaria.unipd.it/en/current-students/graduation/final-dissertation-animal-care>



# Thesis practicalities

## Formatting guidelines

- Length depends on degree programme/supervisor
- Arial, Times New Roman or Calibri font
- Font size 12
- Double-spaced or 1.5-spaced
- Printed on A4 sheets, double-sided

**Structure of the thesis:** check the examination regulation for your degree programme [here](#)

[Cover page template](#)







## Types of thesis: general guideline

**RESEARCH THESIS WORK:** research activity is performed under the supervision of a scientist from the University of Padua or from another institution. The work might be standing alone or, conversely, might include experiments and activities as a smaller part of a bigger project. In the latter case, the thesis document focuses mainly on the activities of the candidate. Provided by the supervisor it might also include additional results from other activities carried out within the same project framework.

**BIBLIOGRAPHY THESIS WORK:** This bibliographic thesis involves the drafting of a document in English, starting from a collection of scientific articles or other documents collected by the candidate or recommended by the supervisor. The work might produce also some meta-analysis (i.e. a survey in which the results of the studies included in the review are statistically similar and are combined and analyzed producing new findings).

**TRAINEESHIP/INTERNSHIP THESIS WORK:** The work is inspired and in some case might summarize the research or work activities carried out during an internship or a traineeship. It cannot be just a diary or a report of activities, but might anyhow bring some new knowledge with some hypothesis or some kind of research question.



## Types of thesis

**COLLABORATIVE WORK:** The same research project might be carried out by a group of two or more students, collaborating to solve some specific scientific issue. The collaboration might benefit from different skills from different candidates, exploiting the solution of the given research issue. Each candidate will write his/her personal thesis document, reporting and focusing in particular on his/her specific contribution. Results brought by other candidates might be included, in order to improve readability and understanding of the dissertation.

**CASE STUDY:** This thesis work relates to an in depth analysis carried out on a specifically interesting object, as for instance a clinical, a private company, a geographical area or a legal case. The case study embodies or allows definition of specific hypotheses and should open up to thoughtful analyses and conclusions.



# The final countdown: Graduation sessions

The graduation session is the last step for graduating.



The discussion of the thesis and the final ceremony take place **on the same day**

➤ During the discussion of the thesis, you will **present the thesis** to the Committee including the supervisor, co-supervisor and other professors, and you will **receive a grade for it**.

➤ During the final ceremony you **will receive your diploma and final grade**.





The final exam is considered passed when the candidate has obtained a grade of at least 66/110.

The final Italian graduation grade is expressed in one-hundred-and tenths. The highest grade is 110/110 and it can be attributed **with honour** (“lode”).

The final graduation grade is obtained as follows: the average of the exams is the ‘starting point’ to which the points for the degree are added:

**Average of the exams (‘starting point’) + ‘degree points’ = final graduation grade.**





The final graduation mark is expressed in 110ths and consists of the sum of:

- the weighted average grades (WA) of the examinations, including the educational activities independently chosen by the student, weighted for the relevant educational credits (ECTS credits) and related to 110ths, according to the following formula:

$$WA = (\sum \text{examgradexECTS} / \sum \text{ECTS}) \times 110 / 30$$

- For each cum laude award, a 0.5 score will be added to the weighted average (WA) expressed in one-hundred-and tenths, depending on your degree programme regulations.

The obtained value is rounded up only once if the first digit is equal or higher than 5, otherwise rounded down to the lower number.





To this **‘starting point’** the **‘degree points’** will be added according to the table below:

Criteria for the assessment of the “degree points”	Forest Science	Forest Science – students enrolled FROM A.Y. 2024/2025	Sustainable Agriculture	Italian Food & Wine	Biotechnologi es for Food Science	Food and Health
Supervisor's assessment	0-4	0-3	0-3	0-4	0-4	0-4
Reviewer's assessment*	0-2	0-2	0-3	0-3	0-3	0-2
Degree committee's assessment	0-2	0-3	0-3	0-3	0-2	0-3
University career assessment (Erasmus and other relevant experiences)	0-1	/	/	/	0-1	/
Student who has completed all university exams within set time period (“ <i>in corso</i> ”)	0-1	/	/	0-1	/	0-1
Weighted average of the exam grades	0-1	/	/	/	/	/
<b>Total</b>	<b>11</b>	<b>8**</b>	<b>9</b>	<b>11</b>	<b>10</b>	<b>10</b>

Again: check the examination regulation for your degree programme:

<https://www.agrariamedicinaveterinaria.unipd.it/en/current-students/graduation/final-dissertation-2nd-cycle-degree-programmes-held-english>



# How to collect your diploma



The consignment of the diploma takes place on the day of your proclamation.

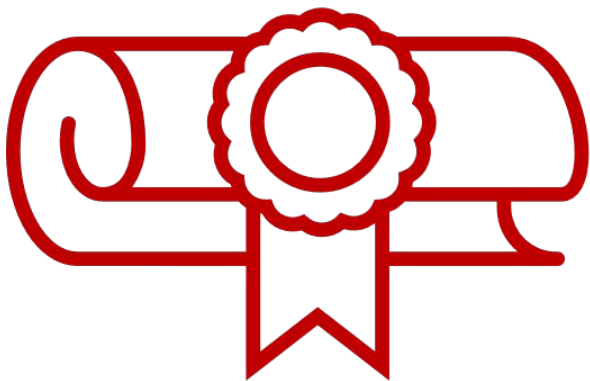
Diplomas are issued in **ITALIAN** and contain:

- The graduate's personal information
- Qualification obtained
- Graduation date

Graduates are also issued with the [Diploma Supplement](#), a digital informative report in two languages (English and Italian), describing the nature, the level, the context, the content, and the status of the studies carried out and successfully completed by the student, according to standards agreed by the European Commission, the Council of Europe and UNESCO.



# How to collect your diploma



Alternatively, you can apply for **shipment of the diploma**:

- via email to [consequimentotitolo.studenti@unipd.it](mailto:consequimentotitolo.studenti@unipd.it)
- or via registered mail to: Ufficio Carriere studenti, Lungargine del Piovego 2/3, 35131 Padova

## Replacement of the Degree Diploma

If the original diploma gets lost or destroyed, or if the personal information changes, you can apply for a replacement diploma, by proving the change in personal information, the loss or destruction of the original. The replacement diploma complies with the layout in force at the time of application.

You can apply:

- via email to: [consequimentotitolo.studenti@unipd.it](mailto:consequimentotitolo.studenti@unipd.it)
- or via registered mail to: Ufficio Carriere studenti, Lungargine del Piovego 2/3, 35131 Padova





# Digital Certificates



Each graduate will automatically receive an email sent from the Bestr platform for the collection of the Open Badge and subsequently for the collection of the Digital Certificate.

The digital certificate will allow you to easily **share** your **educational qualification** via the main social networks and allow those who receive it to verify its authenticity automatically.

For more information:

## Open Badges:

<https://www.unipd.it/en/open-badge>

## Digital Certificates:

<https://www.unipd.it/en/blockcerts-digital-certificates>



UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

# CONTACTS

Any questions?

Get in touch with your [International Desk!](#)





UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA



universitypadova



unipd