

1. In order to be awarded the “Ptychio” (the Greek equivalent of the first cycle degree) of the Department of Social and Education Policy students must accumulate

104 ECTS credits from Core Compulsory courses (in the current Programme of Study they correspond to 22 such courses)

68 ECTS credits from Core Elective courses (in the current Programme of Study they correspond to 13 such courses)

30 ECTS credits from Free Elective courses or from Core Elective courses of the specialisation not chosen by the student.

15 ECTS credits from the Internship/Practicum or (in the case of already employed students) Research Design.

15 ECTS credits from the Dissertation or the successful completion of Free Elective Courses or Core Elective Courses other than those of a student's own specialisation, corresponding to a total of 15 ECTS credits

8 ECTS credits from the four English Language courses

2. Accumulation of 240 ECTS credits is a prerequisite for graduation. However, the Ptychio is awarded on the basis of Greek credits, as stipulated by law (3374/2005, Art. 14, par. 5).

3. In the beginning of each semester all students are required to select the courses they will attend through e-secretary. The students can participate only in the examinations of the courses they have selected. For optimal course selection students are requested to consult with their Personal Tutor.

In case of failure to select a course within the set deadlines, students can submit a course selection form in print to the secretariat with the caveat that they will be able to participate only in the September repetition examination session.

In case students wish to improve their grades, during course selection they can submit an application form for grade improvement through re-examination to the secretariat, accepting that their previous grade will be replaced by the new one and provided that the number of courses students are entitled to take in each semester is not surpassed.

4. Students state their Specialisation of preference in the beginning of the fifth semester, during course selection.

5. The total number of selected courses in any given semester cannot exceed 30 ECTS credits.

6. According to law (4009/2011, Art.33, par.11a) the regular period of study is equal to the minimum number of semesters required for graduation as defined by the Department Study Programme, increased by 4 semesters. Beyond this time students can still register in semesters provided they fulfill the terms and conditions stipulated in the University Organisation. Students who are employed for at least 20 hours per week can register as part-time students by applying to the School Deanship for part-time status. In the case of part-time studies study time is increased by 100% of the regular minimum study time.

7. Attendance of tutorials and laboratories is compulsory unless defined otherwise by the course instructors. Details related to tutorials and laboratories are specified by the course instructors.

8. A Free Elective course is not offered in a given semester in case it is selected by fewer than 10 students. This requirement does not apply to Core Elective courses.

9. Grades are assigned on a climax of 0-10 in integer numbers. Successful completion of a course requires a grade of 5 and above

10 Internship/Practicum - Research Design

Internship (or - if Internship is not possible - Research Design) is a compulsory component of the study Programme. Through internships 8th semester students work in public, private or third sector organisations etc. for three months. Coordination of Internships is performed through ATLAS, the Ministry of Education information system, as well as the Internship/Practicum information system of the University of the Peloponnese.

- Employers publicise internship openings on the ATLAS website
- Students apply for the positions they are interested in through the University Internship information system and supply promptly all required documentation.
- Students are appointed on the basis of successfully completed compulsory courses. In case of a draw the position is assigned to the student with the higher grade point average (GPA) in compulsory courses.

- Employer selection is done by the students themselves and is approved by the 3-member Internship Committee.
- Employers may request an interview with the student(s), set selection criteria and choose among the applicants the ones they will employ.
- When Internships are completed students are evaluated by their employers and assigned a grade by their Internship supervisor.

Internships/Practicums abide by the Internship/Practicum Regulation available at <http://dsep.uop.gr>

Internship/Practicum administration is performed through <https://praktiki.uop.gr>

Research Design

Research Designs are undertaken by students who are not in a position to do an Internship (employed students, etc). Research Designs are suggested by the Academic Staff members and approved by the Department Assembly in the beginning of each semester. Students select a Research Design within the deadline set by the Assembly. The process is completed when supervisors submit to the Secretariat the students' grades together with the students' assignments in order for them to be deposited in the Department Library.

11. Dissertation

- a. Dissertation is an optional component of the Study Programme. Dissertations last one semester and are undertaken in the 8th semester.
- b. In the beginning of each academic year students eligible for Dissertation who wish to undertake one apply to the Secretariat within a deadline set by the Department assembly. Applicants suggest two topics in order of preference.
- c. Academic staff members suggest research areas within which they wish to supervise Dissertations; Research areas are approved by the Department Assembly. Students interested in particular research areas request respective Academic Staff members as supervisors and cooperate with them as regards the topics of their dissertations.
- d. Dissertations are successfully completed when the supervisors submit to the Secretariat the grades along with the Dissertations which are deposited in the Department Library.
- e. From academic year 2018-19 on
 - in order for students to undertake Dissertations the following prerequisites must be fulfilled:

- i) a grade point average of 6,5 and above
 - ii) successful completion of 70% of the courses
 - iii) successful completion of the following courses: Qualitative Methodology, Quantitative Methodology, Assignment Writing
- a connection between Dissertations and Internships is actively sought after so that students can experience the link between theory and practice.

12. Examinations

Examinations are held three times a year: at the end of each semester (in January-February for the winter semester and in June-July for the spring semester) exclusively for the courses taught during the respective semesters, as well as in September for all courses taught in both Winter and Spring semesters.

In case of non-participation or failure in the examination for a course in the January-February and June-July sessions, students can be examined or re-examined in the September session. If they still fail to pass the examination, they will have to re-register for the course the next time it is offered. In the case of elective courses in particular, students failing the examination can either repeat the course or register for another elective course.

Students who have completed the minimum number of semesters for graduation without having completed the required for graduation courses are offered extra examination sessions at the end of both Winter and Spring semesters.

13. Ptychio (Degree Certificate) and GPA Calculation

The Ptychio grade is calculated by adding all products resulting from multiplying the grade of each course or other Programme of Study component by a weighting factor varying between 1,0 and 2,0. The weighting factors are determined by Ministerial Order (B3/2166/1987, OGG 308B') and depend on the number of Greek credits each course is assigned. The Ptychio grade is calculated taking into consideration the minimum number of courses and other components required for graduation. In case a student has successfully completed more Free Elective courses than the minimum number required for graduation, the courses with the highest grades are taken into account for the Ptychio grade calculation.

The grade of the "Ptychio" is provided in the form of a decimal number with an accuracy of one tenth and ranges from 5.0 to 10.0. The Ptychio records the distinguishing characterisations "Arista", "Lian Kalos", and "Kalos", depending on the GPA as follows:

“Arista”: For a grade of 8.5 to 10.0

“Lian Kalos”: For a grade of 6.5 to 8.4

“Kalos”: For a grade of 5.0 to 6.4