

- To be admitted to the final degree exam you must have completed all your yearly studies or acquired all the credits required by your study plan (including additional credits).
- In order to submit your **Request to Graduate** you must not have more than **24** outstanding credits (excluding credits for the final exam and for internships/traineeships) unless you intend to graduate in the summer session: students graduating in the summer session must take the outstanding exams on the first exam date in that session.



The <u>annual deadlines</u> for the submission of your request to graduate are:

- April 1-10 for the summer session
- **September 1-10** for the autumn session
- **December 1-10** for the extra session
- January 10-15 for the extra session (paying surcharge)



The annual deadlines for the submission of your request to graduate are:

April 1-10 for the summer session – tentative deadlines

Bachelor's degree programmes

- · upload of final thesis: 15-25 February
- · consultation of Compilatio report: 1-3 March
- · registration of final exam: 7-12 March
- Graduation Day

Master's degree programmes, and degree programmes established under the old university system

- · publication of degree calendar: 5 February
- · upload of final thesis: 1-10 February
- consultation of Compilatio report: 16-18 February
- · registration of final exam: during graduation session
- · graduation sessions: 22 February 12 March
- master's degree calendar [IT]
- **September 1-10** for the autumn session
- December 1-10 for the extra session



The annual deadlines for the submission of your request to graduate are:

- April 1-10 for the summer session
- September 1-10 for the autumn session tentative deadlines

Bachelor's degree programmes

- · upload of final thesis: 11 18 October
- consultation of Compilatio report: 24-27 October
- registration of final exam: 30 October 4 November
- Graduation Day

Master's degree programmes, and degree programmes established under the old university system

- publication of degree calendar: 9 October
- · upload of final thesis: 2 9 October
- consultation of Compilatio report: 16 18 October
- · registration of final exam: during graduation session
- · graduation sessions: 23 October 4 November
- master's degree calendar [IT]

Department of Economics

• December 1-10 for the extra session



The annual deadlines for the submission of your request to graduate are:

- 1-10 April for the summer session
- 1-10 September for the autumn session
- 1-10 December for the extra session tentative deadlines (and 10-15 January paying surcharge)

Bachelor's degree programmes

- · upload of final thesis: 28 February 9 March
- · consultation of Compilatio report: 14-16 March
- · registration of final exam: 20-25 March
- · Graduation Day

Master's degree programmes, and degree programmes established under the old university system

- · publication of degree calendar: 20 February
- · upload of final thesis: 13-23 February
- consultation of Compilatio report: 28 February 2 March
- · registration of final exam: during graduation session
- graduation sessions: 6 25 March
- · master's degree calendar [IT]

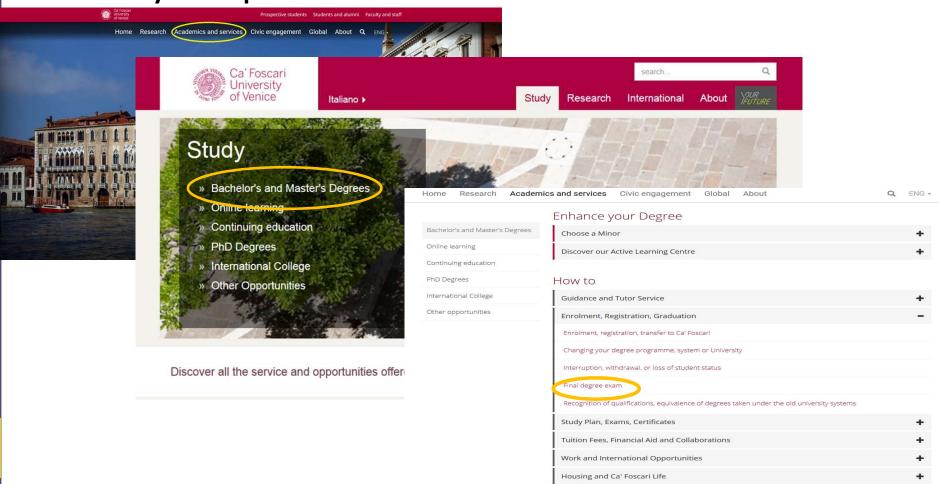


Before compiling your request

- discuss about the subject of your final thesis/paper with your supervisor
- check that you have settled all outstanding university tuition fees (including any late payment penalties); the Student Administration Unit (Bachelor's and Master's degrees) will carry out an additional check to ensure that tuition fees have been paid
- fill in the **AlmaLaurea questionnaire** and save the receipt so that you can attach it (it does not need to be signed) to the upload form in the request to graduate area

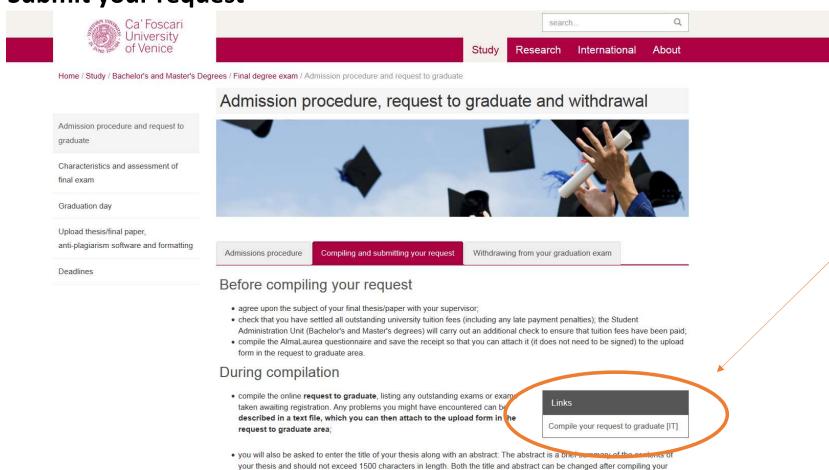


Submit your request





Submit your request



request - within the established deadlines - by clicking on the change thesis title button;





Staff e collaboratori: richiesta account

Cambia password o recuperala via SMS/SPID



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Ateneo

Autenticazione /	Authentication
MUDITIONE	/ WILLOUITHOUTH

Per accedere al servizio desiderato inserire username e password. To access the selected service, enter username and password

Username

Password

Accedi al servizio / Access the service

Problemi di accesso? consulta le FAQ.

Unive SSO

In caso di problemi con l'autenticazione:

Studenti scrivere a callcenterstudenti@unive.it o chiamare 041 234 7575

Docenti e PTA scrivere a account@unive.it



federazione IDEM [3]

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Mappe / URP / Call Center Studenti / Sostieni Ca' Foscari / Ca' Foscari mobile / Ca' Foscari social









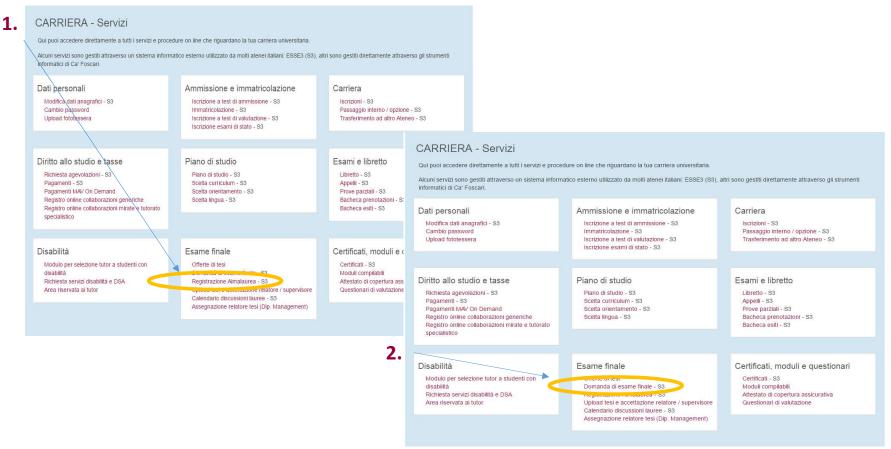






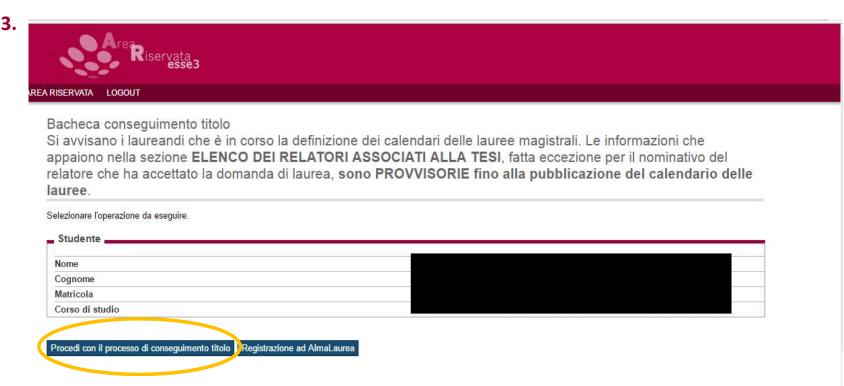


Before completing the undergraduate application please complete the Questionnaire ALMALAUREA and save the receipt so that you can attach it (it does not need to be signed) to the submission form





Before completing the undergraduate application please complete the Questionnaire ALMALAUREA and save the receipt so that you can attach it (it does not need to be signed) to the submission form







LEA RISERVATA LOGOUT

Presentazione domanda conseguimento titolo

Se sei iscritto a un corso di studio (Laurea di primo o secondo livello, Master, Dottorato), prima di procedere con l'inserimento della domanda di conseguimento titolo è necessario compilare il questionario AlmaLaurea. Se non è mai stato compilato si deve utilizzare la voce "Registrazione AlmaLaurea" presente nel menu di sinistra.

Nella pagina "Tesi di laurea/Elaborato finale" è obbligatorio indicare:

- Titolo tes
- Abstract tesi/Elaborato (riassunto della tesi): obbligatorio solo per la lauree Magistrali, Specialistiche e Vecchio Ordinamento (lauree quadriennali o quinquennali);
- Attività didattica (scegliere l'attività che più si avvicina alla tesi);
- Relatore (la ricerca deve essere fatta digitando le prime lettere del cognome; per un'eventuale correlazione rivolgersi direttamente alla Segreteria del Campus/Dipartimento).

Una volta completata la compilazione verificare il riepilogo dei dati inseriti alla voce "Conseguimento titolo" e accertarsi che la domanda sia in stato "Presentata"; è consigliabile salvare la pagina a titolo di ricevuta.

Presentazione domanda conseguimento titolo



After compilation

Make the online payment for € 16,00 revenue stamp within the session **deadline**



After the **deadline** you can check whether your request to graduate has been approved by your supervisor
See: "Upload thesis and check supervisor approval" in your personal area



Still need help?

• If you have questions or need further assistance, please refer to the **Campus Economico** Administration Office at San Giobbe.

Opening hours: Tuesday and Thursday 9:30 – 12:30
 Wednesday 9:30 – 12:30 and 14:30 – 16:30

• Email: campus.economico@unive.it