

## ACADEMIC REGULATIONS FOR MASTERS' DEGREES

### Article 1 Purpose

1. The Graduate Institute of International and Development Studies, (hereafter The Institute), awards the following three Master of Arts degrees covering six study programmes:
  - Master of Arts in International Affairs
  - Master of Arts in Development Studies
  - Master of Arts in International Studies, with a specialisation in International Law, International Economics, International History and Politics or Political Science.
2. The present regulations establish the principles governing the organisation of the Masters programme. The Academic Committee of the Institute approves the curricula of each programme as well as the internal regulations for the procedures and the time-limits.

### Article 2 Objectives

1. The Masters programmes aim at providing high-level academic training by the acquisition of the knowledge and methodological tools necessary to understand the field covered and to produce pieces of personal and original work.
2. Subject to certain conditions, earning a Master's degree allows the holder to have access to one of the Institute's PhD programmes.

### Article 3 Admission

1. All candidates for admission must submit a full application file within the time-limit set by the Institute.
2. Candidates for admission must satisfy the following conditions:
  - they must hold a Bachelor's degree (a minimum of 180 ECTS credits), or a degree/diploma deemed to be equivalent in the discipline or disciplines relevant to the programme concerned;
  - meet the language requirements determined by the Institute.
3. Admission is decided by an Admissions Commission specific to each programme.
4. The Admissions Commission may admit or reject a candidate, or admit him/her conditionally.
5. In exceptional cases, an application to be transferred from one programme to another may be considered. It must be sent to the Master Programme Director during the first six weeks of studies.

#### **Article 4 Enrolment and registration**

Candidates who are admitted to a Master's programme must be enrolled at the University of Geneva and registered with the Institute throughout the whole duration of their studies.

#### **Article 5 ECTS credits and duration of studies**

1. In order to earn the Master's degree, students must acquire a total of 120 ECTS credits (European Credit Transfer and Accumulation System).
2. The statutory duration of studies is four consecutive semesters. The course of studies commences in the autumn semester.
3. In exceptional cases of a professional or personal nature, students may request the Master Programme Director, when filing his/her admission application, for an extension of one or two semesters.
4. Exceptional leave or an extension may be granted by the Master Programme Director for duly certified reasons for undue circumstances (in particular illness, accidents) or pregnancy.

#### **Article 6 Languages**

The working languages of the Institute are French and English. Each student is entitled to express him-/herself, orally and in writing, in either of these languages.

#### **Article 7 Curriculum**

1. The curriculum of each programme comprises compulsory and optional courses totaling 90 ECTS credits and the writing of a dissertation totaling 30 ECTS credits. It may also comprise internships or workshops.
2. Each student shall enrol for the courses within the time-limit set by the Institute.
3. When justified by a student's previous educational background, the Master Programme Director may give him/her permission to replace certain compulsory courses by other courses totalling a maximum of 12 ECTS credits.
4. Each student may be authorised by the Master Programme Director to attend optional courses outside the Institute up to a total of 12 ECTS credits and in addition of the credits that it is possible to obtain in connection with an exchange semester, as stated in article 8.

#### **Article 8 Exchange semester**

Students who are authorised to spend one semester during the second year of studies in another university may have a maximum of 30 credits validated for the courses attended and passed in that institution.

#### **Article 9 Assessment formalities**

1. The student's work done in the framework of a course is subject to assessment in a form determined and announced by the faculty member.
2. A student may not submit the same piece of written work for several assessments.
3. Assessment takes the form of a mark ranging from 1 to 6, with a graduation of one quarter of a point, or of an indication "passed" or "failed". A mark equal to or higher than 4 or the indication "passed" leads to the corresponding credits being awarded.
4. A candidate who does not participate in an assessment for which he/she is enrolled will be given the mark 0. The Master Programme Director may cancel this mark in the event of undue circumstances.

#### **Article 10 Master's dissertation**

1. The Master's dissertation is a piece of personal and original research work. It is written in English or French. The choice of the dissertation supervisor and the subject, the draft requirements and the time-limits for the dissertation are covered by the internal regulations mentioned in Art. 1. 2.
2. The Master's dissertation is assessed and marked and gives rise to a written report by the dissertation supervisor justifying the assessment for the student's benefit.
3. The student must obtain a minimum mark of 4 in the Master's dissertation assessment. Failure will result in elimination.

#### **Article 11 Cheating and plagiarism**

1. Any act of cheating or plagiarism and any attempt at cheating or plagiarism which have been duly proven by the faculty member concerned may lead to sanctions, following a discussion with the Academic Committee, that may go as far as elimination from the Institute.
2. Cheating consists of not obeying the rules governing the organisation of an assessment or of re-using a piece of personal work which has already been awarded credits or a degree by presenting it as an original piece of work.
3. Plagiarism consists of appropriating the creative work of other people by presenting it as one's own work, of reproducing excerpts of text, data, figures, images, etc. derived from external sources while omitting to mention their source or of using the original ideas of other authors, without indicating the source.

#### **Article 12 Earning the degree**

1. Students who have accumulated the necessary 120 credits within the time-limits set in article 5 and according to the conditions laid down in articles 7 to 10 shall earn their degree.

1. The diploma is awarded by the Institute and recognised by the University of Geneva.

**Article 1 Elimination**

1. A student who:
  - a. has not gained the 120 credits within the time-limits laid down in art. 5;
  - b. does not meet the conditions for success for the curriculum in accordance with articles 7 to 10;
  - c. commits a serious or repeated act of cheating or plagiarism, as defined in article 11.shall be definitively eliminated from the Master's programme.
2. The elimination decision shall be taken by the director of the Institute, who will take account of exceptional situations.

**Article 2 Opposition and appeal**

1. Any opposition lodged against a decision resulting from the implementation of these regulations must be sent to the Master Programme Director. Oppositions shall be examined by the Oppositions Commission of the Institute. The Professors' Collegium shall rule on the opposition on the basis of a report by the Commission.
2. In the event of an appeal against the decision of the Professors' Collegium, the matter may be referred to the competent body provided for by the Law on the University of Geneva.

**Article 3 Entry into force**

1. Following a positive preliminary opinion given by the Professors' Collegium, the present Academic Regulations were approved by the Foundation Board on June 13, 2008 and came into force on September 15, 2008.
2. The regulations apply to all students commencing their Master's studies after the date of entry into force.

The French-language version of this document is the authentic text.