

ACADEMIC REGULATIONS FOR MASTERS' DEGREES

Article 1 Purpose

1. The Graduate Institute of International and Development Studies (hereafter, the Institute) awards three Masters' Degrees across six study programmes.
 - Master en affaires internationales / *Master of Arts in International Affairs*
 - Master en études du développement / *Master of Arts in Development Studies*
 - Master en études internationales / *Master of Arts in International Studies*, with a specialisation in International Law, International Economics, International History and Politics and Political Science.
2. The current Regulations (hereafter, the Regulations) set out the principles governing the organisation of the Masters' programmes. The Academic Committee of the Institute is responsible for approving the curriculum of each programme and the Internal Regulations Governing Procedures and Deadlines for Masters' Degrees (hereafter, Internal Regulations).

Article 2 Objectives

1. The Masters' programmes are intended to offer high-level academic training through the acquisition of knowledge and methodological tools necessary for an understanding of the area of study and the production of personal and original pieces of work.
2. Subject to certain conditions, earning a Masters Degree allows the holder to pursue a PhD in one of the programmes of the Institute.

Article 3 Admission

1. All applicants must submit a complete application by the deadline fixed by the Institute.
2. Applicants must fulfil the following conditions:
 - be in possession of a Bachelors degree (a minimum of 180 *European Credit Transfer and Accumulation System* – ECTS – credits) or a degree/diploma deemed to be equivalent by the relevant programme, as indicated in the Internal Regulations;
 - satisfy the other conditions, especially the language requirements, stipulated by the Institute.
3. Admission is decided by the individual Admissions Commission of each programme.

4. The Admissions Commission may use its discretion to accept or reject an applicant or to accept an applicant subject to certain conditions.
5. In certain exceptional cases, a request to transfer from one programme to another may be considered. Requests must be submitted to the Director of Masters Programmes during the first six weeks following the start of the programme.

Article 4 Enrolment and registration

Candidates who are accepted on a Masters programme must be enrolled at the University of Geneva and registered with the Institute for the duration of their studies.

Article 5 ECTS credits and duration of studies

1. In order to earn a Masters Degree, students must achieve a total of 120 ECTS credits, or 30 credits per semester in principle.
2. The statutory duration of studies is four consecutive semesters. The study cycle commences in the autumn semester.
3. Subject to exceptional circumstances of a professional or personal nature, students may petition the Director of Masters Programmes to request an extension of the study period of one or two semesters.
4. During the course of the study cycle, the Director of Masters Programmes may grant an exceptional leave of absence or extension for reasons of *force majeure* (in particular, illness, accident) or maternity which must be duly certified.

Article 6 Languages

The working languages of the Institute are English and French. Students are entitled to express themselves, orally and in writing, in either one of these languages. The Institute can require of a student that the latter provide, at their own cost, a copy of any documents used for certification purposes (e.g. medical certificate) duly translated into English or French by an Institute-certified translator.

Article 7 Curriculum

1. The curriculum for each programme includes compulsory and optional courses worth a total of 90 ECTS credits and the preparation of a dissertation worth a total of 30 ECTS credits. The curriculum may also include internships or workshops.
2. Each student is required to register for courses by the deadline set by the Institute.
3. If the previous training of the student so justifies it, the Director of Masters Programmes may authorise a student to substitute certain compulsory courses for other courses worth up to a maximum of 12 ECTS credits.

4. The Director of Masters Programmes may authorise Masters students to attend optional courses outside of their curriculum, worth up to a maximum of 12 ECTS credits over and above the credits that can be obtained by participating in an exchange semester as detailed in Article 8. These courses can be followed at the Institute (a maximum of 6 ECTS credits) or at another graduate institution (a maximum of 6 ECTS credits).

Article 8 Exchange semester

Students granted permission to spend the third semester in another institution of higher education with which the Institute has an agreement, may request the validation of a maximum of 30 credits obtained from courses successfully attended and completed in the host institution.

Article 9 Assessment formalities

1. All student work undertaken as part of a course (class, seminar, etc.), internship or workshop is subject to assessment in a format to be decided and announced by the relevant faculty member.
2. A student may not submit all or part of a same piece of work for several assessments.
3. Assessment is based on a grade ranging from 1 to 6, with a graduation of a quarter of a point, or the indication “pass” or “fail”.
4. A grade equal to or higher than 4 or the indication “pass” for a course, internship or workshop results in the attribution of the corresponding number of credits. Once successfully completed, a course, internship or workshop may not be repeated.
5. The conditions for assessment in the event of a failure to participate in a course, internship or workshop, in the event of a failure to respect the agreed deadlines or in the event of a failure to successfully pass an assessment, are laid out in detail in the Internal Regulations.

Article 10 Dissertation

1. The dissertation consists of an original and personal piece of research. It may be written in English or in French. The organisation of the dissertation and the deadlines for completion are listed in detail in the Internal Regulations. Failure to adhere to the procedures and deadlines will result in exclusion from the programme.
2. The dissertation is assessed and graded. A written report evaluating the student's work accompanies the grade.
3. Students must achieve a minimum grade of 4 for the dissertation assessment. Failure will result in exclusion from the Programme.

Article 11 Cheating and plagiarism

1. Any attempt or act of cheating and plagiarism duly proven by a faculty member will result in a 0 grade and can, following discussion by the Academic Commission, result in sanctions including expulsion from the Institute. The detailed modalities are listed in the “Internal guidelines governing citation of sources and plagiarism”.
2. Cheating also includes but is not limited to the failure to respect the rules of organisation for an assessment or reusing all or part of a piece of personal work for which credits have already been obtained, or which has already been used to obtain a degree, by presenting it as an original piece of work.
3. Plagiarism includes taking the work of a third party and presenting it as one's own, reproducing in whole or in part text, data, figures, images, etc. drawn from external sources and failing to cite the provenance, or using original thoughts by third party authors and failing to indicate the source.

Article 12 Earning the degree

1. Students who have obtained the necessary 120 credits within the deadlines stipulated under Article 5 and in accordance with the conditions stipulated in Articles 7 to 10 will earn their degree.
2. The degree certificate is awarded by the Institute and recognised by the University of Geneva.

Article 13 Expulsion

1. A student who:
 - a. Fails to achieve the 120 credits within the deadline stipulated under Article 5;
 - b. Fails to meet the conditions for successful completion of the programme in accordance with Articles 7 to 10;
 - c. Cheats or commits an act of plagiarism, as defined by Article 11;
 - d. Fails to respect the deadlines and the procedures when the punishment for failure to do so is expulsion as stipulated by the Regulations and Internal Regulations;will be definitively excluded from the Masters programme.
2. Any decision to exclude a student will be taken by the Director of the Institute who will take into consideration any exceptional circumstances.

Article 14 Opposition and appeal

1. Any opposition to a decision resulting from the application of the Regulations must be lodged in the format and within the deadlines stipulated in the applicable regulations (currently the *Règlement relatif à la procédure d'opposition au sein de l'Université de Genève – Regulations governing the appeals procedure within the University of Geneva – dated 16 March 2009*). Appeals will be dealt with in accordance with the above mentioned Regulations.

2. In the event of an appeal against a decision, the matter may be referred to the competent body and dealt with in the form and according the deadlines stipulated in the Regulations cited in Article 14.1 above.

Article 15 Entry into force

1. Following positive preliminary approval granted by the College of Professors, the current Academic Regulations were approved by the Foundation Board on 19 February 2010 and entered into force on 19 February 2010.

They apply to all students commencing their Masters studies after the date of entry into force.

2. Following the positive preliminary approval granted by the College of Professors, the revision of Articles 1, 3, 5, 6, 8, 9, 10, 11, 13 and 14 was approved by the Foundation Board on 19 February 2010 and entered into force on 19 February 2010.

The above-cited Articles, in their revised form, are applicable immediately, starting from the date of entry into force, to all students having commenced their studies on (or after) 15 September 2008.

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