

**Relevant details in connection with the final exam**  
**MSc in Public Policy and Management (PUMA)**  
**1st semester 2016/17**

**CRITERIA OF THE FINAL EXAMINATION**

A student may only take the final examination, if he or she

- acquired the absolutorium (final certificate),
- submitted the degree thesis, and both assessor accepted it.

Prerequisites of the absolutorium

Prerequisites of acquiring an absolutorium are the following:

- Successful completion of mandatory courses specified in the credit recognition decision in addition to 120 credits.
- Meeting the required credit points (120 credits) in the structure prescribed by the operational curriculum. The total number of active and passive semesters should not exceed 8 semesters. At least 2/3 of the prescribed amount of credit points must be completed at the parent university.

In double degree programs the cooperation agreements with partner institution may have different instructions, with the obligation to the student participating in the double degree courses has to fulfill at least 30 credits to final certificate (absolutorium) within the university in the education program.

Those students, who have courses during the autumn semester in the year 2016/2017., no later than January 20, 2017 each remarks should be registered in the Neptune system, otherwise they can not take part in the final exam. **Graduate students have to indicate within 5 days after the examination period, ie until 25 January 2017 the Public Management and Public Policy Department of the Secretariat if they do not agree with evaluation data on the Neptun study and registration system.**

**THE FINAL EXAMINATION DATE: BETWEEN FEBRUARY 6-10 2017.**

**THE FINAL EXAM**

The final examination has two parts:

- a comprehensive oral part related to the thesis topic and covering the themes of several courses,

The student pull a theorem which includes the cross-cutting themes (a theorems can be found [here](#)). The committee asks a question from the drawn topic that he or she must answer. The student has 10 minutes to prepare.

- defending of the degree thesis.

In the second part of the exam student defends the thesis work, to which he or she has to prepare a no more than 10 minutes presentation which consists the questions put in advance.

**The grade of the final examination is calculated from the arithmetic mean of the grade given by the two assessors, the grade received for the defending of thesis, and the grade given for oral exam part.**

## **THE DEGREE CERTIFICATE**

Conditions of issuing a degree certificate for students participating in foreign language education:

- acquiring the final certificate (absolutorium),
- passing the final examination successfully

The grading of the certificate is calculated from the weighted mean of the following lots:

- the weighted average of the grades achieved at compulsory subjects,
- the grade received at the final examination.

Based on the average calculated along the guidelines presented in previous paragraph, the degree certificate shall be graded according to the following limits:

- outstanding if the average is between 4.81 and 5.00
- excellent if the average is between 4.51 and 4.80
- good if the average is between 3.51 and 4.50
- average if the average is between 2.51 and 3.50
- sufficient if the average is between 2.0 and 2.50