

INTERNSHIP AND MASTER THESIS (DOUBLE DEGREE - SUSTAINABLE MATERIAL SUMA-TRACK)
INTERNSHIP (6 ECTS in the plan of study of Leuven University) follows the regulation of the exit University. The MASTER THESIS is carried out in the 2nd academic year at the exit University following its regulation. One of the MASTER THESIS supervisors is indicated by the Italian CCD in agreement with the Committee of the exit University. The student must communicate the UNIMIB Supervisor to the CCD, before starting the Master Thesis, by using the "Application Form – Internship and Thesis" available on the e-learning platform (<https://elearning.unimib.it/mod/folder/view.php?id=289936>).

But to achieve the double title SUMA students also have to follow the UNIMIB procedure:

- 1) Meet the deadline for presenting the APPLICATION FOR DEGREE ACHIEVEMENT in Segreteria On line. Please select your UNIMIB supervisor.
You can find the calendar session and the deadlines at this link <https://elearning.unimib.it/course/view.php?id=21953>;
- 2) It is necessary to send the thesis summary and the thesis to didattica.materiali@unimib.it according to the deadlines (you don't have to send the presentation);
- 3) SUMA students don't have to discuss their thesis again, but they have to participate remotely by Webex. You will receive the link one week before to join the degree proclamation session;
- 4) Analogously to the conversion of the grades of all the exams taken at KU Leuven, the grade of the Master Thesis (in 20th) assigned by the KU Leuven Committee (which includes UNIMIB assessors), are converted in grades in 30th according to the 19.02.2018 resolution of the UNIMIB Academic Senatus (including the approved conversion table of grades earned in EU universities, which accounts for a detailed statistical analysis of grades in the different countries). The evaluation of the converted grade of the Master Thesis (in 30th) is then multiplied by 8/30 so as to obtain the Thesis points to be added to the weighted average in 110th of all the grades (UNIMIB plus converted KU Leuven grades). One point is added to the evaluation of students finishing their career within 2 academic years (however not above a maximum value of 8 points). The KU Leuven exams without a grade in 20th are converted with passed/approved.
- 5) Please make sure that Leuven offices send the **official transcript** after the meeting of the examination board to outgoing.erasmus@unimib.it and to didattica.materiali@unimib.it
NOTE: our International office will be able to register your grades at UNIMIB only after finishing all your exams and master thesis at KU-Leuven university.
If credits are needed to be registered to obtain the DSU scholarship at UNIMIB, you should ask the Coordinator (professor Maria Seo) to send dsu office a letter with the dates of the exams (in addition to your transcript).
- 6) Please remember that, in order to apply for the Thesis defense at UNIMIB and to earn the Italian Master Degree, all the exams taken at KU Leuven must be passed with a grade not lower than 10/20 so as to be all converted in positive grades accepted by the Italian rules (notwithstanding the Belgian law admits the occurrence of a grade of 9/20 as an exception in specific conditions).
- 7) Students in Erasmus mobility, including SUMA students of the Dual Degree track, must also close the mobility period according to the procedure described at the link <https://www.unimib.it/internazionalizzazione/erasmus-studio/chiusura-dellerasmus>.
- 8) Should the student be interested in prolonging the mobility with respect to the declared period, so as to complete the activities in the Learning Agreement, the student must ask for the extension of the Erasmus mobility period following the procedure at the link <https://www.unimib.it/internazionalizzazione/erasmus-studio/durante-lerasmus>.
- 9) Close your mobility as indicated in the Erasmus procedure: in segreteria on-line in the section *Questionari* fill in the questionario and in the section *After the mobility- Confermation of period* please upload your Learning Agreement signed (for further details please contact outgoing.erasmus@unimib.it).