

2013



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA



School of Arts, Humanities, and Cultural Heritage  
LAUREA MAGISTRALE (SECOND  
CYCLE DEGREE/TWO YEAR MASTER  
- 120 ECTS) IN ARCHAEOLOGY AND  
CULTURES OF THE ANCIENT WORLD  
A.Y. 2013/2014

Programme Director Prof. RIZZARDI CLEMENTINA

REPORT

Study Programme Report  
Archaeology and Cultures of the Ancient World  
Programme ex D.M. 270/04 - Code 0965 - Class LM-2  
School of Arts, Humanities, and Cultural Heritage  
Programme Director Prof. RIZZARDI CLEMENTINA

Created in collaboration with Teaching and Learning Administrative Area (AFORM – Area della Formazione) – Quality Assurance Unit

Edited by AAGG – University Web Portal Division and CeSLA – Web Technology Division, with MultiPublishing technology

Release date: July 2013

Academic year of reference: 2013/2014

[www.unibo.it/QualityAssuranceEn](http://www.unibo.it/QualityAssuranceEn)

# INDICE

<b>What is the Study Programme Report?</b> .....	1
<b>A. Presentation and prospects</b> .....	2
A.1. Presentation .....	2
A.2. Admission requirements .....	2
A.3. Learning outcomes .....	3
A.4. Career opportunities .....	4
A.5. Opinion of social partners and potential employers .....	5
A.6. Further studies .....	5
<b>B. Teaching and Learning</b> .....	6
B.1. Course Structure Diagram .....	6
B.2. Calendar and lecture timetable .....	6
<b>C. Resources and services</b> .....	7
C.1. Teachers .....	7
C.2. Student services: offices .....	7
C.2.1. Future students .....	7
C.2.2. Enrolled students .....	7
C.2.3. International students .....	7
C.2.4. Graduates .....	7
<b>D. The Study Programme in figures</b> .....	8
D.1. Students starting their university careers .....	8
D.1.1. Enrolments .....	8
D.1.2. Additional data on students' starting their university careers .....	9
D.1.2.1. Candidates registered for the entrance exam .....	9
D.1.2.2. Incoming students .....	10
D.2. Regularity of studies .....	12
D.2.1. Students leaving the Programme between years 1 and 2 .....	12
D.2.2. Regular graduates .....	13
D.2.3. Additional data on regularity of studies .....	14
D.2.3.1. Credits obtained by students in the 1st year .....	14
D.2.3.2. Exams passed and average grade .....	15
D.3. Opinions of graduates and attending students .....	17
D.3.1. Opinion of graduates .....	17
D.3.2. Additional data on opinions of students .....	19
D.3.2.1. Opinion of attending students .....	19
D.4. Entry into the world of work .....	21
D.4.1. Employment situation .....	21
D.5. Information on pre-reform programmes (DM 509/99) .....	22
D.5.1. Students starting their university careers .....	22
D.5.1.1. Enrolments .....	22
D.5.1.2. Additional data on students' starting their university careers .....	23
D.5.1.2.1. Candidates registered for the entrance exam .....	23
D.5.1.2.2. Incoming students .....	23
D.5.2. Regularity of studies .....	23
D.5.2.1. Students leaving the Programme between years 1 and 2 .....	23
D.5.2.2. Regular graduates .....	23
D.5.2.3. Additional data on regularity of studies .....	23
D.5.2.3.1. Credits obtained by students in the 1st year .....	23
D.5.2.3.2. Exams passed and average grade .....	23
D.5.3. Opinions of attending students and graduates .....	23

D.5.3.1. Opinion of graduates .....	23
D.5.3.2 Additional data on opinions of students .....	23
D.5.3.2.1. Opinion of attending students .....	23
D.5.4. Entry into the world of work .....	24
D.5.4.1. Employment situation .....	24
<b>E. Find out more: the quality of your Study Programme .....</b>	<b>26</b>
<b>F. Glossary terms .....</b>	<b>29</b>

## WHAT IS THE STUDY PROGRAMME REPORT?

### **What is the Study Programme Report?**

The Study Programme Report provides updated information which is important for the purposes of Quality Assurance and is published annually by the University of Bologna.

The main aspects of the teaching programme are described in detail, with a view to assuring the principle of transparency and promoting self-assessment and continuous improvement processes.

The document provides a concrete overview of the features and results of the Study Programme for students, families, employers and so on.

For example, regarding the current issue of employment, it describes the learning outcomes and career opportunities; it also includes statistics on the percentage of employed graduates (D.4. Employment situation).

The document is organised into five sections and a glossary:

### **A. Presentation and prospects**

Key information on the Study Programme, including the expected learning outcomes, career opportunities and further studies.

### **B. Teaching and Learning**

The updated course structure diagram with the full titles and listings of the course units and the latest published lecture timetable.

### **C. Resources and services**

The list of teaching staff and their relative curricula, the offices (secretariats), services (work placements) and infrastructures (libraries, laboratories) available to students.

### **D. The Study Programme in Figures**

Key data shows how many students are enrolled, how many have been assigned additional learning requirements, how many drop out after the first year, how many graduate in line with the programme schedule, the opinions of attending and graduating students on the teaching programmes and information concerning graduate employment.

### **E. Find out more: the quality of your Study Programme**

How the quality system applied to your Study Programme works. The quality system of your Study Programme is a set of processes and responsibilities adopted to guarantee the quality of all Study Programmes at the University of Bologna.

### **NOTES:**

- Reports are available for all Study Programmes for which it is possible to enrol in the first year in academic year 2012/2013: the information and data provided is as updated as possible.
- Sections A, B and C provide data for the academic year 2012/2013.
- Section D presents data regarding the Study Programmes in the last three academic years.
- The information and data were taken from the University databases and the reports published by the [Statistical Observatory of the University of Bologna](#) and [AlmaLaurea](#), and are updated to **15 June 2012**.

## A. PRESENTATION AND PROSPECTS

*This section presents the key information concerning the Study Programme, including the expected learning outcomes, career opportunities and further studies, updated to the academic year 2013/2014.*

### A.1. PRESENTATION

*This paragraph provides information on the specific learning outcomes of the Study Programme and the curriculum.*

2nd cycle degree programme graduates will be educated in both the new methodologies and techniques of archaeology and the traditional historical, philological and artistic disciplines. Thus, those attending the 2nd cycle degree programme must possess at least basic knowledge of one of the languages, cultures and histories of the Greek, Roman and Near East world.

At the end of the two years graduates will have:

- advanced scientific, theoretical, methodological and operative knowledge in the humanistic field (classical languages, knowledge of history and history of art in the prehistorical, protohistoric, classical and medieval eras in the Mediterranean and Near East areas) and skill at using ancient written sources;
- skills useful for management, conservation and restoration of the archaeological heritage (methodologies and techniques of excavation, archaeological surveying, classification of materials, restoration and museum science);
- knowledge of IT applied to archaeological contexts and practice in using IT tools and computerised communication in the relevant fields (e.g. topographical and architectural relief, involving GIS).

These skills will allow graduates to operate with a high level of responsibility in public and private ventures involved in research, study, safeguarding and appreciation of the archaeological heritage.

### A.2. ADMISSION REQUIREMENTS

*This paragraph provides information on the knowledge required for admission to the Study Programme.*

To successfully follow the Second-cycle degree in Archeology and Cultures of the Ancient World applicants must have:

- a good general background in arts subjects that will enable them to put the knowledge and data they acquire during their study and research in archaeology into its historical context.

In particular, applicants must have a good knowledge, however acquired, of the languages, cultures, and histories of the ancient world.

- a basic knowledge of the archaeological method and its application in a specific territorial and historical context.

Admission to the second-cycle degree programme is subject to the requirements indicated at point 1 together with the assessment of an adequate level of personal preparation.

(1) Admission requirements

The admission requirements are as follows:

A) students must possess a first-cycle degree in one of the following degree class or an equivalent qualification obtained abroad:

- ex D.M. 270/04:

L-1 BENI CULTURALI

L-10 LETTERE

L-42 STORIA

- ex D.M. 509/99

CLASSE 13- SCIENZE DEI BENI CULTURALI

CLASSE 5- LETTERE

CLASSE 38 STORIA

B) students must have acquired at least 20 CFU in one or more of the following three groups of scientific-disciplinary sectors related to the second-cycle degree programme:

*Archaeology and Classical and Medieval antiquities*

ICAR/06 -Topografia e cartografia

ICAR/18 -Storia dell'architettura

L-ANT/01 - Preistoria e protostoria

L-ANT/04 - Numismatica

L-ANT/06 - Etruscologia e antichità italiane

L-ANT/07 - Archeologia classica

L-ANT/08 - Archeologia cristiana e medievale

L-ANT/09 - Topografia antica

L-ANT/10 - Metodologie della ricerca archeologica

L-ART/04 - Museologia e critica artistica e del restauro

*Technical, scientific and legal background*

BIO/02 - Botanica sistematica  
BIO/05 - Zoologia  
FIS/07 - Fisica applicata (a beni culturali, ambientali, biologia e medicina)  
BIO/08 - Antropologia  
GEO/01 - Paleontologia e paleoecologia  
CHIM/12 - Chimica dell'ambiente e dei beni culturali  
ICAR/19 - Restauro  
IUS/10 - Diritto amministrativo

*Archaeology and oriental antiquities*

L-OR/05 - Archeologia e storia dell'arte del Vicino Oriente antico  
L-OR/06 - Archeologia fenicio-punica  
L-OR/16 - Archeologia e storia dell'arte dell'India e dell'Asia centrale  
L-OR/20 - Archeologia, storia dell'arte e filosofie dell'Asia orientale

C) students must have acquired at least 5 CFU in one or more of the following scientific-disciplinary sectors related to the second-cycle degree programme:

*Ancient and Medieval history*

L-ANT/02 - Storia greca  
L-ANT/03 - Storia romana  
L-OR/01 - Storia del Vicino Oriente antico  
L-OR/02 - Egittologia e civiltà copta  
L-OR/03 - Assiriologia

D) students must have acquired at least 5 CFU in one or more of the following scientific-disciplinary sectors related to the second-cycle degree programme:

*Ancient and Medieval languages and literatures*

L-ANT/05 - Papirologia  
L-FIL-LET/01 - Civiltà egee  
L-FIL-LET/02 - Lingua e letteratura greca  
L-FIL/LET/04 - Lingua e letteratura latina  
L-FIL-LET/05 - Filologia classica  
L-FIL-LET/06 - Letteratura cristiana antica  
L-OR/12 - Lingua e letteratura araba

Admission to the second-cycle degree programme for graduates who do not have the above requirements will be subject to assessment by a Committee which will interview applicants to ascertain their possession of the knowledge and competences required and determine their eligibility.

### **(2) Assessment of an adequate level of personal preparation**

Assessment of personal preparation is deemed satisfactory for students with a first cycle degree mark of 70/110 or over.

Graduates with a degree mark lower than 70/110 must attend an interview for assessment of their personal preparation. The interview is assessed by the same Committee that is responsible for evaluating the admission requirements.

N.B.

For students with qualifications obtained abroad, the assessment of admission requirements (suitability of the qualification to the degree class indicated, evaluation of the curriculum, credits and learning outcomes in line with the competences and the scientific-disciplinary sectors envisaged, final mark achieved) is carried out through examination of the applicant's curriculum by the Board of Study Programme which will determine whether an interview is necessary to determine the student's level of personal preparation. The interview can also be held in videoconference.

## **A.3. LEARNING OUTCOMES**

*This paragraph provides information on the knowledge and skills students will have acquired by the end of the Programme.*

KNOWLEDGE AND UNDERSTANDING:

Graduates:

- will possess good knowledge of the humanistic disciplines specific to classical languages, history and history of ancient art;
- will possess in-depth knowledge of archaeological disciplines concerning the art-history contents, material culture and forms of territorial settlement during the period spanning from prehistory to the high middle ages across the entire area of the Mediterranean and Near East.

The above knowledge and understanding will come through attending lectures, workshops, seminars and/or internships, as well as through practical tasks and home study, as prescribed by the Degree Programme Regulations.

Knowledge of foreign languages is developed by reading in foreign languages as required by the syllabi of course units.

Assessment is mainly through exams and/or intermediate tests (oral and/or written exams, tests, oral presentations).

#### APPLYING KNOWLEDGE AND UNDERSTANDING:

Graduates:

- will know how to use methodologies and techniques of excavation, topographic and architectural surveys (including GIS), archaeological surveys and material classification, restoration, museum science and IT applied to archaeological sites;
- will be able to produce graphic and photographic representations, and three-dimensional reconstructions (virtual archaeology).

The ability to apply such knowledge and understanding will form through critical reading of texts set for home study and prompted by classroom activities.

Assessment is mainly through exams and/or intermediate tests (oral and/or written exams, tests, oral presentations).

#### MAKING JUDGEMENTS:

Graduates:

- will know how to plan and develop a didactic and informative apparatus for archaeological museums, exhibitions and sites;
- will have learnt to assess and manage the archaeological heritage according to the needs of the cultural and social context and the expectations of the stakeholders.

Judgement skills are developed and assessed above all through practical activities, organised seminars, internships, preparation of reports, as well as during the task assigned in preparation of the final exam.

#### COMMUNICATION SKILLS:

Graduates:

- will know how to communicate specific ideas, combining written texts with drawings and images;
- will know how to tailor their speech and writing to the users and recipients (scientific, popularising and educational registers), including age and degree of training;
- will know how to collaborate and communicate effectively within mixed work groups, especially with experts participating alongside archaeological projects (physicists, chemists, computer scientists, geologists, restorers, architects).

Written and oral communication skills are developed during seminars, workshops and practical tasks, and are assessed during each exam.

#### LEARNING SKILLS:

Graduates:

- will know how to update skills by using various sources and methods (traditional education, e-learning, workshops); they will be able to contextualise new skills and information thanks to interdisciplinary education;
- will be able to prepare bibliographies on specific subjects, and to update and expand knowledge with reference to the international scientific literature.

The learning abilities acquired are a result of the entire period of study and are assessed continuously throughout the learning period, especially in the home study activities required for each exam, individual and/or group projects and tasks leading to the final exam.

## A.4. CAREER OPPORTUNITIES

*This paragraph provides information on the occupational profile, functions and fields of employment available to graduates of this Programme.*

Graduates will be suited to the following professional roles in the areas of employment indicated:

### **Archaeologist**

#### **Functions:**

- coordinating, directing, organising, planning and managing activities and projects involving conservation and appreciation of the archaeological heritage, including popularisation and education;
- coordinating and conducting research on the ground, history studies and contextualisation of sites and materials;
- making the archaeological heritage usable, useful and interesting in relation to the various types of recipient (including the non-expert) by cooperating with local institutions and agencies for the promotion of the territory;
- conducting preventive evaluations and archaeological inspections in relation to public and private building intervention.

#### **Career opportunities:**

- Institutions and agencies in charge of conserving and fostering the archaeological heritage (cultural offices and museums);
- public, private and third sector institutions and agencies in charge of researching into and popularising the archaeological heritage (local institutions, foundations, non-profit organisations);
- companies/ enterprises/ cooperatives specialised in consultancy and services collaborating with the above institutions and agencies.

### **Editor/writer specialised in archaeology**

#### **Functions:**

For the specialist sectors:

- writing;
- processing and managing publishing projects;
- preparing and revising texts.



***Career opportunities:***

- newspapers;
- publishing sector;
- magazines, including digital.

The degree programme project has been submitted to selected external stakeholders in order to receive their opinions and feedbacks on the learning outcomes and the professional profiles.

## **A.5. OPINION OF SOCIAL PARTNERS AND POTENTIAL EMPLOYERS**

*This paragraph describes the outcome of the consultation with the representative employment and trade organisations.*

This information is not available in English at this time.

## **A.6. FURTHER STUDIES**

It gives access to third cycle studies (Dottorato di ricerca/Scuole di specializzazione) and master universitario di secondo livello.

## B. TEACHING AND LEARNING

*This section describes the updated course structure diagram (for academic year 2013/2014), with the full titles and listings of the course units and the latest published lecture timetable.*

### B.1. COURSE STRUCTURE DIAGRAM

*The link takes you to the Study Programme course structure diagrams. You can also access to each course unit content.*

- [Study plan: all course units in the programme](#)

### B.2. CALENDAR AND LECTURE TIMETABLE

*The links take you to the teaching calendar (exam session and final examination session) and the lecture timetable (in Italian).*

- [Lecture timetable](#)
- [Exam sessions](#)
- [Final examination sessions](#)

## C. RESOURCES AND SERVICES

*This section provides a list of teaching staff and their relative curricula and a description of the services available to students for the academic year 2013/2014.*

### C.1. TEACHERS

*The paragraph lists the lecturers who teach in the Study Programme: from here you can access the personal web pages of each one (in Italian). Information updated to 28 May 2013 (in Italian).*

#### **Permanent teaching staff:**

<a href="#">Baldini, Isabella</a>	<a href="#">Cosi, Dario</a>	<a href="#">Guaitoli, Maria Teresa</a>	<a href="#">Porta, Paola</a>
<a href="#">Bencivenni, Alice</a>	<a href="#">Criscuolo, Lucia</a>	<a href="#">Marchesi, Gianni</a>	<a href="#">Rigato, Daniela</a>
<a href="#">Brizzi, Giovanni</a>	<a href="#">Curci, Antonio</a>	<a href="#">Marchetti, Nicolò</a>	<a href="#">Sassatelli, Giuseppe</a>
<a href="#">Brizzolara, Anna Maria</a>	<a href="#">Dall'Aglio, Pier Luigi</a>	<a href="#">Morelli, Anna</a>	<a href="#">Scagliarini, Daniela</a>
<a href="#">Budriesi, Roberta</a>	<a href="#">Domenici, Davide</a>	<a href="#">Muccioli, Federicomaria</a>	<a href="#">Tosi, Maurizio</a>
<a href="#">Cattani, Maurizio</a>	<a href="#">Fariselli, Anna Chiara</a>	<a href="#">Neri, Camillo</a>	<a href="#">Tosi, Renzo</a>
<a href="#">Cenerini, Francesca</a>	<a href="#">Galetti, Paola</a>	<a href="#">Pelà, Maria Cristina</a>	<a href="#">Vattuone, Riccardo</a>
<a href="#">Coralini, Antonella</a>	<a href="#">Geraci, Giovanni</a>	<a href="#">Perrone, Lorenzo</a>	<a href="#">Zecchi, Marco</a>
<a href="#">Cosentino, Salvatore</a>	<a href="#">Govi, Elisabetta</a>	<a href="#">Pieri, Bruna</a>	

#### **Contract teaching staff:**

[Gambari, Filippo Maria](#)

### C.2. STUDENT SERVICES: OFFICES

#### C.2.1. FUTURE STUDENTS

*The link take you to the webpage which provides specific information about the offices and the services for the future students (in italian).*

- [Future students](#)

#### C.2.2. ENROLLED STUDENTS

*The link take you to the webpage which provides specific information about the offices and the services for the enrolled students (in italian).*

- [Enrolled students](#)

#### C.2.3. INTERNATIONAL STUDENTS

*The links take you to the reference Work Placement and International Relations office for the Study Programme, where available.*

- [International students](#)

#### C.2.4. GRADUATES

- [Graduates](#)

## D. THE STUDY PROGRAMME IN FIGURES

Information on students' starting their university careers, how many students are in line with the regular programme, opinions of students and graduates on the teaching programmes and information concerning graduate employment.

This section provides the data of the last academic years for the Study Programme (SP) and a comparison with similar Study Programmes. The University of Bologna has divided its Study Programmes into four groups:

- **BIOMEDICAL** group: Study Programmes of the Schools of Pharmacy, Biotechnology and Sport Science; Medicine; Agriculture and Veterinary Medicine
- **SCIENTIFIC-TECHNOLOGICAL** group: Study Programmes of the Schools of Engineering and Architecture; Sciences
- **SOCIAL SCIENCES** group: Study Programmes of the Schools of Economics, Management, and Statistics; Law, Political Sciences
- **HUMANITIES** group: Study Programmes of the Schools of Arts, Humanities, and Cultural Heritage; Foreign Languages and Literatures, Interpreting and Translation; Psychology and Education

The section presents the results of the Study Programme for the last three academic years.

Main data shows how many students enrolled, the number of students assigned OEA, how many drop out after the first year, how many graduate in line with the programme schedule, the opinions of attending and graduating students on the teaching programmes and information concerning graduate employment.

The information and data presented in this section, updated to 28 May 2013, were taken from University databases and [AlmaLaurea](#).

Study Programmes may be subject to degree programme system modifications from one academic year to the next, and the data provided in this section may refer to a programme with a slightly different system to the one currently running (such as programme title, course structure diagram and list of lecturers). However, indicatively the data presents the general trend of the Study Programme over the past three years.

Most of the Study Programmes running at the University of Bologna have been reformed in compliance with DM 270/04, most of them from the academic year 2008/2009. For this reason for the previous academic years for some information, as opinion of the graduates and employment situation, are provided in the reports of those Programmes, on the paragraph D.5. refers to the Study Programmes as they were presented prior to the reform.

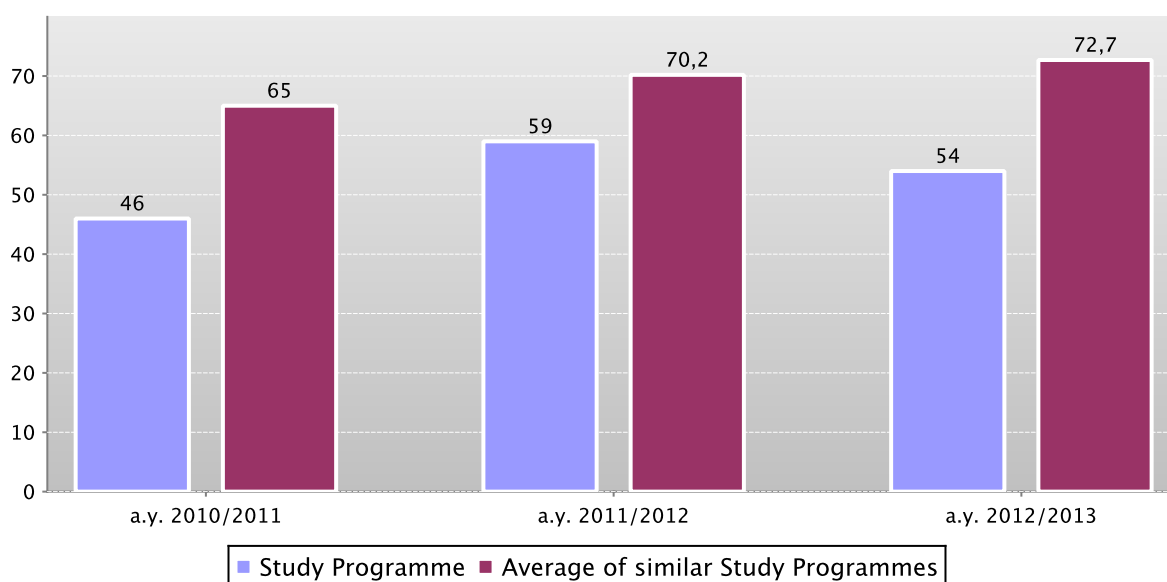
### D.1. STUDENTS STARTING THEIR UNIVERSITY CAREERS

Characteristics of incoming students at the beginning of their study. Tables and graphs provide information on number of enrolled students (*new careers*), focusing on the characteristics of students and results of any entrance tests.

#### D.1.1. ENROLMENTS

The **graph** and the **table** show the number of **new careers** of the Study Programme compared with the **average of similar Study Programmes** (which belong to the same group), for the indicated academic years.

New careers



	a.y. 2010/2011		a.y. 2011/2012		a.y. 2012/2013	
	New careers	Total N. enrolled students	New careers	Total N. enrolled students	New careers	Total N. enrolled students
Study Programme	46	108	59	127	54	135
Average of similar Study Programmes	65	87,4	70,2	88	72,7	91,1

## D.1.2. ADDITIONAL DATA ON STUDENTS' STARTING THEIR UNIVERSITY CAREERS

### D.1.2.1. CANDIDATES REGISTERED FOR THE ENTRANCE EXAM

In academic year 2012/2013 access to this Study Programme was not restricted.

## D.1.2.2. INCOMING STUDENTS

Geographic origin, type of 1st cycle degree, age and gender of students.

The data shows a homogeneous group of students (**cohort**) which started together their academic career.

Students which have **passed** to an other Study Programme, **transferred** from an other university, or registered to a 2nd degree are not included.

The **tables** show the number, geographic origin, gender, age, type and grade of 1st cycle degree of students enrolling in the degree programme.

The Study Programme data is compared with the average of similar Study Programmes (which belong to the same group), for the indicated academic years.

		New careers	Geographic origin						Gender		Average age of new career students		
			Students coming from the province of the Study Programme site	Students coming from other provinces where Unibo has a site	Students coming from other provinces of Emilia Romagna region	Students coming from other Italian regions	Students coming from abroad	Not available	M	F	22 or less	23 - 24	25 or more
Students 2010/2011	Study Programme	46	19,6%	8,7%	10,9%	60,9%			23,9%	76,1%	28,3%	39,1%	32,6%
	Average of similar Study Programmes	65	19,7%	11,7%	11,2%	54,2%	3,3%		26,1%	73,9%	24,3%	44,6%	31,1%
Students 2011/2012	Study Programme	59	18,6%	8,5%	15,3%	52,5%	5,1%		23,7%	76,3%	22,0%	45,8%	32,2%
	Average of similar Study Programmes	70,2	19,4%	12,9%	11,8%	52,3%	3,7%	0,0%	24,8%	75,2%	25,1%	43,7%	31,2%
Students 2012/2013	Study Programme	54	16,7%	5,6%	16,7%	57,4%	3,7%		46,3%	53,7%	18,5%	57,4%	24,1%
	Average of similar Study Programmes	72,7	17,8%	11,4%	11,2%	55,3%	4,2%		24,5%	75,5%	26,7%	45,5%	27,9%

		First Cycle Degree: University of previous studies				First Cycle Degree: more frequent class		First Cycle Degree: grade					
		University of Bologna	Other Italian Universities	Foreign University	Other not defined	Class code and name	% of students	First Cycle Degree grade between 66 and 90	First Cycle Degree grade between 91 and 100	First Cycle Degree grade between 101 and 105	First Cycle Degree grade between 106 and 110	First Cycle Degree grade 110 and honors	First Cycle Degree grade not available
Students 2010/2011	Study Programme	58,7%	17,4%		23,9%	5 LETTERE, 0 SENZA CLASSE	30,4%		15,2%	6,5%	32,6%	21,7%	23,9%
	Average of similar Study Programmes	56,4%	30,8%	1,6%	11,2%	0 SENZA CLASSE	18,3%	4,2%	22,3%	21,2%	22,7%	18,6%	11,0%
Students 2011/2012	Study Programme	42,4%	11,9%		45,8%	0 SENZA CLASSE	47,5%		5,1%	11,9%	16,9%	20,3%	45,8%
	Average of similar Study Programmes	54,8%	22,6%	2,1%	20,5%	0 SENZA CLASSE	26,4%	4,9%	19,4%	19,4%	21,1%	15,4%	19,9%
Students 2012/2013	Study Programme	46,3%	48,1%		5,6%	13 SCIENZE DEI BENI CULTURALI	22,2%	1,9%	25,9%	31,5%	25,9%	13,0%	1,9%
	Average of similar Study Programmes	51,5%	40,8%	2,6%	5,1%	0 SENZA CLASSE	13,0%	4,4%	24,6%	22,0%	27,3%	17,5%	4,2%

## D.2. REGULARITY OF STUDIES

*Insight into the regularity with which the students pass their exams. The graphs and the tables provide information on the number of students who leave the programme between the first and second year and the number of regular graduates, focusing on the number of credits obtained at the end of the first year, on the exams passed and average grade achieved for each course unit.*

### D.2.1. STUDENTS LEAVING THE PROGRAMME BETWEEN YEARS 1 AND 2

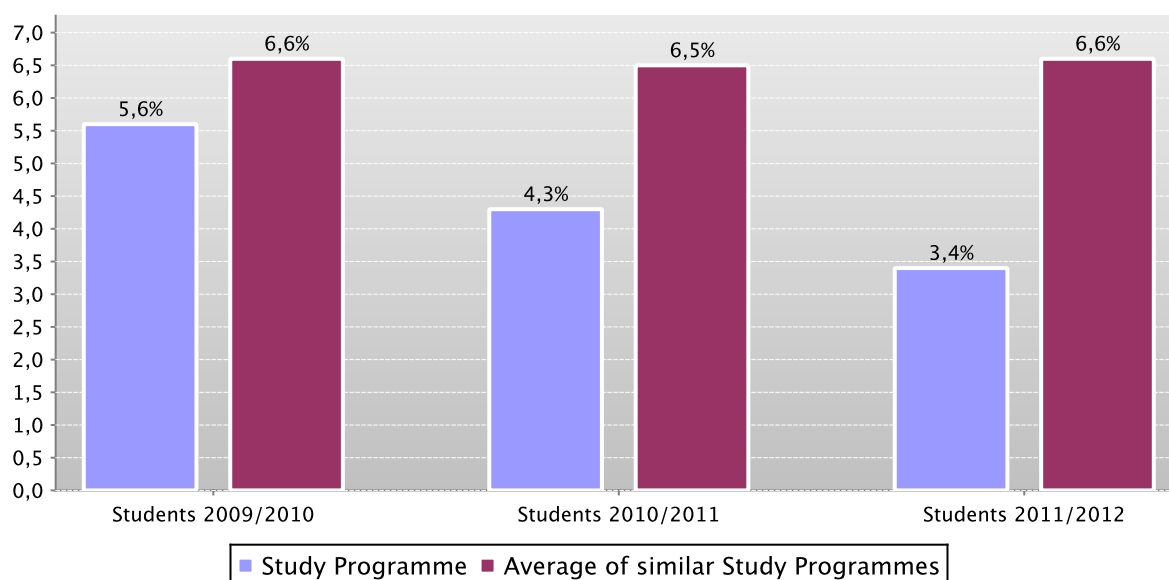
Here the number of students leaving the Study Programme is shown.

The **graph** shows the percentage of students who leave the programme after the first year compared to the **average of similar Study Programmes** (belonging to the same group).

The **table** shows the registered students (**new careers**), the percentage of students leaving the programme who **pass** to a different Study Programme in the same university, **transfer** to another university or **withdraw** from studies as well as the enrolled **repeating** students and those enrolled in the second year.

The Study Programme data is compared with the **average of similar Study Programmes** (which belong to the same group), for students registered (**new careers**) in the indicated academic years.

Percentage of withdrawals between years 1 and 2





		New careers	% withdrawals	% passages and transfers	% repeating students	Students enrolled in the second year
Students 2009/2010	Study Programme	36	5,6%	0,0%	0,0%	34
	Average of similar Study Programmes	60,9	6,6%	1,3%	0,0%	56,1
Students 2010/2011	Study Programme	46	4,3%	2,2%	0,0%	43
	Average of similar Study Programmes	65	6,5%	1,1%	0,0%	60
Students 2011/2012	Study Programme	59	3,4%	1,7%	0,0%	56
	Average of similar Study Programmes	70,2	6,6%	1,4%	0,0%	64,5

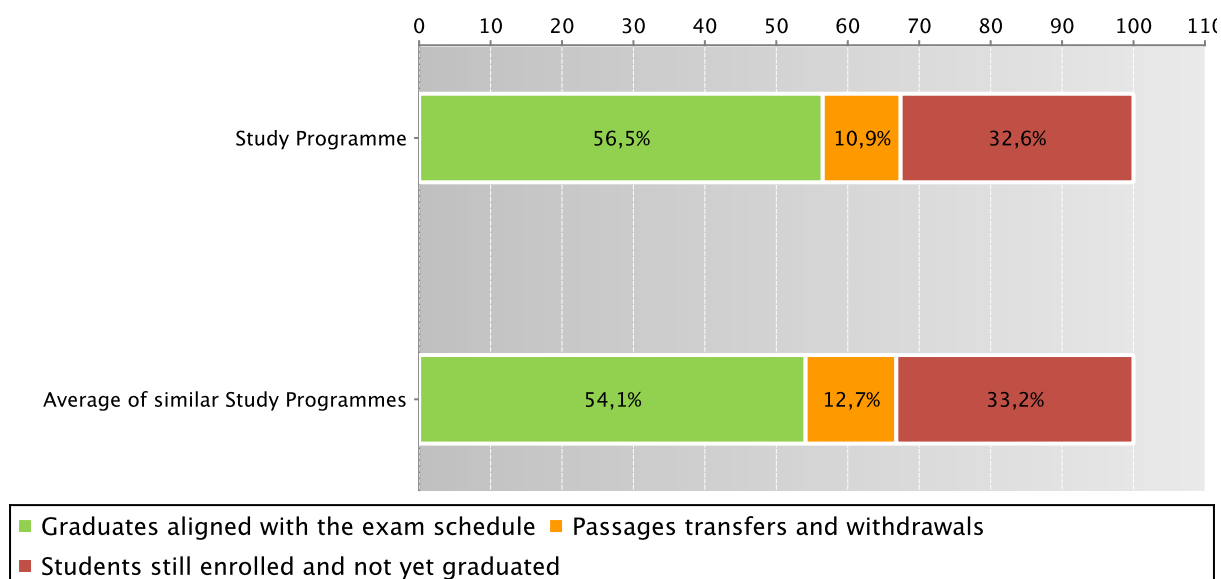
### D.2.2. REGULAR GRADUATES

Here you will find information on regular graduates, on how many students, at the end of the regular programme duration, left the programme and how many are still enrolled but **not aligned to the exam schedule**.

The **graph** and the **table** show the situation concerning the **registered students (new careers)** for the indicated academic year, at the end of the regular duration of the Study Programme, highlighting the percentage of regular graduates, the number of students still enrolled (**not aligned to the exam schedule** and **repeating** students), students who have left the programme (including **passages, transfers** and **withdrawals**).

The Study Programme data is compared with the **average of similar Study Programmes** (which belong to the same group), for students enrolled in the indicated academic year.

Situation of students 2010/2011 at the end of regular duration of the study programme



		New careers	Regular graduates		Passages transfers and withdrawals		Students still enrolled and not yet graduated	
		N.	%	N.	%	N.	%	
Students 2008/2009	Study Programme	57	32	56,1%	2	3,5%	23	40,4%
	Average of similar Study Programmes	67,9	31,3	46,1%	8,9	13,1%	27,8	40,9%
Students 2009/2010	Study Programme	36	21	58,3%	3	8,3%	12	33,3%
	Average of similar Study Programmes	60,9	32,1	52,6%	7,2	11,8%	21,6	35,5%
Students 2010/2011	Study Programme	46	26	56,5%	5	10,9%	15	32,6%
	Average of similar Study Programmes	65	35,2	54,1%	8,3	12,7%	21,5	33,2%

### D.2.3. ADDITIONAL DATA ON REGULARITY OF STUDIES

#### D.2.3.1. CREDITS OBTAINED BY STUDENTS IN THE 1ST YEAR

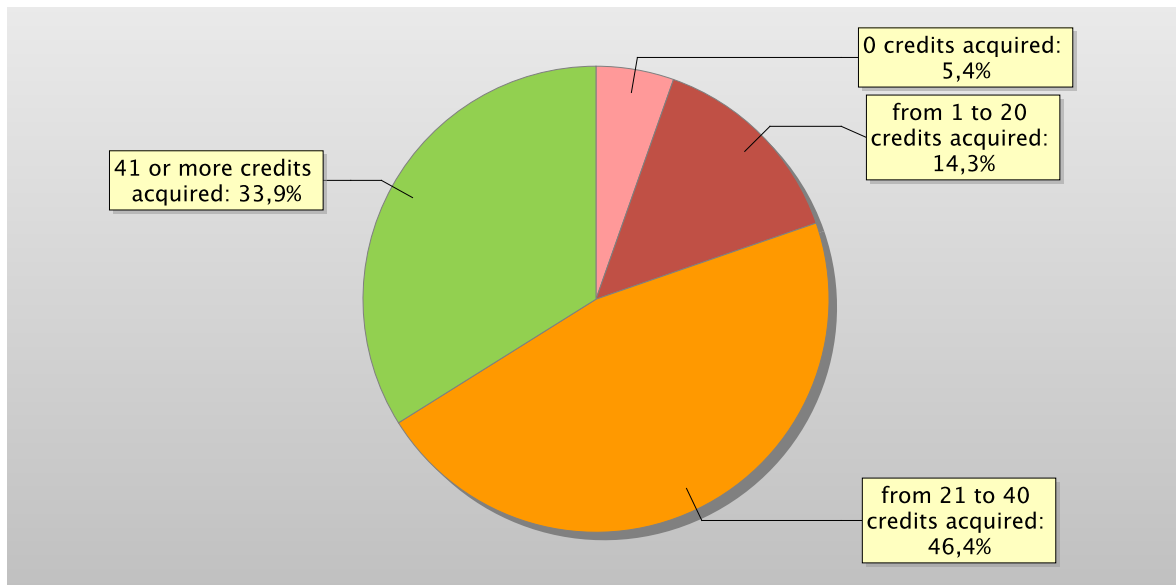
This offers an insight into how regularly students pass their exams.

The **graph** shows the distribution of the students according to the number of **credits** obtained at the end of the first year.

In addition, the **table** shows the number of students registered at the second year and average **credits** obtained during the first year.

The Study Programme data is compared with the **average of similar Study Programmes** (which belong to the same group), for students registered in the indicated academic years.

Distribution of the students in 2011/2012 according to the number of credits obtained at the end of the first year\*



		Students enrolled in the 2nd year	% students with *				Average credits per student
			0 credits acquired	from 1 to 20 credits acquired	from 21 to 40 credits acquired	41 or more credits acquired	
Students 2009/2010	Study Programme	34	8,8%	20,6%	26,5%	44,1%	32,8
	Average of similar Study Programmes	56,1	4,4%	12,6%	32,7%	50,3%	38,7
Students 2010/2011	Study Programme	43	4,7%	16,3%	30,2%	48,8%	36,7
	Average of similar Study Programmes	60	3,5%	9,4%	28,9%	58,2%	41,7
Students 2011/2012	Study Programme	56	5,4%	14,3%	46,4%	33,9%	33,2
	Average of similar Study Programmes	64,5	3,2%	9,8%	31,4%	55,7%	40,7

\*Note: by convention, credits are considered to be obtained by students by 31st October of the year following the year of enrolment.

#### D.2.3.2. EXAMS PASSED AND AVERAGE GRADE

The **table** shows number of exams passed and average grade achieved for each course unit in the calendar year 2011. Marks for the exams passed are expressed out of thirty.

The data refers to the course unit code and therefore includes the various branches of the programme divided into channels or sub-groups, divided by letter.

It considers all subjects for which a grade is assigned, and therefore excludes all those to which a pass/fail score is allocated.

The data concerning previous programmes is given in a separate section.

*Data of the Study Programme D.M. 270/04 Archeologia e culture del mondo antico (code 0965)*

	N. of exams passed	Average grade *
28277 STORIA GRECA ARCAICA E CLASSICA (1) (LM)	3	
28278 STORIA ELLENISTICA (1) (LM)	2	
28774 EGITTOLOGIA (1) (LM)	42	29
28775 EPIGRAFIA EGIZIANA (1) (LM)	18	28,8
28777 ARCHEOLOGIA E STORIA DELL'ARTE DEL VICINO ORIENTE ANTICO (LM)	14	28,9
28778 URBANISTICA E ARCHITETTURA DEL VICINO ORIENTE ANTICO (LM)	2	
28795 PREISTORIA E PROTOSTORIA (LM)	8	30
28798 ARCHEOLOGIA E STORIA DELL'ARTE ROMANA (LM)	36	28,8
28799 ARCHEOLOGIA E STORIA DELL'ARTE GRECA (LM)	30	28
28951 STORIA DELLO SPETTACOLO NEL MONDO ANTICO (1) (LM)	50	28,8

	N. of exams passed	Average grade *
28953 LETTERATURA CRISTIANA ANTICA (1) (LM)	10	29,4
29440 STORIA ROMANA ARCAICA E REPUBBLICANA (1) (LM)	14	28,7
29446 STORIA DELL'IMPERO ROMANO (1) (LM)	9	29,1
29459 EPIGRAFIA GRECA (1) (LM)	1	
29475 STORIA DEGLI INSEDIAMENTI E DEI SISTEMI ABITATIVI (1) (LM)	11	29,7
29552 EPIGRAFIA ROMANA (1) (LM)	21	29,7
29626 NUMISMATICA (1) (LM)	13	29,1
29630 PAPIROLOGIA (1) (LM)	3	
29638 ARCHEOLOGIA E STORIA DELL'ARTE GRECA (1) (LM)	5	
29647 ETRUSCOLOGIA E ARCHEOLOGIA ITALICA (1) (LM)	4	
29649 ARCHEOLOGIA FENICIO-PUNICA (1) (LM)	11	29,5
29654 RELIGIONI DEL MONDO CLASSICO (1) (LM)	6	29,3
29739 STORIA SOCIALE DEL MONDO ANTICO (1) (LM)	26	28,8
29905 ASSIRIOLOGIA (1) (LM)	23	28,1
29911 TOPOGRAFIA DELL'ITALIA ANTICA (1) (LM)	17	29,4
29914 ARCHEOLOGIA DEL PAESAGGIO (1) (LM)	1	
29916 METODOLOGIA DELLA RICERCA ARCHEOLOGICA (1) (LM)	29	29,2
29918 MUSEOLOGIA ARCHEOLOGICA (1) (LM)	24	29,7
29922 METODOLOGIA E STORIA DELLA RICERCA PALEONTOLOGICA (LM)	4	
29926 EPIGRAFIA ETRUSCA (1) (LM)	1	
29935 ARCHEOLOGIA E STORIA DELL'ARTE CRISTIANA E MEDIEVALE (LM)	15	29,9
29936 ARCHEOLOGIA E STORIA DELL'ARTE RAVENNATE E BIZANTINA (LM)	33	29,7
29937 ARCHEOLOGIA MEDIEVALE (LM)	6	30
29942 STORIA DELLA LINGUA GRECA (1) (LM)	7	28,9
30066 STORIA DEL PENSIERO CLASSICO (1) (LM)	2	
30098 PREISTORIA E PROTOSTORIA (1) (LM)	1	
30122 ISTITUZIONI ROMANE (1) (LM)	1	
30128 GEOGRAFIA STORICA DELL'ANTICHITÀ (1) (LM)	5	
30337 STORIA DELL'ARCHEOLOGIA (1) (LM)	4	
30339 ARCHEOLOGIA E STORIA DELL'ARTE CRISTIANA E MEDIEVALE (1) (LM)	1	
30340 ARCHEOLOGIA MEDIEVALE (1) (LM)	3	
30341 ARCHEOLOGIA E STORIA DELL'ARTE RAVENNATE E BIZANTINA (1) (LM)	6	29,7
30342 ARCHEOLOGIA E STORIA DELL'ARTE CAROLINGIA E OTTONIANA (1) (LM)	4	
30343 URBANISTICA E ARCHITETTURA TARDOANTICA E PROTOBIZANTINA (1) (LM)	5	
30346 ARCHEOLOGIA E STORIA DELL'ARTE DEL VICINO ORIENTE ANTICO (1) (LM)	3	
30371 STORIA DELLA LINGUA LATINA (1) (LM)	7	27,9

	N. of exams passed	Average grade *
30890 ETRUSCOLOGIA (C.I.) (LM)	27	28,9
33862 FONTI DOCUMENTARIE INDIGENE AMERICANE (1) (LM)	1	
39426 ANTROPOLOGIA STORICA (1) (LM)	12	29,2
39458 PREISTORIA E PROTOSTORIA (C.I.) (LM)	3	
39459 PALE'NOLOGIA (1) (LM)	2	
39460 PREISTORIA E PROTOSTORIA D'ITALIA (1) (LM)	9	29,4
39522 STORIA E CULTURA NEI PAPIRI GRECI, ROMANI E TARDO ANTICHI (1) (LM)	2	

\* Note: no average grade is given if the number of exams passed is less than or equal to 5.

### D.3. OPINIONS OF GRADUATES AND ATTENDING STUDENTS

*Opinions of graduates on the Study Programme.*

*Tables and graphs provide information on the number of graduates who expressed positive opinions on the Study Programme, focusing on opinions expressed by attending students on course units.*

#### D.3.1. OPINION OF GRADUATES

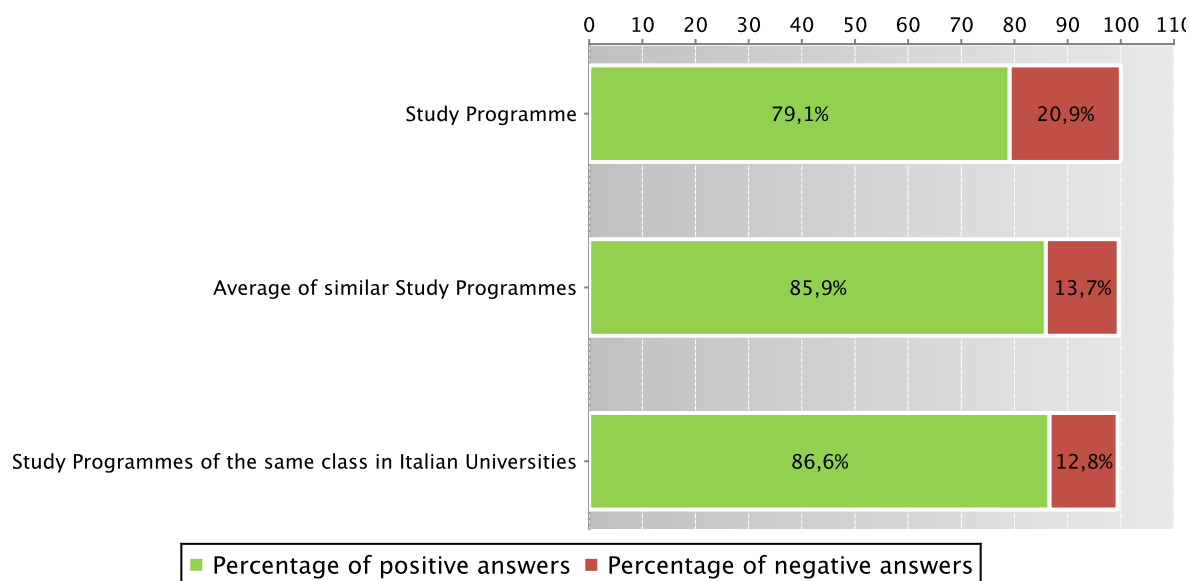
The **graph** shows the percentage of graduates (*AlmaLaurea* survey) who responded positively to the question: “**Are you generally satisfied with the Study Programme?**”.

In addition, the **table** shows the percentage of students who answered “Yes, to the same programme at the university” to the question “Would you register again to the university?”.

The Study Programme data is compared with the **average of similar Study Programmes (which belong to the same group)**, and the average of Study Programmes of the same **class** of other Italian universities for the graduates of the indicated years.

Graduates in 2012 who responded positively to the question: “Are you generally satisfied with this Study Programme?”

*Data of the Study Programme D.M. 270/04 Archeologia e culture del mondo antico (code 0965)*



		N. graduates	Completed Questionnaires	% of positive answers to the question: "Are you generally satisfied with this Study Programme?"	% of answers "yes to the same Programme in the same University" to the question "Would you register again to the University"
2010	Study Programme	11	10	90,0%	90,0%
	Average of similar Study Programmes	24,4	21,3	83,1%	69,6%
	Study Programmes of the same class in Italian Universities	75	59	83,1%	72,9%
2011	Study Programme	38	34	85,3%	85,3%
	Average of similar Study Programmes	29,3	25,9	84,9%	69,7%
	Study Programmes of the same class in Italian Universities	399	343	87,2%	73,2%
2012	Study Programme	44	43	79,1%	65,1%
	Average of similar Study Programmes	32,8	29,6	85,9%	71,9%
	Study Programmes of the same class in Italian Universities	608	524	86,6%	71,9%

Symbols:

(\*) The opinions of the Study Programmes with less than 5 graduates are not shown.

Further information on [Graduates' Profile Report](#).

### D.3.2 ADDITIONAL DATA ON OPINIONS OF STUDENTS

#### D.3.2.1. OPINION OF ATTENDING STUDENTS

The **graph** shows the percentage of attending students who responded positively to the question in the questionnaire: “Are you generally satisfied with this course unit?” in academic year 2011/2012.

The **table** also shows the number of completed questionnaires.

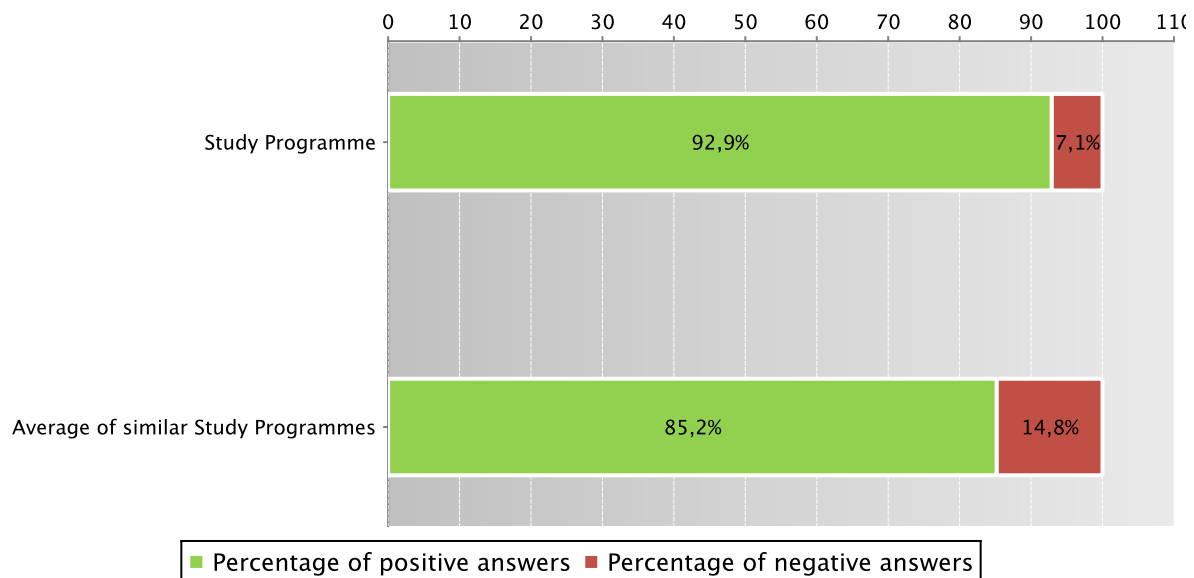
The Study Programme data is compared with the **average of similar Study Programmes** (which belong to the same group), for the indicated academic years.

The data concerning the students' opinion refers to the opinions of those attending lessons, whether they are enrolled in the current programme or a Study Programme running under pre-reform regulations (under D.M. 509).

For the University of Bologna the survey and subsequently analysis of the opinions of students attending the course is cared by *Aform* - Quality Assurance Department and *Arug* - Support Planning and Evaluation Department. The overall results and the methods of collection and analysis are described in the document published online on the [Statistical Observatory of the University of Bologna](#) (see the note in the glossary).

Students who responded positively to the question: “Are you generally satisfied with this course unit?” in academic year 2011/2012

*Data of the Study Programme D.M. 270/04 Archeologia e culture del mondo antico (code 0965) and of the Study Programme D.M. 509/99 Archeologia e culture del mondo antico (code 0460)*



Data of the Study Programme D.M. 270/04 Archeologia e culture del mondo antico (code 0965) and of the Study Programme D.M. 509/99 Archeologia e culture del mondo antico (code 0460)

		Number of completed questionnaires	% of positive answers concerning the general satisfaction with the course unit – Question 19
a.y. 2009/2010	Study Programme	239	96,2%
	Average of similar Study Programmes	346,9	85,9%
a.y. 2010/2011	Study Programme	209	93,8%
	Average of similar Study Programmes	344,5	85,2%
a.y. 2011/2012	Study Programme	312	92,9%
	Average of similar Study Programmes	436,7	85,2%

Symbols:

(\*) When there is a small number of questionnaires, the percentage of positive opinions on overall satisfaction is not presented. Further information on [Rapporto Opinione degli studenti frequentanti sulle attività didattiche](#) (the content is in Italian).



## D.4. ENTRY INTO THE WORLD OF WORK

*Employment situation of graduates of the Study Programme.*

*Tables and graphs provide information on the employment situation of graduates one year after graduating.*

### D.4.1. EMPLOYMENT SITUATION

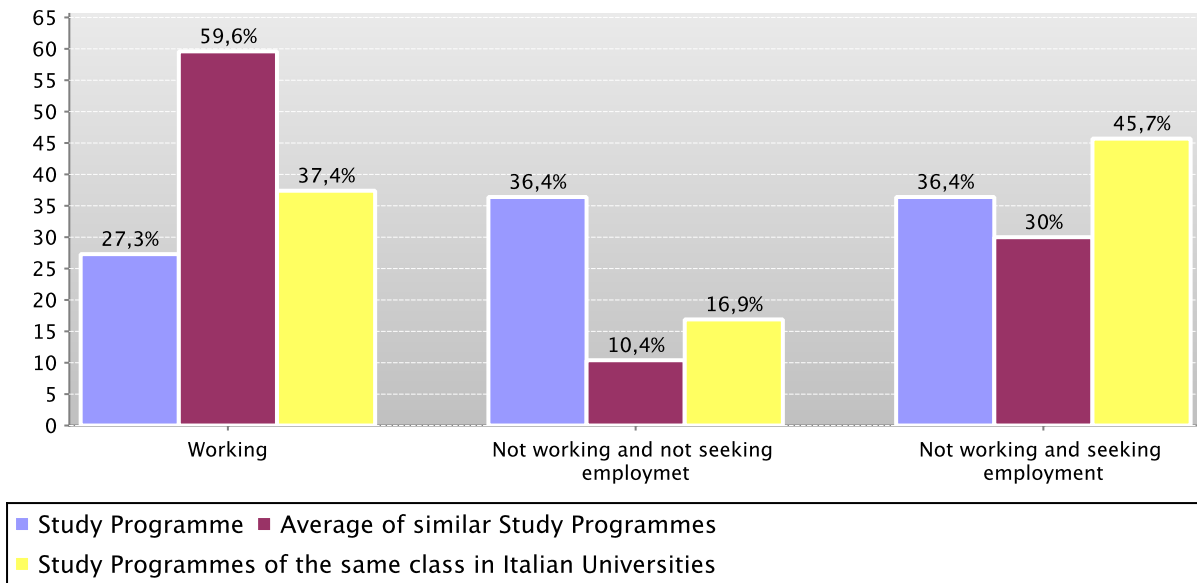
The paragraph shows the employment situation of graduates one year after graduating.

The data is taken from the [AlmaLaurea](#) reports on the employment situation of graduates.

The **graph** shows who is working, who is not working and is not seeking employment, who is not working but is seeking employment. In addition, the **table** shows the number of graduates interviewed, the number involved in internships and traineeships and the appropriateness of their degree to the job.

The Study Programme data is compared with the [average of similar Study Programmes \(which belong to the same group\)](#) and the average of Study Programmes of the same [class](#) of other Italian universities for the graduates of the indicated years.

Employment situation of graduates in 2011 one year after graduating



	Study Programme	N. graduates interviewed	Employment situation (1)			Not working, not seeking employment, but following a university programme/traineeship (2)	Degree's appropriateness for the job (referred to the graduates who just work) (3)	
			Working	Not working and not seeking employment	Not working and seeking employment		Effective / very effective	Quite effective
Graduation Year 2010	Study Programme	10	20,0%	40,0%	40,0%	40,0%		50,0%
	Average of similar Study Programmes	21,6	55,0%	15,8%	29,3%	7,6%	34,9%	29,1%
	Study Programmes of the same class in Italian Universities	69	33,3%	20,3%	46,4%	10,1%	22,7%	40,9%
Graduation Year 2011	Study Programme	33	27,3%	36,4%	36,4%	27,3%	55,6%	11,1%
	Average of similar Study Programmes	24,7	59,6%	10,4%	30,0%	5,1%	34,5%	29,2%
	Study Programmes of the same class in Italian Universities	337	37,4%	16,9%	45,7%	13,6%	27,7%	22,7%

Symbols:

(\*) The opinions of the Study Programmes with less than 5 graduates are not shown.

#### Notes on the AlmaLaurea report on the employment situation of graduates

(1) "Employment situation": the definition includes the number of employed graduates who declaring to carry out a paid work activity, provided that is not training activity (internship, traineeship, PhD degrees, specialization schools).

(2) "Number of those who do not work, who are not seeking employment but who are following a university programme/traineeship": the definition includes those who are enrolled in traineeships, PhD degrees, specialisation schools, Italian "master universitari" (first and second level). The presentation of this data complies with article 2 of D.M. 544 of 31st October 2007, as later provided for in Management Decree no. 61 of 10th June 2008 (transparency requirements).

(3) The evaluation of the appropriateness of the degree is obtained by a combination of the requirement of the relative qualification for the job held and the level of usage of the skills learned at university.

Further information on [Graduates' Employment report](#).

See data of previous academic years – Study Programme D.M. 509/99 Archaeology and Cultures of the Ancient World (code 0460) [paragraph D.5.4.1](#).

## D.5. INFORMATION ON PRE-REFORM PROGRAMMES (DM 509/99)

### D.5.1. STUDENTS STARTING THEIR UNIVERSITY CAREERS

*Characteristics of incoming students at the beginning of their study. Tables and graphs provide information on number of enrolled students (new careers), focusing on the characteristics of students.*

#### D.5.1.1. ENROLMENTS

Data of enrolments of the last three academic years are shown in [paragraph D.1.1](#).

## **D.5.1.2. ADDITIONAL DATA ON STUDENTS' STARTING THEIR UNIVERSITY CAREERS**

### ***D.5.1.2.1. CANDIDATES REGISTERED FOR THE ENTRANCE EXAM***

Data of candidates registered for the entrance exam are shown in paragraph [D.1.2.1](#).

### ***D.5.1.2.2. INCOMING STUDENTS***

Data of incoming students of the last three academic years are shown in paragraph [D.1.2.2](#).

## **D.5.2. REGULARITY OF STUDIES**

*Insight into the regularity with which the students pass their exams.*

*Graphs and tables provide information on the number of students who leave the programme after the first year and the number of regular graduates, focusing on the number of credits obtained at the end of the first year, number of exams passed and the average grade achieved for each course unit.*

### **D.5.2.1. STUDENTS LEAVING THE PROGRAMME BETWEEN YEARS 1 AND 2**

Data of students leaving the Study Programme of the last three academic years are shown in paragraph [D.2.1](#).

### **D.5.2.2. REGULAR GRADUATES**

Data of regular graduates of the last three academic years are shown in paragraph [D.2.2](#).

### **D.5.2.3. ADDITIONAL DATA ON REGULARITY OF STUDIES**

#### ***D.5.2.3.1. CREDITS OBTAINED BY STUDENTS IN THE 1ST YEAR***

Data of credits obtained by students in the 1st year of the last three academic years are shown in paragraph [D.2.3.1](#).

#### ***D.5.2.3.2. EXAMS PASSED AND AVERAGE GRADE***

Data of exams passed and average grade are shown in paragraph [D.2.3.2](#).

## **D.5.3. OPINIONS OF ATTENDING STUDENTS AND GRADUATES**

*Opinions of graduates on the Study Programme.*

*Tables and graphs provide information on the number of graduates who expressed positive opinions on the Study Programme, focusing on opinions expressed by attending students on course units.*

### **D.5.3.1. OPINION OF GRADUATES**

Data of opinion of graduates are shown in paragraph [D.3.1](#).

### **D.5.3.2. ADDITIONAL DATA ON OPINIONS OF STUDENTS**

#### ***D.5.3.2.1. OPINION OF ATTENDING STUDENTS***

Data of opinion of attending students of the last three academic years are shown in paragraph [D.3.2.1](#).

## D.5.4. ENTRY INTO THE WORLD OF WORK

*Employment situation of graduates of the Study Programme.*

*Tables and graphs provide information on the employment situation of graduates one year after graduating.*

### D.5.4.1. EMPLOYMENT SITUATION

The paragraph shows the employment situation of graduates one year after graduating.

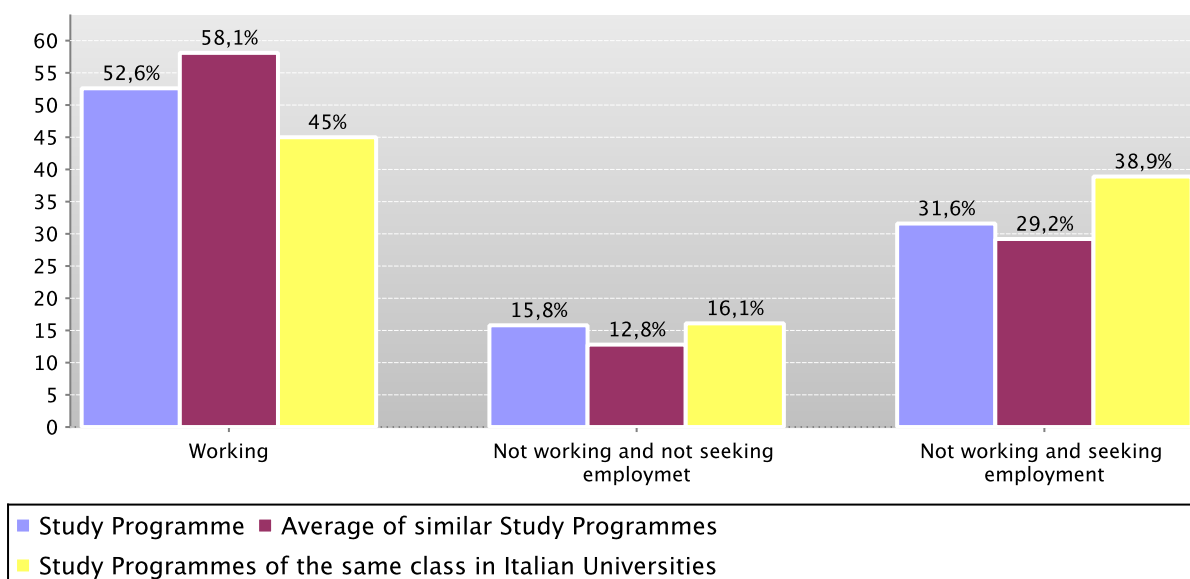
The data is taken from the [AlmaLaurea](#) reports on the employment situation of graduates.

The **graph** shows who is working, who is not working and is not seeking employment, who is not working but is seeking employment. In addition, the **table** shows the number of graduates interviewed, the number involved in internships and traineeships and the appropriateness of their degree to the job.

The Study Programme data is compared with the [average of similar Study Programmes \(which belong to the same group\)](#) and the average of Study Programmes of the same [class](#) of other Italian universities for the graduates of the indicated years.

Employment situation of graduates in 2009 one year after graduating

*Data of the Study Programme D.M. 509/99 Archaeology and Cultures of the Ancient World (code 0460)*



Data of the Study Programme D.M. 509/99 Archaeology and Cultures of the Ancient World (code 0460)

	N. graduates interviewed	Employment situation (1)			Not working, not seeking employment, but following a university programme/traineeship (2)	Degree's appropriateness for the job (referred to the graduates who just work) (3)	
		Working	Not working and not seeking employment	Not working and seeking employment		Effective / very effective	Quite effective
Study Programme	19	52,6%	15,8%	31,6%	15,8%	10,0%	20,0%
Average of similar Study Programmes	43,4	58,1%	12,8%	29,2%	5,6%	34,9%	33,8%
Study Programmes of the same class in Italian Universities	360	45,0%	16,1%	38,9%	12,5%	36,1%	17,7%

Symbols:

(\*) The opinions of the Study Programmes with less than 5 graduates are not shown.

**Notes on the AlmaLaurea report on the employment situation of graduates**

(1) "Employment situation": the definition includes the number of employed graduates who declaring to carry out a paid work activity, provided that is not training activity (internship, traineeship, PhD degrees, specialization schools).

(2) "Number of those who do not work, who are not seeking employment but who are following a university programme/traineeship": the definition includes those who are enrolled in traineeships, PhD degrees, specialisation schools, Italian "master universitari" (first and second level). The presentation of this data complies with article 2 of D.M. 544 of 31st October 2007, as later provided for in Management Decree no. 61 of 10th June 2008 (transparency requirements).

(3) The evaluation of the appropriateness of the degree is obtained by a combination of the requirement of the relative qualification for the job held and the level of usage of the skills learned at university.

Further information on [Graduates' Employment report](#).

Go back to [D.4.1. Employment situation](#)

## E. FIND OUT MORE: THE QUALITY OF YOUR STUDY PROGRAMME

The University of Bologna has identified its objectives as the *personal, cultural and professional growth of students and the improvement of the quality of learning, also in relation to the needs of society* (Strategic Plan 2010-2013).

Students, employers and society as a whole, have the right to effective learning for individual and intellectual growth, to develop critical sense and to prepare for the world of work.

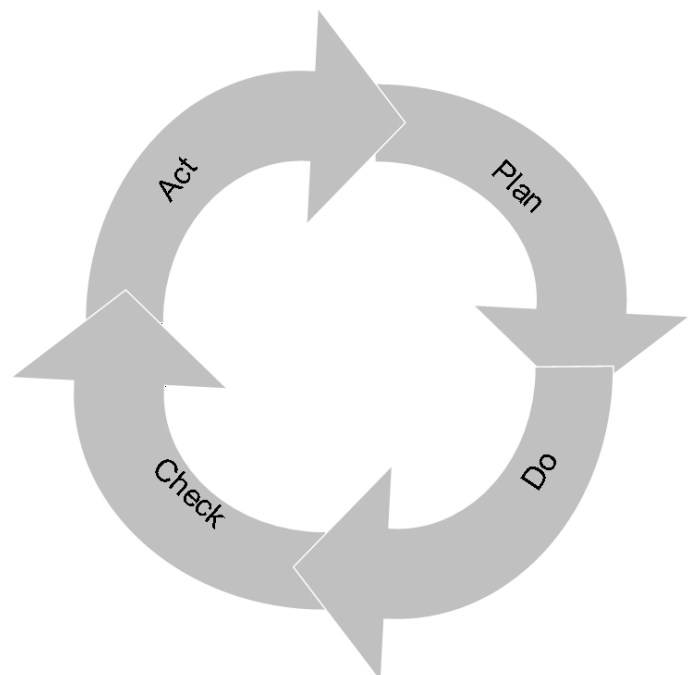
In the Statute and the Strategic Plan 2010-2013 the University of Bologna acknowledges its responsibility in guaranteeing the quality of its study programmes, and for this purpose adopts an "internal quality assurance system".

### The Internal Quality Assurance system

The internal quality assurance system is a set of processes and responsibilities adopted to guarantee the quality of Study Programmes at the University of Bologna.

The guarantee of the quality of a Study Programme is the correspondence of the results achieved with the set objectives, in the following phases:

- Plan: defining the objectives
- Do: implementing the planned actions
- Check: checking that the objectives have been achieved
- Act: planning improvement action



This path responds to the expectations of students, guides teaching behaviour and provides indicators for the assessment of results. Self-assessment is based on the analysis of significant data (for example, the number of students graduating in line with the exam schedule, students' opinions and the employment rates of graduates) and highlights strengths and weaknesses in order to reflect on the achieved results, critically consider one's own working methods and take steps for the continual improvement of the Programme. This path involves all educational stakeholders, including students, in order to make use of the contributions of everyone with first-hand knowledge of the Study Programme. Improvement is therefore a day to day development, concerning all aspects of teaching: from the lesson timetable to the publication of on-line programmes, from classroom management to exam methods, and the actual design of the Programme.

This is what happens in each phase:

- **Planning:** the Study Programme is the result of a proposal from the teaching structures and approved by the Academic Bodies.
- **Management:** Schools, Departments and Study Programmes manage the activities required to ensure teaching. The activities are organised as follows:

What we do	Who does what				
	Professors	Study Programme	Schools	Departments	General Administration
Teaching calendar, lessons programme and exam schedules			x		
Management of financial resources			x	x	
Classroom teaching	x				
Management of classrooms and laboratories			x	x	
Libraries and study rooms			x	x	
Approval of individual study plans		x			
Communication and information		x	x		Academic Affairs Division
Guidance service		x	x		Academic Affairs Division
Internships		x	x		Academic Affairs Division
Administrative services: Student Administration Office					Academic Affairs Division
Administration services: Degree programme office			x		Academic Affairs Division
Study grants and loans ad honorem					Academic Affairs Division
Student mobility: university subsidies and programmes					International Relations Division
Mobility: study grants for dissertations abroad			x		
Mobility: authorisations and recognitions		x			
Other students support services		x	x		x

- Internal assessment:** every Study Programme periodically assesses its own results, evaluating, for example, the number of enrolled students, the number of withdrawing students, student opinions etc.; in this way, the strengths and weaknesses, as well as any implemented improvement actions, are highlighted. This phase is organised as follows:

What we do	Who does what
<p><b>Definition, gathering and publication of evaluation data</b> According to the general guidelines of the University and national and international standards, are defined the tools through which should be evaluated the results (indicators). The survey data to be evaluate are published every year on the Report of the Study Program.</p>	Academic Bodies
<p><b>Self-Assessment</b> The Schools and Study Programmes assess the effectiveness of the previously adopted solutions, analyse the progress of their learning activities and draw up proposals for improvement.</p>	Schools and Study Programmes
<p><b>Internal audit</b></p> <p>The results of the self-assessment process are reviewed in the following phases:</p> <ul style="list-style-type: none"> <li>• <b>Analysis:</b> the University Quality Manager analyses the review documents, considering the ability to identify problems, propose solutions and the overall development of the internal quality assurance system.</li> <li>• <b>Review:</b> The observations on the results obtained and the good practices adopted are examined together with the persons in charge of the Schools and Study Programmes in meetings organised by scientific-disciplinary field. The persons in charge receive the observations and inputs on the areas for development and the actions to be adopted in future to improve results.</li> <li>• <b>Sharing:</b> the conclusions of the review activities are submitted to the Academic Bodies and the University Evaluation Board.</li> </ul>	<p>Quality Manager</p> <p>Vice Rector for Teaching and Education</p> <p>Academic Bodies</p>
<ul style="list-style-type: none"> <li>• <b>Improvement:</b> on the basis of the results of the internal audit, the Schools and Study Programmes plan improvement activities, to ensure that the Study Programmes increasingly respond to the needs of society. The cycle then starts over again, with the definition of actions to be implemented, the results of which are in turn verified, in a continuous path that guarantees the quality of education.</li> </ul>	



## F. GLOSSARY TERMS

### Additional Learning Requirements

Students enrolling in the first year of a first cycle or single cycle degree and who, following the results of the entrance exams established for each study programme, do not possess the knowledge required for access to the programme, are assigned additional learning requirements (OFA).

The OFA are fulfilled by passing an assessment test defined by the programme.

The non-fulfilment of the requirements by the date set by the Academic Bodies and published on the University Portal will lead to the re-enrolment in the first year of the programme.

### AlmaLaurea

AlmaLaurea is an innovative in-line database service of graduates' curriculum vitae (1,620,000 CVs, from 53 Italian universities as of 05/07/2012), which offers a link between graduates, universities and businesses.

Created in 1994 on the initiative of the Statistical Observatory of the University of Bologna, managed by a consortium of Italian universities with the support of the Ministry of Education, University and Research, the purpose AlmaLaurea is to act as a point of contact between businesses and graduates, a reference within universities for anyone (students, businesses, etc...) working in the field of university studies, employment and the condition of young people at different levels.

### Average of similar study programmes (belonging to the same group)

Average of the Study Programmes (which belong to the subject group)

Calculated average which refers to all study programmes of the same cycle which belong to the subject group.

There are four groups, composed as follows:

- **BIOMEDICAL** group: Study Programmes of the Schools of Pharmacy, Biotechnology and Sport Science; Medicine; Agriculture and Veterinary Medicine
- **SCIENTIFIC-TECHNOLOGICAL** group: Study Programmes of the Schools of Engineering and Architecture; Sciences
- **SOCIAL SCIENCES** group: Study Programmes of the Schools of Economics, Management, and Statistics; Law, Political Sciences
- **HUMANITIES** group: Study Programmes of the Schools of Arts, Humanities, and Cultural Heritage; Foreign Languages and Literatures, Interpreting and Translation; Psychology and Education

### CFU University Learning Credits

University Learning Credits (CFU) were introduced under Italian Ministerial Decree no. 509/99 to comply with European legislation, and are a measurement of the volume of learning, including individual study, required of students; generally 1 CFU corresponds to 25 hours of a student's "overall learning effort".

### Class

Degree classes group together study programmes of the same level and with the same key learning outcomes and available learning activities for a given number of credits and in sectors which are identified as indispensable. The features of the classes are set nationally, by Ministerial Decree, and are therefore common to all universities.

### Cohort

Cohort refers to a group of students enrolled in the same academic year.

### Enrolment status

In terms of enrolment, students may be:

- **Regularly enrolled:** students enrolled for as many or fewer years than the legal duration of the study programme, who do not fall into any of the following categories;
- **Not aligned with the exam schedule:** students who, without having graduated, have enrolled in all the years of the study programme and which, for programmes with compulsory attendance, have obtained all attendance certificates;
- **Repeating:** students re-enrolling in the same year of a programme again. Starting from academic year 2009-2010, students who have not fulfilled the assigned additional learning requirements within the deadline have to enrol in the 1st year as repeating students.

### Entrance exam

Enrolment in a study programme may be free access or restricted access.

For all programmes with restricted access, candidates are required to sit an entrance exam and there are a limited number of places available. The entrance exam is a test which is used to draw up a graded list of candidates; students may enrol in the programme according to their place in the list. The methods of managing the call for applications and the list of candidates, including the methods for filling any unclaimed places, may vary from year to year. The test may be specific to a Degree Programme or may be part of a single exam covering several programmes from the same university or from other universities (during the registration the students should indicate their first choice).

The following definitions apply:

**Available places** = the number of places laid down in the call for applications to the Study Programme, or determined by subsequent legal provisions; these exclude any additional places reserved according to special provisions of the programme (e.g. for international study programmes, they do not include places for foreign students selected from other universities; for all programmes with restricted access regulated nationally, these do not include the places reserved for transferring students).

**Number of candidates for the exam** = number of students registered for the exam indicating the study programme as their first choice;

**Number of participants in the exam** = number of students participating in the exam indicating the study programme as their first choice;

**Number of participants in the exam for every available place** = number of students participating in the exam who indicated the study programme as their first choice as a ratio of the number of places available on the programme.

#### First year enrolments

This includes all students enrolled in the first year, including those joining the study programme in its first year through transferrals, as well as those enrolled in the first year but not for the first time (e.g. repeating students).

#### New Careers

Students who start a new university career (excluding transfers) from year one in a second cycle programme.

#### Passages and transfers

**Passage:** when a student applies to move to a different study programme from the one enrolled in the previous year, within the same university.

**Transfer:** when a student transfers from a study programme in one university to any programme in another university.

#### Registered students

Students who begin a career in the Italian University System for the first time and who enrol in the first year (i.e. for whom no previous university careers are recorded) of a First Cycle (L509, L) or Single Cycle programme (LSCU, LMCU)

#### Statistical Observatory of the University of Bologna

The Statistical Observatory was founded in 1997 in order to “provide the university governing bodies with a reliable and timely documentary and monitoring database aiming to promote decision-making processes and planning, particularly of learning activities and other services targeting the student population” (art.1 of the Founding and Operational Regulation). Following the disabling of the Statistical Observatory, as resolved by the Board of Governors on 14 December 2010, from the second semester of academic year 2010-11 the survey and subsequently analysis of the attending students opinion is cared for the University of Bologna by Academic Affairs Division - Quality Assurance Department and Control and Finance Division - Support Planning and Evaluation Department. The overall results and the methods of collection and analysis are described in the document published online on the [Statistical Observatory of the University of Bologna](#).

#### University DataWarehouse

Information service for the managers of the University of Bologna organisational departments which gathers, integrates and reorganises data from various sources and makes it available for analysis and evaluation for the purposes of planning and decision-making.

#### Withdrawal

Suspension of studies by students who do not register in the next academic year, or who drop out from the degree programme.