

# OPERATION BYLAWS



HELLENIC REPUBLIC  
NATIONAL  
AND KAPODIDTRIAN  
UNIVERSITY OF ATHENS  
DEPARTMENT OF BIOLOGY

2017



Athens  
International  
Master's  
Programme in  
Neurosciences



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Department of Biology



Athens International  
Master's Programme  
in Neurosciences

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## **DESCRIPTION OF THE MASTER'S PROGRAM «Athens International Master's Programme in Neurosciences»**

### ***1. Subject-Scope***

The purpose of the postgraduate Master's program «Athens International Master's Programme in Neurosciences» is to provide high quality postgraduate education at the Master of Sciences (M.Sc.) level in the scientific field of neuroscience.

The postgraduate program of studies leads:

- In the award of a "Postgraduate Specialization degree" in Neurosciences (Master in Neurosciences) after full and successful completion of studies based on the curriculum
- In the award of individual attestations of attendance of certain courses of the program or certain seminar courses that will be organized as part of the study curriculum.

The titles will be awarded by the National and Kapodistrian University of Athens (NKUA) indicating in degrees awarded the names of all the collaborating Departments and Faculties of Universities and Research Centers.

The administration of the Master's program is taken up by the Department of Biology, of the NKUA.

### ***2. Duration of the program***

The duration of the program is five years: From the academic year 2017-2018 to the academic year 2021-2022.

The Department of Biology of the NKUA reserves the right to withdraw without penalty from this program if its operation becomes uneconomic because of non-attendance of a sufficient number of graduate students or because of lack of cash inflows. Likewise the right of withdrawal exists for all parties in case any of the parties fails to fulfill or improperly fulfills its obligations, particularly when the quality of the studies or the didactic work and the scientific status of the program is downgrading by the fault of any party.

After this period, the need and desirability of continuing the program will be reconsidered.



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### **3. Administrative Organization of the Program**

#### **3.1 Special Interdepartmental Committee (SIC) (Ειδική Διατμηματική επιτροπή, (ΕΔΕ))**

The SIC consists of a total of five Professors or Associate Professors of University Departments (Faculty) and its incumbency is for one year. The SIC is constituted under the law N3685. Article 2β. The members of the SIC elect the president who is also Director of the program. The President appoints the Vice-President who is Deputy Director of the Program. In the SIC are present 4 Researchers of Grade A or B, one from each Research Institute, designated by the participating research institutions.

Researchers, according to the law, have not the right to vote.

In case of resignation of any member during the mandate of the Committee there will be replacement by the General Assembly of Special Composition (GASC) of the relevant department following the proposal of SIC.

Serves as GASC and its responsibilities are defined by the law N.3685/2008, Article 2, paragraph β. This includes the revision of the program, the election of the Director of the Program, the appointment of members of advisory committees and committees of inquiry, the establishment of graduate student selection committees, the adoption of the program study guide, the establishment of the evaluation committees, the approval or not of the request of students for a replacement of an elective course of the program with another course taught by another graduate program domestic or foreign, administration of fellowships, the recruitment of personnel for the needs of the program, the management of students and faculty travel expenses, management of expenses for purchasing instruments and consumables for the needs of the program practical exercises and research projects, etc.

#### **3.2 Coordination Committee (CC) (Συντονιστική Επιτροπή (ΣΕ))**

The CC of the program is designated by the SIC.

It consists of 5 Professors at all levels and serving Lecturers who teach in the Program. In the CC can participate and 4 Researchers that teach in the program, one from each participating Research Center. Chairman of the CC is the Director of the program.

Researchers according to the law have no right to vote.

It is responsible for tracking and coordinating the operation of the Program «Athens International Master's Programme in Neurosciences» in accordance with paragraph γ of Article 2 of Law 3685/2008, and its service is biennial.



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### **3.3 The Director of the Program**

The Director of the Program is a Professor or Associate Professor of the same or a similar subject to that of the Program and is elected by the Special Interdepartmental Committee (SIC) for a two-year term which may be renewed. The Director is appointed by decision of the SIC.

He convenes the meeting of the SIC and the Coordination Committee (CC) and chairs over them. He draws up the agenda of the meetings, taking into account the recommendations of the members of the Program. He/She sets the elections for replacing committee members because of resignations. The Director of the Program is responsible for drawing up the budget and the report of budget execution which he submits to SIC and for issuing payment orders for relevant costs.

### **3.4 Deputy Director of the Program**

He is a Professor or Associate Professor and performs the tasks of the Director in his absence. He/she can belong to any department participating in the program and is designated by the director of the program.

### **3.5 Studies Committee**

It consists of 23 teachers of the Program which can be Professors at any level, Lecturers and Researchers serving at any level. Of the 23 members 22 are coordinators of the courses. The 23rd member is the Director of the Program, who is also chairman. The term of the office is two years.

Responsibilities of the Studies Committee are:

- a) Recommend to the SIC the content of the Program Study Guide (course titles, content of courses, weekly hours, credits (ECTs), teachers, planning of postgraduate courses and exercises, and bylaws of operation).
- b) Approve the distribution of graduate students for laboratory and theoretical exercises.
- c) Recognizes credits (ECTS) to students of the program for courses that have successfully completed in other graduate or undergraduate programs that have attended. Maximum recognition percentage is 25% of all ECTS.
- d) Recommend to the SIC on the request of students to replace an elective course of program with another course taught by another Graduate Program in Greece or abroad and delivers relevant ECTS units.
- e) Suggests the composition of the three-member Examination and Advisory Committees.



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### **3.6 Postgraduate Student Selection Committee**

It consists of 10 teachers of the Program, preferably at least one from each of the participating organizations, designated for two years from the SIC and is liable (a) for the announcement of the application time, (b) for the specification of the criteria and the procedure for selecting the Postgraduate students and c) for the implementing the procedure for selecting of new postgraduate students.

### **3.7 Internal Evaluation Committee**

The Internal Evaluation Committee consists of three members designated by the SIC. Its members are teachers of the program. It has the responsibility to prepare the different assessment questionnaires for each course separately and each Program activity, but also for teachers and preparing the evaluation reports that will be published on the Website and will be communicated to teachers.

### **3.8 External Evaluation Committee**

The External Evaluation Committee comprises of three members designated by the SIC. Its members are domestic or foreign neuroscientists. Has the responsibility to assess the Program and draw up relevant assessment reports that will be published on the Website and will be communicated to teachers

### **3.9 Secretariat of the Program**

The Program is supported by its Secretariat that is located in the Department of Biology at the NKUA, and is under the supervision of the Secretariat of the Department of Biology at the NKUA. The Secretariat of the Program has the tasks:

- i. Preparation of conducting the exams for candidate selection,
- ii. Administrative, office support and financial management of the educational process and of other activities within the Program,
- iii. The secretariat support of the CC,
- iv. Anything else designated by the decision of the SIC.

## **4. Personnel**

### **4.1. Teachers**

Teachers of the Program are Professors of all levels and Lecturers of the Department of Biology at the NKUA, the Department of Nursing at the NKUA, the Department of Dentistry at the NKUA, the School of Medicine at the NKUA and other relevant departments of Greek Universities and Universities abroad, and researchers of all levels of the Foundation for



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Biomedical Research of the Academy of Athens (BRFAA), the Hellenic Pasteur Institute (HPI) Research Center of Biomedical Sciences "Alexander Fleming" (BSRC A Fleming), the National Research Centre for Scientific Research "Demokritos" and other recognized Research Institutes in Greece and abroad who hold a Ph.D. and have sufficient scientific writing or research activity. It can also be retired due to age Emeritus Professors, visiting professors and scientists, holding a Ph.D. degree, with prestige and experience in research and / or teaching neuroscience topics or other topics of biological sciences which are important for this program.

Teachers belonging to the Departments of Biology, Nursing, Dentistry and the School of Medicine at NKUA have the right to be elected and vote in the Program governing bodies as required by law. They have the right to receive Graduate Student for Specialized Laboratory Exercises/Practicals (rotations) or Research Thesis Projects.

Teachers belonging to the Biomedical Research Foundation of the Academy of Athens (BRFAA), the Hellenic Pasteur Institute (HPI), the Research Center of Biomedical Sciences "Alexander Fleming" / (A BSRC. Fleming) and the National Centre of Scientific Research "Demokritos" have the right to be elected and to vote in all governing bodies-Committees except the SIC and the CC of the program, as provided by the law. In the latter committees may participate without the right to vote. But they have the right to accept in their laboratories Students for the Specialized Laboratory Exercise/Practical (rotation) or Research Thesis Project, if they belong to levels A, B or C and have a Ph.D. degree.

Teachers who do not belong to the participating institutions are defined as associate members and are not entitled to be elected or to vote in the management bodies of the Program. But they have the right to receive students for Specialized Laboratory Exercise/Practical (rotation) or Research Thesis Project following a decision of the SIC and if they fulfill the conditions, under the law N.3685, Article 5, Paragraph 4.

#### **4.2. Course Coordinators**

Two teachers of each course, preferably a Professor (of any level) or Lecturer and a Researcher (any level) of a Research Centre assume as course coordinators the obligation of organizing the course, teaching curriculum, conduct the written exams, the invitation of lecturers and of course evaluation of the course by the students.

#### **4.3. Consultant Professor**

For each postgraduate student, who attends the Program is defined by the SIC, after a proposal of the CC, a teacher of the program belonging to one of the participating institutions (Professor of any Level, lecturer or researcher of any degree) as Consultant Professor. Consultant professor is responsible for the monitoring the progress of the studies of the Student. In this project cooperates with CC.

#### **4.4. Research Thesis Project Supervisor**

The thesis supervisor is a Professor from any of the participating University Departments and is assigned by the SIC.





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For the examination of the dissertation is defined by the SIC a three-member committee, which includes the supervisor and two (2) other teachers of any level, serving Lecturers or Researchers of grades A, B or C, who are Ph.D. holders. The SIC may chose as co-supervisors, Professors or Researchers from cooperating in the Program University Departments and Research Centers.

Committee members should have the same or similar academic qualification with the subject of the Program (Neuroscience).

## ***5. Collaborations***

Under the organization of the Program is envisaged cooperation with various Universities domestic and foreign, and other research institutions domestic and foreign in order: First, to develop joint research projects that will be financed by appropriate bodies. Second, to offer to students the opportunity for Specialized Laboratory Exercise/Practical, Research Thesis Project, Ph.D. and post-doctoral research. Third, to allow the participation of colleagues from these Universities and Research Centers in the teaching of courses and the joint organization of workshops.

Professors and Researchers from partner Universities and Research Centers can take students for specialized laboratory exercises/practical and Thesis.

## ***6. Language***

The teaching language is English.

## ***7. Duration of Studies***

The studies to the Program in order to get a Master's degree last four (4) semesters. The duration of study leading to a Master's degree may be suspended or extended by one year by a reasoned request of the postgraduate student or reasoned proposal of the Consultant Professor Director or of the CC and approved by the SIC.

## ***8. Procedure and entry requirements to the Program - Number of admissions***

### **8.1. Announcement of postgraduate student positions**

Every May, by a decision of the SIC, the positions of postgraduate students are announced by the Department of Biology at the NKUA (maximum 20). Candidates must be graduates of domestic Universities or Higher Technological Institutes (Law N. 2083/92. Article 12, paragraph 2α) or recognized institutions abroad (Law N.2916 / 2001 Article. 5 paragraph 12γ). The announcement is published on the Internet page of the Program and all cooperating Agencies and Departments of the NKUA ([www.uoa.gr](http://www.uoa.gr)). Requests together with



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the necessary documents are submitted by the deadline set in the announcement and may be extended by decision of the SIC.

All candidates are invited to submit to the Postgraduate Secretariat of the Department of Biology at the NKUA the following documents:

1. Application Form (at the Program website, pdf)
2. Detailed curriculum vitae (at the program website, pdf)
3. Personal Statement (pdf)
4. Certified copy of Diploma or certificate of completion of studies (hard copy and pdf)
5. Detailed list of all undergraduate courses and grades (hard copy and pdf)
6. Undergraduate Research Thesis (pdf)
7. Publications in peer-reviewed journal (pdf)
8. Evidence of professional or research activity (if any, pdf)
9. A Photocopy of both sides of your identity card (hard copy and pdf)
10. Certificate of the ranking of the student, issued by the administration of the Department (hard copy and pdf)
11. Two reference letters with special reference to the relevant ranking of the applicant. The reference letters will be send to the administration of the Program directly by the referees to [masterneuro@biol.uoa.gr](mailto:masterneuro@biol.uoa.gr)
12. Certificate of Proficiency in English (hard copy and pdf). Knowledge of English is documented by one of the following ways:
  - Diploma from an Educational Body of an English-speaking country or a postgraduate program taught in English
  - Certificate of Proficiency in English
  - Certificate of Toefl score at least 500 points (or 300 with the new way of evaluation)
  - IELTS certificate with a grade of 6.5 or more
  - National Certificate of Language Proficiency (level B2)

## 8.2. Criteria for selecting postgraduate students

The candidates admitted to the Program are graduates of Departments of domestic Universities and Higher Technological Institutes and graduates recognized equivalent institutions abroad (according to paragraph. 1, Article 4 of Law 3685/08).

For the evaluation and selection of candidates the Postgraduate Student Selection Committee takes into consideration the paragraph 1α and 2, Article 4, Law N. 3685/08 and any additional criteria, defined by the competent bodies, as required by law (paragraph 1β) Article 4, Law N. 3685/08). The selection is employed by the Selection Committee in accordance with paragraph 2 of Article 4 of Law N. 3685/2008.

The detailed assessment procedure is specified each time by the Special Interdepartmental Committee following the proposal of the Postgraduate Student Selection Committee.



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Based on the overall criteria, the Postgraduate Student Selection Committee prepares an evaluation table which is deposited for approval to the SIC. After the approval of the evaluation table, the top 20 students are asked to inform the Secretariat whether attend they will attend the Postgraduate Program «Athens International Master's Programme in Neurosciences» within 7 days from the date of the announcement of the evaluation results. To be admitted, students should have deposited the amount corresponding to the registration cost of the first year of studies.

If registration is refused by one or more students, an equal number of students will be invited based on their order in the approved evaluation table. To enroll in the program, these students are asked to inform the Secretariat whether they will attend the Program within 7 days from the date of their invitation. To be admitted, students should have deposited the amount corresponding to the registration cost of the first year of studies

### **8.3. Attendance of the program by non-registered scientists**

If there is interest, it is possible other scientists (see candidates criteria) to attend one or more of the theoretical courses of the Program. For Attending, an application to the Secretariat of the Program is required. Simultaneously, payment of proportionate fees will be required.

These scientists do not have the privileges of registered students (postponement of studies, reduced ticket etc.). To the scientists who attend one or more courses of the Program will be granted a Certificate of Successful Attendance or Successful Completion following examination from the CC.

### **8.4. Protests over the selection process**

Objections on the candidate selection process may be lodged within seven working days from the announcement of the selection results. The objection is judged finally by the SIC of the Program which must inform the complainant in writing of the outcome of the complaint within 15 days.

## **9. Program of Studies**

### **9.1. Courses**

The courses, the teaching and research activities, the laboratory exercises and all other educational and research activities that are required for the award of a Master's degree are shown in Tables 1, 2 and 3 below

<b>TABLE 1</b>	
<b>Courses</b>	<b>ECTS</b>
<b>1<sup>st</sup> Semester-Obligatory Courses</b>	



Developmental Neuroscience	4,5
Gross and microscopic anatomy of the nervous system:	4,5
Cellular and Molecular Neuroscience	6
Technical courses	6
Lab rotation	9
<b>Total ECTs of the 1<sup>st</sup> semester</b>	<b>30</b>

<b>TABLE 2</b>	
<b>Courses</b>	<b>ECTS</b>
<b>2<sup>nd</sup> Semester-Elective Courses</b>	
Neurobiological Basis of Diseases of the Nervous System	6
Neuropharmacology	6
Behavioral Neuroscience in animals	6
Neuroimmunology	3
Neuroendocrinology	3
Electrophysiology	3
Computational Neuroscience	3
<b>2<sup>nd</sup> Semester-Obligatory Course</b>	
Obligatory Lab rotation	12
<b>Total ECTs of the 2<sup>nd</sup> semester</b>	<b>30</b>

<b>TABLE 3</b>	
<b>Courses</b>	<b>ECTS</b>
<b>3<sup>rd</sup> &amp; 4<sup>th</sup> Semester-Obligatory Course</b>	
Research Thesis Project	60
<b>Total ECTs of the 2<sup>nd</sup> semester</b>	<b>60</b>



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## 9.2. Hours and Credits (ECTs) and Obligations of postgraduate students (PS)

Attendance to the Program "Neuroscience" is dedicated and full-time. Part-time attendance is not allowed. PS must:

a) attend the postgraduate courses outlined in the study guide (title, semester, duration, prerequisites and credits (ECTS-European Credit Transfer System)). Each PS must attend postgraduate courses and exercises so as to collect at least 120 ECTS. The core courses are mandatory, and their successful attendance corresponds to 21 ECTS. Specialized Practical Laboratory Exercises/Practicals are also mandatory and their successful attendance corresponds to 9 and 12 ECTS credits for the first and second semester, respectively. Also mandatory is the presence of PS in the elective courses that they have chosen. The minimum number of elective compulsory courses in which a PS can register is three (3) and their successful attendance corresponds to 18 ECTS. Absenteeism from the educational activities leads to deletion of the PS from the Postgraduate Program following the recommendation of the Coordination Committee and the decision of the SIC. The PS must choose with a statement at the beginning of each semester the elective compulsory courses will attend. A course will be taught if it will be chosen by at least 5 students.

A number of credits (ECTS), not more than 25% of the required total, can be gathered from the recognition of courses attended by the PS during previous postgraduate education. The PS can choose to be taught a course that is not taught as part of this program with a course taught by another Graduate Program in Greece or abroad following a request and approval by the SIC. In this case he is not obliged to attend an elective course of this postgraduate Program (Neuroscience). If the number of ECTS of the course that will be attended at another Postgraduate Program is less than that of the Course of this program, the SIC will request the PS to produce work which will supplement the number of credits.

A PS is considered to have attend a course (and therefore entitled to participate in the exam) only if he/she has reached 80% of the course hours (teaching, laboratory exercises). Otherwise he/she is required to repeat the course.

At the end of each course, the performance of the PS is evaluated by the teacher of each course (9-10 = excellent, 7-8 = Very good, 5-6 = satisfactory, 0-4 = Low). The evaluation is based on tests or otherwise set by the course coordinators.

Exams will take place after the teaching of each course and further in September for all the subjects taught.

Upon failure or no-participation in the examination in a core or elective course of the curriculum the PS is given the opportunity to be examined again one time. In a total of two failed attempts and/or no-attendance, the PS is deleted from the Program. Also, on failure (0-4) or no-attendance at three or more classes during a semester or an examination period the PS is deducted from the right to continue his studies in the Program

b) attend and participate in research group's seminars and discussions bibliographic updating, visit laboratories, technical courses, Journal Clubs or other scientific events of the program (e.g. Annual progress presentations of the PS of the second cycle of studies, research seminars of members of the Program and other guest speakers).



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c) carryout necessarily at least 2 Specialized Laboratory Exercises/Practicals (Rotations) of 6 and 8 weeks during which the PS is actively involved in the activities (meetings, bibliographic updating, research) of the research groups that participate in the Program. Selection of Specialized Laboratory Exercises/Practicals (Rotations) is done by the PS in consultation with the Committee of Studies and the Consultant Professor. The duration of the Specialized Laboratory Exercise/Practical performed during the first semester is six weeks and corresponds to 9 ECTS. The duration of the Specialized Laboratory Exercise/Practical performed during the second semester is eight weeks and corresponds to 12 ECTS. Consequently each PS collects 21 ECTS from the compulsory attendance of the Specialized Laboratory Exercises/Practicals. The students have the obligation to make 2 paper presentations or 1 paper presentation and one presentation on the scientific projects performed in the lab that accepted them. The yield of the PS in each of the exercises is graded (on a scale 0-10) by the scientist who is responsible for the exercise, who makes reference to the performance of the PS in the laboratory, based on a special printed form that deposits to the Committee. The rating on the Specialized Laboratory Exercise/Practical counts towards the final degree of graduation. In case of failure (0-4) in a Specialized Laboratory Exercise/Practical, the PS must deliver for evaluation an article of literature review of the last 2 years on the subject at which he carried out the exercise. If rated again at a level lower than 5, the SIC will consider the case of removing him/her from the program, following the recommendation of the supervisor and discussion with the Consultant Professor.

d) carryout mandatory Research Thesis Project, the duration of which must be at least eleven (11) months. One month (160 working hours) is equivalent to five and a half (5.5) ECTS. Consequently each PS collects 60 ECTS from compulsory execution (11 months) of the research thesis project. The yield of the PS in Research Thesis Project (performance in the laboratory, written text, open a presentation, dedication and ability to research) is graded (on a scale 0-10) from the three-member committee appointed to monitor and evaluate the thesis, based on a special printed form that the committee deposits. In the written thesis, the PS is required to include: a) separate paragraph to describe the future directions of the research carried out and b) analyze in the form of a research proposal (Title, Abstract-Specific Aim, Introduction, Experimental Design and Bibliography) how he/she will answer a specific scientific question. The Score of the thesis counts towards the degree of graduation. In case of failure the PS is deleted from the program.

In summary, to be awarded M.Sc. degree by the Program "Neuroscience" the PS should:

- i) Have successfully completed the obligatory courses and electives required to obtain 39 ECTS.
- ii) Have attended the 2 compulsory Specialized Laboratory Exercises/Practicals (rotations) of 6 and 8 weeks corresponding to 21 ECTS.
- iii) Have successfully carryout the Research Thesis Project which corresponds to 60 ECTS.
- iv) Have attended at least the mandatory scientific events of the Program (e.g. visit laboratories, research group seminars, literature discussions).
- v) Have accumulated 120 ECTS.



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### 9.3. Calculation of the Final Grade of the Master's Diploma

In order to calculate the final grade of the Master's degree, the grades in the obligatory theoretical courses and the theoretical optional courses contribute to the final grade of the degree depending on the number of their ECTS (the individual grades are multiplied by the number of ECTS for each course). The grades in the specialized Laboratory Exercises / Practice and the research Thesis project contribute to the final grade of the degree according to the half of their ECTS (the individual grades are multiplied by the half of the number of the ECTS of each course). Each individual multiplication product (degree multiplied by the number of ECTS) is multiplied by 10 and divided by the sum of all individual multiplication products. The sum of these numbers is the final grade of the Master's Diploma.

According to the above the theoretical courses participate in the final degree by 50,88%, the Research Thesis Project by 37,7%, and the Specialized Laboratory Exercises by 13,2%.

According to the Greek rating system, the Grading Scale is from 1 to 10 and the Success Grades are from 5 to 10 as follows:

5-6,49 = Good

6,50-8,49 = Very Good

8,50-10 = Excellent

### 9.4. Research Thesis project

The student chooses the topic of the Research Thesis Project. After selection of the PS, a dissertation starting form stating the title, a brief description of the project and the project start date is completed.

The SIC designates the three-member evaluation committee in accordance with paragraph 4 of article 5 of Law 3685/2008.

The execution of the Thesis can be carried out either in domestic Universities and research centers or Universities and Research Institutes abroad participating or cooperating with the program. It can also be performed in non-partner Universities or research institutions both foreign and domestic after the decision of the SIC.

The responsibility for the supervision of the Research Thesis Project that is carried out in a University is of the Professor of any level who has suggested the subject. This particular Professor is the Supervisor of dissertation.

The duration of the Research Thesis Project is at least 11 months and maximum 18 months from its assignment to the student. Extension can only be given in exceptional cases after the student's request and decision of the SIC, with the consent of the supervisor.

The PS is asked to present and support publically his Research Thesis Project. For the successful completion of the Thesis the PS is also asked to deliver the thesis in printed and electronic form in accordance with the guidelines of the journal "Neuron". In the written thesis, the PS is required to include: a) separate paragraph to describe the future directions



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of research carried out and b) analysis in the form of research proposal (Title, Abstract-Specific Aim, Introduction, Experimental Design and Bibliography) on how he/she will answer a specific scientific question. The thesis is scored (0-10) by the supervisor of the thesis and the two co-supervisors with similar research activities which are the 3-member Evaluation Committee. In case of failure (0-4) in the Diploma thesis the PS is deleted from the Program.

The cover will be standardized.

## **10. Evaluation of the program**

The program is evaluated annually by:

- a) Student questionnaires prepared by the Internal Evaluation Committee for each course and Program activity separately, but also for the teachers.
- b) External Evaluation Committee designated by the SIC. The External Evaluation Committee consists of domestic or foreign neuroscientists and is 3-member.

The results of the evaluation of the students regarding the whole of the Graduate Program and activities will be published on the Program's website. The results of the evaluation of each teacher will be disclosed to him.

## **11. Fellowships**

In a small number of PS may be granted scholarships. For this, is taken into account the performance of the candidates in the courses, previous research experience, scientific papers may have been written, the economic situation and reasons of supporting the research team with which the candidate is working.

## **12. Disciplinary offenses**

Disciplinary offenses may result in deletion of PS from the Program after the recommendation of the Committee of Studies of the Program and decision of the SIC.

## **13. Ethics**

The experimental protocols followed in the Program are the responsibility of heads of laboratories where are being applied and they are approved in advance by the competent as ethics committees appropriate (e.g. animal committee, hospital board, etc.).

## **14. Facilities**

For the proper functioning of the Program the following will be available:





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(A) Classrooms and seminar rooms, auditoriums equipped with audiovisual equipment and laboratories of the collaborating Departments and Research Centers,

(B) Research laboratories of the members of the program.

Information regarding the Program about the courses, curriculum, announcements, etc. can be found online through the Department of Biology of the NKUA webpage ([www.biol.uoa.gr](http://www.biol.uoa.gr)), and the pages of partner organizations:

[www.nurs.uoa.gr](http://www.nurs.uoa.gr)

<http://www.dent.uoa.gr/>

[www.med.uoa.gr](http://www.med.uoa.gr)

<http://www.bioacademy.gr/?lang=gr>

<http://www.pasteur.gr/>

<https://www.fleming.gr/>

<http://www.demokritos.gr/>

## 15. *Income*

The revenue of the Program will come from student tuition, grants from the public or private sector, legal or physical persons, donations, benefits, endowments, state grants and research programs of the teachers and ERASMUS programs. The fees required to be paid by the students of the of the Program amount to 1000 Euros per semester. Tuition fees are also paid by non-registered students who are wishing to attend a theoretical course. Funding for student scholarships will be sought, but also to cover the operational needs of the Program.

## 16. *Operating Cost*

In accordance with the Article 8 of Law N.3685/2008 (ΦΕΚ 148 Α'), 65% of the total annual operating costs of the Program regards the operating expenses and amounts to 52,000 Euro and breaks down as follows:

Expense category	Ποσό
1. Personnel	15000
2. Travel expenses	5000
3. Purchase teaching material	1000
4. Consumables	27000
5. Purchase-instrument service-software	500



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6. Purchase office supplies	2000
7. Publication expenses	500
8. Other expenses	1000
<b>Total</b>	<b>52000</b>

### ***17. Travel of Postgraduate Students and Teaching Staff***

The travel expenses of the teachers from cities outside Athens in the venue of the Program in Athens are covered by the budget of the Program. Coverage of costs of postgraduate students to travel to the venue of the Program is not provided. The travel of PS in the laboratories abroad may be covered financially if it is funded by some other body such as the Erasmus program.

### ***18. The Venue of the Program***

The venue of the Program is defined by the decision of the SIC each Academic year.

### ***19. Matters not Forecasted***

For any other matter relating to the Program for which there is no provision in the Bylaws and the Decree, competent to decide is the SIC