



**“Film & Television Studies”
Postgraduate Program Guidelines and Regulations**

**Guidelines and Regulations of Postgraduate Studies of
the School of Film
Faculty of Fine Arts
Aristotle University of Thessaloniki, Greece**

As published in the Official Gazette (FEK 3991/4-11-2019, τ' Β)

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Article 1 Aims of Postgraduate Program

The purpose of the Postgraduate Program (PP) “Film and Television Studies” is to ensure the scientific excellence, the specialization and the cultivation of advanced skills and knowledge in the subject of film and television studies of theoretical/historical orientation that are taught at the School of Film of AUTH, the advancement of academic research, as well as the promotion of new scientific knowledge.

In accordance with the PP’s direction, its basic goals are the high-level cultivation and promotion of visual literacy: a) in the history of film and television, b) in the different cinematic and televisual genres, c) in learning contemporary theoretical models regarding representation and d) in the interdisciplinary approach of televisual texts.

The PP is conducted exclusively in the English language, as our goal is to transform the School of Film and by extension the Aristotle University of Thessaloniki (AUTH) into the center of film and television postgraduate studies in Southeast Europe.

Article 2 Administrative Bodies of the Postgraduate Program

The administrative bodies responsible for the administration, organization and operation of the PP are:

- I. **The AUTH Senate:** the administrative body responsible for academic, administrative, organizational and economic issues of the PP, and responsible for its aspects not described by law.
- II. **The Assembly of the School of Film.**
- III. **The Committee** of the PP which consists of five (5) faculty members of the School of Film, who undertake postgraduate work and are elected by the assembly of the relevant Department for a two-year term and are responsible for the attendance and the coordination of the program’s operation.
- IV. **The AUTH Committee of Postgraduate Programs**, consisting of the Deputy Rector of Academic Affairs and Student Issues as Acting Chairman and the Institution’s Deans as members. The Committee’s responsibilities are outlined in article 32, paragraph 5 of Law 4485/2017.
- V. **The Director of the Postgraduate Program** is a member of the PP Committee and is appointed along with his/her Deputy by the Assembly of the School of Film for a two-year term. She/He must have the qualifications, outlined in article 31 par. 8 of Law 4485/2017. He/She cannot serve more than two (2) consecutive terms and is not remunerated extra for the administrative tasks.

The Director has the responsibilities outlined in paragraph 8 of Law 4485/2017 and those designated by the Assembly of the School of Film (article 45, par. 1c).

- VI. *The six-member Scientific Advisory Committee (SAC)*, responsible for the external academic evaluation of the Postgraduate Program (article 44, par. 3 of Law 4485/2017).

Article 3 Candidate Categories

The categories of candidates that can be accepted in the Postgraduate Program of the School of Film are:

1. Holders of bachelor's degrees¹ from Greek Higher Education Institutions or recognized foreign institutions of equivalent status, as long as they submit officially recognized degrees.
2. Holders of postgraduate diplomas (MA) in Film Studies, Media Studies, and Cultural Studies of Greek Higher Education Institutions or recognized foreign institutions of equivalent status, as long as they submit officially recognized degrees, even if the candidates don't possess a bachelor's degree from the departments mentioned in paragraph 1.
3. A Postgraduate Diploma cannot be awarded to a student whose bachelor degree from a foreign institution is not recognized by the Hellenic National Academic Recognition Information Center (NARIC) according to Law 3328/2005 (A' 80).
4. Members of the categories Special Scientific Personnel (SSP), Laboratory Educational Staff (LES) and Special Technical Laboratory Staff (STLS) as long as they fulfill the requirements of the first passage of paragraph 1, article 34. Only one student of these categories can enroll as extra per year and per PP.

Article 4 Number of Students, Criteria and Selection Procedure

The number of students accepted in the program annually is **twenty-five (25)** maximum.

The call for applications is set by the Assembly of the School of Film and is published every February or March. The invitation includes: admission requirements and procedure, candidate categories, number of students to be

¹ Bachelor Degree holders can be accepted prior to officially receiving their degree as long as they submit an official certificate of completion of studies (number of ECTS) before the classes begin.

accepted, selection criteria, and deadlines for applications' submission as well as required documents.

The applications together with the necessary documents are submitted to: msc-MAfilmTV@film.auth.gr.

The criteria for the candidates' selection and their grading (based on the scale of 100) are as follows:

| | |
|---|------------|
| 1. Grade of degree/diploma and relevance of subject | 15 |
| 2. The grades of the undergraduate courses that are relevant to the PP | 15 |
| 3. Performance in the Bachelor's thesis (in case it is required for the bachelor degree) | 10 |
| 4. Proficiency in English | 15 |
| 5. Knowledge of second and/or other foreign languages. | 15 |
| 6. Interview by a relevant Committee (the interview may be conducted electronically means, if the candidate is not a permanent resident of Greece.) | 15 |
| 7. Other considerations are: research experience, academic publications, writing activity and other postgraduate degrees. | 15 |
| TOTAL SCORE | 100 |

The minimum percentage required for acceptance is 60/100 (60%).

After the Assembly decision of the School of Film, the **selection procedure** of the candidates is conducted by a three-member Selection and Examination Committee, consisting of faculty members who have undertaken postgraduate work. The Committee charts a full catalogue with all the candidates and after examination, rejects those that do not fulfill the minimum requirements that are set from the relevant Department and call for interview the accepted candidates who gather the prerequisites. After the procedure's completion a final board of the entrants is charted.

Identical Performance: if there are more candidates with the same total score then for the final ranking the degree's or diploma's grade is considered and the candidate with the highest grade is qualified. If this also results in identical performance, then for the final placing the grading of the courses that are relevant with the PP is taken into account.

The final board with the successful candidates and the runners-up is posted in the announcement board of the Secretariat and the Department's website, after it is confirmed by the Department's Assembly.

Article 5 Duration and Terms of Studies

The duration for the Postgraduate Diploma supplement is set at three (3) semesters of full-time studies. The maximum allowed duration to complete the studies is set at three (3) years.

The enrollment of the postgraduate students starts after the Secretariat's announcement in the Film Studies Department's website, where the duration of the enrollments and the required documents are defined.

The postgraduate students have all the rights, benefits and the facilities that are provided to the undergraduate students **except** of the right of free provision of educational books. The Film Studies Department guarantees facilities in postgraduate students with disabilities and/or special educational needs.

The possibility for part-time studies is provided according to par. 2 article 33 of the Law 4485/2017 (114 A') for the working postgraduate students, the duration of which cannot exceed the double of the regular studies. Part-time studies are also provided for non-working postgraduate students who cannot meet the minimum requirements of the «full-time» studies program and for special serious cases, where the Department's Assembly decides for each one separately.

Temporary Suspension of Studies can be provided in the postgraduate students, after submission of relevant application. The suspension of the studies cannot exceed two (2) consecutive semesters. During the suspension all the students' rights are suspended as well. The suspension time does not add up to the total duration of the students' studies. It is possible only in extreme cases to grant an **extension of studies** up to one year, only after justified decision of the Department's Assembly.

Course Reexamination: If the postgraduate student fails in one or more courses and is considered by these Guidelines and Regulations that he/she has not fulfilled the program successfully, he/she can be examined after his/her application from a three-member committee of faculty members, who have the same or similar specialization with the course's subject and are appointed by the Department's Assembly. The responsible for the course professor is excluded from the committee. The application for reexamination has to be submitted within 15 days after the grade announcement and the 2nd exam period in September.

Dismissal: The Coordinative Committee can suggest the dismissal of a postgraduate student from the program due to insufficient progress (that can be documented by non participation in educational procedures: course attendance, examinations), inadequate fulfillment of obligations that are defined by these Regulations,) behavior that offends the academic code of conduct, such as plagiarism, and application of the student him/herself. The decision for dismissal is taken by the Department's Assembly.

Tuition Fees

The Postgraduate Program fees are €3,500. The fees are deposited before the beginning of the two semesters.

Exemption from tuition fees

Every year, two (2) Greek students are exempt from paying tuition fees provided their individual income, if there is one, and their family income does not exceed individually one hundred percent (100%) and seventy percent (70%) respectively of the national domestic equivalent available income, according to the Ministry of Education.

The students who are eligible from this exemption should apply for it and submit all official documents that verify their income (individual or family) at the Secretariat before the beginning of the program (by September 15th).

Article 6 Curriculum

The Postgraduate Program is conducted exclusively in English.

The total Credit Units (ECTS) required in order to successfully complete the PP are 90. In order to be awarded with the Postgraduate Diploma, the student must attend eight (8) courses in total, in the first two (2) semesters (two (2) obligatory and two (2) elective in each semester: a total of 60 ECTS). In the last semester, provided that that the student has completed the 60 ECTS, he/she must write his/her master thesis, which corresponds to 30 ECTS.

The curriculum is structured as follows [where O (=Obligatory Course) and E (=Elective Course)]:

| A' SEMESTER | | | |
|--------------------|--|------------|--------------------|
| CODE | COURSE | O/E | C.U. (ECTS) |
| O-A1 | Film Theory: From Analogue to Digital Cinema | O | 10 |
| O-A2 | Historiography or Television: History & Culture | O | 10 |
| E-A3 | Research Methodology | E | 5 |
| E-A4 | Contemporary Issues in Film and Television Studies I | E | 5 |
| E-A5 | Film & Television: Aesthetics and Quality | E | 5 |
| TOTAL | | | 30 |

| B' SEMESTER | | | |
|--------------------|---|------------|--------------------|
| CODE | COURSE | O/E | C.U. (ECTS) |
| O-B1 | Historical Cinema: Representing the Past in | O | 10 |

| | | | |
|--------------|---|---|-----------|
| | Fiction and Documentary | | |
| O-B2 | Advanced Topics in Genre and Television | O | 10 |
| E-B3 | Production Practices in Contemporary Filmmaking | E | 5 |
| E-B4 | Contemporary Issues in Film and Television Studies II | E | 5 |
| E-B5 | Film, Television and Politics | E | 5 |
| TOTAL | | | 30 |

| | | |
|--------------------|-----------|----|
| C' SEMESTER | | |
| Diploma | MA Thesis | 30 |

| | |
|-------------------|--|
| TOTAL ECTS | |
| 90 | |

The courses last for 13 weeks. The third semester is dedicated to the completion of the MA thesis.

Course repeats are provided for in exceptional cases (illness, breaking events, etc.)

All the PP courses are evaluated by written assignments (focused on the course subject), with deadlines set by each professor. The deadline for all papers is 30 days after the end of each semester.

The assignment evaluation is based on the following criteria:

- Structure: 1,5/10
- Presentation / Language / Morphology: 2,5/10
- Content: Working Hypothesis / Relevant-adequate bibliography/ appropriate quotations / Originality / Argumentation: 6/10.

The grading scale is a ten-point scale from zero (0) to ten (10), and is structured as follows:

- Excellent (8,5 to 10)
- Very Good (6,5 to 8,5 not included)
- Good (6 to 6,5 not included).
- The passing grade is six (6) and higher.

In order for the Master Thesis to commence, the candidate must submit an application to the Coordinative Committee (CC), including a tentative title, the supervisor's and a comprehensive abstract. The CC appoints the supervisor and sets a Three Member Evaluation Committee. The members of the latter committee must have the same or relevant scientific expertise with the PP's subject.

The defense of the master thesis takes place in front of the Three Member Evaluation Committee at a date and place set by the School of Film. After its approval by the Committee, the date and time of the defense are announced on the website of School of Film. In the event that the Supervisor or a member of the Three Member Evaluation Committee resigns, they can be replaced after the relevant decision of the School of Film Assembly.

Everything related to the MA Thesis (word limit, font, number of copies to be submitted, etc.) is included in the “Master Thesis Writing Guide,” posted on the School of Film website.

The grade of the Postgraduate Diploma (PD) results from the weighted average of the PP’s courses and the Master Thesis and is calculated, with two decimal accuracy, in the following way: The grade of each course and of the Master Thesis is multiplied with the respective credit units (ECTS) and the sum of the products is divided with the minimum number of credit units required to be awarded with the PD

$$\text{Grade of PD} = \frac{\text{sum of products (grade of each course x respective ECTS)} + (\text{grade of thesis x ECTS})}{(\text{Total ECTS})}$$

Article 7 Award for Best Master Thesis

Each year a monetary award is bestowed to the best master thesis so that the postgraduate student can participate in and present his/her research at an international conference.

The selection criteria are: a. excellent theoretical and methodological approach, b. excellent coherence and structure and c. originality and contribution to scientific knowledge.

All professors can nominate up to one master thesis for the prize. The evaluation according to the above criteria is conducted by a three-member committee consisting of the PP’s teaching staff except from the supervisor of the recommended master thesis. The evaluation is based on a ten-point grading scale where ten (10) = Excellent, in a similar way to the evaluation of the course assignments. In case of identical performance, the student with the highest grade in the obligatory courses of the two semesters is the award recipient. If this also results in identical performance, then the grades of the elective courses are taken into consideration. In case that no paper is nominated and/or the evaluation committee considers that no nomination fulfills the above criteria, the prize is not awarded.

Article 8

Teaching Staff

The PP will employ faculty members of the School of Film and other Departments of the Aristotle University, faculty members from other national and foreign Universities, as well as other categories of teaching staff, according to the provisions of article 36, Law 4485/2017.

Article 9 Program Resources -Financial Management

The program resources come from: a) the budget of Higher Education Institutions and the collaborative institutions, b) the Ministry of Education, Research and Religious Affairs budget, c) donations, legacies and any sort of subsidies from the public sector, as defined in case a', paragraph 1 of article 14 of Law 4270/2014 (A' 143) or from the private sector, d) resources from the European Union or other international organizations, e) any other legitimate source and f) tuition fees. According to article 37 par. 4 of Law 4485/2017, the PP resources are managed by the Special Account for Research Funds (SARF) and are distributed as follows: 70% goes to operating expenses of the program and 30% to the Institution's operating expenses.

The School of Film is obliged to post **annually** a revenue/expenditure report, indicating the breakdown of expenditure by category, and in particular the amount of tuition fees, the fees of the teaching staff and their number.

Article 10 Administrative Support - Infrastructure

The operation of the PP is facilitated by the infrastructure of the School Film Studies Department, the Faculty of Fine Arts (libraries of School of Film, School of Visual and Applied Arts, School of Music Studies and School of Drama Department, computer nets) and AUTH (library and information center, IT Center).

The courses will take place at the School of Film (Stavroupoli, Ikoniou 1). Some courses may be taught at the AUTH New Building of the Faculty of Philosophy.

The administrative support of the PP is provided by the School of Film, while financial management is conducted by the Research Committee of the University.

The operation of the PP is based on AUTH's teaching staff and infrastructure capabilities and the revenue from the tuition fees.

Article 11 Graduation Ceremony

The graduation ceremony is set at the Assembly of the School of Film.

Article 12 **Type of Awarded Postgraduate Diploma (PD)**

The title of the Diploma is «Postgraduate Diploma in Film and Television Studies» and it is awarded after the successful public defense of the candidate's master thesis and the completion of the required 90 ECTS.

The Postgraduate Diploma is published by the PP's Secretariat. The students who have successfully completed the program can receive a confirmation certificate of successful attendance and completion of the Program prior to graduation should they need it.

The students are also awarded with the Diploma Supplement [article 15, Law 3374/2005 and Ministerial Decision Φ5/89656/BE/13-8-2007 (ΦΕΚ 1466 τ.Β')]. The Diploma Supplement is an explanatory document that provides supplementary information on the nature, level, general curriculum, content and status of the studies that have been fulfilled successfully. It does not substitute the official diploma or the analytical grading of courses.

Article 13 **Plagiarism**

On submitting the postgraduate thesis, the student is obliged to state whether he/she used the work and the opinions of others. Plagiarism is a serious academic offense. Plagiarism is defined as the direct copy of parts or the whole of someone else's paper – published or not – without the appropriate reference. The presentation of any type of material, even taken from previous research of the student him/herself, without the appropriate reference may lead to expulsion from the program, should the School of Film deem it necessary.

Any disciplinary offense or violation of academic code of conduct is referred to the CC of the PP for judgment and suggestion in the Department's Assembly to address the issue. As violations, the misconduct of copying or plagiarism and, in general, any violation of intellectual property laws by the Postgraduate student when writing assignments or diploma thesis are also considered.

In the above cases and after a reasoned recommendation by the Supervisor, the Assembly could decide the candidate's elimination

Article 14 **Transitional Provisions**



For any issue that concerns the PP and is not covered from the relevant law(s) or the present Internal Regulation document, decisions are made by the Assembly of the School of Film and the Institution's Senate, followed by amendment(s) and publication of the revised regulations in the Official Gazette.