

## Study regulations

### Study Program Organization – Fields of Study

The undergraduate study program of the Department is structured as follows:

The first three years (semester 1<sup>st</sup> up to 6<sup>th</sup>) the studies are **common** for all students of the Department and include **36 mandatory basic courses**, **1 introductory course in the science of Electrical Engineering and Computer Engineering as well as 1 foreign language course** which is selected at 1<sup>st</sup> semester. Each core course has different ECTS credits, but the total of each semester's courses adds up to exactly 30 ECTS credits, with the total for the first six semesters thus resulting in **180 ECTS credits**.

The last two years (semester 7<sup>th</sup> up to 10<sup>th</sup>) studies are **specialization**. For this purpose they were created by the Sections of the Department **Directions** based on the following philosophy: to harmoniously combine specialization in one of the scientific directions treated by the Department with the simultaneous possibility of acquiring basic knowledge from the other scientific directions without, however, depriving the students of the possibility to satisfy to some extent and their broader personal scientific choices. For the smooth functioning of the program, the possibility of flexibility in the students' course choices and the non-exclusion of possible combinations of courses, **all courses of the last two years are credited with 5 ECTS**. She is special **Bachelor's thesis** to which the special weight of **40 ECTS**, and which **can be denoted by 8<sup>th</sup> or the 9<sup>th</sup> semester and which covers the whole 10<sup>th</sup> semester**. So, **during the last two years (semester 7<sup>th</sup> up to 10<sup>th</sup>) the student declares and is charged with 16 courses and the Diploma Thesis** of. The sum in credits ECTS of each semester of the diploma including, as will be explained below, is again 30 ECTS, with **the total for the semesters 7<sup>th</sup> up to 10<sup>th</sup> sum to be 120 ECTS**.

At 7<sup>th</sup> Semester of studies the students of the Department are obliged, based on their interests, to choose **Direction**. The Direction must be declared when at least one 7th semester course is to be declared and is done electronically with the simultaneous **statement** of lessons at the beginning of 7<sup>th</sup> semester. In the Department there are eight directions:

1. Information Technology
2. Communications
3. Smart Grids with RES - High Voltages
4. Energy Conversion, Power Electronics, Electrotechnical Materials and Soft Forms of Energy
5. Electronics and Embedded Systems
6. Computers
7. Signals, Systems and Control
8. Cyberphysical Systems

**At 7<sup>th</sup> semester**, students are required to declare **6 courses** with total **30 ECTS**.

Students should declare at least **30%** of her lessons **A Group** of the direction that they chose. The rest of the courses are chosen by the **B Group** which contains proposed courses of the same direction, but also all the courses of the other directions.

In the six months since **7<sup>th</sup>** until the **9<sup>th</sup>**, students are required to declare at least **5** of her lessons **A Group** of the direction they chose, from the set of **16** courses at **3** six months.

Students are required to choose at least **4 lessons with laboratory** in the semesters from **7<sup>th</sup> – 9<sup>th</sup>**, that is **20 ECTS**, from **80 ECTS** of courses in total. These courses can be selected from any group.

**At 8<sup>th</sup> semester**, students are required to declare **6** courses in total **30 ECTS**, or **5** lessons in total **25 ECTS and 1 Thesis Code** with **5 ECTS**.

**At 9<sup>th</sup> semester**, students are required to declare **5** courses with total **25 ECTS and 1 Thesis Code** with **5 ECTS**, or **4** lessons overall with **20 ECTS and 1 Thesis Code** with **10 ECTS**.

**At 10<sup>th</sup> semester**, students are required to declare **1 Thesis Code** with **30 ECTS**.

### **Declaration of Semester Course Attendance**

At the beginning of each semester and on dates set by the Dean of the Polytechnic School, each student must register and then submit an electronic declaration with the courses that are either mandatory or that he/she has decided to attend, depending on the specific semester he/she is in .

After the expiry of the deadline, no declaration will be accepted, initial or amending the one submitted. With this declaration, each student acquires the right at the end of the specific semester and in the next exam period in September to participate in the exams of the courses he declared.

If a student does not submit a declaration at the beginning of the semester, then it is assumed that he will not attend classes and will not participate in the examinations of that semester, as well as in the re-examinations in September concerning the specific courses for which a declaration has not been submitted.

For the winter semester, only those courses can be registered, which are included in the courses of the winter semesters (1st, 3rd, 5th, 7th and 9th) of the indicative curriculum. Accordingly, for the summer semester, only the courses of the summer semesters (2nd, 4th, 6th, and 8th) of the indicative study program can be registered. In other words, courses of the winter semester are not taught in the summer and vice versa.

The course statement includes:

- Courses from previous semesters, in which the student failed.
- Courses from previous semesters, which the student may not have declared.
- Courses of the semester in which the student is enrolled.

Enrollment in a course, the attendance of which requires knowledge from courses of previous semesters of the indicative study program which the student has not attended and successfully examined, is done with **exclusive responsibility** of the enrolled student and should be avoided if the prerequisite knowledge is insufficient.

From the academic year **2015-2016** (decision no. 3/16.12.2014 Assembly of the Department), the maximum number of ECTS credit units of courses that each student can register for attendance in each semester is (decision of the Assembly no. 3/14.11.2017):

- No limitation for the semesters 1st to 4th.
- 60 ECTS for the 5th and 6th semesters and with priority from the shortest to the longest semester.
- 75 ECTS from the 7th semester onwards and with priority from the shortest to the longest semester.
- Additionally, to students, who in any current semester after the 5th enroll in a maximum of 40 ECTS (30 ECTS of the current semester + 10 ECTS of past semesters) the possibility of over-enrollment in the above courses up to 10 ECTS following the current semester is provided.

In the aforementioned credit units, the credit units of the corresponding semester that correspond to the diploma thesis, as well as the credit units of the foreign language course, are not counted.

In any transitional application of the program, and/or for any special case of a student who needs to be dealt with (after his reasoned request), a competent Committee consisting of the President of the Department, the Deputy President and the President of the Undergraduate Study Program committee, examines the matter and gives a solution as long as there is unanimity, otherwise it makes a recommendation for this special case to the Assembly of the Department.

Based on the above, the maximum number of ECTS credits of courses that each student can declare for attendance in each semester and the way of declaring them are summarized in the table below:

Year registration to 1 <sup>st</sup> semester studies	Semester of studies			Way statement courses	Statement courses next of the current one semester
	1 <sup>st</sup> - 4 <sup>th</sup>	5 <sup>th</sup> , 6 <sup>th</sup>	7 <sup>th</sup> and after		
2015-2016 and after	Unlimited	60	75	With priority from the smallest to the greatest semester	Yes under conditions

## Examination

For courses taught in one semester, there are **two examination periods**. The exams are held exclusively after the end of the winter and spring semesters for the courses taught in those semesters, respectively. The student is entitled to be examined in the courses of both semesters before the start of the winter semester and in the repeat examination period in September. Special care is taken for the oral examination of students with proven dyslexia before their admission to the Department.

Taking into account article 31 paragraph 1 of Law 4452/2017, according to which: *"Students who have completed regular studies, which is equal to the minimum number of semesters necessary for the award of the degree, according to the indicative curriculum, have the possibility to be examined in the examination period of the winter and spring semesters of each academic year in all courses that are due, regardless of whether they are taught in the winter or spring semester, after a decision of the Assembly of the Department or the Faculty of A.E.I."* the Assembly of the Department under no. 3/14-11-2017 its meeting decided that the students of this category can be examined **in all courses due, if any prior to their declaration in any suitable technical way, for the courses they wish to be examined**. These courses should be declared by degree students in the information system of the Electronic Secretariat<sup>1</sup>.

Students who owe courses, which either because they have changed semesters or because they have been canceled, are not offered in the approved PPS of the following academic year, can be examined for the last time, in the respective semesters that have been declared, until the repeat examination in September of the academic year offered. **All course statements (corresponding and non-corresponding semester) will be carried out according to the approved Study Program for the current academic year.**

The dates of the examination periods are determined by the Senate and mentioned in the academic calendar (section 1.1), while the detailed program of each period is announced in good time by the Department Secretariat.

Every student has the right to participate in the exams **only** of those courses of the specific semester, which he has determined by himself with the declaration of semester courses, which he submitted at the beginning of the semester. Students who have not submitted a course declaration or who have submitted late declarations are not admitted to the semester exams. Any grade inadvertently submitted by an instructor for students who have not registered for a course on time cannot be entered by the Registrar's Office.

The duration of the exams is three weeks for the January-February and June periods and four weeks for the September period.

In case a student does not participate or participates but is not successful in both exams (regular, repeat) of a course, then:

- 1.If it is about **compulsory subject**, then he has the **obligation to register for the course again this in the next corresponding semester, as long as the maximum number of ECTS credits allowed per semester is not exceeded**. With this statement he has the opportunity to attend again and regains the right to participate in the respective exams.
- 2.If it is about **optional course**, then **can re-register the same course in**

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<sup>1</sup><https://progress.upatras.gr>

**corresponding next semester**, to watch it again and thereby gain the right his participation in the respective exams. But he also has the option not to declare this course again, but **in the following semester to choose and declare instead another according to elective course**.

3. If a student fails **more than three times in a course with points greater than one (1)**, has the possibility of being examined, by decision of the Dean, following his application, by a three-member committee of professors of the School, who have the same or a related subject and are appointed by the Dean. The person in charge of the teacher examination is excluded from the committee. The application is submitted to the Secretariat of the Department. In case of failure, the Assembly of the Department decides on the status of the student's further participation in the course exams, as well as on taking measures that will ensure the procedure of the Organization of the Institution.

### Review to Improve Score

By decision of the Senate in no. 104/1-12-16 session, an arrangement was approved for the review of students in a course/s in which they have been successfully examined and wish to improve their score, according to the following procedure:

- Submission of a reasoned relevant application by the interested student to the Secretariat of the Department.
- Re-examination is allowed during the September re-examination of the same academic year and **only**.
- According to the Department's decision in no. 6/14-3-2017 session, the maximum allowed number of courses to be reviewed, to improve the score of a previous grade, for each student, is **one non-laboratory course per year**. Between examination and re-examination grades, the greater is counted.
- The two grades are registered in the grades of the respective examination periods (Winter or Spring semester and September) and appear in the student's detailed score with a relevant indication and explanation of the grade taken into account in the diploma grade.

### Change of direction

If a student, after declaring that he is following a specific Course of Study, decides that for some reason he wants to change **Direction**, can do so at the beginning of the following semester from the one the Department has declared, by submitting to the Department's Secretariat a relevant **Change Request Direction** where he declares the Direction of his new preference.

Change of direction can be done **only once**. The request for change will be submitted to the Secretariat of the Department **before** during the course registration period of the semester.

With the change of Direction, this student must successfully complete the exams in the courses corresponding to the new Direction by the end of his studies. Courses that the student has already taken in the old Direction are transferred to the new one and assigned based on their code to the groups of the new Direction.

## Teaching Books

The teaching work is supported by the corresponding teaching materials or other aids which are provided free of charge to the students, as well as by ensuring their information and access to the relevant Greek and foreign bibliography (art. 15 Law 3549/07 and P.D. 226/2007).

A textbook is considered any printed or electronic book, including free access electronic books, as well as printed or electronic academic notes, according to a list approved each academic year by the Department Assembly. The list of textbooks includes at least one recommended textbook per compulsory or elective course, which comes from the textbooks declared in the Central Information System (K.P.S.) "**Blessed**".

Students have the right to free supply and choose one (1) textbook for each taught compulsory or elective course of their study program. Students are entitled to receive a MONON transcript the first time they register for a course, otherwise they lose this right, however many times they re-register for the course. It is not accepted to return a letter in order to replace it with another one from the list.

The declaration of teaching materials is carried out by the eligible students electronically, through the Electronic Service of Integrated Management of Materials and other aids "**Blessed**".  
2. The deadline for the submission of transcripts for each academic semester is announced by the Eudoxos service through the Department's Secretariat.

In order for students to declare the books they will purchase, it is necessary to have an access account to the telematics services of the University of Patras. This account is received by each student upon enrollment in the first year of studies from their Department. In the event that a student loses their access account, they must arrange for a new code to be issued immediately by the relevant Networks Department of the University of Patras.

The distribution of textbooks is carried out by authorized Bookstores, while the distribution of teaching notes is carried out by the competent units (Laboratories) of the Department. In the event that students receive a book without being entitled to it, they must return it immediately either to the distribution points or to the libraries of their Institutions.

Selection of a second textbook for the same course is not allowed even if the student did not choose any of the suggested textbooks of another or other compulsory or elective courses of the study program. If students choose more elective courses than are required to receive the diploma, the right to choose and to receive textbooks free of charge does not extend to the additional courses they have chosen and examined, even if these are counted towards receiving the diploma.

Students, even in the event of an unsuccessful examination or a change of the recommended textbooks for a particular course, cannot choose a second textbook for the same course. Also, if they replace a chosen course with another one, they are not entitled to a transcript for the additional courses they register for.

In the event that a student fails to receive the textbooks he has chosen, within the deadlines announced in the EYDOXOS information system, and he was successfully examined in the respective courses, he loses this right.

All students up to n+2 years of study are entitled to textbooks (minimum number of semesters required to obtain a diploma increased by four (4) semesters), provided that they have not previously purchased textbooks for the same course.

From the 2012-2013 academic year, no free printed textbooks are granted to students:

- who follow a program of study to obtain a second degree (classified) and
- for courses they attend for the second time, for which they have already been granted a free textbook.

The proposed writings of the Department for the acad. year 2022-2023 are at address <https://service.eudoxus.gr/public/departments/courses/1333/2023>

## **Bachelor's thesis**

The main purpose of the Diploma Thesis is for the future engineer to acquire the ability to deal with serious technical problems, to manage scientific knowledge and sources and to present his work in writing and orally in the most correct and effective way. The Thesis is an extended project that is completed near the end of the studies, when the student has gathered and assimilated the required basic and advanced knowledge. It is a synthetic work, perhaps the first after the course, and its main goal is for the student to consolidate the way in which the knowledge acquired can be combined in complex problems and applications. The importance of the Diploma Thesis is important and weighty in the 5-year engineering studies as part of the unified studies leading to a Diploma and a title equivalent to the internationally established Master of Engineering. In this context, engagement in topics that are at the cutting edge of technology, original and of research interest are encouraged.

In the context of the execution of this work, the student learns to specify technical problems, to identify and use relevant works of other scientists, to formulate strategies for solving and implementing solutions, to work independently and also to draw information from people with experience and knowledge, to develop initiative and efficiently organize his efforts.

For the vast majority of students, the Diploma Thesis will be the only personal element they will be able to present at the beginning of their professional career. For this reason, the Diplomatic Thesis must be as qualitative and comprehensive as possible and reflect the effort put into its realization.

## **Thesis Declaration Rules**

Students registering for courses for the first time in the 8th semester must fill in and submit the form "**Thesis Topic Statement**". In this statement, the students state the supervisor and the title of the thesis they wish to

elaborate. The supervisor does not necessarily belong to the Department corresponding to the Course of Study/Direction of choice of the student.

D.E. it can also be prepared under the supervision of a D.E.P. member. of another Department following a proposal for the formation of the examination committee (supervisor and two members) from the Department to which the student belongs. The final exam of D.E. will take place at the facilities of the Department of Electrical Engineering and Computer Technology of the University of Patras.

According to article 27 par. 11 & 12 of Law 4386/16, EDIP members can participate in the supervision of diplomatic or other works.

### **Drafting & Examination Rules**

D.E. is prepared under the supervision of a member of the D.E.P. of the Department and is examined by a three-member examination committee in which the supervisor also participates. D.E. corresponds to 50 teaching units and has a weighting factor of 15, i.e. the grade of the D.E. multiplied by 15.

In the Credit Transfer and Accumulation System, the thesis corresponds to 40 ECTS credits, which are distributed over 8 semesters<sup>The</sup> up to 10<sup>The</sup> as follows:

- Semesters<sup>8The</sup> and <sup>9The</sup>: A total of 10 ECTS credits, which can be allocated to the respective semesters according to the following combinations: 5+5 ECTS in <sup>8The</sup> and <sup>9The</sup> semester or 10 ECTS in <sup>9The</sup> semester
- Semester<sup>10The</sup>: A total of 30 ECTS credits.

The choice of sharing the ECTS credits of the diploma thesis in the relevant semesters is left to the discretion of the applying student, it is done once only when declaring the courses of the corresponding semester and it is not allowed to change when declaring the courses of subsequent semesters.

The declaration of the topic of the thesis, submitted from the end of the spring semester and until October 15 of each year, for each winter semester and from the end of the winter semester and until March 15 of each year for each spring semester, respectively, in Greek and English language. Limited changes to the final title of the Thesis to be submitted for consideration which do not alter the original subject matter may be made.

The final assignment of theses **a)** when the supervisor is a faculty member of the Department, it is done by decisions of the General Assemblies of the Departments, to which the supervisors belong, **b)** when the supervisor is a faculty member of another Department of our University it is done by her decisions G.S. of the Department to which the student belongs, during which the two members of the three-member examination committee are appointed, who do not necessarily belong to the same Departments as the supervisors. In case the supervisor belongs to the Department, the two members of the examination committee can be members of D.E.P. another Department. In case the supervisor is a faculty member from another Department, the other two members of the examination committee must be members of the Department.

Also, decisions of the General Assemblies of the Sectors determine, if there are, co-examiners and co-supervisors. Co-supervisor can be the co-examiner or a member of the D.E.P. National or foreign university, recognized according to the DOATAP list.

The decisions of the Departments both for the assignments and for possible changes of diploma theses are immediately notified to the Department Secretariat.



Change of the scientific area, supervisor and members of the three-member examination committee of the D.E. or of the Field of this preparation, can be done at any time and only once upon the student's request, by completing the "Request for change of thesis topic" form. The application will state the reasons for which the change of D.E is requested, his agreement until the submission of the supervisor's application and the decision of the Department.

It is possible to draw up a joint D.E. up to two students. The issue of D.E. is uniform, but the contribution of each student to the individual subjects must be clarified in the introduction.

**For the examination of the thesis, two academic semesters must have been completed since the declaration of the subject of the thesis or the request to change the thesis.**

**The examination of D.E. however, it cannot be done earlier than the end of the 10th year teaching period, semester of the student's studies.**

The minimum time for preparation of the D.E. of Erasmus students can be one academic semester, provided that the interested parties have not enrolled in new courses on the date of submission of the D.E. The number of ECTS credits for preparing D.E. by ERASMUS students is **30**.

### **Writing Language**

The thesis is written in Greek and is accompanied by an extended summary in English. According to the decision of the Assembly of the Department under no. 8/30.5.2017 session, there is the possibility of writing the diploma thesis in English, which will necessarily be accompanied by an extensive summary in Greek, in the form of a scientific paper.

### **Presentation and Grading**

The presentation of D.E. becomes public after the student submits the Diploma Thesis to the members of the examination committee. The supervisor prepares the relevant announcement to the D.E.P. members, and the Department's Laboratories. Between announcement and presentation of D.E. at least three working days must be interposed.

The D.E will be graded with a common grade, which will be obtained after consultation of the members of the examination committee (Meeting 14/9-7-19). After the examination and possible corrections, the D.E. Examination Record is sent to the Department's Secretariat. in which the final title of the D.E. It is the student's responsibility to submit an electronic copy of the thesis to the Department's Secretariat and post the D.E. in the electronic repository (Diary).

The Secretariat checks the registration of the D.E. in the electronic repository<sup>3</sup> of the University of Patras, after the electronic sending of the registration protocol number by the student and then enters the final title of the D.E., as well as the grade of the D.E. The Secretariat keeps a file of Diplomatic Theses, which includes their grading forms.

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<sup>3</sup><http://nemertes.lis.upatras.gr/>

D.E. it appears with a single type of cover and a single typeface inside, according to the template<sup>4</sup>. When the writing of D.E. is done in English, the above pages will also appear in English and will precede the Greek ones. Each supervisor keeps a record of theses in electronic and/or paper form.

## Diploma and Fields of Study

All graduates of the Department of Electrical Engineering and Computer Technology of the University of Patras receive, without distinction, the title of Diploma in Electrical and Computer Engineering. **THE Field of Study followed by each is shown on the diploma.** Thus, there is no formal differentiation of diplomas.

In the **certificate of analytical score and in the Diploma Appendix**, which each graduate receives, lists in detail all the courses attended, the thesis as well as the Business Internship if the student has been selected and has completed the internship program. This certificate, which presents the personal study program of each graduate, shows the Course of Study he followed.

## Grading - Calculation of Diploma Grade

Student performance in the courses is graded on a scale of 0-10, with 10 being excellent and 5 being the minimum pass grade. Grades are given in whole or half unit increments.

The diploma grade is calculated from the grades of the courses attended by the student that participate in the diploma grade and from the grade of the Diploma Thesis (D.E.) as follows:

The grade of each course is multiplied by the weighting factor of the course and the grade of the D.E. with the weighting factor of the D.E.. The sum of the individual products is divided by the sum of the weighting factors of all courses and the D.E.

Course weighting factors range from 1.0 to 2.0 and are defined as follows:

- Lessons with 1 or 2 credits have a weighting factor of 1.0.
- Lessons with 3 or 4 teaching units have a weighting factor of 1.5.
- Courses with more than 4 credits have a weighting factor of 2.0.

The Thesis has a weighting factor of 15.

### Diploma Degree Characterization

5.0 - 6.49 = GOOD

6.50 - 8.49 = VERY GOOD

8.50 - 10.0 = EXCELLENT

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<sup>4</sup><http://www.ece.upatras.gr/en/education/undergraduate/diploma-theses.html>

### **Deposit of scores – Date of Diploma Acquisition**

The Diploma Acquisition Date is uniform for all graduates of the same examination period and is set by the Department's General Assembly. The grades of the courses must be submitted within the next 20 days from the examination of the corresponding course and the diploma theses up to 20 days after the end of the examination period. Students who are interested in becoming diploma holders during the specific examination period submit an application for swearing in to the Department's Secretariat. Oath applications begin one week before the end of the examination period and last for two weeks.