

## THESIS ABROAD - GUIDELINES

### MASTER OF SCIENCE IN NANOTECHNOLOGY ENGINEERING (NANOTECHNOLOGY ENGINEERING)

La Sapienza offers its students and graduates opportunities to engage with the world of employment, through the promotion of internships, curricular and extracurricular, on the Jobsoul platform (<https://www.jobsoul.it/>), on which you can find a list of all the facilities affiliated with the University. The student/graduate can apply for internship opportunities, published on the platform and divided by areas of study. In particular, through the platform, and the relevant calls for applications, it is possible to do the thesis abroad and have the recognition of educational credits for a maximum of 13 CFU.

To increase the level of internationalization and outgoing flexibility, the CAD also defines an internal procedure for the recognition of credits for theses conducted abroad, up to a maximum of 13 CFU credits, carried out in agreement with the supervisor and the Academic Mobility Coordinator (RAM).

Below is the procedure to follow to have the credits recognized.

After identifying the thesis advisor and signing the **thesis assignment** form available on the CAD website (<https://web.uniroma1.it/nano/en/rules-info/guidelines-graduation/how-prepare-your-master-s-degree-thesis-useful>), the student who decides to do part of the thesis work abroad (max. 13 CFU\*) must:

- 1) Request and receive a **letter of invitation** from the foreign host institution in agreement with the supervisor.
- 2) send the thesis assignment form, as well as the letter of invitation, to the institutional address ([ingegneria\\_nanotecnologie.lm53@uniroma1.it](mailto:ingegneria_nanotecnologie.lm53@uniroma1.it)). Upon receipt of the documentation, the Contact Person for Teaching will request the Director of the Department of Basic and Applied Sciences for Engineering (SBAI) for permission for the student to travel to the host institution (consequently activating the basic insurance coverage SAPIENZA).
- 3) enter the graduation application on the Infostud system according to the timelines indicated in the ICI Faculty teaching calendar (<https://www.ing.uniroma1.it/en/students/academic-calendar>).
- 4) upon completion of the thesis, have the supervisor receive a document on the **letterhead of the host institution**, and signed by the local supervisor, certifying the work done and the duration.
- 5) upload the thesis to Infostud at least 7 days before the actual day of discussion, indicating in the appropriate section of the page that the thesis was done abroad and specifying the country and the institution/university.

The thesis supervisor, after countersigning (also digitally) the document mentioned in point 4), will transmit it to the RAM who prepares a **letter on University letterhead**, defining the number of CFUs to be recognized as completed abroad. Finally, the RAM forwards the signed letter to the Academic Referent who arranges for it to be attached to the records of the degree committee along with the letter of invitation from the foreign institution, the authorization from the Director of SBAI and the document from the host university/institution certifying the activity performed.

\*As per Sapienza directions, part of the thesis activity, corresponding to a minimum of 4 CFUs must be carried out in SAPIENZA.