

DIDACTIC REGULATIONS OF THE DEGREE PROGRAM SCIENCES AND TECHNOLOGIES OF INDUSTRIAL CHEMISTRY

CLASS LM-71

School: Polytechnic and Basic Sciences School

Department: Department of Chemical Science

Regulations in force since the academic year 2025 -2026

ACRONYMS

CCD	[Commissione di Coordinamento Didattico]	Didactic Coordination Commission
CdS	[Corso/i di Studio]	Degree Program
CPDS	[Commissione Paritetica Docenti-Studenti]	Joint Teachers-Students Committee
OFA	[Obblighi Formativi Aggiuntivi]	Additional Training Obligations
SUA-CdS	[Scheda Unica Annuale del Corso di Studio]	Annual single form of the Degree Program
RDA	[Regolamento Didattico di Ateneo]	University Didactic Regulations

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IMPORTANT: When filling in the Didactic Regulations' fields, it is necessary to remember that articles referring to areas in the SUA must contain the exact wording as present in the SUA. If you wish to change part of the text, you must remember that this action involves a change of the Rules or, if the field to be changed is RAD, of the CdS detail sheet.

Art. 1

Object

1. These Didactic Regulations govern the organisational aspects of the CdS in Sciences and Technologies of Industrial Chemistry (class LM-71). The CdS in Sciences and Technologies of Industrial Chemistry is hinged in the Department of Chemical Science.

Source: SUA-CdS

Framework: General CdS Information

CdS name in Italian and English

Scienze e Tecnologie della Chimica Industriale
Sciences and Technologies of Industrial Chemistry

Class

LM-71

Teaching language

Italian- Some courses are given in English

Course delivery methods

In presence

2. The CdS is governed by the Didactic Coordination Commission (CCD), pursuant to Art. 4 of the RDA.

Source: SUA-CdS

Framework: Contact Person and Structure

Collegial Management Body of the CdS

Didactic Coordination Commission of the CdLM of Industrial Chemical Sciences and Technologies

3. The Didactic Regulations are issued in compliance with the relevant legislation in force, the Statute of the University of Naples Federico II, and the RDA.

Art. 2

Training objectives

Source: SUA

Framework: A4.a – RAD

The Master's Degree Course in Sciences and Technologies of Industrial Chemistry of the class of the same name LM-71 has the following specific educational objectives:

- (I) To deepen the knowledge of chemistry in the various disciplinary sectors of Inorganic Chemistry, Organic Chemistry, Analytical Chemistry and Physical Chemistry with particular attention, for each discipline, to those aspects that may be useful for the development of the topics of applicative interest which constitute the main part of the degree course. In this regard, the chemistry insights will cover both theoretical and experimental aspects;
- (II) To provide a solid knowledge of Industrial Chemistry and Chemical Plants which allows the student to know the main products and materials of the chemical industry and the processes for obtaining them. This starts from an operational research phase, at the laboratory level, to move on to the implementation and management of pilot plants, up to the understanding of the structure and operation of industrial plants. In other words, students will be prepared to operate, respecting ethical constraints, especially in the field

of research and development of industrial chemistry, acquiring the necessary tools for the development, on an industrial level, of products, materials and processes, always remaining within the limits of sustainable chemistry;

- (III) The Degree Course includes several curricula corresponding to professional specializations in rather vast sectors of Industrial Chemistry such as: (a) Polymer Science, (b) Products, Processes and Environmental Protection, (c) Industrial Formulations. A number of curricular courses plus a rich offer of elective courses in the sectors covered by the curricula will allow the student to achieve in-depth professionalism to be asserted on the job market.
- (IV) The internship and the degree thesis will complete the cultural education of the students by engaging them in intense activities: laboratory, processing of the results obtained, collection, processing and synthesis of literature information and presentation of the work done with language properties and scientific rigor. The training activities, lessons and laboratory exercises, dedicated in particular to the knowledge of experimental methods and data processing, foresee, in relation to specific objectives, external activities such as training internships in companies, public administration structures and laboratories, as well as study at other Italian or foreign universities, also within the framework of international agreements;
- (V) An indirect educational objective is the achievement by the student of the independence of judgment and work by adopting the scientific methods of investigation and study, that will be repeated during the entire course of study. The specific training objectives and the expected learning outcomes in terms of knowledge, skills and behaviors will be assessed by referring to the European descriptor system such as the Dublin descriptors.

Art. 3

Professional profile and work opportunities

Source: SUA

Framework: A2.a - RAD

Function in a working context:

Graduates in Science and Technology of Industrial Chemistry will be able to autonomously carry out functions of responsibility both in the production and research sectors. They may hold the position of Manager of:

- Chemical Analysis Laboratory;
- Property and Analysis Laboratory of Materials;
- Synthesis laboratory;
- Quality Control Management;
- Management of Chemical Plants.

They may also hold the position of technical/commercial manager in the marketing of products or chemical plants.

Skills associated with the function:

Graduates in Industrial Chemistry Sciences and Technologies possess a solid theoretical and experimental background which allows them to master the scientific method of investigation with special reference to product-process connections, molecular structure - properties of materials, scale transitions and to sustainable development. They have a high scientific and technological

preparation that can be used in the industrial chemistry sector and in other productive sectors. In particular, they have adequate knowledge and skills to assume project and facility responsibilities in the manufacture, handling, application and control of chemicals and materials.

Employment opportunities:

Graduates in Science and Technology of Industrial Chemistry can find employment:

- in chemical/pharmaceutical/food industries
- at waste treatment plants
- in industry in general.
- at private chemical laboratories
- at the offices of the public administration
- at research institutes

Art. 4

Admission requirements and knowledge required for access to the Degree Program¹

Source: SUA

Framework: A3.a - RAD

One can be admitted to the CdS in Science and Technology of Industrial Chemistry having a Degree in Class L-27 in the curriculum of which there are a minimum of 6 ECTS of the CHIM/04 sector and 6 ECTS of the ING-IND/25 sector. Further access requirements are the achievement of at least 4 credits in the English language or a certification of a competence of at least level B1. Within the CdS, a further 4 credits of knowledge of the English language are foreseen to ensure the B2 level competence of the graduates.

Any other types of curricular requirements are indicated in the teaching regulations of the course of study. Students in possession of the curricular requirements can access the personal preparation test and after passing this enrol in the course. The methods for verifying personal preparation and identifying the related training course are defined in the teaching regulations of the course of study.

Art. 5

Procedures for access to the Degree Program (CdS)

1. The CCD of the Degree Program normally regulates the admission criteria and any scheduling of enrolments, except in cases subject to different provisions of law².
2. Verification of personal preparation is always mandatory, and only students who meet the curricular requirements can access it.

Source: SUA

Framework: A3.b

In the event that the study curriculum does not meet the above requirements, the Commission for Student Practices will evaluate the level of preparation of the student on a preliminary basis and will suggest any curricular additions to be acquired in order to obtain admission and the methods for doing so through a personalized study plan (Personal study plan) or the acquisition of credits through single courses. The Commission will admit the student only after careful verification that the admission requirements have actually been met. For all students with an exam average of less than or equal to 23.00, preparation will also be assessed using methods that will be decided by the student practices commission.

¹ Artt. 7, 13, 14 of the University Didactic Regulations.

² National programmed access is regulated by L. 264/1999 and subsequent amendments and supplements.

Art. 6

Teaching activities and university training credit (Teaching activities and CFU)

Each training activity, prescribed by the CdS detail sheet, is measured in CFU. Each CFU corresponds to 25 hours of overall training commitment³ per student and includes the hours of teaching activities specified in the curriculum as well as the hours reserved for personal study or other individual training activities.

For the Degree Program covered by this Didactic Regulations, the hours of teaching specified in the curriculum for each CFU, established in relation to the type of training activity, are as follows ⁴:

- Lecture or guided teaching exercises: 8 hours per CFU;
- Laboratory activities or fieldwork: 12 hours per CFU;

For internship activities, each credit corresponds to 25 hours of overall training commitment ⁵.

The CFU corresponding to each training activity acquired by the student is awarded by satisfying the assessment procedures (examination, pass mark) indicated in the Course sheet relating to the course/activity attached to these Didactic Regulations.

Art. 7

Description of teaching methods

The didactic activity is carried out in modality "a. Conventional Degree Course".⁶

If necessary, the CCD decides which courses also include teaching activities offered online.

Some courses may also take place in seminar form and/or involve classroom exercises, language, and computer laboratories.

Detailed information on how each course is conducted can be found in the course sheets.

³ According to Art. 5, c. 1 of Italian Ministerial Decree No 270/2004, "25 hours of total commitment per student correspond to university training credits; a ministerial decree may justifiably determine variations above or below the aforementioned hours for individual classes, by a limit of 20 per cent".

⁴ The number of hours considers the instructions in Art. 6, c. 5 of the RDA: "of the total 25 hours, for each CFU, are reserved: a) 5 to 10 hours for lectures or guided teaching exercises; b) 5 to 10 hours for seminars; c) 8 to 12 hours for laboratory activities or fieldwork, except in the case of training activities with a high experimental or practical content, and subject to different legal provisions or different determinations by DD.MM."

⁵ For Internship activities (Inter-ministerial Decree 142/1998), subject to further specific provisions, the number of working hours equal to 1 CFU may not be less than 25. [please indicate below in the note any different regulatory provisions, e.g., "LM-13: 1 CFU = 30 hours, Note MUR, Director Cuomo, Prot. 570/2011; LM-51, L-24: 1 CFU = 20 hours professional training activity + 5 hours of further supervised training activity, D.M. 654/2022 (Art. 2, practical-assessment Internship)"]

⁶ Please note that, according to Ministerial Decree 289 of 25 March 2021 (general guidelines for the three-year planning of universities 2021-2023), in Annex 4, letter A, the types of programs are as follows:

- a) Conventional Degree Programs. Degree Programs delivered entirely in person, or which provide - for activities other than practical and laboratory activities - a limited teaching activity delivered electronically, to an extent not exceeding one tenth of the total.
- b) Degree Programs with mixed modality. Degree Programs that provide - for activities other than practical and laboratory activities - a significant proportion of the training activities delivered electronically, but no more than two-thirds.
- c) Degree Programs mainly delivered by distance teaching. Degree Programs delivered predominantly by telematic means, to an extent exceeding two-thirds (but not all) of the training activities.
- d) Degree Programs delivered entirely by distance. In these Degree Programs all the training activities are delivered electronically; the presence of the examinations of profit and discussion of the final examinations remains unaffected.

Art. 8

Testing of training activities⁷

1. The CCD, within the prescribed regulatory limits⁸, establishes the number of examinations and other means of assessment that determine the acquisition of credits. Examinations are individual and may consist of written, oral, practical, graphical tests, term papers, interviews, or a combination of these modes.
2. The examination procedures published in the course sheets and the examination schedule will be made known to students before the start of classes on the Department's website.⁹
3. Examinations are held subject to booking, which is made electronically. In case the student is unable to book an exam for reasons that the President of the Board considers justifiable, the student may still be admitted to the examination, following those students already booked.
4. Before examination, the President of the Board of Examiners verifies the identity of the student, who must present a valid photo ID.
5. Examinations are marked out of 30. Examinations involving an assessment out of 30 shall be passed with a minimum mark of 18; a mark of 30 may be accompanied by honours by a unanimous vote of the Board. Examinations are marked out of 30 or with a simple pass mark. Assessments following tests other than examinations are marked out with a simple pass mark.
6. Oral exams are open to the public. If written tests are scheduled, the candidate has the right to see his/her paper(s) after correction.
7. The University Didactic Regulations govern Examination Boards¹⁰.

Art. 9

Degree Program structure and Study Plan

1. The legal duration of the Degree Program is 2 years. It is also possible to enrol, based on the contract, in compliance with the provisions of Article 24 of the RDA and according to the criteria and procedures defined in the following paragraph: three-year and four-year contracts are envisaged with the aim of lightening the teaching/semester load of working students and/or in other critical situations. These contracts are stipulated at the time of enrolment with the teaching

⁷ Article 22 of the University Didactic Regulations.

⁸ Pursuant to the DD.MM. 16.3.2007 in each Degree Programs the examinations or profit tests envisaged may not be more than 20 (Bachelor's Degrees; Art. 4. c. 2), 12 (Master's Degrees; Art. 4, c. 2), 30 (five-year single-cycle Degrees) or 36 (six-year single-cycle Degrees; Art. 4, c. 3). Pursuant to the RDA, Art. 13, c. 4, "the assessments that constitute an eligibility evaluation for activities referred to in Art. 10, c. 5, letters c), d), and e) of Ministerial Decree no. 270/2004, including the final examination for obtaining the degree, are excluded from the calculation." For Master's Degree Program and single-cycle Master's Degree Program, however, pursuant to the RDA, Art. 14, c. 7, "the assessments that constitute a progress evaluation for activities referred to in Art.10, c. 5, letters d) and e) of Ministerial Decree no. 270/2004 are excluded from the exam count; the final examination for obtaining the Master's Degree and single-cycle Master's Degree is included in the maximum number of exams".

⁹ Reference is made to Art. 22, c. 8, of the University Teaching Regulations, which states that "the Department or School ensures that the dates for progress assessments are published on the portal with reasonable advance notice, which normally cannot be less than 60 days before the start of each academic period, and that an adequate period of time is provided for exam registration, which is generally mandatory."

¹⁰ Reference is made to Art. 22, paragraph 4 of the RDA according to which "Examination Boards and other assessments committees are appointed by the Director of the Department or by the President of the School when provided for in the School's Regulations. This function may be delegated to the CCD Coordinator. The Commissions comprise of the President and, if necessary, other professors or experts in the subject. In the case of active courses, the President is the course instructor, and in such cases, the Board can validly make decisions even in the presence of the President alone. In other cases, the President is a professor identified at the time of the Board's appointment. In the comprehensive evaluation of the overall performance at the conclusion of an integrated course, the professors in charge of the coordinated modules participate, and the President is appointed when the Commission is appointed."

secretariat, giving the students in question the possibility of obtaining the credits required for the chosen degree course in a longer time than its normal duration.

The student must acquire 120 CFU¹¹, attributable to the following Types of Training Activities (TAF):

- B) characterising courses;
- C) related or complementary,
- D) elective courses¹²,
- E) for the final exam,
- F) further training activities.

2. The degree is awarded after having acquired 120 CFU by passing examinations, not exceeding 12¹³, and the performance of other training activities.

Unless otherwise provided for in the legal framework of University studies, examinations taken as part of basic, characterising, and related or supplementary activities, as well as activities chosen autonomously by the student (TAF D) are taken into consideration for counting purposes. Examinations or assessments relating to activities independently chosen by the student may be taken into account in the overall calculation corresponding to one unit¹⁴. Tests constituting an assessment of suitability for the activities referred to in Article 10, paragraph 5, letters d) and e) of Ministerial Decree 270/2004¹⁵ are excluded from the count. Integrated Courses comprising of two or more modules are subject to a single examination.

3. In order to acquire the CFU relating to independent choice activities, the student is free to choose among all the Courses offered by the University, provided that they are consistent with the training project. This consistency is assessed by the Didactic Coordination Commission. Also, for the acquisition of the CFU relating to autonomous choice activities, the "passing the exam or other form of profit verification" is required (Art. 5, c. 4 of Ministerial Decree 270/2004).
4. The study plan summarises the structure of the Degree Program, listing the envisaged teachings broken down by course year and, in case, by curriculum. At the end, the propedeuticities envisaged by the Degree Program are listed. The study plan offered to students, with an

¹¹ The total number of CFU for the acquisition of the relevant degree must be understood as follows: six-year single-cycle Degree, 360 CFU; five-year single-cycle Degree, 300 CFU; Bachelor's Degree, 180 CFU; Master's Degree, 120 CFU.

¹² Corresponding to at least 12 ECTS for Bachelor's Degrees and at least 8 CFU for Master's Degrees (Art. 4, c. 3 of Ministerial Decree 16.3.2007).

¹³ Art. 14, c. 7 of the University Didactic Regulations ('the final exam for the Master's Degree is included in the calculation of the maximum number of exams').

¹⁴ Pursuant to the D.M. 386/2007.

¹⁵ Art. 10, c. 5 of Ministerial Decree 270/2004: "In addition to the qualifying training activities, as provided for in paragraphs 1, 2 and 3, Degree Programs shall provide for: a) training activities autonomously chosen by the student as long as they are consistent with the training project [TAF D]; b) training activities in one or more disciplinary fields related or complementary to the basic and characterising ones, also with regard to context cultures and interdisciplinary training [TAF C]; c) training activities related to the preparation of the final exam for the achievement of the degree and, with reference to the degree, to the verification of the knowledge of at least one foreign language in addition to Italian [TAF E]; d) training activities, not envisaged in the previous points, aimed at acquiring additional language knowledge, as well as computer and telematic skills, relational skills, or in any case useful for integration in the world of work, as well as training activities aimed at facilitating professional choices, through direct knowledge of the job sector to which the qualification may give access, including, in particular, training and guidance programs referred to in Decree no. 142 of 25 March 1998 of the Ministry of Labour [TAF F]; e) in the hypothesis referred to in Article 3, paragraph 5, training activities relating to internships and apprenticeships with companies, public administrations, public or private entities including those of the third sector, professional orders and colleges, on the basis of appropriate agreements".

indication of the scientific-disciplinary sectors and the area to which they belong, of the credits, of the type of educational activity, is set out in Annex 1 to these Didactic Regulations.

5. Pursuant to Art. 11, paragraph 4-bis, of Ministerial Decree 270/2004, it is possible to obtain the Degree according to an individual study plan that also includes educational activities different from those specified in the Didactic Regulations, as long as they are consistent with the CdS detail sheet of the academic year of enrollment. The individual study plan is approved by the CCD.

Art. 10

Attendance requirements¹⁶

1. In general, attendance of lectures is compulsory
2. If the lecturer envisages a different syllabus modulation for attending and non-attending students, this is indicated in the individual Course details published on the CdS web page and on the teacher's UniNA website.
3. Attendance at seminar activities that award training credits is compulsory. The relative modalities for the attribution of CFU are the responsibility of the CCD.

Art. 11

Prerequisites and prior knowledge

1. The list of incoming and outgoing propedeuticities (necessary to sit a particular examination) can be found at the end of Annex 1 and in the teaching/activity course sheet (Annex 2).
2. Any prior knowledge deemed necessary is indicated in the individual Teaching Schedule published on the course webpage and on the teacher's UniNA website.

Art. 12

Degree Program Calendar

The Degree Program calendar can be found on the Department's website well before the start of the activities (Art. 21, c. 5 of the RDA).

Art. 13

Criteria for the recognition of credits earned in other Degree Programs in the same Class¹⁷

For students coming from Degree Programs of the same class, the Didactic Coordination Commission ensures the full recognition of CFU, when associated with activities that are culturally compatible with the training Degree Program, acquired by the student at the originating Degree Program, according to the criteria outlined in Article 14 below. Failure to recognise credits must be adequately justified. It is without prejudice to the fact that the number of credits relating to the same scientific-disciplinary sector directly recognised by the student may not be less than 50% of those previously achieved.

¹⁶ Art. 22, c. 10 of the University Didactic Regulations.

¹⁷ Art. 19 of the University Didactic Regulations.

Article 14

Criteria for the recognition of credits acquired in Degree Programs of different classes, in university or university-level Degree Programs, through single courses, at online Universities and in international Degree Programs¹⁸; criteria for the recognition of credits acquired in extra-curricular activities

1. With regard to the criteria for the recognition of CFU acquired in Degree Programs of different Classes, in university or university-level Degree Programs, through single courses, at online Universities and in International Degree Programs, the credits acquired are recognised by the CCD on the basis of the following criteria:

- analysis of the activities carried out;
- evaluation of the congruity of the disciplinary scientific sectors and of the contents of the training activities in which the student has earned credits with the specific training objectives of the Degree Program and of the individual training activities to be recognised.

Recognition is carried out up to the number of credits envisaged by the didactic system of the Degree Program. Failure to recognise credits must be adequately justified. Pursuant to Art. 5, c. 5-bis, of Ministerial Decree 270/2004, it is also possible to acquire CFU at other Italian universities on the basis of agreements established between the concerned institutions, in accordance with the regulations current at the time ¹⁹.

2. Any recognition of CFU relating to examinations passed as single courses may take place within the limit of 36 CFU, upon request of the interested party and following the approval of the CCD. Recognition may not contribute to the reduction of the legal duration of the Degree Program, as determined by Art. 8, c. 2 of Ministerial Decree 270/2004, except for students who enrol while already in possession of a degree of the same level²⁰.

1. With regard to the criteria for the recognition of ECTS credits for extra-curricular activities, pursuant to Art. 3, paragraph 2, of Ministerial Decree 931/2004, within a maximum limit of 48 CFU (Bachelor's Degree Courses and Single-Cycle Master's Degree Courses) and 24 CFU (Master's Degree Courses), the following activities may be recognized (Art. 2 of Ministerial Decree 931/2024):

- professional knowledge and skills, certified in accordance with current legislation, as well as other knowledge and skills gained in post-secondary level training activities;
- training activities carried out in the study cycles at public administration training institutes, as well as other knowledge and skills gained in post-secondary training activities in the design and implementation of which the University has contributed;
- achievement by the student of an Olympic or Paralympic medal or the title of absolute world champion, absolute European champion or absolute Italian champion in the disciplines recognized by the Italian National Olympic Committee or the Italian Paralympic Committee.

¹⁸ Art. 19 and **Art. 27 c.6** of the University Didactic Regulations.

¹⁹ Art. 6, c. 9 of the University Didactic Regulations.

²⁰ Art. 19, c. 4 of the University Didactic Regulations.

Art. 15

Criteria for enrolment in individual teaching courses

Enrolment in individual teaching courses, provided for by the University Didactic Regulations²¹, is governed by the "University Regulations for enrolment in individual teaching courses activated as part of the Degree Program"²².

Article 16

Features and modalities for the final examination

Source: SUA

Framework: A5a (RAD) and A5b

Students who have attended the safety course can ask the members of the research groups relating to the Degree Course to assign a thesis topic. The thesis can also be carried out in research groups or structures whose members are external to the Department of Chemical Science. In the case of a degree thesis at an external structure, at least one supervisor who is part of the Department of Chemical Sciences will be designated to be supported by at least one co-supervisor from the external structure.

The thesis project will be formally approved during the presentation of the pre-degree seminar by the student, in which the essential lines of the research work will be publicly described. At the same time, the degree contact person designated by the CCD, assisted by one or more members of the Graduation Commission, will assign two examiners who will follow the thesis work through periodic interviews. It is common practice that from the date of the pre-degree seminar, approximately 6 months must pass before the defense of the thesis.

It is possible to graduate before the canonical six months and in any case not before 4 months from the pre-degree seminar in exceptional cases. These cases include the following conditions: i/completion of the thesis work; ii/ start date of thesis activity clearly prior to the date of the pre-degree seminar, as shown in the form specifically completed by the student(s); iii/ at the explicit request of the supervisor to the Graduation Commission, following a positive opinion from the examiners and the Graduation Commission.

The Candidate's work will be judged by the Graduation Commission. The degree mark, expressed in one hundred and tenths, will be established on the basis of the weighted average of the scores achieved by the Student in the exams (expressed in one hundred and tenths), the time taken to obtain the degree and on the basis of the result of the Final Exam.

A maximum of 10/110 points are awarded for the Final Exam. If the overall evaluation exceeds 110/110 points, the unanimous Commission can proceed to award the Honors.

Article 17

Guidelines for traineeship and internship

1. Students enrolled in the Degree Program may decide to carry out internships or training periods with organisations or companies that have an agreement with the University. Traineeship and internship are not compulsory and contribute to the award of credits for the other training activities chosen by the student and included in the study plan, as provided for by Art. 10, par. 5, letters d and e, of Ministerial Decree 270/2004²³.

²¹ Art. 19, c. 4 of the University Didactic Regulations.

²² R.D. No. 348/2021.

²³ Traineeships ex letter d can be both internal and external; traineeships ex letter e can only be external.

2. The CCD regulates the modalities and characteristics of traineeship and internship with specific regulations.
3. The University of Naples Federico II, through Exit Orientation and Placement Commission of the Polytechnic School and Basic Sciences which includes representatives of the Department of Chemical Sciences, , ensures constant contact with the world of work to offer students and graduates of the University concrete opportunities for internships and work experience and to promote their professional integration.

Article 18

Disqualification of student status²⁴

A student who has not taken any examinations for eight consecutive academic years incurs forfeiture unless his/her contract stipulates otherwise. In any case, forfeiture shall be notified to the student by certified e-mail or other suitable means attesting to its receipt.

Article 19

Teaching tasks, including supplementary teaching, guidance, and tutoring activities

1. Professors and researchers carry out the teaching load assigned to them in accordance with the provisions of the RDA and the Regulations on the teaching and student service duties of professors and researchers and on the procedures for self-certification and verification of actual performance²⁵.
2. Professors and researchers must guarantee at least two hours of reception every 15 days (or by appointment in any case granted no longer than 15 days) and, in any case, guarantee availability by e-mail.
3. The tutoring service has the task of orienting and assisting students throughout their studies and of removing the obstacles that prevent them from adequately benefiting from attending courses, also through initiatives tailored to the needs and aptitudes of individuals.
4. The University ensures guidance, tutoring and assistance services and activities to welcome and support students. These activities are organised by the Schools and/or Departments under the coordination of the University, as established by the RDA in Article 8.

Article 20

Evaluation of the quality of the activities performed

1. The Didactic Coordination Commission implements all the quality assessment forms of teaching activities envisaged by the regulations in force according to the indications provided by the University Quality Presidium.
2. In order to guarantee the quality of teaching to the students and to identify the needs of the students and all stakeholders, the University of Naples Federico II uses the Quality Assurance (QA)²⁶ System, developed in accordance with the document "Self-evaluation, Evaluation and Accreditation of the Italian University System" of ANVUR, using:
 - surveys on the degree of placement of graduates into the world of work and on post-graduate needs;

²⁴ Art. 24, c. 5 of the University Didactic Regulations.

²⁵ R.D No. 2482//2020.

²⁶ The Quality Assurance System, based on a process approach and adequately documented, is designed in such a way as to identify the needs of the students and all stakeholders, and then translate them into requirements that the training offer must meet.

- data extracted from the administration of the questionnaire to assess student satisfaction for each course in the curriculum, with questions relating to the way the course is conducted, teaching materials, teaching aids, organisation, facilities.

The requirements deriving from the analysis of student satisfaction data, discussed, and analysed by the Teaching Coordination Committee and the Joint Teachers' and Students' Committee (CPDS), are included among the input data in the service design process and/or among the quality objectives.

3. The QA System developed by the University implements a process of continuous improvement of the objectives and of the appropriate tools to achieve them, ensuring that planning, monitoring, and self-assessment processes are activated in all the structures to allow the prompt detection of problems, their adequate investigation, and the design of possible solutions.

Article 21

Final Rules

The Department Council, on the proposal of the CCD, submits any proposals to amend and/or supplement these Rules for consideration by the Academic Senate.

Article 22

Publicity and Entry into Force

1. These Rules and Regulations shall enter into force on the day following their publication on the University's official notice board; they shall also be published on the University website. The same forms and methods of publicity shall be used for subsequent amendments and additions.
2. Annex 1 (CdS structure) and Annex 2 (Teaching/Activity course sheet) are integral parts of this Didactic Regulations.