



PONTIFICIA
UNIVERSITÀ
GREGORIANA

Rules of the Institute of Anthropology.

Interdisciplinary Studies on Human Dignity and Care

Approved by the Director's Council on 25 May 2021 and amended on 18 April 2023

Title I – Governance of the Institute

Art. 1 – Director

The Institute is governed by a Director, appointed in accordance with the University Statutes¹ and the University General Rules.² The Director is assisted by his Council and the Institute Council in the governance of the Institute.

Art. 2 – Director's Council

§ 1. The Director's Council consists of three of the Institute's professors, elected and appointed in accordance with the University General Statutes.³

§ 2. The Director's Council members, once their term has finished, may be elected or appointed for another three-year term.

§ 3. The Director's Council member elected with the highest number of votes takes the place of the Director in his absence or inability, and is a member of the University Senate.

Art. 3 – Institute Council

§ 1. The Institute Council, whose competences are determined by the University Statutes⁴, and in accordance with the Statutes of the Institute⁵ is made up of:

- a) all professors, ordinary and extraordinary, and associate adjunct lecturers assigned

¹ Cfr. *University General Statutes*, art. 30.

² Cfr. *University General Rules*, art. 16.

³ Cfr. *University General Statutes*, art. 34.

⁴ Cfr. *University General Statutes*, art. 35.

⁵ Cfr. *Statutes of the Institute of Anthropology*, art. 2 § 3.

to the Institute;

- b) a representative of the professors elected by the other faculty members for a one-year term;
- c) two representatives of the students, elected each year, one from the Licentiate Cycle and one from the Doctorate Cycle. The latter is the representative of the students at the University Senate.

§ 2. The Director convenes the Council at least once every semester, in writing, by a letter sent at least nine days before the meeting and in which the points to be discussed are proposed; all members may right after suggest to the Director other topics for the discussion. If a fourth part of the Council asks for a convocation in writing, the Director must convene the Council within 30 days from the reception of the request in order to deal with the proposed issues.

Art. 4 – Advisory Committee

§1. The Advisory Committee, whose tasks are established in the Statutes of the Institute⁶ and is presided by the Academic Vice Rector of the PUG, is made up of:

- a) the Director of the Institute
- b) usually 12 members appointed by the Rector among the donors of the Institute, representatives of the academic world and persons wounded in their human dignity.

§2. The Committee works according to the norms that it proposes to the Rector for his approval.

Title II – Teachers

Art. 5 – Categories of teachers

§ 1. Permanent teachers are professors and associated professors; the other teachers are associate adjunct lecturers, lecturers and invited professors.

§ 2. The Institute can avail itself of assistants to help teachers and students.

Art. 6 – Tasks and rights of stable professors

§ 1. Stable professors are requested to:

⁶ Cfr. *Statutes of the Institute of Anthropology*, art. 2 § 5.

- a) devote themselves during the academic year to accompaniment, supervision of the practical work, didactical activities, research and publications, in accordance with the provisions of the University Statutes⁷ and the University General Rules⁸;
- b) act as dissertation censor when requested by the Director
- c) be available to meet and discuss with the students;
- d) participate in sessions, conferences and other formation activities of the Institute;
- e) not to take on academic duties in other institutions, without the approval of the Director and the Rector, that may hinder their service to the Institute.

§ 2. According to the University Rules⁹, the professors of the Institute, after teaching for three consecutive years, may be exempted from teaching for one semester in order to devote themselves more intensively to research.

Title III – Students

Art. 7 – Conditions for admission to the Diploma in Safeguarding

§ 1. In order to be admitted, and according of what established by the Statutes of the Institute¹⁰:

- a) the Diploma candidate must have obtained at least a bachelor's degree (first cycle university degree) with a final average grade of at least *Cum Laude* in disciplines related to the subjects taught;
- b) the candidate must have sufficient knowledge of the teaching language;
- c) further conditions for admission are personal motivation and the prospect of future work in the field.

§ 2. The application for admission, with the required documents, must be received by norm by the deadline indicated in the Institute's Study Program.

§ 3. In order to evaluate the admission, the Director of the Institute appoints one or more responsible persons.

⁷ Cfr. *General Statutes of the University*, art. 47.

⁸ Cfr. *General rules of the University*, art. 57.

⁹ Cfr. *General rules of the University*, art. 59 § 2.

¹⁰ Cfr. *Statutes of the Institute of Anthropology*, art. 4.

Art. 8 – Conditions for admission to the Licentiate in Safeguarding

§ 1. In order to be admitted, and according of what established by the Statutes of the Institute ¹¹:

- a) the Licentiate candidate must have obtained at least a bachelor's degree (first cycle university degree) with a final average grade of at least *Cum Laude* in disciplines related to the subjects taught;
- b) the candidate must have sufficient knowledge of the teaching language;
- d) further conditions for admission are personal motivation and the prospect of future work in the field.

§ 2. The application for admission, with the required documents, must be received by norm by the deadline indicated in the Institute's Study Program.

§ 3. In order to evaluate the admission, the Director of the Institute appoints one or more responsible persons.

Art. 9 – Conditions for admission to the Doctorate in Anthropology

§ 1. Candidates to the doctorate cycle are assessed according to what the *University Rules* establish. Therefore, candidates who have obtained a Licentiate in Safeguarding or a second-cycle academic degree qualifying them to undertake interdisciplinary research on human dignity and care of vulnerable persons may be admitted to the doctorate cycle.

§2. Beside what is established for the *Cursus ad Doctoratum* finalised with the presentation of the dissertation, the Director may require other conditions to be fulfilled in order to fill any gaps in relation to the programme of studies.

§ 3. Students are required to be proficient in the languages necessary for scientific research, as determined by the Director and the Moderator of the dissertation. Students who do not demonstrate sufficient knowledge of these languages must acquire it during the *Cursus ad Doctoratum*.

§ 4. The admission application, along with the required documentation, must generally be submitted by the deadlines indicated in the programs of study.

§ 5. To evaluate the admission, the Director of the Institute appoints one or more responsible

¹¹ Cfr. *Statutes of the Institute of Anthropology*, art. 4.

individuals.

Art. 10 – Continuation at the Institute

The suitability and progress of each student are evaluated at the end of each academic semester and, in special cases, also during the year, in order to determine the continuation or interruption of studies. The assessment is formulated by the Director with the agreement of his Council, and he communicates it to the student.

Art. 11 – Assignment of credits in the Licentiate's cycle

For the Licentiate's cycle there is an average annual commitment of 60 ECTS. The ECTS value of courses and activities, as well as the final exams, depends on the commitment associated to it and it is distributed as follows:

- courses: 70 ECTS;
- internship: 26 ECTS;
- thesis and thesis defense: 14 ECTS (10 ECTS for the thesis and 4 ECTS for the thesis defense);
- final exams: 10 ECTS (equally divided between written and oral exams).

Title IV – Order of the studies

Art. 12 – Academic offer

§ 1. Students of the Diploma program follow an intensive academic path in one semester (30 ECTS).

§ 2. Students in the Licentiate's cycle follow an interdisciplinary path of 4 academic semesters (120 ECTS), one of which includes practical training.

§ 3. Students in the Doctorate cycle carry out their research activities in accordance with the provisions outlined in the *University Rules*.

Art. 13 – Licentiate's Thesis and Doctoral Dissertations

§ 1. The Licentiate's thesis is submitted according to the dates indicated in the academic year's Study Program.

§ 2. The topic of the Doctoral dissertation must be presented at the end of the *Cursus ad Doctoratum*, following the procedure provided in the Norms for the Third Cycle.

§ 3. To be admitted to the Dissertation defense, the student must obtain the project approval and fulfill the procedure described in the Norms for the Third cycle within the specified timeframe.

Title V – Exams and Academic degrees

Art. 14 – General Exams

Courses are concluded with an oral, written, or paper-based exam, as specified in the University Statutes and Rules.¹²

Art. 15 – Thesis and exams for the Licentiate

§ 1. The final exams for the Licentiate, which are accessed after passing the exams of each individual course, the practical internship, and having submitted the thesis, take place during the examination sessions indicated in the University calendar.

§ 2. During the fourth semester of study, the student must develop, a Licentiate's thesis under the supervision of a supervisor approved by the Director, which consists of an original text of approximately 50 pages (around 100,000 characters), excluding the bibliography. The thesis will be defended before the final oral examination.

§ 3. The final Licentiate's examination consists of a written test and an oral examination.

Art. 16 – Calculation of the grade

§ 1. For the Diploma, the calculation is based on the average of the grades obtained in the course exams.

§ 2. For the Licentiate, the following coefficients are assigned:

- Average of the course grades: 70%
- Internship: 5%
- Final thesis 10% (7% for thesis writing and 3% for thesis defense)
- Final exams: 15 % (7% for the written exam and 8% for the oral exam)

¹² Cfr. *General statutes of the Institute of Anthropology*, art. 54 and *General rules of the University*, art 66, §1.

§ 3. For the Doctorate, the following coefficients are assigned:

- Dissertation: 80%
- Defense: 20%

Title VI – E-learning tools

Art. 17 – Nature

The Institute, in accordance with the provisions of the Statutes¹³, develops, distributes, and provides didactical materials for the implementation of e-learning education and formation programs in Safeguarding.

Art. 18 – Modalities

The didactic materials are provided within the framework of agreements with third-party institutions worldwide interested in developing formation programs in collaboration with the Institute.

¹³ Cfr. *Statutes of the Institute of Anthropology*, art. 5, §5.