

Ordinance nr 04_2024_2025
Rady Programowej Geohazards and Climate Change
na Wydziale Nauk Geograficznych i Geologicznych UAM
z dnia 28 stycznia 2025 roku
w sprawie zasad dyplomowania na studiach drugiego stopnia
na kierunku Geohazards and Climate Change

Based on the Statute of Adam Mickiewicz University in Poznań, the Regulations of Studies at Adam Mickiewicz University in Poznań, the Rector's Ordinance of Adam Mickiewicz University in Poznań on the principles of conducting diploma examinations, the Rector's Ordinance of Adam Mickiewicz University in Poznań on submitting and storing diploma theses using the Diploma Theses Archive and documenting diploma examinations, the Program Council of the Geohazards and Climate Change

§1

The diploma process is the final stage of verifying the learning outcomes achieved by a student during second-cycle studies in the Geohazards and Climate Change program.

Chapter 1. Preparation and assessment of diploma dissertation

§2

1. The diploma thesis in the Geohazards and Climate Change program is an independent scientific work presenting the knowledge, skills, and competencies of the student related to the subject matter appropriate for the field of study.
2. The diploma thesis is understood as a master's thesis.
3. The diploma thesis at the second-cycle level is a research work that confirms the student's ability to conduct scientific research.
4. The diploma thesis may take the form of a written paper or a published scientific article.
5. A diploma thesis in the form of a written paper should be prepared according to the following principles:
 - a. The written paper includes terminology, the state of scientific knowledge, legal foundations, as well as research methods and tools described in the learning outcomes for second-cycle studies.
 - b. The written paper must be analytical (based on available data sources and appropriate research methods and tools) and/or empirical (prepared using independently obtained primary materials and original methodological solutions).
 - c. The length of the written paper for second-cycle studies is 60–100 pages.
 - d. The structure of the written paper includes: title page, abstract and keywords in English, introduction, literature review, legal foundations, presentation of research results with analytical-interpretive sections, summary/conclusions, bibliography, list of tables, figures, photographs, appendices, and annexes.
 - e. The title page contains information about the organizational unit, the type of diploma thesis (master's), the field of study, the thesis title, the student's name, the supervisor's academic title/degree and name, and the year the thesis was prepared.
 - f. The written paper meets the editorial requirements specified for diploma theses at the Faculty of Geographical and Geological Sciences (FGGS).
 - g. The diploma thesis is written in English.
 - h. The student uploads the written paper to the Diploma Theses Archive (APD).

6. A diploma thesis in the form of a published article should be prepared according to the following principles.
 - a. The article meets the substantive requirements specified for written papers in §2 points 6a and 6b.
 - b. The article is published or accepted for publishing in a scientific journal included in the Polish ministry list of scientific journals, at the level of at least 70 points on the date of acceptance publishing or publishing, consistent with the field of study.
 - c. The text of the article has a structure and length typical for scientific articles.
 - d. The article may be published independently or co-authored with the supervisor, however the Candidate must be the first author and Contribution Roles Taxonomy (CRediT) must be indicated accordingly:
 - i. Conceptualization - Ideas; formulation or evolution of overarching research goals and aims.
 - ii. Data Curation - Management activities to annotate (produce metadata), scrub data and maintain research data (including software code, where it is necessary for interpreting the data itself) for initial use and later reuse.
 - iii. Formal Analysis - Application of statistical, mathematical, computational, or other formal techniques to analyze or synthesize study data.
 - iv. Funding Acquisition - Acquisition of the financial support for the project leading to this publication.
 - v. Investigation - Conducting a research and investigation process, specifically performing the experiments, or data/evidence collection.
 - vi. Methodology - Development or design of methodology; creation of models.
 - vii. Software - Programming, software development; designing computer programs; implementation of the computer code and supporting algorithms; testing of existing code components.
 - viii. Validation - Verification, whether as a part of the activity or separate, of the overall replication/reproducibility of results/experiments and other research outputs.
 - ix. Visualization - Preparation, creation and/or presentation of the published work, specifically visualization/data presentation.
 - x. Writing – Original Draft Preparation - Creation and/or presentation of the published work, specifically writing the initial draft (including substantive translation).
 - xi. Writing – Review & Editing - Preparation, creation and/or presentation of the published work by those from the original research group, specifically critical review, commentary or revision – including pre- or post-publication stages.
 - e. From the above points from §2 points 6d ii, iii, v, ix, x must be completed by the Candidate
 - f. The article is an integral part of a supplement that elaborates on the conducted research and obtained results. The supplement is independently written by the student and meets the editorial requirements specified for diploma theses at FGGS. The length of the supplement is 20–40 pages. The title page and structure of the supplement comply with the standards specified in §2 points 6d and 6e.
 - g. Both the article and the supplement must be written in English.
 - h. The student uploads the supplement to the Diploma Theses Archive (APD).
7. The diploma thesis is evaluated by the supervisor and a reviewer appointed by the Dean of FGGS.
8. The reviewer of the diploma thesis may be an academic teacher with at least a doctoral degree employed at FGGS or another faculty of the university. The reviewer should be a specialist in the field related to the subject matter of the thesis.
9. The review of the diploma thesis includes a substantive assessment in a descriptive form, addressing the achievement of research objectives, originality of the approach, scientific and legal foundations, methods and sources used, research results, application potential, and justification for awarding distinctions.
10. The student reviews the evaluations in the APD system.

11. Randomly selected diploma theses completed in the Geohazards and Climate Change program are subject to periodic evaluation by the Faculty Commission for the Assessment of Diploma Thesis Quality at FGGS.
12. The evaluation of selected diploma theses includes the alignment of the thesis topic with learning outcomes, verification of reviews provided by the supervisor and reviewer, consistency of assessments between reviewers, and the correctness of the diploma examination, including the alignment of examination questions with the topics for the diploma exam.
13. The final evaluation report of diploma theses is analyzed by the program council. Based on the report, the program council formulates comments and guidelines for supervisors and reviewers of diploma theses.

Chapter II. Topics of diploma dissertations

§3

1. The topic of the diploma thesis, as presented in its title and description, must align with the learning outcomes for the Geohazards and Climate Change program.
2. The program council publishes on the FGGS website a list of supervisors and the research topics they propose for diploma theses.
3. The thematic scope of diploma theses posted on the FGGS website is aligned with the topics of courses, lectures, and classes included in the study program.
4. A student in the Geohazards and Climate Change program agrees on the topic of their diploma thesis with the proposed supervisor by the end of the second term of study.

Chapter III. Diploma seminars and laboratories

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1. The diploma thesis is carried out as part of a seminar and diploma laboratory within the hourly framework specified in the study program.
2. The condition for passing the seminar and diploma laboratory is the student achieving the learning outcomes specified in the syllabus and, in the final term, submitting the diploma thesis by the required deadline.
3. The diploma seminar is conducted by the supervisor overseeing the diploma thesis.
4. The diploma laboratory is conducted by the supervisor overseeing the diploma thesis or another academic teacher.

Chapter IV. Verification of the Supervisors and topics of the diploma dissertations

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1. The program council reviews supervisors and approves the topics of diploma theses for a given academic year.
2. The review of supervisors and approval of diploma thesis topics is conducted electronically via the APD system and takes place in the second term of studies.
3. The supervisor of a master's thesis may be an academic teacher with at least a habilitation degree, employed at FGGS or another faculty of the university.
4. In justified cases, the program council may authorize an academic teacher with a doctoral degree to supervise a master's thesis.
5. In justified cases, the program council may authorize an academic teacher from another university or an external expert with at least a doctoral degree to supervise a master's thesis.
6. First-year students in the Geohazards and Climate Change program select their thesis supervisor from among the faculty teaching in the program or individuals listed on the FGGS website. Supervisor selection declarations must be submitted by the end of the first term of study.
7. In exceptional cases, the Geohazards and Climate Change program council may approve a diploma thesis to be supervised by an academic teacher not listed as a supervisor for the

program. The approval is granted based on a written request from the student. The request must include the proposed supervisor's written consent and justification.

8. In exceptional cases, a change of thesis supervisor is allowed. The change must be approved by the Dean of FGGS in consultation with the program council, based on a written request from the student no later than at the end of the second term of study. The request must include the written consent of both the new and the current supervisor, along with justification. The Dean formalizes the supervisor change in a written decision.
9. In exceptional cases, a correction of the diploma thesis topic is allowed. The program council approves the change based on a written request from the student no later than May 30 of the final term of studies. The request must include information about the current and proposed thesis topics along with justification.

Chapter V. Diploma exam

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1. The examination board conducting the diploma examination consists of the chairperson and two members: the thesis supervisor and the reviewer.
2. The chairperson of the examination board is the Vice-Dean for Student Affairs or a person designated by them.
3. The diploma examination is conducted orally. During the examination, at least three questions must be asked. One question may relate to the subject matter of the diploma thesis completed by the student. The examination questions address the learning outcomes and are consistent with the list of topics for the diploma examination.
4. The list of topics for the diploma examination is developed and made available to students by the program council.

§7

The resolution enters into force on the date of its adoption.