



## DIDACTIC REGULATIONS OF THE DEGREE PROGRAM

### CIVIL AND ENVIRONMENTAL ENGINEERING

#### CLASS L-7

**School: Polytechnic and Basic Sciences**

**Department: Civil, Architectural and Environmental Engineering**

**Regulations in force since the academic year 2024-25**

#### ACRONYMS

CCD	[Commissione di Coordinamento Didattico]	Didactic Coordination Committee
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

#### INDEX

Art. 1	Object
Art. 2	Training objectives
Art. 3	Professional profile and work opportunities
Art. 4	Admission requirements and knowledge required for access to the Degree Program
Art. 5	Procedures for access to the Degree Program
Art. 6	Teaching activities and Credits
Art. 7	Description of teaching methods
Art. 8	Testing of training activities
Art. 9	Degree Program structure and Study Plan
Art. 10	Attendance requirements
Art. 11	Prerequisites and prior knowledge
Art. 12	Degree Program calendar
Art. 13	Criteria for the recognition of credits earned in other Degree Programs in the same Class.
Art. 14	Criteria for the recognition of credits acquired in Degree Programs of different Classes, in university and university-level Degree Programs, through single courses, at online Universities and in International Degree Programs; criteria for the recognition of credits acquired through extra-curricular activities.
Art. 15	Criteria for enrolment in individual teaching courses
Art. 16	Features and arrangements for the final examination
Art. 17	Guidelines for traineeship and internship
Art. 18	Disqualification of student status
Art. 19	Teaching tasks, including supplementary teaching, guidance, and tutoring activities
Art. 20	Evaluation of the quality of the activities performed
Art. 21	Final rules
Art. 22	Publicity and entry into force

## **Art. 1**

### **Object**

1. This Didactic Regulations govern the organisational aspects of the Degree Program (CdS) in Civil and Environmental Engineering (class L7- Civil and Environmental Engineering). The CdS in Civil and Environmental Engineering is hinged in DICEA, Department of Civil, Architectural and Environmental Engineering and is taught in English.
2. Pursuant to Art. 4 of the Study Program Regulations, the Degree Program is governed by the Didactic Coordination Committee (CCD), as the Collegial Management Body of the Degree Program.
3. The Didactic Regulations is issued in compliance with the relevant legislation in force, the Statute of the University of Naples Federico II, and the RAD.

## **Art. 2**

### **Training objectives**

1. The Degree in Civil and Environmental Engineering aims at training graduates in possession of the scientific, technical, and cultural requisites useful to understand, solve and manage the basic problems related to the design, construction, conduction, control, maintenance and safety keeping of civil works and of the built environment in which they are inserted, with particular reference to the demand and standards of the international professional and construction market.
2. In order to pursue the educational objectives of the Degree Program, the basic disciplines are selected and sized so as to provide the necessary cognitive elements to know and understand the methodological-operational aspects of mathematical analysis, experimental physics, analytical geometry and theoretical mechanics. These disciplines, which define the group of basic training activities, are placed in the first year of studies and in the first semester of the second year.
3. Characterising educational activities deal with the methodological-operational aspects of the basic sciences of civil engineering: structural mechanics and engineering, hydraulics and hydraulic infrastructures, soil mechanics and geotechnical engineering, transport infrastructures and transportation engineering, sanitary and environmental engineering. These disciplines are placed in the second year of studies, where notions of fluid and solid mechanics are mainly taught as preparatory to applications, and in the third year, where training turns into a more applied approach, studying the construction materials during their whole life-cycle with their physical-mechanical behaviour and the engineering applications. These disciplines belong to the group of: civil engineering; environmental and land engineering; civil, environmental and land protection and safety engineering.
4. The related and supplementary activities aim at enriching and completing the interdisciplinary preparation of the graduate, providing specialized content and methodology, according to the educational objectives of the Degree Course.
5. The free-choice credits allow the student to deepen his or her cultural interests and better target the labour market or a second-level degree in the sector.
6. The studies encompass innovative methods, techniques and integrated digital modelling and calculation tools, for digital data management and processing, experiments and simulations of applicative problems and as a whole they are aimed at stimulating in the graduate a critical mind and awareness of contemporary contexts also in relation to climate change and extreme events, at the development of relational and decision-making skills and at encouraging continuous education.

7. Therefore, the course of study includes: laboratory work aimed at the knowledge of new technologies, digital instruments and experimental methods for the acquisition, processing and analysis of data; practical activities aimed at the analysis and solution of representative problems of civil and environmental engineering and to the knowledge of structures and infrastructures, plants and services and phenomena and processes of natural and anthropic origin.

### Art. 3

#### Professional profile and work opportunities

##### DESIGN ASSISTANT

###### *Function in a working context:*

The professional figure trained by the Degree Course (Civil and Environmental junior engineer) has knowledge and methodological skills to contribute to the design and construction of civil works, i.e. civil structures, civil components of industrial plants, transport infrastructures and related works, water distribution, disposal and treatment systems. Therefore, in the work context he/she can take on the function of design assistant. This professional profile collaborates in the design of the works listed above, in the preliminary, final and executive design phases; he/she collaborates in feasibility and environmental impact studies; he/she contributes to the development of risk analyses and provides technical consultancy in the professional domain defined above. In the aforementioned contexts, he/she may also contribute to planning, requalification and restoration of buildings, of the urban environment and the territory, with the responsibility profiles envisaged by the regulations.

###### *Skills associated with the function:*

The knowledge acquired at the end of the three-year degree course covers: a) Basic maths, physics, chemistry and mechanics; b) the characterising training activities relating to: fluid mechanics, mechanics of solid continuum and particle media; structural engineering, geotechnical engineering, hydraulic and transport infrastructure engineering (and related technical regulations according to the European framework); environmental processes; c) related and supplementary disciplines aimed at enriching and completing interdisciplinary skills.

The training described in the previous paragraph enables the graduate in Civil and Environmental Engineering:

- to understand the methodological and operational aspects of the basic sciences, needed to interpret and describe civil and environmental engineering problems;
- to know the methodological and operational aspects of the characterising disciplines, as far as to identify, formulate and solve the problems of professional practice, also using novel methods, techniques and tools;
- to know and use basic engineering techniques and solutions for the simulation of phenomena of interest to civil and environmental engineering and to deal with the processes of design and performance verification of civil and environmental systems, also using newly conceived modelling tools;
- to conduct experiments and interpret their results;
- to possess the basic cognitive tools for continuous education and to access to new technologies.

The graduate in Civil and Environmental Engineering, also trained to transversal non-disciplinary skills, knows his/her professional and ethical responsibilities and in his/her role as design assistant is able to:

- understand the impact of engineering solutions on the social context;

- understand the contemporary contexts and the ongoing transitions;
- communicate effectively in written and oral form the proposed design solutions.

As design assistant the graduate knows and can independently apply the knowledge and skills acquired to even moderately complex cases and he/she is equally capable of working in a team, technically interacting with the other professional figures involved in the design activities described above.

Finally, he/she has a sound base of knowledge to continue his/her studies within the framework of a second-level degree in the sector.

#### *Employment opportunities:*

As design assistant the graduate in Civil and Environmental Engineering can find professional opportunities in compliance with the conditions by law in: professional firms, consultancy and design companies, public and private organisations agencies or as a freelancer, in accordance with current legislations.

### MANAGER OF ENVIRONMENTAL AND LAND TRANSFORMATION SERVICES AND PROCESSES

#### *Function in a working context:*

The professional figure trained by the Degree Course (junior civil and environmental engineer) has skills and knowledge in the management, control and maintenance of the man-made and environmental heritage and in maintaining their conditions of efficiency and safety, also with respect to exceptional events of natural or man-made origin. Therefore, in the work context he/she can take on the function of manager of environmental and land transformation services and processes. This professional profile is able to deal with the surveying, monitoring and management of urban, land and environmental systems and their processes and has the ability to act on them for their protection. In the above-mentioned contexts he/she can contribute to activities of intervention planning and project management, maintenance of works and territory, technical assistance with economic-productive function, risk analysis and safety management of infrastructures (including prevention and emergency phases), building sites, workplaces, industrial environments, with the liability provided for by the regulations.

#### *Skills associated with the function:*

The knowledge acquired at the end of the three-year degree course covers: a) Basic maths, physics, chemistry and mechanics; b) the characterising training activities relating to: fluid mechanics, mechanics of solid continuum and particle media; structural engineering, geotechnical engineering, hydraulic and transport infrastructure engineering (and related technical regulations according to the European framework); environmental processes; c) related and supplementary disciplines aimed at enriching and completing interdisciplinary skills.

The training described in the previous paragraph enables the graduate in Civil and Environmental Engineering:

- to understand the methodological and operational aspects of the basic sciences, needed to interpret and describe civil and environmental engineering problems;
- to know the methodological and operational aspects of the characterising disciplines, as far as to identify, formulate and solve the problems in management of civil infrastructure and environmental and spatial processes, also using novel methods, techniques and tools;
- to analyse the complex relationships between engineering solutions and the surrounding environment, qualitatively assessing their impact;
- to know methods, techniques and tools for monitoring, surveying and data processing;

- to conduct experiments and interpret their results;
- to possess the basic cognitive tools for continuous education and for upgrading their knowledge to govern the ongoing technological transitions.

The graduate in Civil and Environmental Engineering, also trained to transversal non-disciplinary skills, knows his/her professional and ethical responsibilities and in his/her role as manager of environmental and land transformation services and processes is able to:

- understand the impact of environmental changes on the social context;
- understand the contemporary contexts and the ongoing transitions;
- communicate effectively in written and oral form the best solutions to govern environmental and territorial processes.

As manager of environmental and land transformation services and processes, the graduate knows and can independently apply the knowledge and skills acquired to even moderately complex cases and he/she is equally capable of working in a team, technically interacting with the other professional figures involved in the management activities described above.

Finally, he/she has a sound base of knowledge to continue his/her studies within the framework of a second-level degree in the sector.

#### *Employment opportunities:*

As manager of environmental and land transformation services and processes, the graduate in Civil and Environmental Engineering can find professional opportunities in compliance with the conditions by law in: professional firms, consultancy and design companies, manufacturing or service companies, public and private entities, managers and concessionaires of works, networks and services, or as a freelancer, in accordance with current legislations.

### **Art. 4**

#### **Admission requirements and knowledge required for access to the Degree Program<sup>1</sup>**

Admission requirements to the Degree Program are the possession of the upper secondary school qualification required by the regulations in force or of another qualification obtained abroad, recognised as suitable, and of English language certification of level B2 or higher of the Common European Framework of Reference for Languages (CEFR). Possession of the language certificate is verified at the time of enrolment.

The following are required as student's personal preparation: a) logical ability and b) basic scientific knowledge.

a) Ability to correctly interpret the meaning of a text. Ability to identify the input data of a problem and to use them to arrive at a solution; ability to deduce the behaviour of a simple system; ability to link results to the hypotheses that determine them.

b) Properties and operations on numbers; absolute value; powers and roots; logarithms and exponentials; literal calculus; polynomials; first and second degree algebraic equations and inequalities; systems of first degree equations; measure and properties of segments and angles; lines and planes; properties of the main plane and solid geometric figures; Cartesian coordinates; concept of function; equations of lines and simple geometric loci; graphs and properties of elementary functions and trigonometric functions. Elementary physics and basic knowledge of the structure of matter.

Personal preparation is ascertained by means of a compulsory selective test. For the purposes of enrolment, the candidate must reach the access threshold laid down in these teaching Regulations in Art. 5(4), as a percentage of the maximum score for the test. Candidates who, despite achieving a score greater than or equal to the access threshold, do not meet the requirements set out in Article

---

<sup>1</sup> Artt. 7, 13, 14 of the University Didactic Regulations.

5(5) of these teaching Regulations are assigned the additional training obligations set out in the same, to be met in the first year of the course.

The procedures for ascertaining knowledge of the English language are set out in Article 5(6) of these teaching Regulations.

## **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 the case subject to different provisions of law<sup>2</sup>.
2. In the event of negative assessment of the adequate initial preparation regarding knowledge requirements for admission to the Degree Program, the CCD assigns specific Additional Formative Obligations (OFA), indicating the means of verification to be fulfilled within the first year of the Program.
3. A compulsory selective test is required for admission to the Degree Program. The admission requirements are established by the College of Engineering of the Polytechnic and Basic Sciences School, in a coordinated manner for all the degree courses of the Engineering Teaching Area and are the basis for the compulsory selective test, which is administered by the Department of Civil, Architectural and Environmental Engineering in collaboration with the Polytechnic and Basic Sciences School or, alternatively, is entrusted to the CISIA Consortium. The test involves the administration of a multiple-choice questionnaire in English on the topics of Mathematics, Science, Logic and Verbal Comprehension similar to the English TOLC-I. Given the possible participation of non-EU students living abroad (visa applicants), the test is conducted remotely according to the procedures published on the Department's website or that of the Degree Programme. The compulsory selective test is repeatable to allow students to measure their skills and abilities against the requirements of the degree course and improve them through individual study.
4. For the purposes of enrolment, the candidate must reach the minimum threshold of 20% of the maximum score for the test.
5. Admitted candidates who did not score more than 50% of the marks available for the Mathematics section of the test will be assigned an Additional Formative Obligation (OFA) that requires them to acquire at least 9 CFUs in the MAT/05 subject area before being able to sit any other examinations. In any case, the educational debt must be cleared within the first year of the course.
6. If the enrolling student does not already hold certification of the level of English language proficiency required at entry, no lower than B2 of the Common European Framework of Reference for Languages (CEFR), the attainment of this level will be ascertained prior to enrolment by the University Language Centre ([www.cla.unina.it](http://www.cla.unina.it)).
7. Further information on the test can be found on the website of the Department of Civil, Architectural and Environmental Engineering ([www.dicea.unina.it](http://www.dicea.unina.it)), in the section dedicated to this Degree Program, where prospective enrolling students can also find the test schedule to be booked for the February-October period through the on-line procedure.

---

<sup>2</sup> 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 commitment<sup>3</sup> 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 <sup>4</sup>:

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

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

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 this Didactic Regulations.

## **Art. 7**

### **Description of teaching methods**

The didactic activity is carried out in person ("Conventional Degree Program").<sup>[6]</sup>

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.

---

<sup>3</sup> 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".

<sup>4</sup> 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.".

<sup>5</sup> 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)"]

<sup>6</sup> 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 activities<sup>7</sup>

1. The CCD, within the prescribed regulatory limits<sup>8</sup>, 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.<sup>9</sup>
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 unanimous vote of the Board. Examinations are marked out of 30 or with a simple pass mark. Assessment 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. Examination Boards are governed by the University Didactic Regulations<sup>10</sup>.

---

<sup>7</sup> Article 22 of the University Didactic Regulations.

<sup>8</sup> 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".

<sup>9</sup> 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."

<sup>10</sup> 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."



## Art. 9

### Degree Program structure and Study Plan

1. The legal duration of the Degree Program is 3 years.  
The student must acquire 180 CFU<sup>11</sup>, attributable to the following Types of Training Activities (TAF):  
A) basic,  
B) characterising,  
C) related or complementary,  
D) at the student's choice<sup>12</sup>,  
E) for the final exam,  
F) further training activities.
2. The degree is awarded after having acquired 180 CFU by passing examinations, not exceeding 20], 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 unit<sup>13</sup>. Tests constituting an assessment of suitability for the activities referred to in Article 10, paragraph 5, letters c), d) and e) of Ministerial Decree 270/2004<sup>14</sup> 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 Course 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 propaedeutics envisaged by the Degree Program are listed. The study plan offered to students, with an 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 this Didactic Regulations.

---

<sup>11</sup> 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.

<sup>12</sup> 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).

<sup>13</sup> Pursuant to the D.M. 386/2007.

<sup>14</sup> 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".

## **Art. 10**

### **Attendance requirements<sup>15</sup>**

1. In general, attendance of lectures is a) strongly recommended but not compulsory  
In the case of individual courses with compulsory attendance, this option is indicated in the relative teaching/activity course sheet available in Annex 2.
2. If the lecturer envisages a different syllabus modulation for attending and non-attending students, this is indicated in the individual Course detail 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 in advance of 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 Class<sup>16</sup>**

For students coming from Degree Programs of the same class, the Didactic Coordination Committee 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. This 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.

---

<sup>15</sup> Art. 22, c. 10 of the University Didactic Regulations.

<sup>16</sup> 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 Programs<sup>17</sup>; 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.
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 level<sup>18</sup>.
3. With regard to the criteria for the recognition of CFU acquired in extra-curricular activities, within the limit of 12 CFU the following activities may be recognised:
  - Professional knowledges, skills, and certified skills, taking into account the congruence of the activity carried out and/or of the certified skill with the aims and objectives of the Degree Program as well as the hourly commitment of the duration of the activity.
  - Knowledges and skills acquired in post-secondary-level training activities, which the University contributed to develop and implement.

## Art. 15

### Criteria for enrolment in individual teaching courses

Enrolment in individual teaching courses, provided for by the University Study Program Regulations<sup>19</sup>, is governed by the "University Regulations for enrolment in individual teaching courses activated as part of the Degree Program"<sup>20</sup>.

---

<sup>17</sup> Art. 19 of the University Didactic Regulations.

<sup>18</sup> R.D. No. 3241/2019.

<sup>19</sup> Art. 19, c. 4 of the University Didactic Regulations.

<sup>20</sup> R.D. No. 3241/2019.

## **Article 16**

### **Features and modalities for the final examination**

1. The Degree in Civil and Environmental Engineering is awarded after passing a final examination consisting in the discussion, in front of a Committee, of an essay, not necessarily original, produced by the student under the guidance of a supervisor on a subject area studied in depth during his course of study or on an internship activity. The final examination is designed to verify the scientific maturity achieved by the student in relation to the ability to address specific issues in civil and environmental engineering, applying the knowledge acquired in the degree programme to the identification, modelling and solution of engineering problems.
2. The final examination is taken by the candidate in front of the Committee chaired by the Course Coordinator and it consists of the presentation of the essay prepared under the guidance of a supervisor and subsequent discussion with the members of the Committee. The student is allowed to make use of audio-visual support, to be projected publicly. At the end of the presentation, each member of the Committee may address remarks to the candidate relating to the topic of the essay. The presentation lasts between 10 and 15 minutes, while a maximum of 5 minutes is allowed to the discussion.

## **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 270/2004<sup>21</sup>.
2. The modalities and characteristics of traineeship and internship are regulated by the CCD with a specific regulation.
3. The University of Naples Federico II, through the job-service of the Polytechnic and Basic Sciences School, ensures constant contact with the world of work, in order 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 status<sup>22</sup>**

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

---

<sup>21</sup> Traineeships ex letter d can be both internal and external; traineeships ex letter e can only be external.

<sup>22</sup> Art. 24, c. 5 of the University Didactic Regulations.

professors and researchers and on the procedures for self-certification and verification of actual performance<sup>23</sup>.

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 Committee implements all the forms of quality assessment 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)<sup>24</sup> 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;
  - 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.

---

<sup>23</sup> R.D No. 2482//2020.

<sup>24</sup> 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.

## **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 an integral part of this Didactic Regulations.