INTERNAL OPERATING REGULATION

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Article 1. General principles

The second cycle of studies consists in the attendance of a Postgraduate Studies Programme (MSc) with a minimum number of sixty (60) credit units (ECTS) and a minimum duration of two (2) academic semesters, the successful completion of which leads to level seven (7) of the National and European Qualifications Framework, according to article 47 of Law No. 4763/20.

This Regulation presents the structure and the rules of operation of the Master of Science in Contemporary Sport Communication, Journalism and Photopress of the Department of Sports Organization and Management of the University of Peloponnese (PA.PEL.), which awards a Master of Science in Contemporary Sport Communication, Journalism and Photojournalism.

The provisions of this Regulation, as they are analyzed in the following articles, specify and complement the legislative framework governing postgraduate studies and in particular the provisions of Law 4957/2022 (A 141), as amended and in force, while regulating in a uniform manner issues of the operation of the MSc which are not regulated by the existing legislation, but are either provided with relevant authorizations by the Law, or regulated by decisions of the competent bodies of the MSc.

The Regulations for Postgraduate Studies may be amended upon proposal of the Coordinating Committee of the Master's Programme and decision of the Departmental Assembly and the Senate of the Foundation.

These Regulations are posted on the website of the Department and the MSc.

Article 2. Object - Purpose - Learning outcomes of the MSc.

2.1. Object of the Programme

The Postgraduate Studies Programme entitled "Contemporary Sports Communication, Journalism and Photojournalism" is included in the multi-year development plan of the Department of Sports Organization and Management and is part of the strategic planning of the University of Peloponnese. It is governed by

scientific coherence and aims to further promote knowledge, the development of research and the arts, the satisfaction of educational, research, social, cultural and development needs of the country, the high level specialization of graduates in theoretical and applied areas of the subject (in accordance with the *revised Article 3 of the Charter of Ethics of the World Federation of Journalists)*, such as the techniques of drafting and management of sports content for printed and broadcast media, and the development of sports content in the field of sport.

2.2. Objectives of the Programme

The "Contemporary Sports Communication, Journalism and Photojournalism" refers to the general scientific field of sports communication as well as to the specific scientific field of sports journalism and photojournalism, which in the modern labour market may constitute single or distinct professional fields.

The main objective of the programme is the promotion of knowledge and the development of research in the specific scientific field and in the related sciences of Sport Management and New Technologies. In particular, the programme, through specialized teaching, research work of students under the supervision of the lecturers and the transfer of experience on behalf of professionals in the market who have received high distinctions in their field, aims to prepare executives with a solid education, capable of promoting the development of the above subject in Greece and internationally. In particular:

In the area of "sport communication", the programme aims at the acquisition by postgraduate students of academic knowledge and professional skills in a series of intrinsic functions of discourse and socially determined semiotic systems that shape the public and private spheres in sport. In the international literature, Communication is among the basic tools of Sports Management and Olympism and is linked both to the Micro-environment of sports and Olympic organizations (financial resources, natural resources, technological resources, human resources) and to their Macro-environment (Economy, Technology, Culture, Political Environment, Globalization, Demographic factors). Particular emphasis is placed on Knowledge as an intangible capital for the sport organisation or business, as well as on the ways in which the Internet can be used to create the necessary internal and

external leverage that will lead to the transformation of knowledge, information and interactions through the web into *Knowledge Assets* for organisations and businesses and through them to the formation of *Knowledge Capital*, which is an intangible capital of organisations and businesses. Sport communication' also deals, among other things, with (a) the structuring of psychosocial relationships in order to implement more effective methods of communication between athletes, coaches and those directly involved in sport, (b) the personality of the athlete and coach, (c) the role of communication and the media in the formation of sporting norms, (d) the theories of motivation in sport; (e) the psychological management by the athlete of the social image of the athlete in the media and the set of expectations they foster for his/her performance, (f) the psychological factors which influence the perception and work of sports editors; (g) the legal framework for the organisation and management of sport; (h) the institutionalisation of specific sports programmes for individual social groups, i) the framework for the exercise of the profession of sports editor/reporter in sports venues through the regulation of issues related to journalistic coverage (management of the athlete's image, protection of personality and personal data, violence, doping, etc.); and j) the multiple dimensions of the so-called 'sports industry' which Forester (2009) classifies into three categories: *Performance*, *Production and Promotion.*

As far as the sports journalism and photojournalism aspect is concerned, the programme aims at the acquisition of academic knowledge and the development of professional skills for the production, collection, textual formulation and presentation/distribution of sports material for the media. This material can be published in sports, political, economic and varied newspapers and magazines in the country and/or is shown in electronic media (TV, radio) and/or distributed using new Information and Communication Technologies on websites of traditional media companies, websites of news companies operating exclusively on the Internet, web TV, web radio, news agencies, digital platforms, podcasts, etc. The programme also aims at the acquisition of academic knowledge and the development of professional skills for communicating with targeted groups of audiences through Social Media, the use of online tools for checking and validating the journalistic product and detecting altered videos, photos and news (fakenews), the journalistic coverage of major sporting events (mega events), the journalistic rendering of the content of official and unofficial statements and positions on issues related to sports. Also,

implements the shaping of media executives for Press Offices and PR departments of Sports and Olympics Organisations.

2.3. Interdisciplinary fields that make up the scope of the MSc

The interdisciplinary fields that make up the cognitive object of "Contemporary Sports Communication, Journalism and Photojournalism" are Communication and Media, Sports Administration, Sports Marketing, Information and Communication Technologies (ICT), Sports Law, Sports Mediation, Economics, Sociology of Sport and Statistics of Sport.

2.4. Learning outcomes

The graduate of the MSc will acquire specialized, in-depth and up-to-date knowledge of the broader area of Modern Sports Communication, Journalism and Photojournalism and will develop the following skills, competencies and attitudes:

Skill level

Upon completion of the MSc, graduates will :

- know innovative methods of communication in the modern sports environment,
- organise the internal and external communication of a sports body/organisation/business
- develop the cooperation of the sports body/organisation/business with the media
- use modern techniques for writing written, broadcast and online sports text,
- produce and distribute sports news/information content in print, electronic or digital format,
- highlight innovative functions of digital platforms for the production and distribution of informative sports product,
- know new forms of journalism that are emerging through the development of New Technologies (multimedia, social media, data journalism, robotic journalism),
- use techniques to effectively exploit the different semantic systems of traditional media and New Media,

- analyse techniques of photography and moving image in sport,
- highlight the institutional framework for the organisation and operation of betting media as well as the ethics governing their operation,
- produce and distribute multimodal sports texts for different media categories,
- use online news and photo validation services,
- cover major sporting events (Mega events)

Skill level

Upon completion of the MSc, graduates will be able to :

- search, analyse and synthesise data and information, using appropriate technologies,
- design and manage innovative cognitive tools for the production and distribution of sports news/information content,
- develop creativity in the context of teamwork,
- organise their work in an international/globalised environment,
- adapt academically and professionally to modern standards,
- develop leadership skills in a sports environment and sports media,
- implement projects in an interdisciplinary environment,
- generate new research ideas in the broader field of Sports Communication and Media,
- cultivate critical faculties on major issues concerning the relationship between the media and sport,
- effectively highlight social, legal, ethical and other issues related to the collection of journalistic data,
- operate digital tools to control fake news,
- participate in the organisation and control of television, radio and internet productions, using Information and Communication Technologies,
- staff the Press Offices of the Sports and Olympic Organizations, using modern models of organization and operation of Organizational Departments.

- implement crisis communication management programmes in sports organisations, in cooperation with the management, using modern Crisis Management tools.
- organise and implement Corporate Social Responsibility programmes of Sports Organisations and Enterprises.

Tension Level

Upon completion of the MSc, graduates will be able to :

- They develop self-critical attitudes and behaviour as well as healthy perceptions as transmitters, transmitters and receivers of the sports product produced,
- support "clean" sport,
- highlight and respect ethics,
- choose ethical behaviour in the performance of their duties,
- adopt moral attitudes in the face of moral dilemmas,
- respect diversity and multiculturalism in accordance with the firm principles of Olympism,
- promote free, creative and inductive thinking in the synthesis and analysis of data and information related to the sporting world,
- encourage media coverage of the Corporate Social Responsibility programmes of sports organisations,
- reject practices that are not in line with the professions of the wider field of communication, journalism and public relations, such as the concealment (total or partial) of the truth, the distortion of information and news, attempts to manipulate public opinion, etc.
- respect the personality of the parties involved in the sporting process as well as their colleagues,
- cooperate constructively with other specialist groups involved in the formulation, formatting and distribution of information and news material, depending on the professional environment,
- adopt policies to protect vulnerable groups and minors from betting,
- take initiatives against gambling addiction through their work,
- support actions against the manipulation of matches

- promote the rights of people with disabilities to equal access to sport

2.5. Academic and professional perspectives for the graduates of the MSc

Holders of the Master of Science in Contemporary Sport Communication, Journalism and Photopress belong to the new generation of specialized and well-trained Communication and Media executives who are able to promote the development of the subject in Greece and internationally and provide high quality services in the following areas:

- in public and private education
- to sports bodies as well as sports governance bodies
- public and private organisations and enterprises in the field of sport, such as municipal sports organisations, public sports facilities, private companies organising sports events, etc.
- to sports clubs and associations.
- In Press Offices, Communication and Public Relations Offices of Sports Organizations of the Regions and the local authorities,
- in sports newspapers and magazines,
- in the sports section of political, economic and varied newspapers and magazines,
- private and public television and radio stations,
- online websites of an informative nature with sports content,
- to subscription platforms that produce and distribute sports content in digital and/or mobile format,
- to media that provide other digital production and distribution services for sports content (Web Radio, Web TV, podcasts, etc.),
- to news agencies,
- to advertising companies that undertake text writing work in the context of advertising communication for sports companies and organisations,
- to companies that undertake media monitoring and deduplication work,
- In the Public and wider Public Sector in accordance with the current regulations, as defined by P.D. 347/2003 (Government Gazette 315/A΄), which amends the provisions of P.D. 50/2001 (Government Gazette 39/A΄)

"Determination of qualifications for appointment to positions in public sector bodies").

Article 3. Competent Bodies/Committees for the establishment and operation of the MSc.

The competent bodies/committees for the organization and operation of the MSc are:

a) the Senate of the Foundation

b) the Committee for Postgraduate Studies (E.M.S.) of the Foundation

c) the Assembly of the Department

d) the Coordinating Committee (CC) of the MSc.

e) the Director of the MSc.

f)The Examination/Selection Committee for Postgraduate Candidates

3.1. Senate

The Senate of the University of Peloponnese is the competent body for academic, administrative, organisational and financial issues of the University of Peloponnese and has the following specific responsibilities:

a) establish the Postgraduate Studies Committee of the Foundation,

b) approve the establishment of the Postgraduate Studies Programme (MSc) or the amendment of the decision to establish the MSc,

c) approve the extension of the duration of the operation of the MSc,

d) establishes the Curriculum Committee (in case of interdepartmental, or interdisciplinary or joint MSc programmes),

e) decides the abolition of the MSc courses offered by the University of Peloponnese

f) Exercise those powers relating to the MSc, which are not specifically delegated by law or this Regulation to other institutions.

3.2. Committee for Postgraduate Studies (E.M.S.)

The Postgraduate Studies Committee (MPC) is established by decision of the Senate, following a proposal of the Dean's Office of the Faculties of the Foundation.

The Committee consists of one (1) member of the Teaching and Research Staff from each Faculty of the University of Peloponnese, one (1) member from the categories of Special Teaching Staff (E.1 member of the University of Peloponnese, one member from the Special Teaching Staff, Laboratory Teaching Staff and Special Technical Laboratory Staff of the University of Peloponnese and the Vice Rector, who is responsible for academic matters, as President. The members of the Committee have experience in organizing and participating in second cycle curricula. The term of office of the Committee is two (2) academic years. The N.M.S. shall have the powers provided for in par. 2 of article 79, of Law No. 4957/2022 (A´141).

3.3. Assembly of the Department

The Assembly of the Department is responsible for the organization, administration and management of the MSc "Contemporary Sports Communication, Journalism and Photojournalism" and in particular:

a) recommend to the Senate through the Postgraduate Studies Committee

- o the necessity to amend the decision of the foundation of the MSc, as well as the extension of the duration of the MSc

- o the Regulations of the MSc as well as all the issues mentioned in subparagraphs (a) to (p) of paragraph (a) to (p) of the paragraph. 3 and 4 of Article 80 of Law No. 4957/2022 (A´141).

b) establish Committees for the evaluation of applications from prospective postgraduate students and approve their enrolment in the programme,

c) assigns the teaching work to the lecturers of the MSc.

d) establish examination committees for the examination of the theses of postgraduate students and appoint the supervisor for each thesis,

e) determines the successful completion of the course of study in order to award the degree of the MSc,

f) approve the report of the MSc, following the recommendation of the Coordinating Committee (CC),

g) may assign auxiliary teaching work within the framework of courses of the MSc to doctoral candidates of the Department, under the supervision of a lecturer of the MSc,

h) approves the invitation of Visiting Professors to cover the teaching needs of the MSc, following the recommendation of the Coordinating Committee

i) exercise any other power provided for by the provisions of Law. 4957/2022 (A΄141).

By decision of the Assembly of the Department, the responsibilities of b) and d) may be transferred to the Board of the MSc.

3.4. The Steering Committee

The Coordinating Committee (CC) consists of the Director of the MSc and four (4) members of the Department's faculty, who have a related subject to that of the MSc and undertake teaching work in the MSc. The term of office of the CC is two years, parallel to that of the Director. The members of the Board are determined by decision of the Departmental Assembly.

Emeritus Professors of the Department or of the collaborating Departments may participate in the CC, if they provide teaching work in the MSc.

The CC is responsible for monitoring and coordinating the operation of the programme and in particular:

a) prepare the initial annual budget of the MSc and its amendments, if the MSc has resources according to article 84 of Law No. 4957/2022 and recommends its approval to the Research Committee of the National Research Council

b) prepare the report of the programme and recommend its approval to the Assembly of the Department,

c) approve the expenditure of the MSc,

d) recommends to the Assembly of the Department the allocation of teaching work, as well as the assignment of teaching work to the teaching categories of article 83, of Law No. 4957/2022,

e) recommends to the Assembly of the Department the invitation of Visiting Professors to cover the teaching needs of the programme,

f) draw up a plan for the modification of the curriculum, which is submitted to the Assembly of the Department,

g) recommends to the Assembly of the Department the redistribution of courses between academic semesters, as well as issues related to the qualitative upgrading of the curriculum

The Coordinating Committee may approve the awarding of scholarships, contributory or not, provided that this specific competence is delegated to it by the Assembly of the Department.

3.5 The Director of the MSc

The Director of the MSc comes from the members of the Department's faculty, with priority of Professor or Associate Professor rank, of the same or related subject with the subject of the MSc and is appointed by decision of the Department's Assembly for a two-year term of office, with the possibility of renewal without limitation.

The Director of the MSc has the following responsibilities:

a) chair the CC, draw up the agenda and convene its meetings,

b) recommends issues concerning the organization and operation of the MSc to the Assembly of the Department.

c) recommends to the Board and the other bodies of the MSc and the A.E.I. issues related to the effective operation of the MSc,

d) is the Scientific Officer of the programme in accordance with article 234 of Law No. 4957/2022 and exercises the respective responsibilities,e) monitors (i) the implementation of the decisions of the institutions of the MSc, (ii) the observance and implementation of the provisions of the Internal Regulations for postgraduate and doctoral programmes of study and the provisions of the Regulations of the MSc, as well as (iii) the implementation of the MSc budget.

f) exercise any other competence, which is specified in the decision establishing the MSc.

The Director of the MSc and the members of the Board of Directors and the Curriculum Committee (CPC) are not entitled to any remuneration or any compensation for the performance of the responsibilities assigned to them and related to the performance of their duties.

3.6 Selection Committee for postgraduate students

The Examination/Selection Committee for Postgraduate Candidates consists of three members of the Department's faculty and is appointed by decision of the Department's Assembly.

The Commission is responsible for:

- Evaluation of all submitted supporting documents, in accordance with the applicable legislation and the criteria set out in Article 6.4 of this Regulation. (The check of the completeness of the supporting documents is carried out by the Secretariat of the MSc).

- Language proficiency check.

- Conducting personal interviews.

The provisional ranking of candidates is posted on the website of the MSc, in a way that protects the personal data of the candidates. Candidates have five (5) calendar days to lodge an objection, if they so wish. The objection is examined within five (5) calendar days by the Candidates' Objections Committee of Postgraduate Students, which is appointed by decision of the Department's Assembly and consists of 3 members and 3 alternates. Following the decision of the Appeals Committee, the Postgraduate Candidates Selection/Selection Committee shall draw up the list

final ranking of the candidates, which is submitted to the Departmental Assembly for ratification. In case the Selection Committee for Postgraduate Candidates has not been appointed, the relevant responsibilities are exercised by the Coordinating Committee of the MSc.

Article 4. Categories of admission

Holders of a first cycle degree from a higher education institution (Universities and Technical Universities) in Greece or similar institutions abroad are admitted to the MSc.

The members of the categories EEP (ΕΕΠ), as well as EDIP (ΕΔΙΠΙ) and ETER (ΕΤΕΠ) of the University of Peloponnese can be registered as supernumeraries, and only one per year and per MSc, if they serve in the Department of Sports Organization and Management and the degree and the work they perform in the Department is relevant to the subject of the MSc.

Article 5. Number of applicants

The maximum number of admissions is fifty (50). The exact number of admissions for each academic year is determined by a decision of the Assembly of the Department:

- the adequate staffing of the Department in terms of teaching, administrative and technical staff
- the good student/faculty ratio (5/1),
- the technological equipment available to the Department of Sports Organisation and Management,
- the infrastructure of the Department, as described in detail in Article 27 of these Regulations.

There is no minimum number of admissions, as the primary concern of the programme is the dissemination of knowledge to anyone who wishes to acquire it . However, for reasons of effective utilization of the human resources of the Department and the University of Peloponnese, following the justified recommendation of the Director of the MSc, the Assembly of the Department may decide not to announce or not to implement a course, even if it has been announced and candidates have been submitted, if it considers that the operation of the MSc is not feasible.Indicative reasons for not implementing a course are the very low number of applications or admissions, as well as the unavailability of sufficient teaching staff.

Article 6. Procedure and Criteria for Selection of Admission

6.1 Call for expressions of interest

The Department, on dates set by the Assembly, issues a call for expressions of interest for the next academic year of the MSc. The call shall be published on the website of the Department and of the MSc.

The invitation specifies the admission requirements, the categories of graduates admitted, the maximum number of applicants, the admission procedure, the selection criteria, the deadlines for submitting applications, the supporting documents required, the objection procedure and anything else deemed necessary.

Applications together with the required documents are submitted to the MSc Secretariat. The submission is made exclusively through the online application platform.

6.2 Submission of applications - Supporting documents

Candidates' applications must be accompanied by the documents required by the notice.

Applications must include the following:

1. Application form,
2. Curriculum Vitae,
3. A photocopy of your degree/diploma or certificate of completion of studies,
4. A photocopy of two sides of the identity card,
5. English language certificate, at least B2 level (Good knowledge). In case the above certificate is not available, the ability to understand and write in English will be determined through a written examination conducted under the responsibility of the Coordinating Committee of the MSc.

Applications may optionally include the following supporting documents:

1. Evidence of research activity
2. Evidence of authorship

3. Evidence of professional activity
4. Letters of recommendation
5. Certificate of proficiency in a second or more foreign languages.

In all cases, the notice must explicitly state all the supporting documents that must accompany the applications.

6.3 Procedure for the recognition of foreign academic qualifications.

In the case of qualifications of foreign institutions, the Assembly of the Department appoints a competent committee to verify in accordance with what is defined in article 304 of Law 4957/2022 as amended and in force:

1/ if the institution awarding the title is included in the National Register of Recognized Institutions of foreign countries maintained and updated by the D.O.A.T.A.A.P.

2on/ if the foreign degree is included in the National Register of Types of Degrees of Recognized Institutions posted on the website of the D.O.A.T.A.P.

The candidate must provide a certificate stating the place of study, issued and sent by the foreign university. If the place of study or part of the studies is confirmed as the Greek territory, the degree is not recognised, unless the part of the studies that took place in the Greek territory is in a public university.

6.4 Selection criteria

The selection of admission is based on the following criteria:
- First cycle degree (added to the number of points to the nearest decimal place).
- Possession of another qualification. You will be awarded between 5 and 15 points (5 points for a first degree, 10 points for a postgraduate degree, 15 points for a doctorate).
- Certified knowledge of English at C2 level (5 points).
- Certified knowledge of at least B2 level second or of several foreign languages (5 points).
- Research and writing activity related to the subject of the MSc (5 to 10 credits. One (1) publication in an international journal or a communication in

a peer-reviewed international conference or a chapter in a collective scientific volume is awarded 5 points, while additional research and/or writing activity is awarded 10 points.

- Professional activity related to the subject of the MSc 10-20 points.

  10 points for proven professional experience of one (1) to five (5) years. 20 points for proven professional experience of more than five (5) years.

  - Interview (up to 20 points)

  - Letters of recommendation (5 points).

  - Members of large families (5 points)

  - Disabled persons (5 points).

The way of evaluation (grading) of the above criteria is the responsibility of the Departmental Assembly and should be explicitly mentioned in the announcement of the MSc.

Below is an indicative summary evaluation table for admission to the MSc:

A/N	criteria	Points
1.	Degree/diploma level	Number of points equal to the degree.
2.	Possession of another qualification (first, second or third cycle)	Up to 15 points. (5 points for a first degree, 10 points for a postgraduate degree, 15 points for a doctoral degree).
3.	Certified knowledge of English at C2 level.	5 points
4.	Certified knowledge of at least B2 level of second or more foreign languages	5 points
5.	Research and writing activity related to the subject of the MSc.	Up to 10 points (5 to 10 points (5 points for a publication/communication in an international conference/book chapter, 10 points for additional papers/conferences /books.)
6	Professional activity related to the subject of the MSc	Up to 20 points (10 points for proven professional experience of one (1) to five (5) years, 20 points for experience of more than five (5) years).
7	Interview	Up to 20 points
8	Letters of recommendation	5 points
9	Members of large families	5 points
10	Disabled persons	5 points
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6.5. Selection procedure

The relevant application files, which include the applications and supporting documents, must be submitted within the time limits specified in the relevant notice.

The selection procedure is as follows:

1. The secretariat of the MSc initially compiles a complete list of those who have applied.

    The relevant committee:

2. Reject candidates who have not submitted a complete file or who do not meet the selection criteria.

3. Invites candidates to an interview

4. It ranks the candidates in order of merit and draws up a list of successful, unsuccessful and rejected candidates.

5. After examining any objections, in accordance with the provisions of the Regulations of the MSc, it draws up the final selection list, which includes the admitted and runners-up as well as the rejected candidates.

    The final selection list and the list of rejected candidates are approved and ratified by the Assembly and posted on the website of the MSc and the Department in accordance with the provisions on personal data protection.

Those with equal grades are admitted at a rate of no more than 10% of the maximum number of admissions. If there is a number of candidates with the same number of points that exceeds 10%, the candidate who is disabled or a member of a large family (if these social categories exist among the tied candidates) will be selected. In other cases or in the event of a new tie, the degree grade will be taken into account and in the event of a new tie the sum of the marks for the professional activity and the interview will be taken into account.

6.6. Registration to the MSc

The secretariat of the MSc invites the successful candidates to register within a specific period of time set by the Departmental Assembly and to submit the

required documents in electronic form. The places of successful candidates who do not accept the registration are filled by runners-up according to their order of success in the final ranking list.

Article 7. Duration of Studies

7.1. Duration of study

The duration of study for the Diploma of Postgraduate Studies (D.M.S.) is set at three (3) academic semesters, which includes the time required for the preparation and submission for examination of the Postgraduate Diploma Thesis (M.D.E.) or, alternatively, the conduct of an internship.

There is the possibility of an extension, after a justified request by the student and approval by the Assembly, which does not exceed half of the normal duration of the programme, i.e. two (2) academic semesters.

In particular, in cases of serious health reasons related to the student's person or the person of a first-degree relative by blood or spouse or a person with whom the student has entered into a cohabitation agreement, an extension beyond the above limit may be granted.

7.2 Part-time attendance

The possibility of partial attendance is given after a reasoned application by the postgraduate student and approval by the Assembly, the duration of which may not exceed twice the normal duration of the specific programme.

For part-time students, each semester counts as half an academic semester. Such students may not register for and take more than half of the courses in the semester provided for in the curriculum.

Those eligible to apply for part-time study are:

a) students who can prove that they work at least twenty (20) hours per week,

b) students with disabilities and special educational needs,

c) students who are athletes and during their studies belong to sports clubs registered in the electronic register of sports clubs of Article 142 of Law. 4714/2020 (A' 148), kept at the General Secretariat of Sport (G.G.A.) under the following conditions:

ga) for as many years occupy distinction 1st to and 8th place in national championships individual sports with participation at least twelve (12) athletes and eight (8) clubs or competing in teams of two (2) higher categories in team sports or participate as members of national teams in pan-European championships, world championships or other international competitions under the Hellenic Olympic Committee, or

cb) participate, even once, during their studies in the programme of study for which they are applying for part-time status, in Olympic, Paralympic and Deaf Olympic Games.

The documents required to support the application are the following:

α. Students who work at least twenty (20) hours per week are required to submit the relevant employment contract or employer's certificate, as well as insurance certificates for those insured in the private sector.

β. Students with disabilities must present a certificate of disability from a Disability Certification Centre (KEPA) or from a seven-member health committee of a public hospital. Students who have registered with the special category of students with disabilities are not required to submit additional documents to those they originally submitted for registration.

c. Student athletes, must provide a certificate from the General Secretariat of Sport or the Olympic Committee or the Sports Association registered in the register of the General Secretariat of Sport, where appropriate, which will clearly indicate the way in which the right to join a part-time category is established (e.g. occupying a distinction of 1st to 8th place in national championships in individual sports with the participation of at least twelve (12) athletes and eight (8) clubs or participation in teams of the two highest categories in team sports, etc.).

The certificates of cases a) and c) should be re-submitted to the MSc Secretariat at the beginning of each academic year, in order to determine whether the reasons for part-time status are still valid.

Part-time enrollment is retroactive from the beginning of the semester in which the application is submitted.

Students who have been placed on part-time status may return to full-time status upon their request and the decision of the Departmental Assembly.

7.3. Suspension of studies

Postgraduate students may apply for a reasoned suspension of their studies, which may not exceed two consecutive semesters. The right of suspension may be exercised once or in parts, for a period of at least one (1) academic semester. Semesters of student suspension shall not count towards the maximum period of regular study. During the period of suspension, the postgraduate student shall be deprived of his/her student status.

The decision on the suspension of studies is taken by the Assembly of the Department following the recommendation of the Board of the MSc.

The application for suspension of studies must be justified and accompanied by proof of the reason invoked (financial, professional, force majeure, health, military service, etc.) In this case and in order for the relevant decision of the Departmental Assembly to be taken, students must pay the tuition fees for the period preceding the suspension, while the obligation to pay the remaining amount is suspended until the resumption of studies. Students who have been placed on suspension are entitled to discontinue their studies upon their application and the decision of the Departmental Assembly. Student status is restored immediately after the end of the suspension.

Article 8. Regulations and Syllabus

8.1 Regulations for the Studies

The Regulations of the MSc include the academic nature of the programme (history, scientific field, purpose, perspectives), the course programme, the categories of courses, the ECTS credits in all courses distributed over the semesters of study, the

total number of ECTS credits required for the award of the MSc, the learning outcomes of the MSc and of each course separately, the teaching staff of the MSc, the official language of the programme and the language of the thesis, which may differ from Greek.

8.2 Detailed Course Programme

1. The MSc starts in the spring semester of each academic year according to the provisions of its founding decision.

2. For the award of the Master's degree, students are required to attend and successfully complete eight (8) compulsory courses and two (2) elective courses, each of which corresponds to six (6) credit units and a total of sixty (60) credit units, as well as the preparation of a postgraduate thesis or, alternatively, the completion of a 750-hour internship in an institution/organization/business related to the subject of the Master's degree. Both the Postgraduate Diploma Thesis and the Internship correspond to thirty (30) credit hours each and are completed in the third semester of study as long as the student has fulfilled the academic and financial obligations of the first two semesters of study. The total number of credits (ECTS) for the award of the MSc is 90 ECTS.

In order for an elective to be taught, it must be registered by at least six (6) students. The Departmental Assembly may decide otherwise upon the justified recommendation of the Director.

The syllabus of each MSc is organized by semester and includes the titles of the courses and their detailed description (syllabus), the designation of courses and the preparation of a postgraduate thesis or the carrying out of an internship, which are defined as mandatory for the successful completion of the MSc, with reference to the number of credits (European Credit Transfer System ECTS) awarded per case.

Guided by student-centred learning, the MSc, in addition to theoretical face-to-face and distance education or face-to-face teaching, promotes and highlights contemporary pedagogical models of methodology, teaching and learning that include, but are not limited to: educational visits to workplaces (major traditional and new media, news agencies, major sports facilities), interactive lectures by distinguished athletes and renowned journalists and photojournalists, tutorial

exercises, "project" method, case studies, seminars for the dissemination of knowledge and the formation of reflections, so that students are engaged in active fields of thought, group work, research and literature search (a methodological approach which highlights the importance of collaborative teaching), individual work, research and literature search (a method of developing individual skills), research design, empirical data collection, writing papers, which cultivate the skill of scientific writing and the preparation of a thesis or the carrying out of an internship.

Care has been taken to ensure accessibility to the educational process for students with disabilities and/or special educational needs, as detailed in Article 22 of this document

By decision of the competent institutions, the programme of courses may be modified and reallocated between semesters, subject to the provisions of par. 8 of Article 80 of the Law. 4957/2022.

The curriculum includes the following courses:

		FIRST SEMESTER OF STUDIES		
CODE	**COURSE TITLE**	**COURSE DESCRIPTION**	**BRIEF DESCRIPTION OF THE COURSE**	**ECTS**
MY101.	Production and management of sports content for media	REQUIRED	Forms of discourse, semantic tools, textual codes and specific textual techniques depending on the type of medium, in the age of artificial intelligence. Forms of journalistic writing, types of texts, multimodal texts, writing techniques in the digital environment, techniques for attracting audiences, sports advertising texts.	6
MY102.	Modern forms of sports journalism and communication via WEB.	REQUIRED	Modern technologies and new forms of journalism in sports journalism (Robotics, citizen journalism, data journalism, mobile journalism), Digital Media and Social Networks, Multimedia creation, augmented reality.	6
MY103.	Categorisation and description of sports	REQUIRED	Criteria for the categorization of sports, team, individual, Olympic and Paralympic sports, field sports, track and field - track and field, water and coastal sports, heavy sports, extreme sports, motor sports, intellectual sports, major sports events by category of sports.	6
MY104	Betting Media	REQUIRED	Social, economic and legal dimensions of betting, presentation and critical approach of betting media, control and ethical bodies, the responsibility of betting media in dealing with issues of illegal gambling, tax evasion and "black" money through gambling.	6
MY105	Research methodology	REQUIRED	Composition and writing of scientific work, conceptual terminology, research methods, criteria for selection of research methods, research design, population and sampling, data collection and analysis, statistical processing and drawing conclusions, applications.	6
TOTAL NUMBER OF CREDITS FOR THE FIRST SEMESTER				30
	SECOND SEMESTER OF STUDIES			

CODE	COURSE TITLE	COURSE DESCRIPTION		ECTS
MY201	Digital platforms and new forms of sports broadcasting	REQUIRED	Digital platforms, digital sports reporting, sports streaming and rights, digital journalism and innovation, content quality, business partnerships in the digital environment, crisis management in digital media, online data protection and security, availability and accessibility.	6
MY202	Narrative techniques and photojournalism in Sport	REQUIRED	Photography as a form of discourse, narrative techniques through photography, tools of signification, types of photography, the relationship between photography and visual arts, photojournalism in sports, organization of photojournalism in major sports events, ethical issues in photojournalism, photographic techniques.	6
MY203	Organisation of the Press and Public Relations Office in sports and Olympic organisations	REQUIRED	The role of the Press and Public Relations Office, formulation of communication strategy in sports and Olympic organizations, intercultural communication (concepts, meaning, management, symbols), concept and role of Public Relations, Ethics and Corporate Social Responsibility, Public Relations as a tool for crisis management in sports organizations, organization, operation and promotional techniques.	6
ME204	Sports Law	OPTIONAL	Basic Principles of Law in sport, constitutional protection and restrictions for reasons of public interest, European legislation and the "White Paper" (emphasis on the free movement of players, the fight against drug trafficking, corruption, money laundering and the control of broadcasting rights), basic principles of national sports legislation, sports dispute resolution, disciplinary bodies, independent authorities	6
ME205	Economics of Sport	OPTIONAL	Professional sports market, application of individual choice theory, the concept of outcome uncertainty and competitive balance in leagues, economic impact of sports facilities, economic impact of sports events in cities and countries, ways of measuring them, critical review of ex-ante studies and ex-post evaluations, revenue management and budgets of sports clubs, sustainability	6
ME206	Marketing in Sport	OPTIONAL	Extended marketing mix in sports, the marketing environment, market research in sports marketing, sports consumer behaviour as participants and spectators, specifics of sports marketing and the development of marketing strategy in sports product or service, market segmentation, targeting and positioning in the sports market, product mix, distribution mix, pricing mix, promotion mix in sports.	6
ME207	Management of Sport	OPTIONAL	Main functions of management, analysis of internal and external environment, basic decision making theories, the concepts of planning and strategic planning, basic forms of organisation and organisational design, basic methods of human resource management, basic characteristics of leadership, control procedures	6
ME208	Intermediation and management of		Mediation and negotiation in sport: basic concepts, categorisation, examples, ways of	

CODE	COURSE TITLE	COURSE DESCRIPTION	ECTS	
6	volunteers in sports organisations	SELECT	promoting interests, lobbying process, policy making and sport interest groups in national and international contexts, volunteering in sport, intercultural communication through volunteering, organisation and management of volunteers in sport and Olympic organisations.	6
ME209	Statistics in journalism	OPTIONAL	Tools for data analysis, Probability and Statistical Communication, Correlation and Statistical Significance, Statistical Time Series Analysis, Statistical Processing of Images and Video, applications and design of journalistic tasks	6
TOTAL OF CREDITS FOR THE SECOND SEMESTER				30
THIRD SEMESTER OF STUDIES				
CODE	**COURSE TITLE**	**COURSE DESCRIPTION**	**ECTS**	
MEY301	INTERNSHIP	Optional Compulsory	30	
MEY302	POSTGRADUATE THESIS	Optional Compulsory	30	
TOTAL CREDITS FOR THE THIRD SEMESTER			30	

8.3 Language of the programme and of the thesis

The official language of the programme is Greek and/or English.

8.4 Academic Calendar of the Programme

At the beginning of each semester and before the beginning of the courses, the timetable for the period is posted on the website of the MSc, which includes the days and hours of teaching of the courses, the dates of other events or obligations, the dates of the beginning and end of the teaching periods, the examination periods, holidays, etc.

All educational activities take place within the time frame of the annual academic calendar, with the exception of internships which may take place outside the academic calendar.

8.5. Registration dates and course declarations

At the beginning of each academic semester and before the beginning of the courses, the registration dates of the students and the procedure for the registration of the courses to be selected each semester are determined and posted on the website of the MSc./Department, if a procedure for registration or selection of courses, respectively, is foreseen in the relevant semester.

8.6. Course substitutions

In case of an impediment to the conduct of an educational activity within the framework of a course of the MSc, the course will be substituted, so that the minimum number of weeks of teaching for the course is completed. The date and time of the make-up are posted on the MSc website and communicated to the students' email inboxes.

8.7. Absence limits

Postgraduate students are required to attend all activities of the MSc.The limit of absences that each postgraduate student is entitled to is up to three, three-hour lectures per course. If the student is absent for four or five (4 or 5) three-hour lectures

in a course, he/she is obliged to prepare a special supplementary project in consultation with the lecturer. In case of more absences the student will have to attend the course again. Attendance and participation is established under the responsibility of the course lecturers.

Article 9. Lecturers in the MSc/teaching assignment

9.1 Categories of teachers

The teaching work of the MSc is assigned, following a decision of the competent body of the MSc, to the following categories of lecturers:

a) members of the faculty members of the Department or other Departments of the University of Peloponnese or other higher education institutions or Higher Military Educational Institution (HEMI), with additional employment beyond their legal obligations, if the programme has tuition fees,

b) Emeritus Professors or retired members of the Department or other Departments of the University of Peloponnese or other universities,

c) cooperating teachers,

d) appointed teachers,

(e) visiting professors or visiting researchers,

f) researchers and special operational scientists of research and technological institutions of article 13A of Law No. 4310/2014 (A' 258) or other research centres and institutes in Greece or abroad,

g) Scientists of recognized prestige, who have specialized knowledge and relevant experience in the subject of the MSc.

By decision of the Assembly of the Department, doctoral candidates of the Department or the School may be assigned to assist in teaching under the supervision of a lecturer of the MSc.

All categories of lecturers may be remunerated exclusively from the resources of the MSc. No remuneration or other benefits may be paid from the state budget or the public investment programme. By decision of the competent body of the MSc, on the assignment of the teaching work, the amount of the remuneration of each lecturer shall be determined in accordance with the provisions of the current Salary Regulation for the provision of teaching work of the Institution.

In particular, lecturers who have the status of faculty member may be paid additionally for the work they offer to the MSc, provided that they fulfil their minimum legal obligations, as defined in par. 2, of article 155, of the law. 4957/2022. The last subparagraph shall apply mutatis mutandis to the members of R.E.P., R.I.P. and R.T.E.P., provided that they fulfil their minimum legal obligations.

Faculty members are not allowed to be employed exclusively in the Department's or the School's MSc programmes

9.2. Teachers' obligations

Each lecturer of the MSc must :

● To adhere faithfully and accurately to the schedule and timetable of the course deliveries.

● To regularly update the content and the syllabus of the courses taught. At the beginning of the semester, the instructors communicate (by updating the course website) the syllabus, which covers the course material and includes the lecture presentations, the bibliography and articles that students are required to study and any other supplementary material (case studies, etc.).

● To maintain at least two office hours per week, which will allow students to communicate with him/her on matters related to their studies and the course in question.

● To make up any lost teaching hours in accordance with the present regulation and following the decision of the Director of the MSc.

● To undertake the supervision of postgraduate theses

Lecturers also have to respect academic ethics and abide by its rules.

Article 10. Organisation of the educational process by distance learning methods

10.1 Organisation of the educational process with modern and asynchronous distance learning methods .

Courses may be provided in the form of face-to-face training or distance learning (synchronous or asynchronous with the restrictions of Law 4957/2022) or the mixed system of education. By decision of the Assembly, upon the recommendation of the Coordinating Committee of the MSc, the lectures of a cycle may be delivered at a distance up to 100% of the total number of lectures for any reasonable reason (emergency, teaching flexibility, academic practice, etc.). In addition, the Assembly, on the recommendation of the Coordinating Committee of the MSc, may by decision announce from the outset a course of study using distance learning methods at a rate of 100%. The decision on such a course will be announced before the start of the course, at the time of the call for applications. The progress monitoring examinations (mid-term and final examinations) will be adapted as appropriate, by decision of the Assembly on the recommendation of the MSc Coordination Committee.

The cognitive subject of the MSc in Sports Communication, Journalism and Photojournalism allows the organization and implementation of the compulsory and elective courses through distance learning methods. The nature of these courses enables them to be taught using modern and asynchronous distance learning methods, because they do not involve compulsory practical or laboratory training of students, which requires the participation of students in physical presence. And for courses where it is useful to practice on individual writing or photojournalism techniques, students during distance learning can use their personal portable devices for content recording and communication (computers, smartphones, tablets or other devices that transmit written and audiovisual content). The familiarisation of postgraduate students with the methods of remote production and distribution of informative and news content also corresponds to the modern working conditions for employees in the various fields of communication and media, where portable devices for recording different texts, audio and video are one of their most important tools.

In addition, the Assembly, upon the recommendation of the Coordinating Committee of the MSc, may announce from the outset a course of study with a combination of

modern distance learning methods up to 75% and asynchronous distance learning methods up to 25%. The decision on such a course will be announced before the start of the course at the time of the call for applications.

Responsible for the support of the distance learning process, as well as for issues related to the protection of personal data, is the Digital Governance Unit and until its establishment, the Department of Statistics, Computer Organization and Informatics (Computer and Network Center) of the University of Peloponnese.

Educational material per course may be posted on the electronic platform, which may include notes, presentations, exercises and indicative solutions, provided that the applicable legislation on personal data protection is respected. The educational material of any kind is provided exclusively for the educational use of students and is protected by the law. 2121/1993 (A' 25), provided that the relevant conditions are met.

10.2 Technical infrastructure for the organisation of the educational process using distance learning methods

The University of Peloponnese implements tele-education through the systems available to the Digital Governance Unit of the University of Peloponnese or has approved their use for this purpose. Indicatively, for asynchronous distance learning the Open Eclass and Moodle systems may be used, while synchronous distance learning may be implemented through the Microsoft Teams platform or the integration of the Big Blue Button system in the asynchronous distance learning platform. The distance learning systems are accessible to all those involved in distance learning, students, teaching, technical and other staff.

Access to the integrated e-learning systems (synchronous and asynchronous) can be achieved exclusively through the use of browsers. In particular, for the "Microsoft Teams" synchronous e-learning system, it is possible to use the relevant application, both in the environment of fixed and mobile devices, which is available free of charge through the website https://www.microsoft.com/el-gr/microsoft-teams/download-app.

The accreditation of users in the tele-education systems (synchronous and asynchronous) is carried out through the central account management system of the

University of Peloponnese. Specifically, both instructors and trainees acquire an institutional account in the central account management system of the University of Peloponnese and then using this account the connection to both the synchronous and asynchronous tele-education system is achieved.

For the asynchronous e-learning system, the instructor will need to be accredited in order to gain increased rights (creating and managing courses or managing an existing course). One of the following two methods can be used:

1. Request to the management of the asynchronous tele-education system to grant general instructor rights to the user (if he/she does not already have them). This allows the user to create and manage courses.
2. Addition of the instructor as a lecturer in one or more courses of the MSc.

No additional accreditation is required for the modern tele-education system.

In the asynchronous tele-education system, the permissions per user category are as follows:

- Instructor:
  - Create and manage unlimited online courses
  - Organisation, storage and distribution of educational material and learning resources per course, which may include notes, presentations, exercises/activities with the corresponding feedback, indicative solutions, as well as multimodal material (video lectures, other videos, audio clips, etc.), simulations, interactive educational material using the methodology of distance learning, etc.
  - Managing, assigning, submitting and grading assignments.
  - Managing users and creating user groups for collaborative learning.
  - Creation of automated exercises and questionnaires
  - Designing a learning line to organise the content into modules.
  - Performance reports, attendance, surveys and usage statistics.
  - Organising, storing and integrating multimedia.
  - Posting, management and presentation of electronic books in HTML format
  - Modern and asynchronous communication (videoconferencing, chat, forum, messaging).

- o Plagiarism control through integration with the TurnItIn system.
- o Provision of access rights at course level (free, upon free registration, upon registration by the instructor) and/or at learning resource group/individual learning resource level (free access, only for those enrolled in the course).

- Learner: registering for courses, accessing content, accessing assignments, submitting assignments, viewing grades, communicating with the instructor, viewing FAQ lists, using other tools that the instructor may have activated in the course, monitoring learning lines, accessing e-books, registering and participating in groups, accessing automated exercises and questionnaires, monitoring learning lines, synchronous and asynchronous communication (videoconferencing, chat, forum, messages).

- Technical and other staff: the administrator of the asynchronous tele-education platform can have access to all the platform settings and the management of the platform users, as well as to configurations such as in particular the list of curricula and departments. Other staff, such as teaching assistants, may have increased access to certain courses and specific functions of those courses, depending on the privileges granted to them by the course instructor.

In the synchronous tele-education system, the permissions per user category are as follows:

- Instructor:
  - o use of videoconferencing and virtual e-classroom technologies, so that the instructor and students, who are in different locations, receive immediate feedback at the same time with the support of (a) real-time visual and audio communication using appropriate equipment (computers, cameras, microphones, speakers, headphones, high-speed networking and videoconferencing software) so that the teacher and students can have voice and visual communication while in different locations, (b) application and document sharing, and (c) electronic board capability.
  - o access to chat rooms between teacher and students for collaboration, exchange of views and joint work.

- Use of OneNote Class Notebooks, with a personal workspace for each student, a content library for materials distributed to students, and a collaborative space for classes and creative activities.
- Organising, distributing, collecting and marking work.
- Communication, on a personal or team level
- Create and manage unlimited online courses
- Presenter in the video lectures
- Use of learning lines.
- User management and user group creation for collaborative learning
- Organising, storing and integrating multimedia.
- Integration with Microsoft Office tools (Word, Excel, PowerPoint, etc.).

● Learner: participation in videoconferences using the electronic whiteboard, access to discussion areas between lecturer and student and between students, access to personal workspaces, access to a content library for material distributed to students, as well as a collaboration area for lessons and creative activities, access to assignments (lectures, clarifications, solutions, grades), communication at personal or group level, access to any number of online courses (e.g.

● Technical and other staff: the administrator of the modern tele-education platform can access all the platform settings and the management of the platform users, as well as configuration. Other staff, such as teaching assistants, may have increased access to certain courses and specific functions of those courses, depending on the privileges granted to them by the teacher of the course.

10.3 Other issues related to the technological infrastructure of the Department to support the distance learning process.

The "Microsoft Teams" modern tele-education system operates as a cloud application under the "Software as a Service" model and does not require any technological infrastructure on the part of the institution, apart from the integration with the account management system. This integration is supported by the staff of the Digital Governance Unit, in collaboration with GUnet and the "Delos 365" service. System support and troubleshooting is provided by the staff of the Digital Governance Unit, while technical assistance is available from the "Delos 365" service and Microsoft technical support.

The asynchronous tele-education systems OpenEclass and Moodle, as well as the implementation component of modern tele-education Big Blue Button, are installed and operate in the infrastructure of the University of Peloponnese. For this purpose, virtualization technologies are utilized in order to ensure transferability to other platforms, as well as scalability of the infrastructure. The University's connection to the Internet is provided by GRnet and the high speeds of the connection ensure uninterrupted access of users to the services. The staff of the Digital Governance Unit is responsible for system support and troubleshooting, while technical assistance can be provided by the competent department of GUnet, which develops and evolves the asynchronous tele-education platform "open e-class".

10.4 Process of educational support for faculty and students in the use of the MSc infrastructure.

In the context of the operation of the MSc, internal procedures or seminars are carried out to promote the skills of the lecturers in the educational use of the technological infrastructure of the Institution, with the use of experienced staff of the Department or other Departments of the Institution. Other structures of the Foundation such as the Centre for Support of Teaching and Learning or committees established such as the Distance Education Committee can contribute to this purpose. Similarly, training courses for students are foreseen at the start of the programme on the educational procedures followed, in conjunction with technological tools.

10.5 Pedagogical framework for the design and implementation of courses and other educational activities using distance learning methods and student assessment.

For the implementation of courses and other educational activities with distance education methods and the corresponding methods of student assessment, appropriate pedagogical models and learning theories should be used as proposed by the scientific fields of Distance Education, E-learning and Adult Education, both for the modern and asynchronous part of distance education. Indicative examples include inquiry learning, group work, case studies, break out rooms in tele-education, critical review of literature and the use of active educational techniques. Similarly, adapted digital learning materials appropriate to the training model should be utilised. For this purpose, procedures are implemented within the MSc courses, such as those reflected

in the previous article and described in the present regulations, which document the Department's ability to offer MSc courses using distance education methods, ensuring the quality of the educational process.

In particular, the MSc ensures quality in the following processes and learning tools for distance education:

- Course design: all courses are well structured, have clear learning objectives and offer through the e-class all the necessary tools for their training (texts, power point, audiovisual material, exercises).
- Modern teaching methods: the lectures are combined with the use of educational methods of exploratory learning (emphasis on students' inquiries, questions and inquiries) and insightful learning (activation of students' perceptive ability to give answers to their questions). The lecturer organises and guides the teaching practice, solves any problems that may arise, supports, feedbacks and empowers the students. He/she mediates, facilitates and enhances the learning process, both at group and individual level, linking education to the world of work. Participatory and experiential learning creates a creative learning environment and enhances the interaction between teacher and student. It offers the opportunity to understand and exploit in the educational process the needs, specificities, capabilities, knowledge, skills and experiences of the particular group of students. It offers the opportunity to make practical and realistic connections with the actual working environment of the specific speciality. The enhancement of student participation is actively supported by the use of simple techniques such as brainstorming , question and answer or discussion, individual and/or group application or problem-solving exercises, simulation, group work, case studies. Training activities using the above or similar training techniques draw their themes from the subject matter of each learning unit, as well as from relevant issues related to the real working environment. The gradual specialisation of knowledge, the development of specific skills/competences, and the cultivation of appropriate attitudes and behaviours on issues related to employment in the specific disciplines prepare the specific group of students for the next steps.

- Educational interaction environment: Students have at any time the possibility to ask questions, request clarifications and provoke discussions through the e-class platform which includes the latest distance communication tools, as well as through the MSc's Facebook profile. In this way, the response of the lecturers to the students' requests is also monitored.

- Technology, infrastructure, interoperability: The technologies used by the University of Peloponnese and the related infrastructures mentioned above fully ensure the interoperability of the education system, as the course management platforms are flexible and allow the integration of various types of content, such as texts, videos, multimedia, etc.

- Evaluation: Transparency in assessment is ensured since the assessment criteria are clearly defined, communicated at the beginning of the academic semester by the lecturer/instructor of the course, stated in the Programme of Studies and contained in the eclass of each course. An indicative example of ensuring a seamless assessment process is the use of special software (labpro-verificare) for correcting and creating multiple-choice questions for examinations. The software is able to draw questions from a given 'bank' of questions and create unique combinations of questions and multiple-choice answers for each respondent. At the respondents' papers are then electronically corrected by computer, ensuring objectivity in assessment and promptness in the delivery of the student's score.

- Continuous improvement : Both lecturers and platform managers seek continuous feedback from students in order to improve the content of their services.

10.6 Procedure for the evaluation and upgrading of the digital skills of the teaching staff participating in distance learning programmes.

The distance education systems of the University of Peloponnese require only basic digital skills for their use, which are taken for granted for all the teaching staff qualified to teach in a MSc.

For the further upgrading of the digital skills of the teaching staff participating in distance learning, the University of Peloponnese provides the following provisions:

1. It has general guidelines for the implementation of distance learning (https://di.uopr/diktyo-yp/tele?view= article&id=35:2020-03-20-20-17-54-50&catid=8:di)

2. The manuals for the asynchronous tele-education system are available at https://eclass.uop.gr/info/manual.php

3. It informs lecturers about the Microsoft Teams synchronous e-learning system user guides, which are available at https://support.microsoft.com/el-gr/teams, while guides in a downloadable and offline format can be found at https://support.microsoft.com/el-gr/topic/οδηγοί-με-δυνατότητα-λήψης-6bd3eb82-0a0f-43cc-a4d2-c9f4e7ebdf39

4. It has concise and focused guides to delivering lectures by videoconference at https://di.uop.gr/images/MS_Teams.pptx

5. It has concise and focused guides for student participation in videoconference lectures at https://di.uop.gr/images/MS_Teams_for_students_ver5.ppt

10.7 Process for checking operations for plagiarism through trusted applications.

The University of Peloponnese has access to the Turnitin system to check papers for plagiarism. The use of the Turnitin system is compulsory for bachelor, diploma, doctoral and postdoctoral theses, while it is recommended for all other theses. The anti-plagiarism regulation of the University of Peloponnese (https://www.uop.gr/images/060721-kanonismos-logoklopidf.pdf) provides clear definitions of plagiarism as well as guidelines for the preparation of papers in a manner consistent with academic ethics. The above types of assignments should be submitted exclusively through the Turnitin system of the University of Peloponnese and accompanied by a textual match report from the plagiarism detection software, which will be submitted to the secretariat, under the responsibility of the supervisor.

The Turnitin system can be accessed in two ways:

1. through direct access to the Turnitin web application, credentials for the use of which can be obtained by all lecturers. Through the Turnitin web application, a lecturer can submit any number of assignments for plagiarism check and receive the results.

2. via the eclass asynchronous e-learning system: the teacher of a course can specify that assignments submitted to specific assignments will be automatically routed to the Turnitin system for checking.

10.8 Information systems security policy, personal data protection and compliance with the provisions of the General Data Protection Regulation and Law No. 4624/2019.

The University of Peloponnese has an approved data protection policy that fully complies with the provisions of the General Data Protection Regulation and Law no. 4624/2019. This policy is posted on the website of the University of Peloponnese ([https://www.uop.gr/arxiki/politiki-prostasias-prosopikon-dedomenongdpr).](https://www.uop.gr/arxiki/politiki-prostasias-prosopikon-dedomenongdpr)

The University of Peloponnese has an approved information systems security policy covering e-learning systems. This policy is posted on the website of the Digital Governance Unit of the University of Peloponnese (https://di.uop.gr/images/politiki-asfalias-diktiou.pdf). Furthermore, there is an approved regulation on the use of services for students ([.https://di.uop.gr/images/files/kanonismos_email.doc](https://di.uop.gr/images/files/kanonismos_email.doc))

The policy on information privacy and cybersecurity is covered by the information systems security policy and the privacy policy.

10.9 Criteria for the periodic internal evaluation of distance learning postgraduate programmes.

The internal evaluation of distance learning postgraduate programmes is carried out in accordance with the provisions of the corresponding process 4 of the Quality Manual of the Internal Quality Assurance System of the University of Peloponnese.

10.10 Procedure for the registration of students in the student register of the A.E.I.

Students are registered in the student register of the University of Peloponnese through the secretariat of the relevant study programme, after submitting the

required documents. Upon registration, students acquire an access account for all telematics services of the institution.

Article 11. Evaluation of Students' Performance - Examination Periods

The assessment of students' performance is determined by the lecturer who may organise at his/her discretion written and/or oral examinations, mid-term progress examinations, assignments or laboratory exercises or clinical exercises or a combination of different assessment methods or other assessment methods consistent with the nature of each educational process, and in accordance with the provisions of the ECTS course description for assessment as recorded in the relevant study guide. When conducting written or oral examinations as assessment methods, the integrity of the process must be ensured.

From the alternative methods of student assessment included in the study guide of the MSc, the lecturer chooses the one or a combination of them that he/she considers most appropriate in relation to the specificity of the subject under examination.

Final examinations are conducted after the completion of each academic semester within the academic calendar.

The evaluation criteria are clearly defined, are communicated at the beginning of the academic semester by the lecturer (course leader/coordinator) of the course and are also indicated in the description form of each course, according to the ECTS standard (syllabus), which is posted on the website of the MSc.

When organising the MSc by distance learning methods, the assessment of students is carried out by written or oral examinations conducted in person or by written or oral examinations conducted by distance learning methods, as well as by alternative methods, such as the submission of assignments, practical tests, provided that the integrity of the assessment process is ensured.

At the end of the evaluation process, students are informed of their scores within thirty (30) days, by appropriate electronic means that ensure the protection of the students' personal data.

The final grade for each course is based on the student's overall performance in specific areas (e.g. assignments, examinations, performance of the student's participation in the educational process, etc.), as indicated in the course outline.

The grading scale on the student's overall performance is defined from zero (0) to ten (10).

Excellent: eight and fifty (8,50) to ten (10,00)

Very Good: six and fifty (6,50) to eight and forty-nine (8,49)

Good: five (5,00) to six and forty-nine (6,49)

Qualifying points are five (5) and above.

In case a student fails a course, he/she can be re-examined in the re-examination period. The re-examination period is held in September or March if the admission to the MSc takes place in the winter or spring semester of the academic year, respectively.

If a student fails the examination of a course in the last examination he/she is entitled to participate in under the Regulations, so that he/she is not considered to have successfully completed the programme, he/she may request an examination by a three-member committee consisting of lecturers of the MSc in a subject related to the course, in which the examiner of the course does not participate. The three-member committee is appointed by the Departmental Assembly. The examination shall be held at any time and shall also be determined by the Departmental Assembly.

In case of copying, plagiarism or any other way of falsifying the results of the examinations, no marks are announced and, regardless of any disciplinary sanctions, the student is either zeroed in the specific examination, or referred to a re-examination in a manner and at a time to be determined by the Assembly of the Department and in accordance with what is defined in the present Regulations of the MSc.

Article 12. Method of calculating the degree of the D.M.S.

The way of calculating the grade of the Diploma of Postgraduate Studies (D.M.S.) is determined by the sum of the student's grade in each course and in the M.Sc. or the

internship, multiplied by the credits/per course and then divided by the total number of ECTS (90).

Article 13. Practical training

After the completion of their obligations in the first and second semester of studies, students may choose to carry out an internship lasting 750 hours instead of completing a postgraduate thesis. The student internship is carried out in the media, sports organisations, public services, public law legal entities, first and second degree local authorities, private law legal entities and enterprises, hereinafter referred to as "host organisations", under the supervision of the lecturer of the study programme. The traineeship may also be carried out in foreign institutions, provided that supervision of the educational process is feasible, in accordance with the rules of procedure of the study programme.

For student internships, an internship contract is concluded between the University of Peloponnese, the student and the host institution. The successful completion of the internship implies the award of the number of credits (European Credit Transfer and Accumulation System ECTS) that are attributed to the course.

By decision of the Departmental Assembly, details regarding the conduct of the internship are determined, such as the duration in calendar months, the period of its implementation in accordance with the needs and requirements of the curriculum, as well as the minimum academic progress requirements that must be met before the internship can begin.

By decision of the Assembly of the Department per academic year, the following are appointed:

α) The Internship Supervisor, who is drawn from the members of the Department's Faculty or Faculty of Education or Faculty of Education or Faculty of Science and Technology, and is responsible for the general supervision of the educational process of the internship within the curriculum, the coordination of the Internship Supervisors and the host institutions.

b) The Practical Training Committee, which consists of members of the Faculty of Education or the Faculty of Technical Education. of the Department, which is headed

by the Internship Officer, with the purpose of evaluating the applications of students wishing to carry out an internship, if it is not compulsory, coordinating the activities related to the internship of students, solving problems, appointing a Supervisor per internship student, preparing and submitting an annual report on the implementation and evaluation of the internship program to the Department Assembly, as well as making recommendations for the modification of the program

The Supervisor is responsible for the guidance and support of students throughout the whole process of the internship in host institutions, the communication with the host institutions for the achievement of the intended learning outcomes and informing the Supervisor and the Internship Committee. Supervisors may be appointed as supervisors from the curriculum.

Students who carry out an internship are subject to the compulsory insurance of the National Health Services Organization (E.O.P.Y.Y.) through the Electronic National Social Insurance Institution (e-NSIFKA) (formerly the Social Insurance Foundation, the Unified Fund for Employee Insurance I.K.A. E.T.A.M.), in accordance with par. 10 of article 15 of Law no. 3232/2004 (A' 48) only for the accident branch, the cost of which is borne exclusively by the host institution. The internship is checked and certified by the Scientific Supervisor of the MSc and the person in charge of the implementing organisation, and is accompanied by an attendance record.

The supervisor evaluates the applications and recommends the placement of the students to the Board of Directors. The internship includes a relevant 5,000-word paper, the exact topic of which is determined in collaboration between the student and the internship supervisor.

 The minimum acceptable grade for the PA is five (5.00), with a perfect score of ten (10.00) and is evaluated by the supervising instructor.

The start and end of the traineeship shall be finalised by the Coordinating Committee.

The exact terms of the internship are included in the Internship Programme Implementation Regulation which is posted on the MSc website

Article 14. Postgraduate Diploma Thesis

14.1. Preparation of a Postgraduate Diploma Thesis (M.D.E.)

After the completion of their obligations in the first and second semester of studies, students may choose to write a Master's Thesis instead of carrying out an internship.

The postgraduate student who has successfully completed the courses of the two (2) previous semesters, has the right to apply for the assignment of an M.Sc. topic within the first two weeks of the third semester of study).Postgraduate students choose a topic that is clearly of a research nature and that is part of the field of knowledge of the taught subjects. The proposed title of the thesis, the proposed supervisor (with his/her agreement) and a short summary of the thesis shall be included in the application form.

14.2. Supervision of Postgraduate Diploma Thesis (M.D.E.)

The Assembly of the Department, upon the recommendation of the Coordinating Committee, constitutes the three-member examination committee for the approval of the thesis, one of whose members is the supervisor. By decision of the Departmental Assembly, the specific responsibility for the formation of the three-member examination committees may be transferred to the Board of the MSc.

The M.Sc. proposal and the M.D.E. are written according to the (a) M.Sc. proposal writing guide (b) M.Sc. writing guide and (c) M.Sc. writing template Word file approved by the Board and the Assembly of the Department and posted on the website of the P.The word limit for writing the thesis is 18.000-20.000 words, but a deviation from this number is possible at the discretion of the supervisor, depending on the needs of the topic and the methodology followed.

The content of the Master's Thesis should concern contemporary issues related to the field of sports communication, journalism and photojournalism and be compatible with the mission of the Programme, as defined in the introduction of this Regulation. Postgraduate students, in collaboration with their supervisors, are encouraged to present their research data at conferences and to publish them in scientific journals.

Postgraduate students, after special justification, may apply to change their supervisor or modify the title of their M.D.E. In any case, the maximum duration of studies of article 7 of this regulation is respected.

The following persons are entitled to supervise theses provided that they hold a doctoral degree. :

α) Members of the Department, of other Departments of the same or another higher education institution or Higher Military Educational Institution (HEI), with additional employment beyond their legal obligations, if the MSc has tuition fees,

b) Emeritus Professors or retired members of the Department or other Departments of the same or other Universities,

c) Associate professors,

d) Assigned teachers,

e) Visiting professors or visiting researchers,

f) Researchers and special operational scientists of research and technological institutions under Article 13A of Law No. 4310/2014 (A' 258) or other research centres and institutes in Greece or abroad

By decision of the competent body of the MSc, the supervision of theses may be assigned to members of the Department's faculty, teaching staff and R.E.P.s, who have not undertaken teaching work in the MSc, provided that they hold a doctoral degree.

The members of the committee must have the same or related scientific specialization as the subject of the programme.

In exceptional cases of objective inability to perform supervisory duties for a long period of time or for other important reasons, the Coordinating Committee, assessing the circumstances, may replace the supervisor or a member of the Examination Committee.

The maximum number of theses that each faculty member can supervise per academic semester is five (5).

Instructions for writing the Master's Thesis are included in the Guide for Writing the Master's Thesis.

14.3 Language of writing

The official language of the thesis is Greek. It is possible to write the thesis in English with the agreement of the supervisor.

If the language of the thesis is Greek, then the thesis must include an extended abstract in English. If English is chosen as the language of writing, an extended abstract in Greek is obligatory.

14.4 Examination of the Postgraduate Diploma Thesis (M.D.E.)

In order for the thesis to be approved, the postgraduate student must support it before the Examination Committee, in accordance with the provisions of the Guide for the Examination of Theses of the MSc. The Examination Committee is composed of faculty members of the department or lecturers of the MSc or faculty members of other departments and researchers of grades A, B and C with relevant scientific specialization in the subject of the postgraduate thesis, and is appointed upon recommendation of the AC and decision of the Departmental Assembly. One member of the Examination Committee is the supervisor.

At the end of the period of writing the Master's Thesis (M.D.E.) and after the agreement of the supervisor, students deliver an electronic copy of the thesis to the members of the Examination Committee. The submission of the Master's Thesis to the members of the Examination Committee should be made at least fifteen (15) days before the date of the thesis support. Otherwise, the members of the Examination Committee have the option of referring the examination to the next designated date for M.D. support.

M.Sc. Supports are conducted three times a year, based on the academic calendar. The exact dates of support are determined by the SC before the beginning of the semester and are indicated in the Semester Calendar, which is posted on the MSc website. Exceptionally, with the proposal of the Coordination Committee of the MSc and the decision of the Assembly of the Department, embolic dates for the support of the MSc may be set for students who are unable to support their thesis during the dates specified in the Semester Calendar. These dates are also posted on the MSc website.

In accordance with the provisions of the Guide for the Writing of Postgraduate Theses of the MSc, the support of the M.D.E. is public and is provided by the method of face-to-face presentation or by distance support in case the programme is provided by the method of distance education or for other reasons (e.g. justified impossibility of the student's physical presence, reasons of force majeure, etc.). In this case, all the necessary measures will be taken to ensure the transparency and public nature of the

presentation. The support may be provided either in a classroom at the Department's headquarters or remotely via the Microsoft Teams platform. The presentation of the M.Sc. is made in the form of a power point presentation of 15-20 minutes in total.

In exceptional cases, if there is an objective impossibility or an important reason (illness, absence abroad, etc.), it is possible to replace the supervisor or a member of the Examination Committee after the decision of the Director of the MSc and the agreement of the Coordinating Committee. The final evaluation and judgement of the M.Sc. is made by the Examination Committee. The approval requires the agreement of two thirds (2/3) of the members of the Committee. The MDE is graded from zero (0) to ten (10), with a minimum pass mark of five (5). In case of rejection of the MDE, a new evaluation date is set, at least three (3) months after the first evaluation. In case of a second rejection, the candidate will be removed from the MSc.

In order to ensure the correct and ethical use of sources and to prevent plagiarism, the textual match report from the plagiarism detection software "Turnitin", which is submitted by the postgraduate student to the Registrar's Office, must be attached to the M.D. thesis, under the responsibility of the supervisor. <u>Please note that the acceptable percentage of text similarity must not exceed 20%.</u>

After the support of the M.D.E., the Examination Committee draws up and signs a Record of the Presentation of the M.D.E. in which the comments or remarks, the individual grades of the members of the Examination Committee and the final grade, which results from the average of these, are recorded.

In case of a negative evaluation of the M.D.E. by the Examination Committee, the student is given precise instructions to make corrections within a specific period of time from the date of its support.

In case of a new negative evaluation of the M.D.E. (i.e. after the second submission), the Assembly decides whether the student repeats the procedure with the same or a new subject, provided that he/she has not exceeded the maximum duration of study as defined in the Regulations of the MSc, or if he/she is permanently deleted from the programme without having successfully completed his/her studies.

In case of acceptance of the thesis, if the supervisor determines that any improvements have been incorporated, the final text of the thesis is submitted to the MSc Secretariat in digital format (CD-ROM) and in one copy.

Students who have successfully passed the exam, log in to the "Amitos" institutional repository with their institutional account and deposit their work.

The detailed procedure for the student's deposit is explained in the guide posted on the BICEP (ΒΙΚΕΠ) website. The responsibility for the validity and authenticity of the documents submitted to "Amitos" is borne only by the authors of the M.D.E.

After the above steps, the student completes the deposit, but the work is not published in the repository and is not yet visible to the general public. In the next step, the data (metadata) is checked by the Secretariat of the MSc. Once the student completes the self-deposit, an email is automatically sent to the Secretariat's account, informing that there is a deposited work awaiting verification. The secretariat staff checks the records of the assignment and if the assignment has been graded, and the metadata set as mandatory is correctly listed, it is approved.

If, for any reason, the assignment is not suitable for final deposit in the repository, the secretariat staff fills in the rejection reason in the special box and the application automatically sends an email to the student, informing him/her of the reason for rejection, so that he/she can make corrections.

As soon as the secretariat determines the correctness of the metadata of the thesis, it proceeds to "Accept" and the library is automatically updated. The library staff checks the correctness of the remaining metadata (e.g. topics, keywords, etc.) and compliance with the standards, and accepts or rejects the work accordingly. If the work is 'accepted', it becomes visible to all users and can be searched. Then, the authorisation to make the document available electronically - the deposit certificate - is issued, which certifies the process of depositing the work in the institutional repository. The certificate is presented by the depositor to the secretariat of the MSc and proves the completion of this obligation of the student for the completion of his/her study cycle. Upon completion of the procedure, the postgraduate student is obliged to deposit his/her thesis in the Library.

All approved postgraduate theses that have been deposited in the Institutional Repository of the University of Peloponnese are posted on the website of the MSc.

In case it is established after the award of the diploma that a postgraduate thesis is the product of plagiarism, the Assembly of the Department may revoke the postgraduate degree with a later decision.

Article 15. Funding and financial management of the MSc.

The resources of the MSc may come from:

a) tuition fees,

(b) donations, sponsorships and financial aid of any kind,

(c) legacies,

(d) funds from research projects or programmes,

e) own resources of the Higher Educational Institution (HEI), and

(f) the state budget or the public investment programme.

The management of the resources of the MSc is carried out by the ELKE of University of Peloponnese.

The resources shall be allocated as follows:

a) An amount corresponding to thirty percent (30%) of the total revenue from tuition fees is withheld by the ELKE. This amount includes the percentage of the withholding in favour of the ELKE for the financial management of the MSc. By decision of the Administrative Council taken by the end of March each year, it is decided whether the remaining amount, after deduction of the withholding in favour of ELKE, shall be transferred to the regular budget or shall be allocated to the creation of projects/programmes through the E.L.K.E., with the aim of covering, on a priority basis, the needs of MSc programmes operating without tuition fees and the research, educational and operational needs of the Foundation. The income of the MSc from donations, grants, sponsorships, financial aid of any kind, legacies and funds from research projects or programmes shall be subject to the same deduction in favour of the E.L.K.E. as is applicable to income from corresponding funding sources,

b) the remaining amount of the total income of the MSc is allocated to cover the operating costs of the MSc.

Article 16. Economic Cooperation of the MSc.

Given that the Department of Sports Organization and Management of the University of Peloponnese organizes more than one (1) Postgraduate Studies Programmes (MSc), financial cooperation between MSc programmes is possible through the establishment of a joint project/programme, funded from the resources of the MSc programmes in order to cover common needs and actions of the MSc programmes of the Department. The project/programme has no explicit end date, has an independent budget and is funded annually from part of the income of the operating MSc programmes of the Department or Faculty allocated to it, for expenditure aimed at meeting common needs. Exceptionally, the project/programme may be financed from the balance of the cash resources of a programme of the same Department, the physical object of which has been successfully completed and for which no other financial obligation arises.

The maximum percentage of the total annual income of each MSc that may be allocated to the project/programme of par. 1 shall be determined by decision of the Departmental Assembly or the Programme of Studies Committee (in the case of an interdepartmental or interdisciplinary MSc).

By decision of the Research Committee, following a joint recommendation of the Directors of MSc programmes of the same Department or the same Faculty, the acceptance of the project/programme management of par. 1 and the percentage of the annual income of the MSc with which the project/programme is financed and the Scientific Manager of the project, who is one (1) of the Directors of the MSc that finance the project, is determined. Expenditure shall be made on the joint recommendation of the Directors of the MSc programmes funding the project/programme

Article 17. Tuition fees

The Master of Science in Contemporary Sport Communication, Journalism and Photopress is not funded from the regular budget and therefore its main source of funding is the payment of tuition fees, and it may seek other sources of funding (article 15 of this document). The tuition fee is three thousand (3.000) euros, which is

considered reasonable both in relation to the obligations of the MSc and in relation to the tuition fees for other MSc courses in a related field. The tuition fees are used as follows :

(a) deductions in favour of the Foundation and the Hellenic Research Foundation,

(b) meeting technical and administrative/secretarial support needs

(d) cover teaching costs,

(e) cover the needs of purchase, equipment, software, consumables, and other operating costs,

(f) funding of publications of scientific articles in international journals by the faculty and postgraduate students of the MSc,

(f) funding of expenses for participation in scientific conferences for lecturers and postgraduate students,

(h) covering the costs of promotion of the MSc and horizontal actions at University level.

Full payment of the tuition fees is a prerequisite for the award of the MDE.

The payment of the tuition fees is made by the student himself/herself or by a third natural or legal person on behalf of the student

They may be paid in instalments as follows :

- EUR 500 upon registration
- EUR 500 during the first semester
- EUR 1000 at the start of the second half of the year
  EUR 1000 at the beginning of the third semester
- A special 20% discount is provided for journalists who are members of the Panhellenic Federation of Journalists' Associations (Posey) which is a secondary body. In this case, their status is proved by submitting a photocopy of the identity card they carry as members of the journalists' associations. In this case, *payment* in instalments shall be *made* as follows:
- EUR 400 upon registration
- EUR 700 during the first semester
- EUR 700 at the beginning of the second semester
- EUR 600 at the beginning of the third semester

Article 18.Free education/scholarships

18.1. Free Attendance

Registered students who have been selected to study the MSc may study free of charge, provided they meet the financial or social criteria and the requirements for excellence in the first cycle of studies according to the legislation in force.

In particular, students of the MSc who fulfil the following cumulative conditions are exempted from the tuition fees: a) have a grade equal or higher than 7,50/10 in the first cycle degree, according to the provisions in par. 1 of Article 86 of Law No. 86. 4957/2022, b) meet the economic/social criteria described in par. 4 and 5 of Article 86 of Law 49495757, and in accordance with the criteria set out in Articles 4 and 5 of Article 86 of Law 494957. 4957/2022. Exemption from tuition fees is subject to the relevant ministerial decision.

The total number of students exempted from tuition fees may not exceed the number corresponding to thirty percent (30%) of the total number of enrolled students per academic year.

If the numerical calculation of the number of beneficiaries of the exemption from tuition fees results in a decimal number, it shall be rounded to the nearest whole number. If the number of beneficiaries of the exemption exceeds this percentage, the beneficiaries shall be selected in descending order until the number is reached.

The application for free tuition is submitted after the completion of the admission process of students to the P.M.S…

The possibility of exemption from the obligation to pay tuition fees is provided exclusively for the attendance in one (1) MSc organised by a domestic higher education institution and therefore students who have made use of the corresponding right in another MSc are not entitled to free attendance.

Those who receive a scholarship from another source are not entitled to an exemption.

Third country citizens are not entitled to apply for exemption from the obligation to pay tuition fees for a MSc

The examination of the applications and the criteria for exemption from tuition fees is carried out by the Assembly of the Department, in the case of a single-degree programme. A reasoned decision on the acceptance or rejection of the application is issued.

By reasoned decision of the competent body of the MSc, students of the MSc may be exempted, in whole or in part, from the obligation to pay tuition fees, provided that they contribute to the programme or the department.

18.2. Awarding scholarships for excellence, prizes and reciprocal scholarships

This MSc may provide up to two full tuition waiver scholarships per year based on academic criteria. In particular, by decision of the General Assembly of the Department of Sports Organization and Management (TODA), upon the recommendation of the Board of Directors, up to two (2) scholarships may be granted to students who have the two best grades in the first and second semester respectively, provided that all the following conditions are met on the part of the student:

α) Has successfully passed all the courses prescribed by the programme,

b)Has an average grade point average of HIGH (8.5-10) and

c) Has published research work in a peer-reviewed journal(s), alone or with other authors, before or during his/her studies. In case of a tie, a draw will be made. Those who receive a scholarship from another source are not entitled to an exemption.

The documents that students are required to provide for the evaluation of their applications are:

(a) an application for exemption from tuition fees on the basis of academic performance

(b) evidence of the fulfilment of the above academic criteria.

All types of scholarships, cash prizes and reciprocal scholarships granted under the present, are not subject to any tax, withholding, insurance contribution and special solidarity contribution of article 43A of the Income Tax Code (Law 4172/2013, A' 167)

Article 19. Reasons and procedure for the withdrawal of postgraduate students

The Assembly of the Department, upon the recommendation of the Board of Directors, may decide to withdraw postgraduate students if:

a) exceed the maximum number of absences, in accordance with the provisions of these Regulations of the postgraduate programme,

b) have failed the examination of a course or courses and have not successfully completed the programme, in accordance with the provisions of these Programme Regulations,

c) exceed the maximum duration of study in the MSc, as defined in the present Regulations of the postgraduate programme, unless there are proven serious and exceptional reasons,

d) commit criminal or disciplinary acts that expose and damage the Department, the School and the University in general and more specifically the following acts provided for by article 197 of Law No. 4957/2022:

- the destruction of property of the university, movable or immovable, used by the university or members of the university community,

- obstructing the proper functioning of the Department including both its educational, research or administrative operation and the operation of its unilateral and collective bodies and services, as well as the use of its facilities and equipment,

- use of prohibited substances, which fall within the scope of Art. 4139/2013 (A' 74), within the A.E.I. and any contribution to their trafficking,

- the commission of any misdemeanour or felony if it is related to the student status.

(e) fail to pay the prescribed attendance fee.

(f) the postgraduate students themselves submit a request for withdrawal.

Before adopting a decision to expel a postgraduate student, the competent body must invite the student to a hearing and present his/her views.

Article 20. Rights of Postgraduate Students

Postgraduate students have all the rights and benefits provided for students of the first cycle of studies, up to the expiry of any extension of the duration of their studies, except for the right to free textbooks.

Article 21. Obligations of Postgraduate Students

Postgraduate students have the following obligations:

a) they must attend the courses without fail. In each course, postgraduate students must successfully participate in all the performance assessment procedures provided for.

b) are required to monitor their institutional e-mail, the announcements of the MSc, as well as the Department's website.

c) are obliged to pay the tuition fees in accordance with the provisions of this Regulation.

d) they must cooperate with the supervisor and the members of the S.E. for the support and preparation of their thesis

e) Respect and comply with the Regulations for Postgraduate Studies, the decisions of the bodies of the MSc, the Department and the University of Peloponnese, as well as the rules of academic ethics.

Article 22. Provisions for students with accessibility problems or learning difficulties.

The teaching and sanitary areas of the Department of Sports Organisation and Management where the face-to-face courses take place are accessible to disabled persons (wheelchair users), who have unhindered access to all classrooms/ laboratories and the Auditorium. Special WCs have been constructed in the building to

cater for PWDs, there is audio equipment in all areas for giving verbal instructions to PWDs, lifts have embossed buttons, there are visible signs with guidelines for both students and visitors, and there is a reception area in the foyer of the main entrance. The website (online classroom) for each course complies with WCAG or equivalent standards

Students with specific learning difficulties are exceptionally examined using methods appropriate to the type of learning difficulty (e.g. oral or multiple-choice questions or projects, etc.).

Article 23. Obligations for obtaining the D.M.S.

To obtain the D.M.S. degree, the following is required:

(a) the successful completion of three (3) semesters.

(b) the successful completion of all compulsory courses.

(c) the successful completion of two (2) elective courses.

(d) the successful completion of a postgraduate thesis or the successful completion of an internship of seven hundred and fifty (750) hours.

(e) the completion of 90 ECTS credits.

(g) the payment of the programme fees

Upon completion of the above academic and financial obligations, the student may receive a certificate of proclamation stating that his/her swearing-in is pending. The certificate is issued upon the student's electronic request to the e-secretary service.

Article 24. Procedure for the evaluation of courses and teachers by postgraduate students

At the end of each semester, courses and lecturers are evaluated electronically by postgraduate students in accordance with the procedures established by the Foundation under the supervision of the Quality Assurance Unit (QA Unit).

The evaluation of the courses is done through the integrated Information System of the MO.DI.P. (ΜΟΔΙΠ). This system is integrated with the electronic system of the secretariat of the Institution and each student can evaluate from any computer the courses he/she has registered, while maintaining his/her anonymity. Students are notified by the MSc secretariat of the start and end time of the assessment period and receive detailed instructions on how to carry out the assessment, The duration of the assessment period is between two and three weeks.

More specifically, postgraduate students, by entering the system of the electronic Secretariat or another appropriately configured system of the University, can evaluate each course they have registered and are attending. For each course they are asked to answer a series of questions in which a scale of 1 (lowest grade) to 5 (highest grade) is typically used. The questions on the assessment form relate to the course taught and focus on:

a) the course material

b) the educational material used

(c) the training aids provided

d) the correlation between the student's actual workload and the credit hours of the course

e) in the available material of the library

f) the guidance provided by the teacher

g) the ability of the teacher to:

- organise the course material

- analyse and present the concepts of the course

- encourages students to ask questions and queries

h) the consistency of the teacher in his/her teaching duties.

The Internal Evaluation Team of the Department has access through the integrated Information System of the Department to statistical data on the evaluation of courses, which it processes and submits a recommendation to the competent bodies.

The results of the evaluations shall also be communicated to the Steering Committee for processing.

At the same time, the QA processes the results of previous evaluation periods and the relevant statistics are posted on the QA website.

The results of the evaluation are communicated to the Director of the MSc, to the Department's OMA and to each lecturer individually

Article 25. Evaluation of the MSc.

The annual internal evaluation of the MSc is carried out in collaboration with the University of the Peloponnese's MO.DI.P. (ΜΟΔΙΠ) in the framework of the internal evaluation of the academic unit to which it belongs and in accordance with the corresponding process of the internal Quality Assurance System of the Institution.

The external evaluation of the MSc programmes is carried out in cooperation with the MO.DI.P. in the framework of their accreditation according to the procedure provided by the ETHAAE (ΕΘΑΑΕ).

The MSc is evaluated in the framework of the periodic evaluation/certification of the academic unit by the National Authority for Higher Education. In this context, the overall assessment of the work carried out by each MSc, the degree of fulfilment of the objectives set at the time of its establishment, its sustainability, the absorption of graduates in the labour market, the degree of its contribution to research, the internal evaluation by postgraduate students, the feasibility of extending its operation, as well as other elements relating to the quality of the work produced and its contribution to the national strategy for higher education are evaluated.

If a MSc is deemed not to meet the conditions for its continued operation at the stage of its evaluation according to the above paragraph, its operation shall be completed with the graduation of the already registered students in accordance with the decision of establishment and the regulations of postgraduate and doctoral programmes of study.

Under the responsibility of the Director of the MSc, workshops are organized to discuss and study the courses of the MSc and its contents, in order to assess, among other things, the degree to which the programme is linked to the progress of science, the labour market and the needs of society in general.

At the end of the term of the Board, under the responsibility of the outgoing Director, an analytical review of the research and educational work of the MSc, as well as of its other activities, is prepared, with the aim of upgrading the studies, the better utilization of human resources, the optimization of the existing infrastructure and the socially beneficial use of the available resources of the MSc. The report is submitted

for approval to the Assembly of the Department of Sports Organisation and Management.

Article 26. Advisory Committee

The Advisory Committee is an advisory body of the MSc which contributes to the fulfilment of the educational, research and professional objectives of the programme of study by providing ideas and opinions. In particular, it contributes to the formulation and evaluation of the strategic direction of the Programme and gives its opinion on the achievement of the learning objectives of the Programme, its full compliance with international quality standards and its continuous updating in order to meet the changing academic and professional requirements in the specific subject area. The members of the Committee support the Director and the lecturers in the Programme in order to ensure the highest standards of educational excellence. The Committee periodically reviews the progress of the Programme and presents its findings to the Director and the Programme Steering Committee. The Advisory Committee, whose composition reflects a balanced gender representation, is composed of renowned scientists, distinguished athletes and representatives of stakeholders from Greece and abroad. The members of the Advisory Committee have a two-year renewable term of office and are elected by the Assembly of the Department on the recommendation of the Steering Committee. The Advisory Committee meets at least twice a year in a joint meeting with the Steering Committee in view of the preparation of the next academic semester, but also on an exceptional basis if the need arises. The members of the Advisory Committee are listed on the MSc website, where a short CV is published.

Article 27. Graduation for postgraduate students and type of postgraduate diploma awarded

The student completes the studies for the award of the Diploma of Postgraduate Studies (D.M.S.) by completing the minimum number of courses and credits required for the award of the D.M.S. and the successful completion of the internship or the postgraduate thesis. The names of the graduates are approved by the Departmental

Assembly, which determines the successful completion of the course of study in order to award the degree.

The graduate of the MSc may be granted, upon his/her request, before the award, a certificate that he/she has successfully completed the Programme.

The awarding of the Diplomas of Postgraduate Studies takes place in public at a special ceremony before the Director of the MSc, the Dean of the Faculty or the President of the Department and, if possible, a representative of the Rectorial Authorities. The graduation ritual includes a public swearing-in ceremony with a special toga at the same time as the awarding of the first cycle degrees of the Department.

The title of the MSc is a public document. The form follows the standard of the University of Peloponnese and is signed by (a) the Rector, (b) the Dean of the School (in case of a single departmental School) or the President and (c) the Secretary of the Department of Sports Organization and Management and bears the seal of the Foundation.

Article 28. Annex to the Diploma

Diploma of Postgraduate Studies awarded after the successful completion of a second cycle programme of study must be accompanied by the Diploma Supplement, which is an explanatory document, without substituting the official degree or the detailed marks awarded by the Foundation. The Diploma Supplement is attached to the qualifications and provides information on the nature, level, general context, content and status of the studies successfully completed by the person named in the original of the qualification to which the Diploma Supplement is attached.

There are no evaluative judgements in the Annex and no statements of equivalence or proposals for recognition of the qualification abroad.

The Diploma Supplement is issued automatically and without any charge or special request in Greek and English.

The original of the annex meets the authenticity requirements for the diploma awarded. The date of issue of the annex does not necessarily coincide with the date of award of the diploma, but may never be earlier.

Article 29.Website of the MSc

The MSc provides through its official website, comprehensive information to students, graduates, stakeholders and the public, on issues related to the programme (activities, learning outcomes, degrees awarded, etc.). The website is constantly updated and is available in Greek and English, or in any other language the Department deems appropriate, especially in the case of programmes in cooperation with universities abroad.

The website of the MSc includes: the curriculum, the academic calendar, the timetable of courses, the teaching staff, the study regulations, the regulations for the preparation of assignments, the internship regulations and the mobility regulations of the MSc.

Article 30. Administrative support - Technical infrastructure

30.1 Hardware Infrastructure

The Department of Sports Organisation and Management (TODA) is based, since 2010, in privately owned newly built facilities on Efstathiou and Stamatiki Valioti Avenue and Platiaon on the Sparta - Gytheio ring road. The building has a fully equipped 351-seat auditorium - which is used as a lecture hall and as a venue for conferences, seminars and workshops of the Department, a canteen, storage rooms, and toilets. It also has 16 faculty offices. All facilities are used on a daily basis by undergraduate students, faculty and staff. The facilities are used, on weekends, by students, faculty, and staff of the Department's graduate programs.

The above facilities are considered fully adequate for the number of students and suitable for the operation of the Department.

The TODA has the following laboratories:

1. Computer room.

The computer room is housed on the ground floor of the school in an area of 60

sq.m. It has 1 central server, 20 personal computers with windows 8.1 operating system with a processor frequency of 2.40 GHZ, dual-core, which have sound cards, modern office application software, statistical package, as well as access to printers and scanners. It also has 20 TFT 17" monitors, 1 laptop, 4 printers (3 black and white and 1 colour), 1 scanner, 1 photocopier, 1 projector, 2 projectors. The laboratory serves the needs of students by providing access to the Internet, network libraries and databases, foreign university "portals" and e-mail.

2. <u>Laboratory of Organisation and Management of Services and Quality of Life</u>

The laboratory is an innovative space of infrastructure and possibilities for the promotion of research and knowledge with modern tools and methods.

Software is used for the preparation of projects for example business plan, marketing plan, Blue Ocean Strategy, SPSS etc. They are used in the evaluation process for data analysis (SPSS) as well as in communication with students eclass, teleconference, etc.

3. <u>Workshop on Volunteering in Sports and Social Services</u> (Government Gazette 3747/7-9-2020 (Vol,)

4. <u>Laboratory of Road Movement and Games Organisation and Management</u> (Government Gazette 4239/30-9-2020 Vol.)

5. A Laboratory of Sports Communication, which is the only one of its kind among universities, is also being established.

The mentioned classrooms and laboratories are considered to be absolutely sufficient and necessary for the number of students and suitable for the operation of the Department. They are used by the students in the context of specialized courses and always under the supervision of the lecturer or authorized staff. The computer room is used on a daily basis.

The Department uses modern information and communication technologies and the classrooms have all the necessary technological means for the better teaching of the courses. Software is used for the preparation of assignments for example business plan, marketing plan, Blue Ocean Strategy, SPSS etc. ICT is also used in the evaluation process for data analysis (SPSS) and in the communication between lecturers and students (eclass, teleconference, etc.). The level of investment over the last decade has exceeded 300,000 euros in technological equipment. These facilities are considered to be fully adequate for the number of postgraduate students envisaged as

the maximum number of admissions.

Finally, it is worth noting that the teaching and sanitary areas of the Department of Sports Organisation and Management are accessible to people with disabilities (wheelchair users). The educational activity is adapted to the needs of students with disabilities.

In detail:

a) students with specific learning difficulties are examined orally or with multiple choice answers

b) students with mobility disabilities have unhindered access to all rooms/laboratories and the Auditorium of the building since special ramps have been constructed according to the necessary specifications for their convenience. Guide dogs are also welcome and the possibility of reading and interpreting in sign language has been provided.

c) special WCs have been constructed in the building to serve people with disabilities.

d) the website (e-classroom) of each course complies with WCAG standards or equivalent.

e) there is audio equipment in all areas for giving verbal instructions to people with disabilities.

f) the lifts have embossed buttons.

g) there are visible signs with guidelines for both students and visitors.

h) there is a reception area in the foyer of the main entrance.

30.2 Administrative and Technical Support of the Programme

The administrative support of the programme is provided by the Department of Sports Organisation and Management of the University of Peloponnese. The administrative and technical support of the MSc may be entrusted to administrative and technical staff employed by the Department, as well as to external collaborators with project contracts. The head of the secretarial support will be a permanent administrative employee of the University of Peloponnese.

The secretariat of the programme is responsible for various aspects of the operation of the programme (registration of postgraduate students, maintenance of the grading

and thesis files of postgraduate students, issuing of certificates of study and certificates, etc.). It also deals with matters relating to teaching staff, student candidates, postgraduate students and the teaching timetable, archives the attendance registers submitted by lecturers and keeps statistics relating to the MSc.

The Department of Sports Organization and Management of the University of Peloponnese is staffed by a member of the Technical Support Team, who is highly qualified in technical support issues and has many years of experience (more than 18 years). This staff member may provide technical support to the programme beyond his/her working hours.

The library of the Department is staffed by a well-trained Librarian with many years of experience (more than 20 years). This employee may support the project in library matters beyond his/her working hours.

Article 31. Academic advisor of studies

In order to improve the quality of the operation of the postgraduate programme, the institution of the Academic Advisor has been established and operates, focusing on the student and considering that he/she will contribute decisively to his/her academic and subsequent professional career.

The Academic Advisor aims to guide and support the postgraduate students in their programme of study in order to organise and successfully complete their studies.

Equally important objectives are the identification of the points that may hinder the attendance and the taking of initiatives to reduce or eliminate them, the facilitation of communication between students and faculty of the MSc, the increase of students' interest in more substantial participation in their studies and in the University's activities.

The appointment of the Academic Advisor takes place e.g. at the beginning of each academic year and his/her term of office follows the duration of each MSc series in order to ensure continuity in the monitoring of the postgraduate students' studies.

For more information on the functioning of the Academic Advisor Institution, students can consult the Academic Advisor Institution's Operating Regulations.

Article 32. Special provisions

Students already registered complete their studies in accordance with these Regulations.

Any issues not regulated in this Regulation will be regulated by the competent bodies, in accordance with the applicable legislation.

Anything not provided for by the Regulations for Postgraduate Studies will be dealt with on a case-by-case basis by the Assembly of the Department, following the recommendation of the Coordinating Committee of the Postgraduate Programme and in accordance with the legislation in force. Failure or delay in exercising any right or taking any measure provided for or available to the Assembly, the Coordinating Committee, the Director, shall in no case be considered to constitute a weakening or waiver of the possibility of exercising the right or taking the measure, which right or measure may be exercised or taken at any time.