



FACULTY OF
ARCHITECTURE

Regulations for the Diploma Process at the Faculty of Architecture of the Gdansk University of Technology

for Level II studies in Architecture valid from the academic year 2023/24

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I Preliminary remarks

§ 1

Rules for the selection of the supervisor and the subject of the diploma.

Academic staff submit thesis topic proposals using the relevant functionality of the MojaPG portal. Thesis topics may also be submitted by students, through an academic teacher who has agreed to act as topic supervisor.

The thesis topics submitted, after being reviewed by the Discipline Council and approved in substance by the Dean or the Dean's designated thesis supervisor, are finally approved on the MojaPG portal by 30 November at the latest.

Once the thesis topics are approved, they become visible to the students and the teacher is given the opportunity to assign a student/group of students to the topic.

Students interested in pursuing specific topics apply to the respective supervisors. The choice of topic must be made by 15 January at the latest.

If more than one student or team is interested in one topic, the selection of the student or team is made by the tutor.

For the topic proposed by the student(s), priority of selection goes to the student or team who submitted the topic.

Once the student(s) has been assigned to a topic, the supervisor closes the topic in the MojaPG portal.

§ 2

Thesis and diploma examination.

The substantive and formal requirements for the diploma thesis are based on the applicable educational standards for the Architecture degree programme (Regulation of the Minister of Science and Higher Education of 18 July 2019 on the educational standard preparing for the pursuit of the profession of architect).

The defended diploma thesis and a positive result of the diploma examination in the second-cycle studies after fulfilling the accompanying conditions (in accordance with the applicable study programme and the detailed rules of registration for subsequent semesters applicable at the Faculty of Architecture of the PG), are the basis for the award of the diploma of completion of the studies and conferring the professional title of magister inżynier architekt (mgr inż. arch.).

II General principles

§ 3

The subject of the thesis.

The subject of the diploma thesis in second-cycle studies is an architectural or urban design project with a complex subject matter as a response to a defined broader scientific problem.

The diploma thesis must allow it to be assessed according to the criteria contained in the educational standards, in particular:

- whether the graduate knows and understands:

- advanced problems of architecture and urban planning useful for the design of architectural objects and urban complexes in the context of social, cultural, natural, historical, economic, legal and other non-technical conditions of engineering activity, integrating the knowledge acquired during the studies;

- whether a graduate can:

- make a critical analysis of existing conditions, valorise the state of land use and development and formulate conclusions for design in a complex interdisciplinary context;

- design a complex architectural object or urban complex, creating and transforming space so as to give it new values - in accordance with the adopted programme, taking into account non-technical aspects and integrating the interdisciplinary knowledge and skills acquired during the studies;

- prepare an advanced graphic, written and oral presentation of their own design concepts in the field of architecture and urbanism, meeting the requirements of professional writing appropriate to architectural and urban design;

- use analytical methods to formulate and solve design tasks;

- provide the theoretical background and justification for the solutions presented in the form of a scientific paper.

§ 4

Thesis topic.

The thesis topics are closely related to the discipline of Architecture and Urban Planning. The Master's thesis should contain, apart from engineering elements, an element connected with aspects of research work in the form of elaboration or performance of research/experiment, analysis of results, discussion and formulation of conclusions and final recommendations.

The diploma thesis is a work carried out independently by the Student under the guidance of the thesis supervisor, and must realise the learning outcomes envisaged by the Diploma Project subject card.

In special cases justified by the complexity of the problem posed, the diploma project may be carried out by 2 students. Such a solution requires the written consent of the Dean strictly defining the scope of work of each student in both the theoretical and design parts.

§ 5

Scope of work.

The scope of diploma theses is regulated by the current Rector's Ordinance on the introduction of guidelines for authors of diploma theses and diploma projects carried out at higher education at the Gdansk University of Technology, written in Polish and English.

The diploma thesis at the second-cycle studies includes:

- theoretical part – problem study – (min. 40 thousand characters and max. 50 thousand + illustrations, if applicable). The study defines a scientific problem

and presents a logical and objective analysis of it with the help of scientific workshop, based on the current literature on the subject (the number of cited articles, books and other publications, excluding websites, may not be less than 30 items, of which at least 10 items are in a foreign language). A part of it (no more than 1/3 of the volume) can be used as a case study of similar cases. The study of the problem ends with conclusions for design.

- the design part (logically resulting from the study of the problem and directly referring to its content):
- description of the design concept,
- graphic part: 8 – 10 drawing boards 100/70cm (including at least 2 boards with solutions to urban planning problems for architectural diplomas and at least 2 boards with details of the design solution for urban planning diplomas), model or visualization.
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Thesis supervisors and reviewers.

The supervisor and reviewer of the diploma thesis may be a person holding at least a doctoral degree, approved by the Discipline Council of Architecture and Urban Planning.

The list of persons authorised to conduct diploma theses is made available to students (Appendix 1). The total number of diploma theses carried out by one full-time supervisor in a given academic year should not exceed 10, including no more than 5 master's theses.

In the case of joint diplomas, the number of diploma holders may not exceed the limit on the number of diplomas conducted. It is recommended that at least one of the two: the supervisor and the reviewer of the master's thesis has a post-doctoral degree or the title of professor, and that the reviewer has at least the same academic title or degree as the supervisor of the thesis.

§ 7

Consultation.

A diploma thesis at the second-cycle studies requires arrangements with three specialists in the fields most relevant to the selected thesis topic. The selection of consultants should be verified by the thesis supervisor.

Diploma project consultant cannot be a reviewer. Consultants' corrections (Appendix 2) are included in the Readiness Card for the Defense of the Master's Thesis (Appendix 3). Consultations should be completed by the end of semester 3 classes - consultations are a condition for admission to the oral part of the diploma exam.

§ 8

Deadline for submission of the thesis and review of the thesis.

The supervisor decides to allow the work to be checked in terms of the author's character of the work, using the Uniform Anti-plagiarism System. A thesis approved for review and uploaded to the JSA cannot be supplemented or corrected.

By finally approving the Report from the anti-plagiarism examination, the supervisor admits the thesis for defense by 30 April at the latest. The opinion of the supervisor and

reviewer is entered into the My Gdansk Tech system within 14 days of generating a positive result of the Anti-plagiarism Examination Report, The diploma thesis at the second-cycle studies is evaluated by a reviewer selected by the Dean from the list of persons entitled to receive diplomas (Appendix 1). It is recommended to select reviewers from outside the diploma chair.

§ 9

Diploma examination.

In second-cycle studies, the diploma exam consists of two parts:

the first non-public part – an oral master's degree examination in the field of the study programme before the Oral Diploma Examination Board

- The student draws a set of questions in which there are four questions - one from each block; the student answers these questions, a positive result of this part of the exam is a condition for admission to the second part - public,
- Examination questions for second-cycle studies cover the curriculum of the entire second-cycle studies and are grouped into four thematic blocks: "architecture", "urban planning", "history of architecture and art" and "technology" (Appendix 8).
- In order to pass the exam, you must obtain positive grades in all questions.
- The second part - public - presentation and defense of the thesis is organized in the form of a defense session preceded by an exhibition of diploma theses:
- The dates of the sessions are set by the Dean's Office and take place within 2 months from the deadline for submitting the diploma thesis in force in the study regulations.
- During the defense, student presents the thesis and answers the remarks and questions of the reviewer, the questions of the members of the thesis defense committee and any questions from the audience.

§ 10

Conditions of admission to the diploma examination.

In order to be admitted to the first part of the (non-public) oral diploma exam at second-cycle studies, students must pass the entire second-cycle programme except for the subject Diploma project (grades documented on the Moja Gdansk Tech platform).

- The condition for admission to the second part of the (public) diploma examination (presentation and defense of the thesis) at the second-cycle studies is:
- Completion of the entire second-cycle programme (grades documented on the Moja Gdansk Tech platform),
- obtaining a positive result of the first part of the exam,

- to submit to the Dean's Office a completed form of readiness to defend the master's thesis with a statement of compliance with copyright (Appendix 3),
- displaying at the exhibition the diploma project, made in a legible graphic technique, on rigid bases, together with a copy of the diploma notebook containing graphic boards reduced to A-3 format, folded to A-4 format and fastened with a descriptive part printed on both sides (a study of the problem and a description of the design concept),
- supervisor's and reviewer's opinion (in the My Gdansk Tech system).

§ 11

Assessment and Diploma Examination Board.

- In second-cycle studies, both parts of the diploma examination are assessed by diploma committees – the oral diploma examination committee (Appendix 6) and the diploma thesis defence committee (Appendix 7)
- The five-person oral diploma examination committee is composed of a chairperson employed as a professor or professor of an HEI and specialists representing the issues of the four thematic blocks of examination questions.
- The five-person committee for the defence of the diploma thesis is composed of: the chairperson employed as a professor or university professor and a supervisor/two supervisors, a reviewer and two academic teachers authorised to conduct diploma theses. The evaluation of the diploma thesis by the committee is made on the basis of the criteria specified in § 3 of these regulations and in accordance with the University Procedure No. 3. The assessment of the thesis defence takes into account the social competences of the graduate specified in the standards – to what extent he/she is ready to make public appearances and presentations, as well as to accept criticism of the solutions presented by the graduate and to respond to it in a clear and factual manner, also using arguments referring to the achievements of the scientific discipline.

III Concluding remarks

§ 12

Negative assessment.

In second-cycle studies, a negative grade in the first non-public part – the oral master's exam – means that the public part is not admitted (the exam must be repeated). In second-cycle studies, a negative grade in the second public part - presentation and defense of the thesis - requires retaking this part of the exam. It is allowed to repeat each part of the diploma exam only once.

A copy of the diploma and the supplement.

In order to receive a copy of the diploma of completion of second-cycle studies translated into English, it is necessary to submit an appropriate application to Moja Gdansk Tech. In order to receive an additional copy of the supplement translated into English, the applicant must submit an appropriate application to Moja PG.

§ 13

In matters not covered by these regulations, the provisions of diploma certificates specified in the Regulations of studies at the Gdansk University of Technology shall apply.