



FACULTY OF  
ARCHITECTURE

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

**for second-cycle studies in the field of Spatial Development  
valid since the academic year 2025/26  
adopted by the Faculty Council on 18.11.2025.**

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- I. Preliminary remarks
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### Attachments:

1. List of persons entitled to conduct thesis in the second degree programme for the academic year. (*available on the website: <https://arch.pg.edu.pl/studia/studia-ii-stopnia/gospodarka-przestrzenna-dyplom-magisterski>* )
2. List of persons entitled to consultations on diploma projects in second-cycle studies in a given academic year. (*available on the website: <https://arch.pg.edu.pl/studia/studia-ii-stopnia/gospodarka-przestrzenna-dyplom-magisterski>* )
3. Master's thesis defence readiness card and copyright statement - second degree studies. (*available on the website: <https://arch.pg.edu.pl/studia/studia-ii-stopnia/gospodarka-przestrzenna-dyplom-magisterski>* )
4. Report from the Single Anti-Plagiarism System (*generated in Moja PG*)
5. Thesis supervisor and reviewer opinion (*available in Moja PG*)
6. Protocol of the diploma examination board (part 1, oral examination) (*available in Moja PG*)
7. Protocol of the diploma examination committee (part 2, thesis defence) (*available in Moja PG*)
8. List of questions for the diploma examination, second cycle studies (*available on the website: <https://arch.pg.edu.pl/studia/studia-ii-stopnia/gospodarka-przestrzenna-dyplom-magisterski>* )

## **I Preliminary Remarks**

### **§ 1**

#### **Rules for selecting a thesis supervisor and thesis topic.**

- Academic staff submit thesis topic proposals using the relevant functionality of the MojaPG portal. Thesis topics can also be submitted by students, through the academic teacher who has agreed to act as topic supervisor.
- The Head of Diploma Process shall each time determine the maximum number of graduate students per supervisor, not exceeding 5.
- Submitted topics, after substantive approval by the Head of the Diploma Process or his/her designated graduation officer, are finally approved in the MojaPG portal by 30 April at the latest.
- Once the thesis topics are approved, they become visible to the students and the teacher is able to assign a student/group of students to the topic.
- Students interested in pursuing specific topics report to the respective supervisors. The choice of topic must be made by 30 May at the latest.
- In the event that more than one student or team is interested in one topic, the selection of the student or team is made by the supervisor, with priority in enrolling with the selected supervisor given to the students with the highest average in their undergraduate studies.
- For a topic proposed by the student(s), priority of selection goes to the student or team that submitted the topic.
- Once the student(s) has been assigned to a topic, the supervisor closes the topic in the MojaPG portal.
- Where appropriate, an assistant tutor may be appointed

### **§ 2**

#### **Diploma thesis (diploma project) and diploma examination.**

The diploma thesis and the diploma examination in second-cycle studies, after fulfilling the conditions (in accordance with the applicable study programme and the detailed rules of registration for subsequent semesters applicable at the Faculty of Architecture of PG), are the basis for the award of the diploma and the conferment of the professional title of Master.

## **II General principles**

### **§ 3**

#### **The subject of the thesis.**

The subject of the diploma thesis in II cycle studies is a problem paper on a complex spatial management issue, containing the author's proposal of a solution

to a selected research issue in relation to key topics related to contemporary urban planning (in the case of the urban planning specialisation) or coastal zone management (in the case of the integrated coastal zone management specialisation). The study part is completed by relating the discussed issue to a selected spatial situation. The submitted work should be developed in such a way that it can be evaluated according to the following groups of criteria:

- solving a problem issue
- the substantive quality of the proposed solution
- graphic quality of the study
- ability of its presentation

### **§ 4**

#### **Elements of the diploma thesis.**

The thesis for the second degree programme has elements related to aspects of the research paper in the form of a paper including:

- A theoretical part, including a discussion of issues related to the selected research problem, based on a review of the literature, problem analyses (including, for example, statistical analyses), other available sources, and the results of the author's own field research.
- A conclusion section, identifying possible solutions to the problem issue in contemporary practice;
- An application part containing a reference of the solutions to the selected space allowing the verification of the developed theoretical part.

The final development of the thesis includes:

- descriptive part - including theoretical, inference and application parts
- graphic/design part/: 4 drawing boards 100/70cm in horizontal layout
- research article summarising the reflections carried out, written jointly with the supervisor

### **§ 5**

#### **Supervisors.**

A list of persons authorised to supervise thesis is made available to students (Appendix 1). The rules for the selection of the thesis supervisor are defined in par. The thesis supervisor is an employee of the Faculty of Architecture at PG who is authorised to supervise MA theses in Spatial Management.

It is recommended that at least one person out of the two: the thesis supervisor and the thesis reviewer should hold a postdoctoral degree or a professor title, and that the reviewer should hold at least the same title or degree as the thesis supervisor.

### **§ 6**

#### **Consultation.**

The Master's thesis requires the agreement of two specialists in the fields most relevant to the chosen thesis topic. Consultants' corrections are entered in the "Protocol for the evaluation of the Master's thesis" (according to Appendix No. 2).

The consultations must be completed by the end of classes of semester III, the completion of the consultations is a condition for admission to the oral part of the diploma examination.

## § 7

### **Thesis reviews.**

The supervisor shall make a decision on admitting the thesis for checking for authorship using the Single Anti-Plagiarism System by 30 September at the latest. A thesis accepted for checking and uploaded to the JSA may not be supplemented or corrected.

The supervisor, by finally approving the Anti-Plagiarism Screening Report, admits the thesis to defence.

The supervisor's and reviewer's opinion is entered into the My PG system within 14 days of generating a positive result of the Anti-Plagiarism Test Report. The diploma thesis in second-cycle studies is assessed by a reviewer selected from a list of persons authorised to graduate or consult (Appendix 1).

The selection of the reviewer shall be made by the WAPG Vice-Dean for Education and Studies Programmes in consultation with the Head of the Department responsible for the implementation of the Diploma Design II module (the graduation supervisor).

## § 8

### **Thesis defence sessions.**

Diploma thesis exhibition sessions for the second part of the diploma examinations in second-cycle studies are designated by the Dean's Office and take place within two months of the deadline for submission of the diploma thesis as stipulated in the study regulations.

## § 9

### **Diploma exam.**

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

part one non-public - oral master's exam on 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 in this part of the examination is a condition for admission to the second public part.
- Examination questions in the second degree programme cover the programme of the whole degree programme and are grouped into four thematic blocks, covering (Annex 8):
- Examination questions for studies cycle II
  - for the specialisation "Integrated Coastal Zone Management": "Spatial Planning in Marine Areas and Integrated Coastal Zone Management", "Environment and Management", "Spatial Planning and Development Planning" and "Urban Development Planning and Spatial Management in Poland and the World".
  - for the specialisation "Urban Planning": "Spatial Planning and Development Planning", "Environment and Management", "Spatial

Management in Poland and the World", "Urban Development Planning".

- To pass the examination, successful marks must be obtained on all questions.

the second public part - presentation and defence of the thesis (the student presents the thesis and responds to comments and questions from the reviewer, questions from the members of the thesis defence committee and possible questions from the audience.

## § 10

### **Conditions for admission to the diploma examination.**

- Admission to the first part (non-public) of the oral diploma examination in second-level studies is a prerequisite for entry into semester III.
- In order to be admitted to the second part (public) of the diploma examination (presentation and defence of the thesis) in second-cycle studies, it is necessary to pass the entire Master's programme (grades documented on the My PG platform) and to submit the following materials and documents to the Dean's Office:
  - completed readiness card for the defence of the Master's thesis with a statement on respect for copyright (Appendix 3),
    - The thesis has successfully passed the plagiarism check system.
  - display the diploma project, produced in a legible graphic technique, on stiff backings, together with a diploma notebook (initialled by the supervisor and the head of the diploma department on the title page) containing graphic charts reduced to A-3 format, folded to A-4 format and bound with a descriptive part printed on both sides (a problem study, an article based on the work and a description of the design concept.
  - the opinion of the thesis supervisor and reviewer (in the My PG system)

## § 11

### **Assessment and Diploma Examination Board.**

- In the second-cycle studies, both parts of the diploma examination are evaluated by diploma committees - the oral diploma examination committee (appendix no. 6) and the diploma thesis defence committee (appendix no. 7).
- The four-person diploma examination board consists of a chairperson employed as a professor or university professor and specialists representing the subject matter of the other three thematic blocks of examination questions.

The four-member thesis defence committee shall consist of: a chairperson employed as a professor or university professor, a supervisor, a reviewer and an academic teacher from the list of persons authorised to conduct or consult on theses. The composition of the committee may be expanded to include assistant supervisors.

### **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 not being admitted to the public part (a re-examination of this part must take place). In second-cycle studies, a negative grade in the public part two - presentation and defence of the thesis - requires a retake of this part of the examination. Only one repetition of each part of the diploma examination is allowed.

#### **§ 13**

##### **Copy of diploma and supplement.**

In order to receive a copy of the Secondary Diploma in English translation, an appropriate application must be submitted to Moja PG.

In order to receive an additional copy of the supplement in English translation, an appropriate request must be submitted to Moja PG.

#### **§ 14**

In matters not covered by these Regulations, the diploma provisions set out in the Regulations for Full-time and Part-time Studies at Gdańsk University of Technology shall apply.