



**UNIVERSITY STUDENT HANDBOOK
FOR UNDERGRADUATE PROGRAMMES**

Academic Year 2020 - 2021

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MESSAGE FROM THE RECTOR

Dear students,

Your decision to enrol and join the large community of Neapolis University Pafos is an important choice for your life, but also for your future career.

With the contribution of the academic and administrative staff, utilising the latest innovative tools, using new technologies in education and methods of interactive teaching, the continued interest in your progress by the Management and the entire staff of our Institution, you will explore and become acquainted with your chosen fields of study.

You will acquire the necessary academic and empirical knowledge that will lead you, upon graduating, to your successful entry into the labour market, making full use of the considerable advantage that this knowledge will offer you.

We invite you to utilise and take advantage of all the opportunities our University offers you, both in support of your everyday life as a student, and in connection with the global student community, within the international collaborations of our University, the international exchanges of our students, as well as the continuous link and feedback with the local, national and international labour market.

In addition, through our University's support structures, you will be given the opportunity to develop or cultivate skills and talents, that along with your qualifications of study, will allow you to prepare appropriately for the paths of future markets and challenges.

I welcome you to our University, and sincerely wish that our journey together will contribute to the achievement and completion of the goals you and your families have set.

1. THE UNIVERSITY

1.1 General Information

Neapolis University Pafos was founded in 2007 and welcomed its first students in 2010. In 2015 it accepted its first students into Programmes that are offered via Distance Learning methodology. Since its inception it continues to invest in new technologies and learning methods and contributes in a productive and dynamic way to the successful career and fulfilment of its students' dreams.

Within the framework of its developmental policy, Lifelong Learning, and its continuous contribution to society, it provides Study Programmes where the Conventional and Distance Learning methodology is applied.

The University is separated into five(5) Schools and ten(10) Departments.

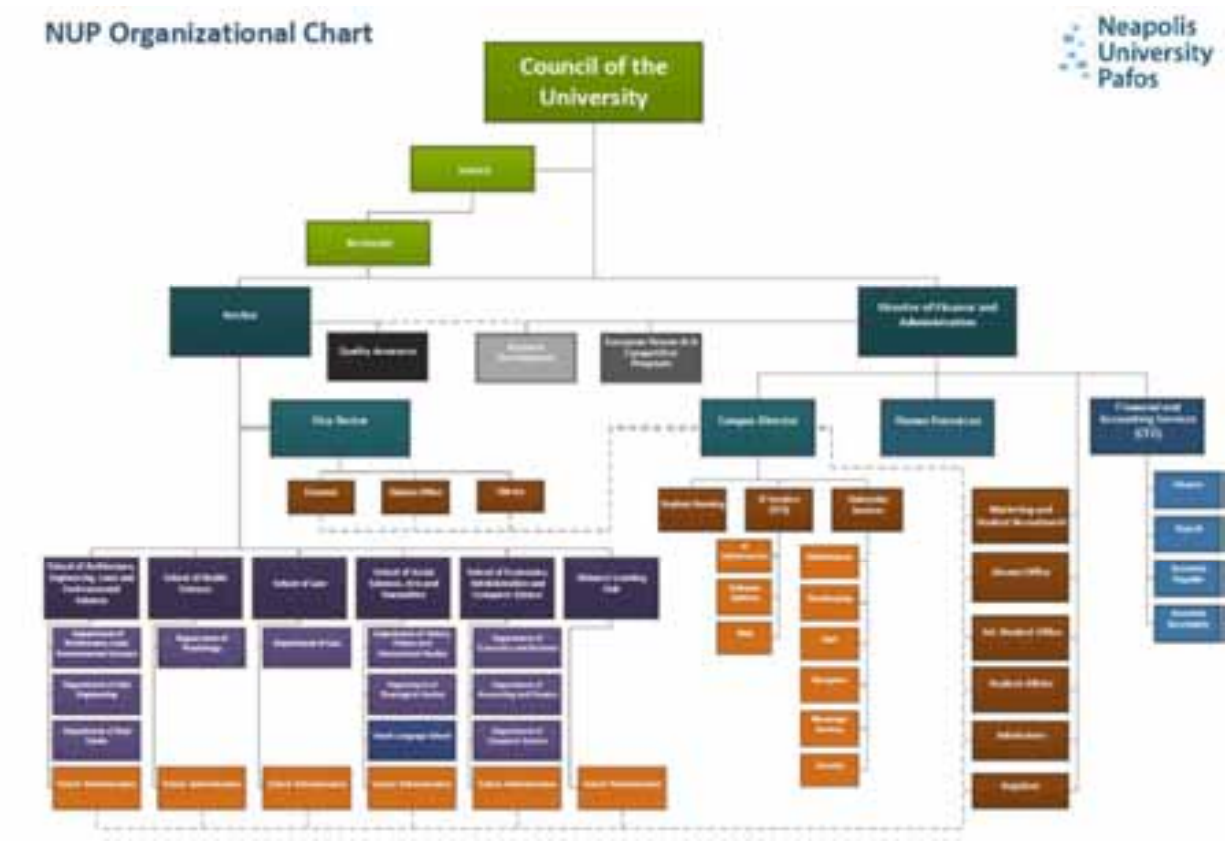
SCHOOLS AND DEPARTMENTS OF NEAPOLIS UNIVERSITY
School of Architecture, Engineering and Land and Environmental Sciences
Department of Architecture and Land and Environmental Sciences
Department of Civil Engineering
Department of Real Estate Valuation and Development
School of Economics, Administration and Computer Science
Department of Economics and Administration
Department of Accounting and Finance
Department of Computer Science
School of Law
Department of Law
School of Social Sciences, Arts and Humanities
Department of History, Politics and International Studies
Department of Theological Studies

School of Health Sciences
Department of Psychology

The University's Objectives

The promotion of science, knowledge, learning and education, and the interdisciplinary exchange of knowledge and information, are the main objectives of Neapolis University. Through the provision of high-quality education, the students' intellectual and cultural level is upgraded and by extension, society itself, which is an important goal for an educational institution.

1.2 Organisational Structure of the University



1.3 University Personnel

Academic Staff

The Academic staff consists of teachers of various ranks, who have worked and become distinguished in Cyprus and abroad. The quality of the Teaching and Research Staff of the University is very high. Their presence in promoting primary research, promoting and enhancing scientific dialogue and in the process of producing new knowledge, is strong and dynamic. Furthermore, the Faculty members of the University are distinguished for their continuous communication with the students and the support they provide.

In particular, in the programmes provided via the Distance Learning methodology, the Academic staff is comprised of both permanent University Teaching Staff (Faculty) and Associate Teaching Staff (ATS), who have a PhD with research and teaching experience with immediate relevance to the subject, and experience in distance learning methods.

Administrative Staff

Neapolis University is a private Organisation whose Supreme Governing Body is the University's Council. The Council has the responsibility and control of managing all matters concerning the University. It also has the responsibility of appointing the Administrative Staff headed by the Director of Administrative and Financial Services.

The Administrative Services of the University consist of highly qualified and trained staff. The main role of the Administrative Staff is to ensure the proper and organised provision of services, the proper and efficient operation of the University and the creation of a friendly and supportive environment for both internal and external entities that come into contact with the University.

2. ADMINISTRATIVE SERVICES OF THE UNIVERSITY

2.1 Office for the Protection of Personal Data

The Data Protection Officer independently ensures that an organisation applies the laws that protect individuals' personal data. The definition, position and duties of a DPO within an organisation are described in articles 37, 38 and 39 of the GDPR.

The University has appointed Ms. Iliana Kelli-Georgiou as Data Protection Officer (DPO).

The main duties of the Data Protection Officer are:

- To apply the requirements of data protection legislation across the University.
- To inform and advise the University and staff who process personal data about data protection.
- To monitor and ensure compliance in an independent manner, including the assignment of responsibilities, raising awareness and staff training, as well as related controls.
- To provide advice, when requested, regarding assessments of the impact on privacy and monitor their implementation.
- To act as a point of contact for the Personal Data Protection Commissioner, and the European Data Protection Supervisor (EDPS), on matters relating to personal data. The DPO is the link between the organisation, the Commissioner and the subject of data.
- To notify the Commissioner of dangerous data processing, if he or she considers it appropriate.
- To conduct periodic audits across all Departments of the University, to ensure compliance and address preventive issues.
- To keep records of all data processing activities carried out by the company, including the purpose of all processing activities.
- To interact with the persons which the data refers to, in order to inform them how their data is being used, their rights to have their personal data deleted, and the measures taken by the company to protect their personal information.

The role of the DPO is defined in the GDPR. The DPO should be able to carry out tasks independently, define the data protection strategy for the University and report to the highest level of management at the University. The DPO is entitled access to all Departments of the University, which must provide adequate support, updating

and information. In addition, he/she has full access to all personal data of the University (students, graduates, academic staff, administrative staff).

2.2 Internal Quality Assurance Unit

The role of the Quality Assurance Unit of Neapolis University is to develop and support a specific policy and strategy of quality as well as to implement the necessary procedures, in accordance with the Quality Manual, for the continuous improvement of the quality of work and services of the Institution, that constitute the Institution's Internal Quality Assurance System.

The University's Quality Assurance Unit is based on the core values supported by Neapolis University: integrity and respect, excellence and innovation, collaboration and solidarity. Neapolis University is a human-centred educational organisation, whose members collaborate for social development through teaching, research and social action.

The University's Quality Assurance system follows a comprehensive qualitative approach based on the PROSE model and methodology for holistic quality management and the EFQM Excellence® (European Framework of Quality Management) model.

Management and quality control procedures are in line with operational management structures. Document management, update of procedures, and monitoring of key performance and quality indicators in a sector, are the responsibility of the heads of each unit or department: Head of an academic department, Head of administrative department, Dean, (Director, Dean, Head of a unit or department) who oversee the Unit or Department.

The participation of those involved in the procedures is considered essential in their evaluation and updating. In the academic curriculum area, the academic staff are responsible for the quality of teaching and learning under the supervision of the Head of the Department. This quality management is of an integrative nature, in which groups of teachers regularly evaluate the infrastructures, students' characteristics, human resources (staff competences), course content, learning objectives and learning outcomes.

2.3 Research Projects Office

The Neapolis Research Projects Office coordinates the University's growing international exposure and involvement in various research activities.

The office aims to:

- Systematically monitor existing and new opportunities for the involvement of Neapolis University's academic staff in international research programmes.
- Identify programmes with added value for national and regional policy and development, as well as for the University's internal expertise.
- Effectively organise and manage Neapolis University's internal resources, as well as of other organisations and institutions involved in the implementation of such projects at a European, National and Regional level, depending on the University's type of involvement (Lead Partner).

2.4 Human Resources Office

The Human Resources Office handles the management and updating of personnel records. It also deals with the issue of its healthcare and provides support in the event of an accident at work.

It is involved in finding suitable resumes in the recruitment process, and preparing employment contracts. At the same time, it plans and organises seminars for both new and existing staff of the Organisation and prepares and coordinates the staff evaluation process.

In addition, the office, confidentially, listens and provides support to the University's staff.

2.5 Marketing and Student Recruitment Service

The Marketing and Student Recruitment Service is responsible for coordinating events organised at Neapolis University, either by the University itself or by external agencies. It participates in educational exhibitions in Cyprus and abroad for the promotion of the Study Programmes offered by the University, while at the same time, through various social media networks, advertises and informs potential students about these programmes.

The Service undertakes the preparation of brochure designs, billboards, promotional prospectus, and invitations for the University's events.

The service includes the University's Student Recruitment Call Centre. This effort involves the Service's staff and agents from other countries.

2.6 Financial Services of the University

Any matter regarding the finances of the University is undertaken by the Accounts Department. The aim is to manage all financial resources efficiently, effectively, and provide all necessary financial services to both the staff and students of the University.

The Accounts department is consisted by two main categories: the Accounts Receivable and the Accounts Payable. The head of department is the Chief Financial Officer. The Accounts Receivable department is mainly responsible for all student matters, including payments, financial arrangements etc. The Accounts Payable undertakes all payments to third parties including the payroll functionality.

2.6.1 Scholarships

The University offers a number of scholarships per academic year. The scholarships vary according to the criteria set and announced by the University's Council.

Indicative criteria for granting scholarships are:

- The high school diploma's average grade
- The student's academic performance at the University
- The prospective student's athletic distinction
- Other criteria, that are defined by the University's Council

Details for the scholarship and special offers policy will be disclosed at the time of their announcement. The University may also provide scholarships funded by individuals and/or organisations and/or companies and the selection of grantees is made by the Special Scholarship Committee.

2.6.2 Special Discounts

The University from time to time grants special discounts which are made public at the time of their announcement.

In this category of special discounts are:

- Early booking of placement and prepayment of the tuition fees
- A second degree at Neapolis University
- Simultaneous study of members of the same family at the University
- Specific programs offered on professional and government bodies

The Council may grant special discounts to organised groups and/or professional and other bodies thus highlighting its human-social contribution to local society.

2.6.3 Financial Aid

Neapolis University runs a Financial Aid Committee. The committee meets once a month and assesses each individual case and accordingly grants the Financial Aid. Eligible for Financial Aid are native students only upon completion and submission the Application for Financial aid form with all supporting documentation.

The deadline for submitting the application form for fall semester is the 15th of November and 15th of March for spring semester.

2.6.4 State Sponsorship

Each academic year, the Cypriot Government receives applications for providing student welfare to students. All students who are Cypriot citizens or citizens of a European Union member state residing in the Republic of Cyprus are eligible to apply.

The exact amount is determined by the Ministry of Education and Culture.

2.6.5 Tuition Refund Policy

A student may request a refund of tuition fees when special circumstances apply (e.g. suspension of studies).

The Refund Policy is as follows:

	Undergraduate & Postgraduate	PhD
Amount not refundable	€500	€1000

Refund is proportionate calculated based on two parameters. The yearly cost of tuition fees and the academically duration of the program. The month of submission the specific form is counted as a completed month.

2.6.6 Students' Financial Obligations

According to the University's regulations, every student that is enrolled in the University should meet all his/her financial obligations according to the payment deadlines.

A student with pending financial issues may not:

- Continue his/her studies into the following academic year or semester
- Register for courses and enroll in the semester
- Receive official documents from the University (e.g. attendance certificates, transcript)
- Receive his Degree
- Participate in course assessments (mid-term and/or final)
- Receive assessment results
- Take part in the Graduation Ceremony
- Use the University's services including the electronic platform

Financial Obligations include University tuition fees, Dormitory costs, retake courses, Graduation fees and any other related costs that may arise.

2.6.7 Students with recognised courses

Upon completion of a student's studies, who has recognised courses, the University's Financial Services Department calculates the amount of Credit Units (ECTS) recognised for the student during his/her studies. This amount is deducted from the student's account statement.

To calculate the amount, all the discounts and/or scholarships awarded during the course of study are taken into account individually for each student.

The final value of the Credit Unit (ECTS) is calculated as follows:

The total discounts and/or scholarships awarded during the course of study are deducted from the total amount of tuition fees.

This net amount is then divided against the total Credit Units (ECTS) of the student's Programme to obtain the net worth per Credit Unit (ECTS).

This value is multiplied by the number of recognised Credit Units (ECTS), which gives the total amount to be deducted from the student's account balance.

2.6.8 Retake Courses

The retake process is coordinated through the school administrator, the student and the accounts department. The cost of re-examination and attendance amounts to €100.00 per credit unit (ECTS) which will have to be paid for in advance in order for the administrator in turn to register the course and the student to be able to attend it.

2.6.9 Student suspension

A student can apply for suspension concerning the Fall Semester until 15th November and the Spring Semester until 15th March of each academic year, without any financial obligations.

In case a student proceeds with suspension after the deadlines mentioned above, he/she is obliged to proceed with the payment of the entire current semester for the completion of the suspension of study. No amount is refunded on suspension requests.

2.6.10 Student termination

A student may submit a termination request before the start of semester or within the first two (2) weeks from the start of the semester.

The proportional tuition percentage is refunded for the total months of study of the respective programme.

The month of submission of the termination request is calculated as a completed month.

2.7 Admissions Office

The applications for the candidate students along with the required documents are registered onto the University's system by the Admissions Office. After examining the student's documents, the application is evaluated by the responsible academic of each Department of the University. The candidate receives a letter of acceptance and he/she informs if he/she wishes to study at the University. Once the student accepts the offered position and pays the deposit, he/she is enrolled at the University.

New entrants who wish to change their enrolled curriculum can apply by sending an email to the Admissions Office (admissions@nup.ac.cy) within the first two (2) weeks from the start of the semester. Upon transferring the student agrees to and accepts any academic or financial differences that may exist between the two programmes of study.

The Policy and Procedure on Admission of Students (European) (NUP 03.515) applies.

2.8 International Students' Office

Foreign students who wish to enrol at the University, after submitting a registration application, can contact the International Students' Office.

The Office in consultation with the Department of Immigration of the Republic of Cyprus helps students obtain their visas, so that they can reside legally in Cyprus.

The Office provides support to the students throughout the duration of their studies.

The Policy and Procedure on Admission of Students (International) (NUP 03.516) applies.

2.9 Office Registry

The main task of the Office Registry is to support the educational process in order to meet the expectations of new and existing students.

It aims to create a relationship of trust between the student and the University and its functions by following the regulations as recorded in the Statute and the Study Guides of the University and the instructions of the Cyprus Agency of Quality Assurance and Accreditation in Higher Education (CYQAA) to provide quality services to students in academic matters.

The Office Registry is responsible for maintaining the list of active students and graduates. It acts with the aim of improving the services provided by institutionalising and recording study procedures which are followed by the Secretariats of the University. It coordinates the competent Departments of the University for the smooth start of each academic semester and the smooth conduct of the examinations. It publishes the academic calendar, semester schedules, exam schedules and student exam results. It follows the process of issuing degrees and preparing the official final documents while coordinating the process regarding the participation in the Graduation Ceremony of the Alumni.

2.10 University Secretariats

The Secretariats of the Departments and the Distance Learning Unit are responsible for the smooth operation of the Curricula and operate in support of the Dean of the School and the Academic Staff. At the same time, they maintain a printed and electronic record of active students in order to better serve them. They are responsible for receiving and processing applications.

3. SCHOOLS AND DEPARTMENTS

3.1 School Bodies

3.1.1 The General Assembly

The General Assembly of a School consists of:

- a) The Dean of the School.
- b) The Faculty members of the School.
- c) The student representatives with an advisory role.
- d) Two (2) representatives, one (1) per category from the Special Teaching Staff members and the Administrative staff of the School.

The General Assembly of the School has as many authorities as the Organisation and Internal Regulation assigns to it.

3.1.2 The Deanery

The Deanery consists of:

- a) The Dean of the School
- b) The Heads of the Departments.
- c) The student representatives with an advisory role.
- d) Two (2) representatives, one (1) per category from the Special Teaching Staff members and the Administrative staff of the School.

The Deanery has the following authorities and any others that are foreseen by the Organisation's provisions, of the Internal Regulation:

- Oversees the operation of the School and its Departments.
- Outlines the School's general educational and research policy and its course of development, in the framework of the Institution's policy, and carries out a frequent review of its activities.
- Processes the recommendations of the Departments' Assemblies for the creation of new positions for Faculty members, as well as Special Teaching Staff members and submits the relevant proposals to the Senate.
- Submits proposals to the Senate regarding the allocation of resources to Departments, Laboratories.

- Recommends conducting and coordinating the common courses of the School's Departments with other Departments of the same or another School.
- Forms an opinion on the Institution's programme planning, concerning the School.
- Organises and determines the manner of operation and staffing of the Dean's services.
- Proposes to the Senate the creation of new positions for Faculty members, upon recommendation by the Assemblies of the Departments concerned.
- Takes the initiative to develop synergies between the School's Departments or with other Schools' Departments, in order to enhance the curricula's interdisciplinarity.

3.1.3 The Deanery

a) A Faculty member of the first-degree or Associate Professor, of full-time employment of the relevant School for a term of three (3) years, can be elected as Dean. Exceptionally Temporary Dean and for a period of up to one term (three (3) years) an Assistant Professor may be elected. The date of commencement and termination of the term of office shall be stated in the announcement.

b) It is permitted to elect a Dean for a second consecutive term and up to two (2) terms in total.

The Dean has the following authorities and any others as foreseen by the provisions hereof the Organisation and the Internal Regulation:

- Convenes the School's General Assembly and the Deanery. The agenda items are put forward by the Rector, the Dean and the Heads of the Departments, who shall appoint the rapporteurs concerned.
- Oversees the implementation of the Departments' Study Regulations and the compliance of the Organisation and its Internal Regulation.
- Leads the Deanery's services.
- Establishes committees to study or address specific issues within its authority.

The Dean prepares an annual report of his/her work, which he/she submits for approval to the General Assembly of the School.

3.2 Department Bodies

The Department's Assembly

The Assembly of the Department consists of:

- a) Faculty members of the Department.
- c) Student representatives with an advisory role
- d) Two (2) representatives, (1) per category from the Special Teaching Staff members and the Administrative staff of the Department.

The Department's Assembly has the following authorities and any others as foreseen by the provisions of the Organisation, the Internal Regulation, as well as the other provisions of the applicable legislation:

- Outlines the general educational and research policy of the Department and the course of its development, in the framework of the policy of the School and the Institution.
- Expresses its opinion and makes recommendations to the Senate on the following issues:
 - the organisation of studies per Department such as:
 - the number of courses required for the award of a degree based on the corresponding curriculum and the possibility of offering elective courses in a foreign language,
 - the interdependence of the courses and how they are replenished,
 - the percentage between compulsory and elective courses in the curriculum,
 - the conditions for the students' participation in the exams, the length of the examination periods,
 - the specific manner and procedure of examinations and other methods of students' assessment.
- Drafts the Department's Internal Regulation, within the guidelines of the Institution's Internal Regulation.
- Recommends to the Senate changing the discipline in which a Teacher has been appointed a member of the Faculty.
- Recommends a Programme Director/Coordinator to the Rector's Council.
- Recommends to the Dean of the School organising joint courses of the Department with other Departments of the same or another School.
- Drafts the Handbook of the Department.
- Awards the degrees of study programmes which are organised by the Department.

- Distributes the teaching work to teachers of undergraduate and postgraduate courses.
- Assigns independent teaching work to Faculty members, Special Teaching Staff, as well as Visiting Professors, for the programmes offered with conventional teaching in accordance with the relevant provisions.
- Approves the distributed textbooks for each course in the curriculum.
- Establishes teams for the internal evaluation of the Department.
- Suggests to the Dean of the School the creation of new Faculty members and Special Teaching Staff.
- Compiles and updates the records of internal and external members, which are kept for the procedures of election, development, appointment and renewal of the Faculty members, which it also submits to the Senate for approval.
- Suggests to the Rector the announcement of positions for members of the Faculty and Special Teaching Staff and Temporary Teaching Staff and exercises the authorities foreseen by the Internal Regulation in the process of evaluating Faculty members and Special Teaching Staff.
- Makes suggestions to the Rector's Council for including Faculty members on a part-time basis.
- Expresses its opinion to the Rector's Council for moving Faculty Members to and from the Department.
- Recommends to the Rector's Council the recruitment of visiting professors and visiting postdoctoral researchers and provides them with all possible support for the execution of their academic work.
- Makes recommendations to the Senate for awarding Honorary Doctorate, Emeritus and Honorary Degrees.
- Proposes to the Senate the allocation of funds for educational, research and other activities of the Department, and establishes committees to study or address specific issues which fall within its authority.
- Appoints representatives of the respective programmes to the Pedagogical Planning Committee of the University's Distance Learning Unit.

Head of the Department

A full-time Faculty member of the first rank, or rank of Associate of the Department concerned, can be elected Head or Deputy Head of the Department for a term of two (2) years. Exceptionally Interim President and for a term of up to one (two (2) years) may be elected Assistant Professor.

The Head of the Department has the following authorities and any others foreseen by the provisions of the Organisation, the Internal Regulation, as well as other provisions of the applicable legislation:

- Supervises the services of the Department and oversees the proper functioning of the Department and adherence to the laws of the Organisation and the Internal Regulation.
- Convenes the Assembly of the Department, draws up the agenda, appoints a member of the Assembly as rapporteur, presides over its work, proposes matters for which no other member of the Assembly has been designated as rapporteur, and ensures the execution of its decisions.
- Ensures the implementation of the curriculum, including educational activities.
- Maintains the records of the Department's scientific publications.
- Issues actions of integrating Faculty members on a part-time basis following the relevant decision of the Rector's Council.
- Communicates opinions, proposals or recommendations of the Assembly to the intended bodies.
- Establishes committees to study or address specific issues of the Department's authority.
- Prepares an annual report of the Department's activities and forwards it to the Deanery.
- Represents the Department in the Senate and must inform the Assembly of the discussions and decisions of the Senate.
- Convenes and presides over the Internal Quality Committee of the Department.
- Convenes and presides over the Assessment Board of the Department.

3.3 Internal Quality Committee of the Department

Each Department (of the University) recommends its own Internal Quality Committee which includes:

- a) the Head or Vice-Head of the Department
- b) a member of the academic staff of the Department, preferably with experience in quality assurance processes

- c) an undergraduate student of the Department, who is in the third year of study
- d) a representative of the distance learning students
- e) a representative of the administrative staff

The manner in which the Department's Internal Quality Committee functions, the procedure for appointing its members, and the length of its term of office, are decided by the competent bodies of the Department and posted on their website.

The Internal Quality Committee of the Department is responsible for:

- The proportional application of the standards set forth in article 12 for Quality Assurance and Accreditation in Higher Education and the establishment and operation of an Agency for related Law matters and related Regulations, for the purpose of ensuring the internal quality of the Department.
- Assisting the Institution's Internal Quality Committee's work in preparing special self-evaluation reports in relation to the External Evaluations that concern the Department and its study programmes, in accordance with the standards set and published by the Agency.
- Analysis of internal strengths and weaknesses (SWOT analysis) of the institution / department and programme, as well as external factors which create opportunities and threats towards achieving their goals.

4. STUDIES

4.1 Study semesters

The semesters of study for each academic year are two; Fall and Spring.

Each semester's timetable is set by the Departments and announced on the University's Moodle platform. The timetable contains all the required information about the code, title, teacher, days, times, and classrooms.

4.2 European Credit Transfer and Accumulation System (ECTS)

Neapolis University's study programmes are assessed using the European Credit Transfer and Accumulation System (ECTS).

Each credit unit corresponds to 25-30 hours of workload, therefore the maximum number of credits per semester has been set to 30 ECTS. Credit units are broken down into teaching hours in the fall and spring semesters.

4.3 Examination periods

The examination periods are three (3). The first is set at the end of the fall semester, the second at the end of the spring semester, and the third, the re-examination period, before the start of the new academic year.

The exam schedule is announced on the electronic platform in a timely manner, after the exam dates and times have been set by the Board of each Department.

The Policy and Procedure Assessment of students - Exams (NUP 03.512) applies.

4.4 Grading system

The courses' grading system is numerical, from 0-100, with the lowest average score of 50 in the Fall and Spring Semester examinations and maximum grade 64 in the Re-sit Examination.

4.5 Requirements for completion of studies

The courses a student must attend are defined in the Department Handbook, which is made public at the beginning of the academic year.

The Handbook records the semester breakdown and the number of courses a student must succeed in. In addition, the credit units (ECTS) of each course are recorded and the total number of credits units (ECTS) for completing the programme of study and obtaining the degree.

The Policy and Procedure for Publicity of the Programme of Studies (NUP 03.110) applies.

4.6 Duration for Completion of Studies

The duration of studies for students completing their first degree (BA, BSc) is the standard time, as defined in the Programme Handbook with an extension of two (2) years.

Upon the expiry of this permitted period, the University reserves the right to erase the student from its records and/or charge per credit unit (ECTS). The cost / ECTS is determined at the beginning of the academic year.

Please note that courses that surpass 30 ECTS workload per semester cannot be taken, except where it appears that the extra workload is the result of re-take courses.

4.7 Calculation of the Degree's Grade

To calculate the grade, multiply the final grade of each course by its credit units (ECTS). Then, the sum of the multiplications is divided by the number of credit units required to complete the study programme.

Only the successfully completed courses are considered for calculating the Degree's Grade.

Courses that receive a descriptive "grade" (Pass, Transfer course, Erasmus Course) are not considered.

4.8 Dissertations

For the programmes that require the submission of a dissertation, students state the subject they will study and a supervising teacher is appointed accordingly to help them complete it.

The date of submission of the dissertation is announced in the Academic Calendar.

The Policy and Procedure for Dissertation (NUP 03.400) applies.

4.9 Degree and official graduate documents

The University awards degrees to graduates after the results are validated by the Department Evaluation Board during the months of December, February, April, July and September.

The process of issuing and sending the Degrees is completed within at least three (3) months from the month of awarding the Degree.

Along with the Degree, students receive the Transcript and the Diploma Supplement.

The official documents are received only by the students who have paid off all their financial debts to the University, including the amount required for the issuance of a degree.

4.10 Erasure of University Email Address

Email accounts are erased three(3) months after the date of the students' graduation from the University.

Based on the above, the email account is terminated and all data (messages, contacts) of your account will be deleted. After deletion it will not be possible to retrieve them, as the University does not keep an electronic copy of this data.

4.11 Graduation Ceremony

At the end of the academic year, the University organises the Graduation Ceremony where anyone who has completed their studies can participate. Graduates are given a congratulatory letter.

4.12 Excellent Students Awards

The University has established awards, funded by itself as well as individuals, organisations, endowments or companies, for students who achieve the best performance in a particular field among their peers at a given time. The selection is the responsibility of the Senate, which cooperates with the relevant Schools for this purpose.

5. LEARNING ENVIRONMENT

Neapolis University, which has as its main purpose the provision of higher quality education, gives emphasis, in addition to the student's training in the subjects of his study programme, to the broader and more multifaceted transfer of knowledge.

In order to fulfill the above purpose, tools have been created which act as means of communication and enhance the student's learning environment.

5.1 NUP WEBTV

NUP WebTV is the University's visual broadcasting system. It is continuously enriched with videos while also enabling real-time connections. It is based on the YouTube platform in the form of a channel that can be accessed directly and easily and on the official website of the University there is a space where all broadcasts, publications, and announcements/instructions related to the channel and its function, are hosted.

AIM

The University takes full advantage of the capabilities offered by Information Technology and Megadata transfer. NUP WebTV as a digital medium aims to broaden the audience of important lectures, speeches and events that take place at the University's premises, the interactive communication of the academic community with society, and the diffusion of produced scientific knowledge to wider audiences of the global community of innovation and cutting-edge knowledge production.

STRUCTURE

NUP WebTV runs on the YouTube multimedia system and utilises the Channel service. The user can join the platform either through the official website of the University, or directly from the YouTube platform with any device that can display video. The media team maintains and uploads onto the Channel the audiovisual material which is available to all, and there is the capability of live broadcasting. A link is offered for each upload.



5.2 Online Lecture Series

The **ONLINE LECTURE SERIES** is a Lecture/Telecommunication delivery tool via the University's Learning Management System Moodle. Participants are all the students and Academic/Administrative staff. The system offers the Lecturer/Presenter the opportunity to digitally address distant audiences by creating a digital educational environment.

AIM

The online tool **ONLINE LECTURE SERIES**, supported by the University's online platform (MOODLE), addresses the internal community of the University aiming at the diffusion of specialised and general knowledge and training of its members, reinforces the sense of community and unity and strengthens overall the Academicity of the University. A particular target is the student community of distance and conventional students, to whom it offers the capability of interactive engagement and contribution to the cognitive process of the University.

STRUCTURE

The digital tool supports and serves:

- Announcements for lectures/topics and scheduling via an electronic diary
- Real-time discussions between participants
- Polls that allow participants to express their views
- Posting of files and sharing them with other users of the platform
- Posts, reproductions and collections of data from audio, video, pdf
- Connections with other multimedia systems, such as Open Badges, Activity Directory, Google Drive & YouTube.
- Discussion forums and use of survey tools.
- Connections with websites, graphics posts, presentations.
- Survey (with findings available to the participants)



5.3 Discussion Forums

DESCRIPTION

They constitute the internal public step of the University's community, in which its members (Academic, conventional and distance students) can participate by contributing to the development of an open dialogue regarding wider or more specialised topics. They are created initially within the course's framework in order to have on-line direct briefing and interactive communication of teachers with their students and between the students themselves.

AIM

Reinforcing the University's effort to increase the unity of its community, providing the capability and opportunities for greater engagement and mobilisation of conventional and distance students in its processes and instruments, as well as the creation and development of online societies/ communities of common subjects or interests.

STRUCTURE

The Learning platform enables the creation of a discussion forum. There are six (6) different types of discussion forums in total.

- Simple discussion forum – In a single page a post can be made where the participants can express their views.
- Shared discussion forum – An open discussion forum where each participant is entitled to upload.
- Discussion forum per participant – Each participant can post an open discussion in which everyone else can take part.
- Questions/Answers – The teacher can start a forum where students can ask questions and answers can be given/communicated by the competent persons.

- Discussion forums with website posts – It works as an independent website and informs the participants of its posts.
- News partitioning forum – A special forum that allows new posts and direct information to all participants.

6. STUDENT SUPPORT

6.1 Induction Week

Induction week is organised for the new students of the University. During this week students have the opportunity to:

- Meet the Head and the Teachers of their Department.
- Be informed about the institution of the Academic Personal Advisor.
- Be informed about the assessment process and the importance of formative assessment, interactivity and the students' participation in this process.
- Meet the members of the academic community and the administrative staff.
- Become acquainted with the University's facilities and services.
- Get to know the University's Counselling Centre.
- Be informed about:
 - the Student Handbook
 - the Study Procedures
 - the University's Students' Association and representation procedures
 - the University's Clubs
 - the Procedure for appeals and complaints
 - the use of the electronic Pedagogical platform (moodle)
 - the electronic means provided by the University
 - the capabilities offered by the Library and how they can be exploited
 - the Erasmus programme
 - the capabilities and opportunities they will have during their studies
- Come into contact with other students and socialise.
- Discuss various subjects/queries that concern them.

The Policy and Procedure for incoming students (NUP 07.100) applies.

6.2 Academic Support

Academic Personal Advisor

All first-year students are informed during their enrolment regarding their Academic Personal Advisor, who will guide / advise them throughout their studies. The distribution of students to the Academic Personal Advisors is done alphabetically.

Duties and Role of Academic Personal Advisor: The Academic Personal Advisor is a reference point for the student and the person from whom the student can obtain reliable information. The Academic Personal Advisor provides counselling and guidance on any academic matter that may arise during the student's studies. Academic matters can be related to the programme, courses, the student's progress, study regulations, or personal life (health problems, family, finances, etc.). The Academic Personal Advisor acts with complete confidentiality on what is discussed individually with each student. In the event he considers the matter to be of great importance, then the Head of the Department will be informed, who will deal with the matter in cooperation with the Academic Personal Advisor.

The Academic Personal Advisor and the student should meet regularly. The first meeting (acquaintance meeting) must be scheduled within the first month of classes. Subsequently, it is recommended that there are at least two (2) appointments per academic year.

If the Academic Personal Advisor is absent from the University for an extended period of time either for health reasons, or because of educational leave, the School's Secretariat shall appoint a new Academic Personal Advisor for the student. If the student wishes to change the predetermined Academic Personal Advisor, he / she submits a justified request to the School's Secretariat supporting his / her request. The decision for approval or not of his/her request is taken at the next assembly of the School concerned.

The Policy and Procedure for Academic Personal Advisor (NUP 07.300) applies.

6.3 Student residence

The campus location, facilities and services make for an ideal environment that encourages knowledge, work and all aspects of student life.

The student residence is located within the campus, in the heart of the Kato Paphos tourist area. It consists of 100 spacious student rooms, fully furnished with their own bathroom and balcony overlooking the sea or the

University's indoor gardens, TV, wireless internet connection, 24-hour reception, housekeeping and technical support. The residence also has communal kitchens, washing machines, dryers, ironing boards, a fitness centre, a swimming pool, and various indoor and outdoor sports facilities.

Access from the residence to the classrooms and other areas of the University is immediate and can be done either through internal corridors or through the University's inner courtyard.

The campus restaurant serves meals throughout the week (breakfast, lunch, and dinner) with a selection of Cypriot and Mediterranean cuisine. The restaurant area is well designed and equipped to function as a cafeteria as well.

The residence contract is for 2 academic semesters (8 months) and students have the option to extend it for the summer period. The cost of accommodation is very affordable and includes electricity, water, air conditioning, communal expenses and more.

Accommodation at Neapolis University's residence offers students a unique experience.

Rules of Operation of the Student Residence

The University's authorities ensure the protection, security and orderly accommodation of students, but also the safeguarding of University property.

Acceptance of the rules is a prerequisite for admission into the student residence, and compliance with them is a necessary condition for accommodation. Violation of the rules of operation of the student residence may result in the issuance of a warning, removal from the residence and / or University.

6.4 Library

The Library of Neapolis University Pafos provides access to a vast collection of sources, in printed books, electronic databases, and ten thousand titles of printed materials. It has subscription access to three hundred thousand e-books and over five million electronic articles that largely cover all the programmes taught at the University.

The student can search for library material either from the Ebsco Discovery Service, or the search engine.

University identification

The University ID, available to all new students, allows them to borrow books from the Library, access computers, use the sports facilities, etc.

Keeping the card in good condition is the responsibility of the student.

Replacing it will be charged at an additional cost.

Borrowing books

Library users who have acquired membership and who have no outstanding obligations, are entitled to borrow Library material.

Users present their membership card whenever they wish to borrow books or other material.

The Policy and Procedure for the library (NUP 05.210) applies.

Rules of Operation of the Library

Students should:

- Maintain silence in the Library.
- Keep the Library clean.
- Comply with the Librarian's instructions.
- Return the borrowed material on time.
- Follow the applicable copyright laws and regulations as they apply to the Library.

Informative Education

The Library's informative education programme consists of the following activities:

Guided Tours

The Library offers schools in Cyprus guided tours of Neapolis University

Introductory seminar

The seminar is aimed at new Library users and provides important information on library material, its main services, rules and effective use.

Information Resource Search Seminars

The seminars are aimed at students of the University (Conventional and Distance) and provide information on how to search for information. These seminars are offered in the classrooms as well as online, which are also stored on Moodle.

The seminars are aimed at new Library users and provide important information on library material, its main services, rules and effective use.

Bibliographic management

The seminar on the use of bibliographical references is aimed at students of both Conventional and Distance Learning courses.

Hephaestus Repository

The Institutional Repository HEPHAESTUS has open access and collects all the digital material of the various activities of the University.

The repository demonstrates the University's intellectual life, research activities and publications. In this way it preserves, recognises and promotes scientific research for the benefit of the local and international community.

Dissertation Writing

The Library provides guidance on the formulation of the University's dissertations through general guides that students can use to assist them in the writing of their dissertations. Special guides are provided by the School Secretariats.

Turnitin plagiarism tool

The Turnitin online application can help prevent plagiarism, as it is an effective text comparison tool for verifying originality.

This tool is used by 10,000 educational institutions in more than 126 countries worldwide. Turnitin is a very useful tool for teachers, undergraduate and postgraduate students, as it enables them to verify the authenticity and originality of their work. Among others, it also supports the Greek language.

The submission of a final rate of uniformity is a prerequisite for the evaluation of any undergraduate, postgraduate assignments and doctoral thesis.

The Policy and Procedure for Ensuring Plagiarism Control (NUP01.310) applies.

6.5 IT Services

Neapolis University's IT Services support the needs of teaching, research, learning and information technologies and the design, provision and maintenance of modern systems that support the University's educational and administrative work.

The IT Services are divided into three (3) departments which are managed by the IT Services Director. The technical department is responsible for the proper operation of the IT equipment available within the University's premises. The software department is responsible for the software programs and the Moodle platform that are installed on the University's computers. The Multimedia Department is responsible for the proper functioning of the University's website.

Providing Support for IT Services

If a student needs help with a matter related to software, hardware or any of the above services, they may:

- Send a message to it_support@nup.ac.cy
- Call 26843344

The University's electronic platform (Moodle)

Moodle is an open source Learning Management System that enables the teacher to create an online learning environment through which the following are implemented:

- Real-time discussions between participants
- Polls that allow the Academic Personal Advisor to evaluate students' views on the lesson
- Post files and share them with other users of the platform
- Posts, reproductions and data collections from audio, video, pdfs
- Connections to other systems such as Open Badges, Activity Directory, Google Drive & YouTube
- Discussion and implementation of research tools, discussion forums, and survey tools
- Evaluation and monitoring of users' progress

Moodle also allows the creation of various types of interactive educational material:

- Assignments (posting files which are examined and graded by the teacher)
- Options (questions)
- Online tests (quiz)
- Research (with findings available to the teacher or other students)
- Websites, graphics, JavaScript programs, presentations, and anything that works in a browser.

More details can be found in the “Moodle User Guide”

Online Electronic Mail

Every student’s private electronic mail at Neapolis University is accessible online at <http://mail.nup.ac.cy>. This application, also known as Outlook Web Access (OWA), is online and offers all the features that Microsoft Outlook (a part of MS Office) offers. OWA provides access to texts stored in Microsoft SharePoint and other online storage sites. It can be used in cafes, public areas and anywhere there is access to the Internet. To enter, use the username and password provided by the University.

6.6 Centre for Special Educational Needs and Disabilities (CE.S.E.N.D.)

Mission

In concert with the university's position on human dignity and diversity, the mission of the CE.S.E.N.D. is to create and foster an accessible Neapolis community where students with disabilities have an equal opportunity to participate fully in all aspects of its educational environment. The CE.S.E.N.D. will:

- Assist students in meeting individual needs and interests on campus, and
- Provide awareness of the needs of students with disabilities to the campus community to foster and promote their inclusion in the diverse campus student population.

Procedures and Guidelines for the Accommodation Process

Students with disabilities may be entitled to accommodation and/or academic adjustments designed to give them equal access to the university's resources. The procedures guiding the accommodation process are detailed in the section below.

Accommodation Process Summary

In order to receive accommodation, students must:

- Complete the section of the Application Form in reference to any disability
- Provide appropriate documentation to the CE.S.E.N.D. either in person or via e-mail at keeaa@nup.ac.cy,
- Meet with the CE.S.E.N.D. each semester, PRIOR to the need for requested accommodations,
- Identify in the meeting the courses for which accommodation is requested,
- Deliver the accommodation letter provided by the CE.S.E.N.D. to each teacher and discuss classroom needs with the teacher, and
- Notify the CE.S.E.N.D. when accommodation is not working, or does not meet students' needs.

The CE.S.E.N.D. of Neapolis University, is the designated office to identify and implement the necessary accommodation for all undergraduate and graduate students with identified and documented disabilities who require them. Determining any accommodation is made on a case-by-case basis.

6.7 Counselling Centre for Research and Psychological Services (SKEPSI)

Aims and Objectives

The Counselling Centre for Research and Psychological Services – SKEPSI – is under the Neapolis University Division of Student Affairs and supervised by the Department of Psychology. The primary purpose of SKEPSI is to provide free, confidential professional counselling services, including individual, group, marriage, child and/or family psychotherapy, to all University students and the wider community of Pafos and Cyprus. It also aims at investigating the needs of the community and assessing its effectiveness in order to improve the quality of its services.

The Counselling Centre

The Counselling Centre offers short-term counselling and other evidence-based mental health support options such as self-help resources and group events. Its team is comprised of experienced licensed psychologists and professionally qualified counsellors in line with the Centre's policy on clinical need and counselling provision.

The Centre follows the Code of Ethics of Psychologists and has its own Code of Practice on Confidentiality and Data Protection detailing the nature and limits of confidentiality. A copy of the Centre's Code of Practice is given to every client prior to initial assessment.

Location and opening hours

The counselling centre operates out of the main campus and is located in the Psychology Department. The centre is open daily Monday to Friday 8am to 8pm and by appointment throughout the year.

Support Services

The secondary objective of the Counselling Centre is to enhance and encourage the emotional well-being and mental health of not only Neapolis University's students and those who support them, but also the wider Pafos community. The Centre seeks to reach this objective by:

- providing professional assessments and counselling for career guidance
- designing and implementing educational programs and prevention programs to be presented in the university and the community
- providing psychological assessments of general personal functions, abilities, emotional disturbances, learning difficulties and professional orientation
- facilitating personal development presentations/workshops for students and the wider community
- offering advice and support to academic staff concerned for the mental and emotional well-being of their students and relatives
- promoting understanding and acceptance of self and others in terms of gender, race, nationality, religion, age, political beliefs, and sexual orientation
- contributing to training and the development of programmes organised for staff and students by other departments of the University
- providing consulting services, by collaborating and liaising with colleagues in other University services
- offering high quality placements to counsellors in training and to maintain levels of education that are consistent with Cypriot and European Union legislation
- monitoring the effectiveness and quality of programme consultancy and to revise them if and when necessary and

- by providing evidence-based self-help.

6.8 Security

Student safety is a matter of the utmost importance to the Management of Neapolis University.

Response procedures have been developed for emergency situations that can occur in large buildings designed to prepare students for the arrival of government services such as the police, fire brigade and emergency medical services.

The various emergencies are handled by the crisis team, which consists of staff and student representatives according to the instructions of the Campus Director.

Due to the complexity of today's technology and interoperability systems, any emergency can lead to a rapid escalation of events if not properly addressed. Our goal is to identify the various areas where an incident may occur and provide the initial steps to handle common events.

Security Personnel

The Security Personnel is responsible for your safety during your stay at the University. The University has trained receptionists and security guards who handle any security problems 24/7.

Lost items

A large number of items are found at the University each year and delivered to the University Reception. The Reception Department is responsible for receiving, recording and delivering lost items to their owners. In case something is lost the student immediately informs Reception. If found, he can claim it once he has answered a few questions to prove his identity.

The University is not responsible for any loss or damage to the personal belongings of its students on the University's premises.

6.9 Healthcare Services

The Cyprus Healthcare System consists of a network of public and private hospitals, clinics, self-employed doctors, diagnostic centres and pharmacies.

The Public Healthcare Service (PHS) in Cyprus provides medical treatment to residents and visitors through a wide range of services in the District and Regional Public Hospitals. Paphos General Hospital is located on Achepanse Street, 8026.

There are also several private hospitals and clinics throughout the district of Paphos that offer a high level of medicine.

University students can benefit from reduced-cost medical care at IASIS Private Hospital, a member of the Leptos Group, which is just 5 minutes from the campus on 8, North Ipiros Street. For further information, students may contact the University's Student Welfare office, or visit the IASIS Hospital website (www.iasishospital.com).

It is recommended that students obtain a private medical insurance card that offers coverage for all hospital care in Cyprus, both in government and private hospitals.

Students from EU countries who hold the European Health Insurance Card are entitled to free or reduced-cost treatment in public hospitals. For non-EU students, medical insurance is compulsory due to immigration regulations and student visa requirements. Students without a medical card may continue to use the Government Medical Services, but will have to bear the full cost of any care or treatment.

7. RULES OF STUDY

7.1 Students' Rights and Obligations

Students' Rights

- They may express themselves and act freely within the University's premises, provided they do not violate any relevant rules, regulations or laws.
- They have the right to know the study material, the method of assessment and the percentages that each part of assessment receives, at the beginning of the course.
- Upon their enrolment, they receive a Student Handbook from the University's Authorities, detailing the operation of the University, the rules governing the rights and obligations of students, and clarifications on other relevant study matters.
- By enrolling, they automatically become members of the University's Student Association. It is understood that students have the right to form Special Student Unions, which will promote academic, cultural, social and sporting issues, and in which all students are free to participate. A prerequisite for the operation of these Unions is the approval of their aims and activities by the University's Council.
- They have the right to file a complaint with the University's Complaints Committee.
- They can use all University premises (Library, Laboratories, etc.).

Students' Obligations

- They do not interfere with the smooth operation of the University, nor do they disrupt public order or destroy University property or endanger the physical integrity of persons located on the University's campus.
- They respect academic ethics, do not copy the intellectual work of others and do not use deception in exams, nor do they falsify.
- In case they change their personal information, they immediately inform the Secretariat.
- They participate in lessons and do not take actions that would impede the smooth delivery of the lesson.
- They collaborate with their Personal Academic Advisor and prepare their study plan for the following years.

- They respect and follow the rules set forth by the University's Financial Policy.
- They do not in any way deceive the University.
- They behave in a decent manner both towards teachers and their peers.
- They accept each person's individuality.

7.2 Student attendance

Students must ensure 60% of attendance in the scheduled courses that are part of their curriculum, as well as take part in assignments and assessments as defined in the syllabus of each course, to be eligible to participate in the formal examination of the course. The minimum percentage for attendance in a particular course does not include medical reasons.

- Students who do not secure the above minimum percentage of attendance in a particular course, must present an official supporting/medical certificate to the Secretariat of their Department.
- Attendance in workshops is mandatory and must be at least 80%.
- In case a student does not ensure the minimum attendance rate which is 60%:
 - Physical presence for all activities and assessments that require participation in the classroom (exams, midterm exam, participation activities with synthetic elements) is mandatory. If the student does not have a physical presence, he/she cannot receive a grade.
 - Activities that require participation (and attendance in the classroom) are not calculated in the final grade and are deducted.
 - In case a student does not ensure the minimum percentage of attendance for a specific course (60%), then the maximum percentage that can be achieved is 80% of the final grade.
- In case a student did not participate in a specific course (less than 60% attendance), then his/her Academic Advisor should discuss this issue with the student and find a solution. The decision rests with the student's Academic Advisor, if participation in the final exam is accepted. If the Academic Advisor denies, then the Board of the Department is authorised to make the final decision in this case.
- Non-participation in the course for 10 consecutive days for medical reasons, requires an official medical certificate for the entire duration of the absence. No medical certificate is required for further absence due to the same current illness.

The Policy and Procedure "Student attendance in the Educational Process" applies (NUP01.414).

7.3 Student Code of Ethics

The "Student Code of Ethics" lists the University's regulations, what is defined as a disciplinary misconduct, indicative penalties that may be imposed on a student who commits a disciplinary misconduct.

7.4 Filing a complaint

"Filing a complaint" describes the expression of dissatisfaction with a programme or lesson, with the University's Administration, its facilities and services, actions or omissions of staff. Complaints must be treated fairly and in such a way that they work well for the students. Students have the right to report any type of violation of their rights.

To file a complaint, the student first communicates with the Student Affairs Office. The officer discusses the matter with the student and gives him / her the complaint form to complete.

The student fills out the form and can submit it to the Student Affairs Office in person, leave it in the complaint box outside the office, or send it electronically.

Please note that, for complaints regarding course grades after the announcement of results, students address their School Secretariat.

Email: student.affairs@nup.ac.cy

Tel. 26843359

Office hours: 8:30- 13:00 , 14:30 – 16:00

The Policy and Procedure for complaints of students (NUP 07.200) applies.

8. STUDY PROCEDURES

8.1 Issuing certificates

Students may request the School Secretariat to issue certificates (attendance certificate, student sponsorship certificate, transcript) by completing the relevant form.

8.2 Course registration

Course registration is done through the University's student electronic platform (Moodle) and the days of registration are set in the Academic Calendar.

Each student can apply for up to 30 ECTS per semester. In special cases up to 36 credits may be registered, with the approval of the Personal Academic Advisor. For larger loads, that is 37-42 ECTS, approval by the Head of the Department is required.

Indicative cases where a student may be approved to apply for more credit units (ECTS) are when he /she has to re-take courses, when he /she has recognised courses, or when he / she is a graduate student.

Students who have failed chain courses will be able to register in the following year's courses, as long as they also register in the prerequisite courses.

The course registration confirms the student's enrolment in the semester of study.

Students who have financial obligations pending will not be able to proceed with the course registration.

Students who repeat the year will only be able to register the courses they have failed.

8.3 Credit recognition (ECTS)

Transfer students

Students who transfer from relevant study programmes of other recognised Universities can enter up to the third year of study at Neapolis University. The time recognised by Neapolis University is relevant to the credits (ECTS) and the content of the courses completed by the student at the previous University.

Students with recognised courses

Students holding a bachelor's degree from a recognised University may have courses recognised, provided that in their previous studies they were taught and examined in courses related to those of the programme in which

they apply to be admitted. Students can have for up to half the time required to complete the curriculum recognised.

The "Credit Recognition Policy and Procedure and Credit Transfer (NUP Policy and Procedure 03.590)" applies to Credit Recognition.

8.4 Suspension of study

Students may apply for suspension of study for one (1) or two (2) semesters. The total period of suspension may not exceed two (2) semesters, unless specific reasons apply.

The form is to be completed and submitted either hard copy or electronically to the Department's Administrator with the necessary documents. Forms for Fall Semester can be submitted the latest on the 15th of November and for Spring Semester the latest on the 15th of March without any finance charges.

The Head of the Department or Programme Director decides whether the request for suspension will be accepted. The Secretariat informs the Library, the Financial Services Department and the Registrar to check for any outstanding issues.

After reviewing the case, the student is informed of the outcome of the application in writing, as well as of any outstanding issues.

The semester, during which the student has suspended his / her studies, is not counted in the time of study and does not appear in the official transcript of the student.

Please note that a student who terminates his / her suspension of study will attend the programme which is enforced at the time.

8.5 Student Withdraw

Students wishing to withdraw from the University must declare it and send a relevant application form to the Secretariat before the start of the semester or within the first two (2) weeks of the semester.

The Head of the Department or Programme Director examines the withdrawal form.

The Secretariat informs the Library, the Financial Services Department and the Registrar to check for any outstanding issues.

After reviewing the case, the student is informed of the outcome of the application in writing, as well as of any outstanding issues.

8.6 Student re-enrolment

Students who wish to return to the University must complete an application which they send to the Secretariat before the start of the semester or within the first two (2) weeks of the semester.

The Secretariat informs the Library, the Financial Services Department and the Registrar to check for any outstanding issues.

After reviewing the case, the student is informed of the outcome of the application in writing, as well as of any outstanding issues.

8.7 Termination of study

The University proceeds with its own automatic termination of study and disables contact when the student has fulfilled one of the following conditions:

- He/she has received a total grade of 0 in all registered courses for two consecutive semesters.
- He/she has not registered courses for two consecutive semesters.
- After suspension he/she has not registered any courses.
- He/she has not completed his/her studies within the maximum duration for completion of study.
- The student committed a disciplinary offense, for which the Disciplinary Committee and the Senate have decided to remove the student's status.
- He/she does not fulfill his/her financial obligations. This debt becomes due and payable immediately.

The Secretariat informs the student in writing regarding his / her erasure. The student may file an appeal within fifteen (15) days justifying his / her absence. Otherwise, the University shall proceed to erase him / her from the University's Record.

9. EXAMINATION PROCEDURES

9.1 Examination rules

Students who have included in their course registration the corresponding courses for the academic semester to which the current exam period corresponds, are eligible to take the semester's exams. Also, students who re-take specific courses can participate.

In addition, any financial obligations towards the University must have been settled.

The student is obliged to:

- be in the examination room at least half an hour before the designated exam time
- have his / her university ID with him / her
- comply with the invigilators' instructions
- leave his / her personal belongings at the entrance or at the point indicated by the invigilator
- write his / her answers only on the special answer sheets

The student cannot:

- leave the exam room unless 30 minutes have passed
- be accepted into the room 30 minutes after the examination has started, unless special reasons are given.

9.2 Course assessment

Each course can be examined twice (2) per academic year. Once during the semester examinations (fall and spring) and once during the re-sit examination.

Assessment criteria

- The percentage of the grade of each assessment for all the Curricula is determined according to the nature of the course, is communicated in time to the students and is always mentioned in the Programme Guide separately.
- The criteria for completing the course in all study programmes are communicated to students in a timely manner and are always mentioned in the Programme Guide separately.
- The percentage of student participation in the teaching and activities required to complete the course, as recorded in the course attendance lists at the end of each semester.

- In case of failure in part of the assessment (mid-term, final) in the first attempt, the student is re-examined in that part of the assessment that he/she has failed. If he/she fails in both parts of the assessment then he/she is re-examined in both of these parts.
- During the re-sit examination the highest possible score is 64.

At the end of the academic year, the Assessment Board convenes to validate the grades. In addition, with the suggestion of the course tutor the board decides which students may receive a compensation pass.

*Compensation Pass: When a student fails in one or more courses he/she can, upon the recommendation of the tutor, be credited with a pass grade in one course under the following conditions:

- The average of his/her annual performance is at least 50%.
- His/her performance in the course to be passed is between 40 – 49%.
- Only one course may be credited with a pass grade.
- He/she must study an undergraduate programme.

A student who failed and/or did not show up for an exam in a specific course for 2 consecutive attempts is defined as failure in the entire course (exam and coursework). The course is considered a retake course and the student must re-register.

The Policy and Procedure "Ensuring transparency of assessment" applies (NUP 03.710).

9.2.1 Mid-term Assessment

- The teacher of the course chooses the method and procedure of the students' mid-term assessment (e.g. written exams, assignments, interactive activities). Each Programme Handbook specifies the exact assessment procedure.
- The mid-term assessment is carried out indicatively during the sixth (6) to eighth (8) week of teaching. The exact date is set by the course instructor and does not exceed the date of the final exams.
- Assessment and the posting of scores from the mid-term student assessment on Moodle is done within two (2) - three (3) weeks from the date of the mid-term exams or the mid-term assignments' submission deadline.
- The teachers who choose an assignment as a form of mid-term assessment should post comments on each assignment along with their scores.

- Submission of the midterm assessment scores is sent along with the final exam scores within the grading forms, at the end of the semester following the University's final exam assessment timetables.

The aim of mid-term assessment is to implement alternative assessment methods that can provide a greater and more qualitative variety of information on students' knowledge and skills, as well as give students the opportunity to become active participants in the process of assessment and its criteria.

Peer assessment

In this framework peer assessment is encouraged, which is where students are involved in a process that is traditionally performed exclusively by the teacher. This process is suggested in two ways: one of them requires students to assess the assignments of other students with specific assessment criteria that are provided to them, while according to the second they design the assessment criteria themselves.

By grading their peers' assignments, students realise mistakes and omissions in their own assignments and thus learn on the one hand, and on the other develop assessment, reasoning, and self-assessment skills.

Alternative techniques

It is important to note that when it comes to student assessment, not only traditional assignments (essays) are used, but also alternative techniques, as many of them contain elements of critical analysis, a connection to modern reality, a connection to the experience of students, while assignments can also be the creation of a video, poster, etc.

The degree to which students are involved in interactive initiatives can also be part of or their entire mid-term assessment.

9.2.2 Final written examinations

The Academic calendar specifies the exam period of two semesters. Examination dates for each course are announced at a later stage.

In the final written exams participation is compulsory and the physical presence of the student is required.

9.3 Repeating the year of study

A student who has only completed courses corresponding to up to twelve (12) ECTS credits throughout his / her entire year of study is required to repeat the year, registering only the courses in which he / she has failed.

It should be noted that the courses that the student has succeeded in are not repeated.

9.4 Examination rules for students with special educational needs

After the student has informed the Psychological Support Service and provided the necessary supporting documents, he / she may receive special treatment as to how he / she will be examined in the courses.

The Head of the Psychological Support Service in collaboration with the Secretariat informs the teachers of how the student will be examined in the course.

The Policy and Procedure for Support of Students with Special Educational Needs and Disabilities and the Process of their Integration in the Community (NUP 07.400) applies.

9.5 Absence from examinations

"Special cases of absence from examinations" are defined as cases, whether personal or not, which are beyond the control of the student and prevent the latter from participating in the final assessment of the course.

A student who considers that his or her absence is a special case of absence, should submit to the Secretariat justification of absence within ten (10) days from the date of the examination.

The Department's Board decides whether the student's supporting document:

- is sufficient to justify his / her absence
- states special circumstances that really prevented the student from taking the exams

The decision to approve the request and the reasons for the decision are made known to the student after the announcement of the results.

In case the absence is justified, the re-take of assessment is considered as a first attempt. Otherwise, it is considered as a second attempt.

In case the absence is justified, the student must always participate in the next exam period the course is examined.

9.6 Application for a re-grade

Every student has the right to apply for a re-grade and re-assessment of his / her paper, as long as he / she completes the relevant form.

The student may ask the teacher to point out the errors in his / her paper and explain how he / she has been graded.

The request for a re-grade must be submitted within fifteen (15) days from the announcement of the results.

The application is initially examined by the course instructor. The student is then informed, and if unsatisfied with the answer, he / she has the right to request a re-grade from the Assessment Board of the Department within seven (7) days.

10. STUDENT LIFE

10.1 Student Welfare Service

Students' well-being is a primary focus for Neapolis University Pafos.

The Student Welfare office provides important information and services to students in order for them to feel safe in their academic environment, trying as much as possible to meet their needs, requirements and expectations for personal development.

The office aims to contribute to the academic and personal guidance of the students, their social support, wellbeing, health and safety so they can meet the challenges that may arise during their student experience.

The office coordinates the creation of clubs and is responsible for the smooth conduct of student elections. In collaboration with the Student Association, it organises events for the students.

10.2 Neapolis University's Students' Association

Mission of the Association

The participation of each student in the Students' Association is very important for the cultivation of good relationships among students and the development of friendships.

Each registered student of Neapolis University automatically becomes a member of the Association.

Mission of the Association:

- Submitting proposals to the Academic or other Authorities of the University for the better and smoother operation of the University's Departments.
- Protecting, safeguarding, preserving and promoting the rights of the University's students.
- Collaboration with other student associations and unions with common aspirations and interests, in Cyprus and abroad.
- The students' wellbeing.
- Raising the cultural level and social interest of students, participating in the exchange and promotion of scientific information and disseminating the achievements of the Sciences.
- Providing help and support to students.

10.3 Representation of Neapolis University's Students' Association

Students elect their representatives annually, in electoral procedures that take place until the 15/11 of each year, electing a five-member Council of Representatives. The five-member Council of Representatives convenes and elects a President, Vice-President and members.

Then, the members of the Students' Association elect, by universal procedure, the Student Representative who participates with an advisory role in the General Assemblies of the Department, Pedagogical Planning Unit, Quality Assurance Committee, and the Student Welfare Committee.

The President of the Association is a member of the University's Senate.

10.4 Student Clubs

Neapolis University encourages the student to become directly involved in the creation of clubs that allow all students to develop and express their particular personal and social interests and skills.

10.5 Sports

The University has a Sports Centre, a gym where students can use fitness equipment and the free exercise space.

10.6 Erasmus Office

At Neapolis University students have the opportunity to study for a period of time in another European country. This opportunity is offered through the Erasmus programme, which allows student mobility in all Universities of the European Union. Neapolis University is actively involved in the Erasmus programme, maintaining an Erasmus Office which provides support to students, in order to study for a length of time in partner institutions in other countries participating in the Programme. The Office also assists in the implementation of the European Credit Transfer System (ECTS).

Under the auspices of Erasmus, Neapolis University has signed student exchange agreements with various European countries, from which one can choose. The operation of the Programme is facilitated through inter-university cooperation agreements.

More information can be found at: <https://www.nup.ac.cy/gr/study-in-cyprus/erasmus-programme/>

10.7 Industry Liaison Office

Neapolis University's Liaison Office was launched in September 2014 with the aim of connecting students and academics of the University with the business world of Paphos, but also within the framework of the project "Development and operation of Liaison Offices with the Business world in Universities operating in the Republic of Cyprus".

The Liaison Office continues to operate within the framework of the project "University Liaison Offices with the labour market", for the programme period 2014-2020 and is funded by the European Union Structural Funds through the European Social Fund Unit in Cyprus and by national resources.

The Liaison Office aims to further enhance the University community's connection to the labour market and its real needs, but also to place students in host organisations (companies and businesses) during their study programmes.

All Liaison Office services / activities offered are aimed at the comprehensive support and service of the students at Neapolis University and are subject to the General Data Protection Regulation.

Student placement

Students who choose the practical training in their curriculum must contact the Academic Supervisor of their Department of Studies and then the Liaison Office of Neapolis University. The placement of students is carried out in organisations and companies (host organisations) that are active in subjects related to the discipline of the Department of Studies of Neapolis University's students and its duration is determined by the Department of Studies. The procedure and institutional framework of placement is described in more detail in the Placement Guide.

The Policy and Procedure for Establishment of the Placement and the Practical Training in Neapolis University's Study Programmes (NUP 03.900) applies.

10.8 Alumni Office

The Alumni Office of Neapolis University has been created to serve and support the graduates of the University. It helps to strengthen relationships between alumni and the university's community, but also to connect them with the local and wider society.

The role of the Alumni Office is to develop and promote the opportunities of Neapolis University's graduates through activities and initiatives providing ongoing support to their professional development, as well as opportunities for their professional and academic development. In addition, the Alumni Office supports the participation of graduates in Practical Training Programmes and European Youth Training Programmes, in collaboration with the University's Liaison Office.

The operation of the Alumni Office is subject to the General Data Protection Regulation.

The Policy and Procedure on alumni professional development (NUP 07.910) applies.

Alumni Association

The Alumni Office aims to strengthen the network of Neapolis University's graduates which will result in the continuous contact and cooperation of its members. Graduates of the University can register with the University's contact list through the online platform (<https://www.nup.ac.cy/gr/alumni/>), in order to become members of the Alumni Association. Members of the Alumni Association will be informed by the Alumni Office of professional and scientific opportunities, the organisation of various events and seminars being held at the University and elsewhere, the organisation of Career Day and other topics of interest to them. In addition, members of the Association will have a special card with various benefits and receive newsletters and the University's annual journal.

10.9 Greek Language School

Students of all languages have the opportunity to study at the Greek Language School for free and be taught Greek at a basic level. The Greek Language School follows the Greek language course and at the end of each academic year students take exams according to their level.

More information can be found at: <https://www.nup.ac.cy/gr/greek-language-school-g-l-s/>

11. SCHOOLS AND PROGRAMMES OF STUDY

UNDERGRADUATE PROGRAMMES					
School of Architecture, Engineering, Land and Environmental Sciences					
Abbreviation	English Title of the Programme	Level of studies	Programme type	Duration of Programme	ECTS
Department of Architecture, Land, Environmental Sciences					
DIPARCH	Bachelor and Diploma in Architecture	Bachelor	Conventional	10	300
Department of Civil Engineering					
BScCE	BSc in Civil Engineering	Bachelor	Conventional	8	240
Department of Real Estate					
REVD	BSc in Real Estate Valuation and Development	Bachelor	Conventional	8	240
School of Economics, Administration and Computer Science					
Abbreviation	English Title of the Programme	Level of studies	Programme type	Duration of Programme	ECTS
Department of Economics and Business					
BA	BSc in Business Administration	Bachelor	Conventional	8	240
BScDB	BSc in Digital Business	Bachelor	Conventional	8	240
Department of Accounting and Finance					
ABF	BSc in Accounting, Banking and Finance	Bachelor	Conventional	8	240
Department of Computer Science					
BScAI	BSc in Applied Computer Science	Bachelor	Conventional	8	240

School of Law					
Abbreviation	English Title of the Programme	Level of studies	Programme type	Duration of Programme	ECTS
Department of Law					
LLB	LLB Law	Bachelor	Conventional	8	240
School of Social Sciences, Arts and Humanities					
Abbreviation	English Title of the Programme	Level of studies	Programme type	Duration of Programme	ECTS
Department of History, Politics and International Studies					
BScIRS	International Relations and Security	Bachelor	Conventional	8	240
School of Health Sciences					
Abbreviation	English Title of the Programme	Level of studies	Programme type	Duration of Programme	ECTS
Department of Psychology					
BSP	BSc in Psychology	Bachelor	Conventional	8	240

11.1 School of Architecture, Engineering, Land and Environmental Sciences

Dean

Solon Xenopoulos

11.1.1 Department of Architecture, Land, Environmental Sciences

Head of Department

Solon Xenopoulos

Department's Academic Staff

Julia Georgi

Jason Georgiades

Evanthia Dova

Angeliki Sivitanidou

Ioannis A. Pissourios

Charalambos Charalambous

Michalis Sioulas

Eleni Hadjinikolaou

Demetrios Antoniou

Bachelor and Diploma in Architecture

PROGRAM REQUIREMENTS	ECTS
Compulsory courses	241
Elective courses	
(a) Courses of specialization	27
(b) General Education courses / Free Electives	
Bachelor Dissertation	8
Diploma Thesis	24
Total ECTS	300

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/Academic semester	Total periods/Academic semester	Number of ECTS
1 st Semester								
1	Compulsory	ARCHITECTURE STUDIO 1: The fundamentals of architecture: elements and forms	ARCHAS101	9	50 mins	13	117	10
2	Compulsory	Technical Terminology and Reports (common w/Civil.Engin.)	ENGR150	2	50 mins	13	26	3
3	Compulsory	BUILDING TECHNOLOGY 1: Structural Systems I	ARCHBT101	3	50 mins	13	39	3
4	Compulsory	SPATIAL VISUALIZATION 1: Architectural/Technical Drawing (common w/Civil.Engin.)	ARCHSV101	4	50 mins	13	52	6
5	Compulsory	SPATIAL VISUALIZATION 2: Fundamentals of	ARCHSV102	4	50 mins	13	52	5

		Drawing (free-hand drawing)						
6	Compulsory	SEMINAR: Space – Communication – Architecture	ARCHSR101	3	50 mins	13	39	3
		Total ECTS						30
2nd Semester								
7	Compulsory	ARCHITECTURE STUDIO 2: The fundamentals of architecture: elements and forms	ARCHAS102	9	50 mins	13	117	10
8	Compulsory	HISTORY 1: History of Architecture and Art (Antiquity - 2nd c.A.D.)	ARCHHI101	3	50 mins	13	39	5
9	Compulsory	BUILDING TECHNOLOGY 2: Components, Materials and Methods of Construction	ARCHBT102	4	50 mins	13	52	6
10	Compulsory	BUILDING TECHNOLOGY 3: Structural Systems II	ARCHBT103	3	50 mins	13	39	3
11	Compulsory	SPATIAL VISUALIZATION 4: Advance Drawing	ARCHSV104	3	50 mins	13	39	3

		Techniques and Modelling						
12	Compulsory / General Education	COMPUTER AIDED DESIGN	ENGR140	3	50 mins	13	39	3
		Total ECTS						30
3rd Semester								
13	Compulsory	ARCHITECTURE STUDIO 3	ARCHAS203	9	50 mins	13	117	10
14	Compulsory	BUILDING TECHNOLOGY 5: Reinforced Concrete Structures	ARCHBT205	3	50 mins	13	39	3
15	Compulsory	TECHNOLOGY STUDIO 1: Construction Systems	ARCHTS201	4	50 mins	13	52	6
16	Compulsory	BUILDING TECHNOLOGY 4: Building Services (common w/real estate)	ARCHBT204	3	50 mins	13	39	3
17	Compulsory	SPATIAL VISUALIZATION 7: Digital Design II	ARCHSV207	3	50 mins	13	39	3
18	Compulsory	HISTORY 2: History of Architecture and Art (2 nd -18 th c.)	ARCHHI202	3	50 mins	13	39	5

		Total ECTS						30
4 th Semester								
19	Compulsory	ARCHITECTURE STUDIO 4: Urban Design	ARCHAS204	9	50 mins	13	117	10
20	Compulsory	ARCHITECTURE STUDIO 5	ARCHAS205	6	50 mins	13	78	6
21	Compulsory	HISTORY 3: History of Architecture and Art (19 th - 20 th c.)	ARCHHI203	3	50 mins	13	39	5
22	Compulsory	BUILDING TECHNOLOGY 6: Building Physics	ARCHBT206	3	50 mins	13	39	3
23	Compulsory	COMPUTATIONAL DESIGN	ARCHSV208	4	50 mins	13	52	6
		Total ECTS						30
5 th Semester								
24	Compulsory	ARCHITECTURE STUDIO 6: Restoration and Reuse of Historic Buildings	ARCHAS306	9	50 mins	13	117	10
25	Compulsory	THEORY 2: Theory of Restoration and Conservation	ARCHTH302	3	50 mins	13	39	5
26	Compulsory	SEMINAR 1: Object and Space	ARCHSR301	3	50 mins	13	39	3

27	Compulsory	TECHNOLOGY STUDIO 2: Lightweight Structures (wood & metal)	ARCHTS302	4	50 mins	13	52	6
28	Compulsory /General Education	PRINCIPLES OF REAL ESTATE (taught by Real Estate)	REAL100	3	50 mins	13	39	6
		Total ECTS						30
6th Semester								
29	Compulsory	ARCHITECTURE STUDIO 7: Sustainable Architecture	ARCHAS307	9	50 mins	13	117	10
30	Compulsory	THEORY 1: Theory of Bioclimatic Design and Sustainability	ARCHTH303	3	50 mins	13	39	5
31	Compulsory	ARCHITECTURE STUDIO 8: Landscape Architecture	ARCHAS308	6	50 mins	13	78	6
32	Compulsory	SPATIAL VISUALIZATION 6: (Photography, Cinema, Set Design)	ARCHSV306	3	50 mins	13	39	3
33	Compulsory /General Education	THEORY AND PRACTICE OF REAL ESTATE	REAL302	3	50 mins	13	39	6

		VALUATION (taught by Real Estate)						
		Total ECTS						30
7 th Semester								
34	Compulsory	ARCHITECTURE STUDIO 9	ARCHAS409	6	50 mins	13	78	6
35	Compulsory	ARCHITECTURE STUDIO 10: Urban Planning	ARCHAS410	9	50 mins	13	117	10
36	Compulsory	SEMINAR 3: Theory of Urban Planning and Sustainable Development	ARCHSR403	3	50 mins	13	39	5
37	Compulsory	SEMINAR 2: Urban Public Space and Place-making	ARCHSR402	3	50 mins	13	39	3
38	Compulsory	TECHNOLOGY STUDIO 3: Advanced Structural Systems	ARCHTS403	4	50 mins	13	52	6
		Total ECTS						30
8 th Semester								
39	Compulsory	ARCHITECTURE STUDIO 11	ARCHAS411	9	50 mins	13	117	10
40	Compulsory	DISSERTATION	ARCH DIs	8	50 mins	13	13	8
41	Compulsory	Research Methods in Architecture	ARCH SR407	4	50 mins	13	52	6

42	Compulsory	THEORY 3: Architecture and Place	ARCHTH401	3	50 mins	13	39	3
43	Compulsory	SEMINAR 5: Aspects of Spatial Language	ARCHSR406	3	50 mins	13	39	3
		Total ECTS						30
		Total ECTS for Bachelor						240
9 th Semester								
44	Compulsory	ARCHITECTURE STUDIO 12: Introduction to Design Thesis Studio	ARCHAS512	9	50 mins	13	117	10
45	Elective	Placement / Free Elective or ARCHEE509: Space and the Architecture of the Void	ARCHAS514	3	50 mins	13	39	6
46	Compulsory	SEMINAR 6: The Morphology of Theatrical Space	ARCHSR501	3	50 mins	13	39	3
47	Compulsory	SEMINAR 7: Space and the Architecture of Time	ARCHSR504	3	50 mins	13	39	3
48	Compulsory	THEORY 4: Theory of Architecture	ARCHTH503	3	50 mins	13	39	3

49	Compulsory	SEMINAR 6: Professional Practice	ARCHSR506	4	50 mins	13	52	5
		Total ECTS						30
10 th Semester								
50	Compulsory	DIPLOMA DESIGN THESIS	ARCHDTh	18	50 mins	13	52	24
51	Compulsory	SEMINAR 8: Design Methodology	ARCHSR508	3	50 mins	13	39	3
52	Compulsory	SEMINAR 9: Space and the Architecture of the Void	ARCHSR509	3	50 mins	13	39	3
		Total ECTS						30
		Total ECTS for Diploma						300

11.1.2 Department of Civil Engineering

Head of Department

John Bellos

Department's Academic Staff

Carlo Andrea Castiglioni

Panayiotis Carydis

Paolo Setti

Panagiotis Stylianidis

Natia Anastasi

Iosif Kapellakis

BSc in Civil Engineering

PROGRAM REQUIREMENTS	ECTS
Compulsory courses	210
Elective courses	-
(a) Courses of specialization	24
(b) General Education courses / Free Electives	
Undergraduate / Postgraduate Assignment	-
Practical training (Placement)	6
Total ECTS	240

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/Academic	Total periods/Academic semester	Number of ECTS
1 st semester								
1.	Compulsory	Linear Algebra	CS233	3	1	13	39	6
2.	Compulsory	Programming Principles I	CS112	3	1	13	39	6
3.	Compulsory	SPATIAL VISUALIZATION 1: Architectural/Technical Drawing	ARCHSV101	3	1	13	39	6
4.	Compulsory	Engineering Physics	ENGR120	3	1	13	39	3
5.	Compulsory	Technical Terminology and	ENGR150	3	1	13	39	6
6.	Free Elective	Free Elective	GENE100	3	1	13	39	3
2 nd semester								
7.	Compulsory	Μαθηματικά Ι	MATH120	3	1	13	39	6
8.	Compulsory	BUILDING TECHNOLOGY 2:	ARCHBT102	3	1	13	39	6
9.	Compulsory	Professional Engineering	ENGR100	3	1	13	39	6

10.	Compulsory	Principles of Ecology and Environmental	ENGR130	3	1	13	39	3
11.	Compulsory	Computer Aided Design	ENGR140	3	1	13	39	6
12.	Compulsory	Strength of Materials	CE110	3	1	13	39	3
3 rd semester								
13.	Compulsory	Calculus II	MATH220	3	1	13	39	6
14.	Compulsory	Computational Numerical Analysis	CS355	3	1	13	39	6
15.	Compulsory	Fluid Mechanics	ENGR220	3	1	13	39	6
16.	Compulsory	Land Surveying	CE200	3	1	13	39	6
17.	Compulsory	Structural Analysis I	CE210	3	1	13	39	6
4 th semester								
18.	Compulsory	Statistics I	STAT103	3	1	13	39	6
19.	Compulsory	Structural Analysis II	CE220	3	1	13	39	6
20.	Compulsory	Engineering Geology	CE230	3	1	13	39	6
21.	Compulsory	Engineering Materials	CE240	3	1	13	39	6
22.	Free Elective	Free Elective	GENE200	3	1	13	39	6
5 th semester								

23.	Compulsory	Highway Engineering	CE300	3	1	13	39	6
24.	Compulsory	Soil Mechanics	CE310	3	1	13	39	6
25.	Compulsory	Structural Dynamics	CE350	3	1	13	39	6
26.	Compulsory	Steel Design I	CE360	3	1	13	39	6
27.	Compulsory	Hydraulics	CE380	3	1	13	39	6
6 th semester								
28.	Compulsory	Reinforced Concrete Design I	CE320	3	1	13	39	6
29.	Compulsory	Foundation Engineering	CE330	3	1	13	39	6
30.	Compulsory	Transportation Planning	CE340	3	1	13	39	6
31.	Compulsory	Earthquake Engineering	CE370	3	1	13	39	6
32.	Compulsory	Engineering Hydrology	CE390	3	1	13	39	6
7 th semester								
33.	Compulsory	Environmental Engineering	CE410	3	1	13	39	6
34.	Specialization Elective	Specialization Elective		3	1	13	39	6
35.	Specialization Elective	Specialization Elective		3	1	13	39	6

36.	Specialization Elective	Specialization Elective		3	1	13	39	6
37.	Free Elective or	Free Elective or Placement	GENE400 ENGR420	3	1	13	39	6
8 th semester								
38.	Compulsory	Dissertation	CE400	3	1	13	39	21
39.	Compulsory	Construction Management	CONS406	3	1	13	39	6
40.	Compulsory	Construction Law and Practice	ENGR410	3	1	13	39	3

A/A	Course Type	Course Name	Course Code	Number of ECTS
STRUCTURAL ENGINEERING**				
	Specialization Elective	Reinforced Concrete Design II	CE420	6
	Specialization Elective	Structural Analysis III	CE430	6
	Specialization Elective	Steel Design II	CE440	6
	Specialization Elective	Finite Elements Methods	CE450	6
	Specialization Elective	Damage Assessment and Retrofitting	CE460	6
	Specialization Elective	Coastal and Offshore Engineering	CE470	6
ENVIRONMENTAL ENGINEERING**				
	Specialization Elective	Environmental Sustainability	CE480	6
	Specialization Elective	Environmental Impact Assessment	CE485	6

	Specialization Elective	Water Resources Management	CE490	6
	Specialization Elective	Water Supply Networks	CE495	6
	Specialization Elective	Coastal and Offshore Engineering	CE470	6

11.1.3 Department of Real Estate

Head of Department

Petros Sivitanides

Department's Academic Staff

Nicholas Nunnington

Thomas Dimopoulos

Martha Katafygiotou

BSc in Real Estate Valuation and Development

PROGRAMME REQUIREMENTS	ECTS
Compulsory courses	222
Elective courses	207
(a) Courses of specialization	21
(b) General Education courses / Free Electives	
Undergraduate / Postgraduate Assignment	12
Practical training (optional)	6
Total ECTS	240

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/ Academic semester	Total periods/ Academic semester	Number of ECTS

1 st Semester								
1.	Compulsory	Principles of Microeconomics	ECON101	3	1	13	39	6
2.	Compulsory	Principles of Finance	FINA100	3	1	13	39	6
3.	Compulsory	Introduction to Mathematics	MATH103	3	1	13	39	6
4.	Compulsory	Principles of Real Estate	REAL100	3	1	13	39	6
5.	Compulsory	Construction Technology I	CONS101	3	1	13	39	6
2 nd Semester								
6.	Compulsory	Principles of Macroeconomics	ECON102	3	1	13	39	6
7.	Compulsory	Principles of Financial Accounting	ACCN101	3	1	13	39	6
8.	Compulsory	Statistics I	STAT103	3	1	13	39	6
9.	Compulsory	Digital Economy	BUSN210	3	1	13	39	6
10.	Compulsory	BUILDING TECHNOLOGY 2: Components, Materials and Methods of Construction	ARCHBT102	3	1	13	39	6

3 rd Semester								
11.	Compulsory	Land Planning & Environmental Design	REAL202	3	1	13	39	6
12.	Compulsory	Real Estate Law	REAL201	3	1	13	39	6
13.	Compulsory	Managerial Economics	ECON202	3	1	13	39	6
14.	Compulsory	Urban and Regional Economics	REAL200	3	1	13	39	6
15.	Compulsory	Introduction to Business	BUSN100	3	1	13	39	6
4 th Semester								
16.	Compulsory	Principles of Marketing	BUSN104	3	1	13	39	6
17.	Compulsory	Statistics II	STAT203	3	1	13	39	6
18.	Compulsory	Theory and Practice of Real Estate Valuation	REAL302	3	1	13	39	6
19.	Compulsory	Real Estate Economics	REAL300	3	1	13	39	6
20.	Compulsory	Project Scheduling & Control	CONS405	3	1	13	39	6
5 th Semester								

21.	Compulsory	Financial Theory	BUSN203/FINA200	3	1	13	39	6
22.	Compulsory	Construction Economics	CONS302	3	1	13	39	6
23.	Compulsory	Residential Property Analysis and Valuation	REAL304	3	1	13	39	9
24.	Compulsory	Statutory Valuations	REAL306	3	1	13	39	6
25.	Compulsory	BUILDING TECHNOLOGY 4: Building Services	ARCH BT204	3	1	13	39	3
6 th Semester								
26.	Compulsory	Building Pathology	CONS201	3	1	13	39	6
27.	Compulsory	GIS Principles and Real Estate Applications	REAL303	3	1	13	39	6
28.	Compulsory	Corporate Finance	FINA301	3	1	13	39	6
29.	Compulsory	Income Property Analysis and Valuation	REAL305	3	1	13	39	9
30.	Compulsory	Computer Aided Design	ENGR140	3	1	13	39	3
7 th Semester								

31.	Compulsory	Real Estate Development	REAL400	3	1	13	39	6
32.	Compulsory	Real Estate Investment: International and Domestic	REAL401	3	1	13	39	6
33.	Compulsory	Facilities/Property Management	REAL402	3	1	13	39	6
34.	Compulsory	Sustainability and Environmental Issues in Real Estate Development	REAL404	3	1	13	39	6
35.	Compulsory	Dissertation	PEPS401					6
8 th Semester								
36.	Compulsory	Real Estate Development Practice	REAL403	3	45'	13	39	6
37.	Compulsory	Research Methods	BUSN412	3	45'	13	39	6
38.	Compulsory	Construction Management	CONS406	3	45'	13	39	6
39.	Elective	Ethics and Professional Practice for Real Estate	REAL444	-	-	-	-	6
40.	Elective	Practical Training	REAL445	3	1 ώρα	13	39	6

41.	Compulsory	Dissertation	PEPS401	3	45'	13	39	6
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11.2 School of Economics, Administration and Computer Science

Dean

Maria Psillaki

11.2.1 Department of Economics and Business

Head of Department

Christos Christodoulou-Volos

Department's Academic Staff

Michalis Pazarzis

Anastasia Reppas

Christos Christodoulou-Volos

Sofia Daskou

Nikolaos Apostolopoulos

Antonis Zairis

Andreas Masouras

Michailina Siakalli

Christos Papademetriou

Charalampos Chrysomallidis

Varelas Sotirios

Dimitra Latsou

Themistoklis Lazarides

Georgios Deirmentzoglou

Elena Polydorou

Paul Jones

Christopher Moon

BSc in Business Administration

PROGRAM REQUIREMENTS	ECTS
Compulsory courses	210
Elective courses	-
(a) Courses of specialization	30
(b) General Education courses / Free Electives	
Undergraduate / Postgraduate Assignment	(12)
Practical training (Placement)	(6)
Total ECTS	240

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/ Academic semester	Total periods/ Academic semester	Number of ECTS
1st Semester								
1.	Compulsory	Principles of Microeconomics	ECON101	3	45'	13	39	6
2	Compulsory	Introduction to Business	BUSN100	3	45'	13	39	6
3.	Compulsory	Introduction to Mathematics	MATH103	3	45'	13	39	6
4.	Compulsory	Introduction to Psychology	PSYC100	3	45'	13	39	6

5.	Compulsory	Principles of Business Finance	FINA100	3	45'	13	39	3
6.	Compulsory	Political Economy	ECON158	3	45'	13	39	3
2 nd Semester								
7.	Compulsory	Principles of Macroeconomics	ECON102	3	45'	13	39	6
8.	Compulsory	Principles of Financial Accounting	ACCN101	3	45'	13	39	6
9.	Compulsory	Statistics I	STAT103	3	45'	13	39	6
10.	Compulsory	Principles of Marketing	BUSN104	3	45'	13	39	6
11.	Compulsory	Digital Economy	BUSN210	3	45'	13	39	3
3 rd Semester								
12.	Compulsory	Management Accounting	ACCN201	3	45'	13	39	6
13.	Compulsory	Business Finance	BUSN203	3	45'	13	39	6
14.	Compulsory	Managerial Economics	ECON202	3	45'	13	39	6
15.	Compulsory	Organisational Behaviour	BUSN201	3	45'	13	39	6
16.	Compulsory	Digital Business	DBA201	3	45'	13	39	6
4 th Semester								
17.	Compulsory	Financial Analysis and Business Valuation	ACCN203	3	45'	13	39	6
18.	Compulsory	Business Law	BUSN103	3	45'	13	39	6

19.	Compulsory	Marketing Management	BUSN207	3	45'	13	39	6
20.	Compulsory	Operating Management	BUSN209	3	45'	13	39	6
21.	Compulsory	Statistics II	STAT203	3	45'	13	39	6
5 th Semester								
22.	Compulsory	Consumer Behaviour	BUSN302	3	45'	13	39	6
23.	Compulsory	Management Accounting	ACCN300	3	45'	13	39	6
24.	Compulsory	Corporate Risk Management	BUSN306	3	45'	13	39	6
25.	Compulsory	Marketing Research	BUSN304	3	45'	13	39	6
26.	Compulsory	Small Business Management	BUSN303	3	45'	13	39	6
6 th Semester								
27.	Compulsory	Human Resource Management	BUSN301	3	45'	13	39	6
28.	Compulsory	Corporate Finance	FINA301	3	45'	13	39	6
29.	Compulsory	Economics of Strategy	ECON300	3	45'	13	39	6
30.	Compulsory	Industrial Organisation	ECON304	3	45'	13	39	6
31.	Compulsory	Social Media Management	DBA306	3	45'	13	39	6
7 th Semester								

32.	Compulsory	Corporate Governance & Business Ethics	ACCN401	3	45'	13	39	6
33.	Compulsory	Business Strategy	BUSN401	3	45'	13	39	6
34.	Compulsory	Marketing Communication	BUSN402	3	45'	13	39	6
35.	Compulsory	Dissertation I* OR	PEPS401	3	45'	13	39	6
36.	Compulsory	Business Decision-Making	BUSN408	3	45'	13	39	6
37.	Compulsory	E commerce	BUSN205 /DBA404	3	45'	13	39	6
8 th Semester								
38.	Compulsory	Project Management	BUSN405	3	45'	13	39	6
39.	Compulsory	International Financial Management	FINA400	3	45'	13	39	6
40.	Compulsory	Digital Innovation Management	DBA406	3	45'	13	39	6
41.	Elective	Placement***	BUSN411	-	-	-	-	6
	Elective	Dissertation II** OR	PEPS401	-	-	-	-	6
	Elective	Research Methods	BUSN412	3	45'	13	39	6

BSc in Digital Business

ROGRAM REQUIREMENTS	ECTS
Compulsory courses	228
Elective courses	
(a) Courses of specialization	-
(b) General Education courses / Free Electives	12
Undergraduate / Postgraduate Assignment	-
Practical training (Placement)	(6)
Total ECTS	240

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/ Academic semester	Total periods/ Academic semester	Number of ECTS
1st Semester								
1.	Compulsory	Principles of Microeconomics	ECON101	3	45'	13	39	6
2	Compulsory	Introduction to Business	BUSN100	3	45'	13	39	6
3.	Compulsory	Introduction to Mathematics	MATH103	3	45'	13	39	6
4.	Compulsory	Introduction to Computer Science	CS111	3	45'	13	39	6

5.	Compulsory	Programming Principles I	CS112	3	45'	13	39	6
2 nd Semester								
6.	Compulsory	Management Information Systems	CS124	3	45'	13	39	6
7.	Compulsory	Principles of Financial Accounting	ACCN101	3	45'	13	39	6
8.	Compulsory	Statistics I	STAT103	3	45'	13	39	6
9.	Compulsory	Principles of Marketing	BUSN104	3	45'	13	39	6
10.	Compulsory	Principles of Macroeconomics	ECON102	3	45'	13	39	6
3 rd Semester								
11.	Compulsory	Digital Business	DBA201	3	45'	13	39	6
12.	Compulsory	Business Finance	BUSN203	3	45'	13	39	6
13.	Compulsory	Managerial Economics	ECON202	3	45'	13	39	6
14.	Compulsory	Trading Technologies	DBA205	3	45'	13	39	6
15.	Compulsory	Linear Algebra	CS233	3	45'	13	39	6
4 th Semester								
16.	Compulsory	Financial Analysis and Business Valuation	ACCN203	3	45'	13	39	6

17.	Compulsory	Business Law	BUSN103	3	45'	13	39	6
18.	Compulsory	Marketing Management	BUSN207	3	45'	13	39	6
19.	Compulsory	Operating Management	BUSN209	3	45'	13	39	6
20.	Compulsory	Statistics II	STAT203	3	45'	13	39	6
5 th Semester								
21.	Compulsory	Consumer Behaviour	BUSN302	3	45'	13	39	6
22.	Compulsory	Digital Leadership	DBA304	3	45'	13	39	6
23.	Compulsory	Corporate Risk Management	BUSN306	3	45'	13	39	6
24.	Compulsory	Disruptive Technologies	DBA301	3	45'	13	39	6
25.	Compulsory	Social Media Management	DBA306	3	45'	13	39	6
6 th Semester								
26.	Compulsory	Data Analytics	CS415	3	45'	13	39	6
27.	Compulsory	Entrepreneurship Digitalization	DBA305	3	45'	13	39	6
28.	Compulsory	Financial Engineering	DBA302	3	45'	13	39	6
29.	Compulsory	Principles of Cybersecurity	CS362	3	45'	13	39	6

30.	Compulsory	Digital Marketing	DBA303	3	45'	13	39	6
7 th Semester								
31.	Compulsory	E-Commerce	DBA404	3	45'	13	39	6
32.	Compulsory	Business Strategy	BUSN401	3	45'	13	39	6
33.	Compulsory	Business Decision-Making	BUSN408	3	45'	13	39	6
34.	Compulsory	Social Media Mar	DBA403	3	45'	13	39	6
35.	Compulsory	Entrepreneurship Finance	DBA401	3	45'	13	39	6
8 th Semester								
36.	Compulsory	Project Management	BUSN405	3	45'	13	39	6
37.	Compulsory	Financial Technology	DBA402	3	45'	13	39	6
38.	Compulsory	Digital Innovation Management	DBA406	3	45'	13	39	6
39.	Elective	Internship	BUSN411	-	-	-	-	6
40.	Elective	Corporate Finance	FINA301	3	45'	13	39	6
41.	Elective	Dissertation	PEPS401	-	-	-	-	6
	Elective	Research Methods	BUSN412	3	45'	13	39	6

11.2.2 Department of Accounting and Finance

Head of Department

Andreas Hadjixenophontos

Department's Academic Staff

Maria Psillaki

Kostas Giannopoulos

Andreas Hadjixenophontos

Sotirios Karatzimas

Demetra Demetriou

Giorgos Meramveliotakis

George Stylianos

BSc in Accounting, Banking and Finance

PROGRAM REQUIREMENTS	ECTS
Compulsory courses	204
Elective courses	18
Dissertation or BUSN408 and BUSN412	12
Placement or an elective	6
Total ECTS	240

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/ Academic semester	Total periods/ Academic semester	Number of ECTS
1 st Semester								
1.	Compulsory	Principles of Microeconomics	ECON101	3	45'	13	39	6

2.	Compulsory	Introduction to Business	BUSN100	3	45'	13	39	6
3.	Compulsory	Introduction to Mathematics	MATH103	3	45'	13	39	6
4.	Compulsory	Principles of Business Finance	FINA100	3	45'	13	39	6
5.	Compulsory	Computer Skills	SEM101	3	45'	13	39	0
6.	Compulsory	Research Methods & Research skills	SEM100	3	45'	13	39	0
7.	Elective			3	45'	13	39	6
2 nd Semester								
8.	Compulsory	Principles of Macroeconomics	ECON102	3	45'	13	39	6
9.	Compulsory	Principles of Financial Accounting	ACCN101	3	45'	13	39	6
10.	Compulsory	Statistics I	STAT103	3	45'	13	39	6
11.	Compulsory	Principles of Marketing	BUSN104	3	45'	13	39	6
12.	Compulsory	Research Methods & Research skills	SEM100	3	45'	13	39	0
13.	Elective			3	45'	13	39	6
3 rd Semester								

14.	Compulsory	Principles of Management Accounting	ACCN201	3	45'	13	39	6
15.	Compulsory	Financial Theory	FINA200	3	45'	13	39	6
16.	Compulsory	Principles of Risk and Insurance	FINA202	3	45'	13	39	6
17.	Compulsory	Organizational Behavior	BUSN201	3	45'	13	39	6
18.	Elective			3	45'	13	39	6
4 th Semester								
19.	Compulsory	Financial Analysis and Business Valuation	ACCN203	3	45'	13	39	6
20.	Compulsory	Business Taxation	ACCN215	3	45'	13	39	6
21.	Compulsory	Business Law	BUSN103	3	45'	13	39	6
22.	Compulsory	Derivatives Markets	FINA201	3	45'	13	39	6
23.	Compulsory	Statistics II	STAT203	3	45'	13	39	6
5 th Semester								
24.	Compulsory	Financial Reporting	ACCN202	3	45'	13	39	6
25.	Compulsory	Advanced Management Accounting	ACCN310	3	45'	13	39	6

26.	Compulsory	Information Systems for Accountants	ACCN306	3	45'	13	39	6
27.	Compulsory	Advanced Business Taxation	ACCN315	3	45'	13	39	6
28.	Compulsory	Financial Risk Management	FINA304	3	45'	13	39	6
6 th Semester								
29.	Compulsory	Advanced Financial Accounting	ACCN305	3	45'	13	39	6
30.	Compulsory	Corporate Law	ACCN311	3	45'	13	39	6
31.	Compulsory	Audit Principles and Procedures	ACCN312	3	45'	13	39	6
32.	Compulsory	Financial Management	FINA311	3	45'	13	39	6
33.	Elective	Elective		3	45'	13	39	6
7 th Semester								
34.	Compulsory	Performance Management	ACCN400	3	45'	13	39	6
35.	Compulsory	Corporate Governance & Business Ethics	ACCN401	3	45'	13	39	6
36.	Compulsory	Advanced Financial Reporting	ACCN403	3	45'	13	39	6

37.	Elective	Dissertation I or Elective	PEPS401	3	45'	13	39	6
38.	Elective	Elective		3	45'	13	39	6
8 th Semester								
39.	Compulsory	Performance Management II	ACCN410	3	45'	13	39	6
40.	Compulsory	International Financial Management	FINA400	3	45'	13	39	6
41.	Compulsory	Advanced Audit Principles & Procedures	ACCN413	3	45'	13	39	6
42.	Elective	Placement or elective	BUSN411	-	-	-	-	6
43.	Elective	Dissertation II or Elective	PEPS401	3	45'	13	39	6
ELECTIVES								
		Macroeconomics	ECON205	3	45'	13	39	6
		Introduction to Psychology	PSYC100	3	45'	13	39	6
		Sociology and Anthropology	GEED104	3	45'	13	39	6
		Investment Management	FINA404	3	45'	13	39	6
		Financial Workshop	FINA406	3	45'	13	39	6
		Debt Markets	FINA800	3	45'	13	39	6

		Tourism marketing	FINA805	3	45'	13	39	6
		Behavioural Economics	ECON817	3	45'	13	39	6
		Information Technology Management	BUSN205	3	45'	13	39	6
		Business Decision-Making	BUSN408	3	45'	13	39	6
		Research Methods	BUSN412	3	45'	13	39	6
		Political Economy	ECON158	3	45'	13	39	6

11.2.3 Department of Computer Science

Head of Department

Savvas Chatzichristofis

Department's Academic Staff

Zinon Zinonos

Konstantinos Zagoris

Panayiotis Christodoulou

Elena Kakoulli

Ioulita Angelopoulou

Kyriakoula Georgiou

BSc in Applied Computer Science

Course type	ECTS
Introductory course	6
Core compulsory courses	156
Compulsory interdisciplinary courses	21
Research Methods	3
Thesis	15
Electives	36
Lab Courses	3
Total	240

A/A	Type	Course Name	Course Code	Weights	Periods per week	Period duration	Number of weeks/ Academic semester	Total periods/ Academic semester	ECTS
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1 st Semester									
1.	I	Introduction to Computer Science	CS111	50% (Midterm) 50%(Final)	3	50'	13	39	6
2.	CC	Programming Principles I	CS112	50% (Midterm) 50%(Final)	5	50'	13	65	6
3.	CC	Introduction to Mathematics	MATH103	40% (Midterm) 60%(Final)	3	50'	13	39	6
4.	CI	Introduction to Business	BUSN100	40% (Midterm) 60%(Final)	3	50'	13	39	6
5.	CC	Principles of Microeconomics	ECON101	40% (Midterm) 60%(Final)	3	50'	13	39	6
2 nd Semester									
6.	CC	Probability & Statistics	STAT103	50% (Midterm) 50%(Final)	3	50'	13	39	6
7.	CC	Programming Principles II	CS121	50% (Midterm)	5	50'	13	65	6

				50%(Final)					
8.	CC	Data Structures	CS122	50% (Midterm) 50%(Final)	3	50'	13	39	6
9.	CC	Algorithms & Complexity	CS241	50% (Midterm) 50%(Final)	4	50'	13	52	6
10.	CC	Management Information Systems	CS124	50% (Midterm) 50%(Final)	3	50'	13	39	6
3 rd Semester									
11.	CI	Financial Theory	FINA200	50% (Midterm) 50%(Final)	3	50'	13	39	6
12.	CC	Fundamentals of Database Systems	CS231	50% (Midterm) 50%(Final)	3	50'	13	39	6
13.	CC	Communication Networks	CS232	50% (Midterm) 50%(Final)	4	50'	13	52	6

14.	CC	Linear Algebra	CS233	50% (Midterm) 50%(Final)	3	50'	13	39	6
15.	CI	Introduction to Psychology	PSYC100	40% (Midterm) 60%(Final)	3	50'	13	39	6
4 th Semester									
16.	CC	Computer Architecture I	CS123	50% (Midterm) 50%(Final)	4	50'	13	52	6
17.	CC	Operating Systems	CS242	50% (Midterm) 50%(Final)	4	50'	13	52	6
18.	CC	Advanced Databases Concepts	CS243	50% (Midterm) 50%(Final)	3	50'	13	39	6
19.	CC	Computer Graphics	CS244	50% (Midterm) 50%(Final)	4	50'	13	52	6
20.	CI	Language for Science	LCS01	40% (Midterm)	3	50'	13	39	3

				60%(Final)					
21.	CL	Communications Networks Lab	CS245	50% (Midterm) 50%(Final)	3	50'	13	39	3
5 th Semester									
22.	CC	Software Engineering	CS361	50% (Midterm) 50%(Final)	3	50'	13	39	6
23.	CC	Software Project Management	CS352	50% (Midterm) 50%(Final)	3	50'	13	39	6
24.	CC	Image Processing	CS353	50% (Midterm) 50%(Final)	4	50'	13	52	6
25.	CC	Advanced Computer Networks	CS354	50% (Midterm) 50%(Final)	4	50'	13	52	6
26.	CC	Computational Numerical Analysis	CS355	50% (Midterm) 50%(Final)	3	50'	13	39	6
6 th Semester									

27.	CC	Distributed Systems	CS351	50% (Midterm) 50%(Final)	3	50'	13	39	6
28.	CC	Artificial intelligence	CS362	50% (Midterm) 50%(Final)	4	50'	13	52	6
29.	CC	Principles of Cybersecurity	CS363	50% (Midterm) 50%(Final)	3	50'	13	39	6
30.	CC	Web Applications Technologies	CS364	50% (Midterm) 50%(Final)	3	50'	13	39	6
31.	CI	Principles of Marketing	BUSN104	50% (Midterm) 50%(Final)	3	50'	13	39	6
7 th Semester									
32.	CC	Thesis I	CSTHE01		-	-	-	-	3
33.	CC	Research Methods	CSTHRM	50% (Midterm) 50%(Final)	-	-	-	-	3

34.	CC	Digital Economy	BUSN210	50% (Midterm) 50%(Final)	3	50'	13	39	6
35.	E	Free elective		50% (Midterm) 50%(Final)	4	50'	13	52	6
36.	E	Free elective		50% (Midterm) 50%(Final)	3	50'	13	39	6
37.	E	Free elective		50% (Midterm) 50%(Final)	3	50'	13	39	6
8 th Semester									
38.	CC	Thesis II	CSTHE0 2		-	-	-	-	12
39.	E	Free elective		50% (Midterm) 50%(Final)	4	50'	13	52	6
40.	E	Free elective		50% (Midterm) 50%(Final)	4	50'	13	52	6

41.	E	Free elective		50% (Midterm) 50%(Final)	3	50'	13	39	6
ELECTIVE COURSES									
	E	Introduction to Innovation and Entrepreneurship	CSE01	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Compilers	CSE02	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Distributed Ledger Technologies	CSE03	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Pattern Recognition and Machine Learning	CSE04	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Data Science & Big Data	CSE05	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Game Design & Development	CSE06	50% (Midterm)	3	50'	13	39	6

				50%(Final)					
	E	Data Mining Techniques	CSE07	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	IoT Networks and Protocols	CSE08	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Cyber Crime and Legal Considerations	CSE09	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Robotics & Computer Vision	CSE10	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Human Computer Interaction	CSE11	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Industrial Experience	CSE15	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Computer Architecture II	CSE14	50% (Midterm)	3	50'	13	39	6

				50%(Final)					
	E	Analysis and Design of Information Systems	CSE12	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Network Management	CSE13	50% (Midterm) 50%(Final)	3	50'	13	39	6
	E	Placement	CSIE16						6

CI: Core Introductory

CC: Core

E: Elective

CL: Compulsory Lab

CI: Compulsory interdisciplinary

11.3 School of Law

Dean

Stelios Perrakis

11.3.1 Department of Law

Head of Department

Stelios Perrakis

Department's Academic Staff

Petros Michaelides

Constantinos GE. Athanassopoulos

Thomas Nektarios Papanastasiou

Georgios D. Pavlidis

George Demetriades

Vassiliki Kapsali

Lazaros G. Grigoriades

Artemis Savvidou

Giannis Mpekas

Ioannis Gkountis

Emmanuel I. Laskaridis

Nikoletta Konstantinou

Eleni – Aristeia Alevizou

Evanthia Kardoulia

Irene Tsagaraki

LLB-LAW

Students of the Law School of the University of Neapolis have to attend either the Cypriot Law or the Greek Law route. The elective courses are common and are taught to audiences in both directions.

Cypriot Law

PROGRAM REQUIREMENTS	ECTS
Compulsory courses	26 × 6 ECTS
Elective courses (a) Courses of specialization (b) General Education courses / Free Electives	13 × 6 ECTS
Mandatory elective courses	1 × 6 ECTS
Undergraduate / Postgraduate Assignment	-
Practical training	0
Total ECTS	240

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/ Academic semester	Total periods/ Academic semester	Number of ECTS
1st Semester								
1.	Compulsory	Introduction to Legal Studies	NOM105	1	3 Hours	13	39	6
2.	Compulsory	Constitutional Law	NOM113	1	3 Hours	13	39	6
3.	Compulsory	Courts of Justice/Attorneys/Ethics	NOM117	1	3 Hours	13	39	6

4.	Compulsory	Public International Law	NOM129	1	3 Hours	13	39	6
5.	Elective	Elective course		1	3 Hours	13	39	6
2 nd Semester								
6.	Compulsory	General Criminal Law	NOM121	1	3 Hours	13	39	6
7.	Compulsory	General Administrative Law	NOM125	1	3 Hours	13	39	6
8.	Compulsory	General Principles of Civil Law	NOM115	1	3 Hours	13	39	6
9.	Compulsory	Human Rights Law	NOM127	1	3 Hours	13	39	6
10.	Elective	Elective course		1	3 Hours	13	39	6
3 rd Semester								
11.	Compulsory	Contract Law- General Law of Obligations	NOM213	1	3 Hours	13	39	6
12.	Compulsory	Commercial Law	NOM231	1	3 Hours	13	39	6
13.	Elective	Elective course		1	3 Hours	13	39	6
14.	Elective	Elective course		1	3 Hours	13	39	6
15.	Elective	Elective course		1	3 Hours	13	39	6
4 th Semester								
16.	Compulsory	Real Estate Law - Property Law	NOM217	1	3 Hours	13	39	6
17.	Compulsory	Special Criminal Law	NOM221	1	3 Hours	13	39	6

18.	Compulsory	Company Law I	NOM235	1	3 Hours	13	39	6
19.	Compulsory	Administrative Procedure Law	NOM225	1	3 Hours	13	39	6
20.	Elective	Elective course		1	3 Hours	13	39	6
5 th Semester								
21.	Compulsory	Criminal Procedure	NOM329	1	3 Hours	13	39	6
22.	Compulsory	Law of the European Union I	NOM227	1	3 Hours	13	39	6
23.	Compulsory	Inheritance Law	NOM321	1	3 Hours	13	39	6
24.	Mand. Elect	Company Law II	NOM335	1	3 Hours	13	39	6
25.	Elective	Elective course		1	3 Hours	13	39	6
6 th Semester								
26.	Compulsory	Civil Procedure I	NOM325	1	3 Hours	13	39	6
27.	Compulsory	Tort Law - Special Law of Obligations	NOM313	1	3 Hours	13	39	6
28.	Compulsory	Family Law	NOM317	1	3 Hours	13	39	6
29.	Elective	Elective course		1	3 Hours	13	39	6
30.	Elective	Elective course		1	3 Hours	13	39	6
7 th Semester								

31.	Compulsory	Comparative European Law	NOM251	1	3 Hours	13	39	6
32.	Compulsory	Civil Procedure II	NOM425	1	3 Hours	13	39	6
33.	Compulsory	Synthesis of Criminal Law and Criminal Procedure	NOM468	1	3 Hours	13	39	6
34.	Compulsory	Synthesis of Public Law and Administrative Procedure	NOM429	1	3 Hours	13	39	6
35.	Elective	Elective course		1	3 Hours	13	39	6
8 th Semester								
36.	Compulsory	Private International Law	NOM413	1	3 Hours	13	39	6
37.	Compulsory	Synthesis of Civil Law and Civil Procedure	NOM469	1	3 Hours	13	39	6
38.	Elective	Elective course		1	3 Hours	13	39	6
39.	Elective	Elective course		1	3 Hours	13	39	6
40.	Elective	Elective course		1	3 Hours	13	39	6
ELECTIVE COURSES								
	Elective	Philosophy of Law	NOM154	1	3 Hours	13	39	6
	Elective	Political Economy	NOM158	1	3 Hours	13	39	6
	Elective	Political Science	NOM160	1	3 Hours	13	39	6

	Elective	Organization of International Society	NOM162	1	3 Hours	13	39	6
	Elective	Investigation	NOM258	1	3 Hours	13	39	6
	Elective	Penology	NOM260	1	3 Hours	13	39	6
	Elective	Criminology	NOM262	1	3 Hours	13	39	6
	Elective	Intellectual Property Law	NOM352	1	3 Hours	13	39	6
	Elective	Environmental Protection Law	NOM354	1	3 Hours	13	39	6
	Elective	Law of Immigration and Asylum	NOM364	1	3 Hours	13	39	6
	Elective	Banking Law	NOM366	1	3 Hours	13	39	6
	Elective	Aviation, Air and Space Law	NOM372	1	3 Hours	13	39	6
	Elective	International Criminal Law	NOM378	1	3 Hours	13	39	6
	Elective	International Economic Law	NOM380	1	3 Hours	13	39	6
	Elective	Securities Law – Industrial Property Law	NOM415	1	3 Hours	13	39	6
	Elective	European Union Law II	NOM427	1	3 Hours	13	39	6
	Elective	Competition law	NOM450	1	3 Hours	13	39	6

	Elective	Tax Law	NOM460	1	3 Hours	13	39	6
	Elective	Medical Law	NOM466	1	3 Hours	13	39	6
	Elective	Special Administrative Law	NOM467	1	3 Hours	13	39	6
	Elective	Energy Law	NOM470	1	3 Hours	13	39	6
	Elective	Equity and Trusts	NOM476	1	3 Hours	13	39	6

Greek Law

PROGRAM REQUIREMENTS	ECTS
Compulsory courses	27 × 6 ECTS
Elective courses (a) Courses of specialization (b) General Education courses / Free Electives	8 × 6 ECTS
Mandatory elective courses	5 × 6 ECTS
Undergraduate / Postgraduate Assignment	-
Practical training	0
Total ECTS	240

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/	Total periods/	Number of ECTS
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						Academi c semester	Academi c semester	
1 st Semester								
1.	Compulsor y	Introduction to Legal Studies	NOM10 5	1	3 Hours	13	39	6
2.	Compulsor y	Constitutional Law	NOM10 7	1	3 Hours	13	39	6
3.	Compulsor y	Courts of Justice/Attorneys/Ethic s	NOM11 7	1	3 Hours	13	39	6
4.	Compulsor y	Public International Law	NOM12 9	1	3 Hours	13	39	6
5.	Compulsor y	General Criminal Law I	NOM11 9	1	3 Hours	13	39	6
2 nd Semester								
6.	Compulsor y	General Administrative Law	NOM12 3	1	3 Hours	13	39	6
7.	Compulsor y	General Civil Law	NOM11 5	1	3 Hours	13	39	6
8.	Mand.Elect .	General Criminal Law II	NOM12 2	1	3 Hours	13	39	6
9.	Elective	Elective course		1	3 Hours	13	39	6
10.	Elective	Elective course		1	3 Hours	13	39	6
3 rd Semester								
11.	Compulsor y	Contract Law- General Law of Obligations	NOM21 1	1	3 Hours	13	39	6

12.	Compulsory	Real Estate – Property Law	NOM215	1	3 Hours	13	39	6
13.	Compulsory	Special Criminal Law I	NOM219	1	3 Hours	13	39	6
14.	Elective	Elective course		1	3 Hours	13	39	6
15.	Elective	Elective course		1	3 Hours	13	39	6
4 th Semester								
16.	Compulsory	International Protection of Human Rights	NOM127	1	3 Hours	13	39	6
17.	Compulsory	Family Law	NOM315	1	3 Hours	13	39	6
18.	Compulsory	Civil Procedure I	NOM323	1	3 Hours	13	39	6
19.	Compulsory	Commercial Law	NOM229	1	3 Hours	13	39	6
20.	Mand. Elect	Special Criminal Law II	NOM222	1	3 Hours	13	39	6
5 th Semester								
21.	Compulsory	Tort Law	NOM311	1	3 Hours	13	39	6
22.	Compulsory	Administrative Procedure	NOM223	1	3 Hours	13	39	6
23.	Compulsory	Companies Law I	NOM233	1	3 Hours	13	39	6
24.	Compulsory	Law of the European Union I	NOM227	1	3 Hours	13	39	6

25.	Mand.Elect	Constitutional Liberties	NOM106	1	3 Hours	13	39	6
6 th Semester								
26.	Compulsory	Private International Law	NOM413	1	3 Hours	13	39	6
27.	Compulsory	Civil Procedure II	NOM423	1	3 Hours	13	39	6
28.	Compulsory	Inheritance Law	NOM319	1	3 Hours	13	39	6
29.	Elective	Elective course		1	3 Hours	13	39	6
30.	Elective	Elective course		1	3 Hours	13	39	6
7 th Semester								
31.	Compulsory	European Comparative Law	NOM251	1	3 Hours	13	39	6
32.	Compulsory	Criminal Procedure	NOM327	1	3 Hours	13	39	6
33.	Compulsory	Synthesis of Commercial Law	NOM472	1	3 Hours	13	39	6
34.	Mand.Elect	Securities – Industrial Property	NOM415	1	3 Hours	13	39	6
35.	Elective	Elective course		1	3 Hours	13	39	6
8 th Semester								
36.	Compulsory	Synthesis of Civil Law and Civil Procedure	NOM465	1	3 Hours	13	39	6
37.	Compulsory	Synthesis of Public Law and Administrative Procedure	NOM463	1	3 Hours	13	39	6

38.	Compulsory	Synthesis of Criminal Law and Criminal Procedure	NOM474	1	3 Hours	13	39	6
39.	Mand. Elect	Criminal Procedure II	NOM332	1	3 Hours	13	39	6
40.	Elective	Elective course		1	3 Hours	13	39	6
ELECTIVE COURSES								
	Elective	Philosophy of Law	NOM154	1	3 Hours	13	39	6
	Elective	Political Economy	NOM158	1	3 Hours	13	39	6
	Elective	Political Science	NOM160	1	3 Hours	13	39	6
	Elective	Organization of International Society	NOM162	1	3 Hours	13	39	6
	Elective	Investigation	NOM258	1	3 Hours	13	39	6
	Elective	Penology	NOM260	1	3 Hours	13	39	6
	Elective	Criminology	NOM262	1	3 Hours	13	39	6
	Elective	Intellectual Property Law	NOM352	1	3 Hours	13	39	6
	Elective	Environmental Protection Law	NOM354	1	3 Hours	13	39	6
	Elective	Law of Immigration and Asylum	NOM364	1	3 Hours	13	39	6

	Elective	Banking Law	NOM36 6	1	3 Hours	13	39	6
	Elective	Aviation, Air and Space Law	NOM37 2	1	3 Hours	13	39	6
	Elective	International Criminal Law	NOM37 8	1	3 Hours	13	39	6
	Elective	International Economic Law	NOM38 0	1	3 Hours	13	39	6
	Elective	Securities Law – Industrial Property Law	NOM41 5	1	3 Hours	13	39	6
	Elective	European Union Law II	NOM42 7	1	3 Hours	13	39	6
	Elective	Competition law	NOM45 0	1	3 Hours	13	39	6
	Elective	Tax Law	NOM46 0	1	3 Hours	13	39	6
	Elective	Medical Law	NOM46 6	1	3 Hours	13	39	6
	Elective	Special Administrative Law	NOM46 7	1	3 Hours	13	39	6
	Elective	Energy Law	NOM47 0	1	3 Hours	13	39	6
	Elective	Equity and Trusts	NOM47 6	1	3 Hours	13	39	6

11.4 School of Social Sciences, Arts and Humanities

Dean

Giorgos Georgis

11.4.1 Department of History, Politics and International Studies

Head of Department

Giorgos Georgis

Department's Academic Staff

Pantelis Sklias

Marios Leonida Evriviades

Georgios Maris

Katerina Papazacharia

Kyriakos Iakovidis

Antonis Klapsis

Dimitris Chrysochoou

Mersilia Anastasiadou

International Relations and Security

PROGRAM REQUIREMENTS	ECTS
Compulsory courses	210
Elective courses	
(a) Courses of specialization	24
(b) General Education courses / Free Electives	
Undergraduate Assignment	-
Practical training	6
Total ECTS	240

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/ Academic semester	Total periods/ Academic semester	Number of ECTS
1 st Semester								
1.	Compulsory	Introduction to International Relations	IRS111	3	45'	13	39	6
2.	Compulsory	Diplomatic History, 1815-1945	IRS112	3	45'	13	39	6
3.	Compulsory	Research Methodology in International Relations	IRS113	3	45'	13	39	6
4.	Compulsory	Political Science	IRS114	3	45'	13	39	6
5.	Compulsory	Political Economy	IRS115	3	45'	13	39	6
2 nd Semester								
6.	Compulsory	International Relations Theories	IRS121	3	45'	13	39	6
7.	Compulsory	Security Studies: Conceptual Approaches, Contemporary	IRS122	3	45'	13	39	6

		and Emerging Issues						
8.	Compulsory	The World since 1945	IRS123	3	45'	13	39	6
9.	Compulsory	Introduction to Modern Diplomacy	IRS124	3	45'	13	39	6
10.	Compulsory	Macroeconomics	ECON205	3	45'	13	39	6
3 rd Semester								
11.	Compulsory	Geopolitics and Geoeconomics in the Eastern Mediterranean	ISR131	3	45'	13	39	6
12.	Compulsory	Security Diplomacy	IRS132	3	45'	13	39	6
13.	Compulsory	International Political Economy	IRS133	3	45'	13	39	6
14.	Compulsory	The EU as a Global Actor	IRS134	3	45'	13	39	6
15.	Compulsory	Public International Law	NOM129	3	45'	13	39	6
4 th Semester								
16.	Compulsory	Economic Diplomacy	IRS141	3	45'	13	39	6

17.	Compulsory	Strategic Studies	IRS142	3	45'	13	39	6
18.	Compulsory	Political Economy of National Security	IRS143	3	45'	13	39	6
19.	Compulsory	Terrorism, Asymmetric Threats and International Security	IRS144	3	45'	13	39	6
20.	Compulsory	International Economic Law	NOM380	3	45'	13	39	6
5 th Semester								
21.	Compulsory	Economic Sustainability and Security	IRS151	3	45'	13	39	6
22.	Compulsory	Risk Analysis and Forecasting	IRS152	3	45'	13	39	6
23.	Compulsory	Conflict Resolution	IRS153	3	45'	13	39	6
24.	Compulsory	International Organizations	IRS154	3	45'	13	39	6
25.	Elective	Psychology of Politics	PSYC308	3	45'	13	39	6
	Elective	Foreign Policy in the 21 st Century Psy	IRS155	3	45'	13	39	6

6 th Semester								
26.	Compulsory	China as a Global Actor	IRS161	3	45'	13	39	6
27.	Compulsory	Energy, Security and Foreign Policy	IRS162	3	45'	13	39	6
28.	Compulsory	Environmental Sustainability and Security	IRS163	3	45'	13	39	6
29.	Compulsory	EU Neighborhood Policy	IRS164	3	45'	13	39	6
30.	Elective	Foreign Policy Analysis	IRS165	3	45'	13	39	6
	Elective	Peacebuilding	IRS166	3	45'	13	39	6
7 th Semester								
31.	Compulsory	Political Economy of Energy	IRS171	3	45'	13	39	6
32.	Compulsory	European Security and Defense	IRS172	3	45'	13	39	6
33.	Compulsory	Risk Management	IRS173	3	45'	13	39	6

34.	Compulsory	Security in the Eastern Mediterranean	IRS174	3	45'	13	39	6
35.	Elective	International Development Cooperation	IRS175	3	45'	13	39	6
	Elective	Practical Diplomacy	IRS176	3	45'	13	39	6
	Elective	Human Security	IRS177	3	45'	13	39	6
8 th Semester								
36.	Compulsory	Nuclear Weapons and International Security	IRS181	3	45'	13	39	6
37.	Compulsory	Global Governance and Security	IRS182	3	45'	13	39	6
38.	Compulsory	Security in the Middle East	IRS183	3	45'	13	39	6
39.	Compulsory	Cyber Security	IRS184	3	45'	13	39	6
40.	Elective	Migration, International Relations and Security	IRS185	3	45'	13	39	6
	Elective	Project Management	BUSN405	3	45'	13	39	6

	Elective	Placement	IRS186	3	45'	13	39	6
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International Relations, Strategy and Security

PROGRAM REQUIREMENTS	ECTS
Compulsory courses	52,5
Elective courses	7,5
(a) Courses of specialization	
(b) General Education courses / Free Electives	
Dissertation	30
Practical training	
Total ECTS	90

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/ Academic semester	Total periods/ Academic semester	Number of ECTS
1 st Semester								
1.	Compulsory	International Security and Strategic Studies	IRSS611	3	45'	13	39	7.5
2.	Compulsory	Strategy and Decision Making	IRSS612	3	45'	13	39	7.5

3.	Compulsory	Contemporary Issues in Global Politics	IRSS621	3	45'	13	39	7.5
4.	Compulsory	Research Design and Empirical Methods in the Social Sciences	METH600	3	45'	13	39	7.5
2 nd Semester								
5.	Compulsory	International Law and Security	IRSS623	3	45'	13	39	7.5
6.	Compulsory	Homeland Security	IRSS624	3	45'	13	39	7.5
7.	Compulsory	Information Security	IS504	3	45'	13	39	7.5
8.	Elective	Special Topics in the Eastern Mediterranean and Middle East Security	IRSS622	3	45'	13	39	7.5
9.	Elective	Peacebuilding and Post-Conflict Reconstruction	IRSS625	3	45'	13	39	7.5
10.	Elective	Foreign Policy, Security and Defense in the	MEP500	3	45'	13	39	7.5

		European Union						
3 rd Semester								
11.	Compulsory	Dissertation	IRSS610	-	-	-	-	30

11.5 School of Health Sciences

Dean

11.5.1 Department of Psychology

Head of Department

Marios Argyrides

Department's Academic Staff

Andri Christodoulou

Constantina Zamba

Christiana Koundourou

George Zacharopoulos

Marilena Mousoulidou

Lina Efthyoulou

Glykeria Reppa

BSc in Psychology

PROGRAM REQUIREMENTS	ECTS
Compulsory courses	192
Elective courses	
(a) Courses of specialization	General Education 24
(b) General Education courses / Free Electives	Free Electives 12
Dissertation (Optional: in place of two courses)	12
Practical Training	12
Total ECTS	240

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/ Academic semester	Total periods/ Academic semester	Total periods/ Academic semester
1 st Semester								
1	Comp.	Introduction to Psychology	PSYC100	3	1	13	39	6
2	Comp.	Developmental Psychology I	PSYC101	3	1	13	39	6
3	Comp.	Educational Psychology	PSYC119	3	1	13	39	6
4	General Education	Introduction to Sociology	GEED110	3	1	13	39	6
5	General Education	Special Education	GEED111	3	1	13	39	3
6	General Education	Computer Skills for Social sciences	GEED112	3	1	13	39	3
2 nd Semester								
1	Comp.	Social Psychology I	PSYC102	3	1	13	39	6
2	Comp.	School Psychology	PSYC109	3	1	13	39	6
3	Comp.	Theories of Personality	PSYC203	3	1	13	39	6
4	General Education	Principles of Marketing	BUSN104	3	1	13	39	6

5	General Education	Composing and Presenting Assignments in Psychology	GEED113	3	1	13	39	3
6	General Education	Language for Science	LCS01	3	1	13	39	3
3 rd Semester								
1	Comp.	Counselling Psychology I	PSYC105	3	1	13	39	6
2	Comp.	Research Methods in Psychology	PSYC107	3	1	13	39	6
3	Comp.	Developmental Psychology II	PSYC201	3	1	13	39	6
4	Comp.	Learning Difficulties & Special Education	PSYC208	3	1	13	39	6
		Free Elective (select one course from the list)						6
4 th Semester								
1	Comp.	Clinical Psychology I	PSYC106	3	1	13	39	6
2	Comp.	Cognitive Psychology I	PSYC108	3	1	13	39	6
3	Comp.	Social Psychology II	PSYC202	3	1	13	39	6

4	Comp.	Developmental Psychopathology	PSYC207	3	1	13	39	6
5	Free Electives	Free Elective (select one course from the list) (Select one course for the 3rd Semester and one course for the 4th semester) *The course list is periodically updated						
		Introduction to Business	BUSN100	3	1	13	39	6
		History & Philosophy of Psychology	PSYC212	3	1	13	39	6
		Sports Psychology	PSYC310	3	1	13	39	6
		Psychology of Music	PSYC330	3	1	13	39	6
		Introduction to Business	BUSN100	3	1	13	39	6
		Consumer Behavior	BUSN302	3	1	13	39	6
		Introduction to Computer Science	CS111	3	1	13	39	6
		Human Computer Interaction	CSE11	3	1	13	39	6
		Criminology	NOM262	3	1	13	39	6
5 th Semester								
1	Comp.	Counselling Psychology II	PSYC205	3	1	13	39	6

2	Comp.	Industrial & Organizational Psychology	PSYC302	3	1	13	39	6
3	Comp.	Psychological Measurements	PSYC303	3	1	13	39	6
4	Comp.	Biological Bases of Behavior	PSYC305	3	1	13	39	6
5	Comp.	Cognitive Psychology II	PSYC408	3	1	13	39	6
6 th Semester								
1	Comp.	Clinical Psychology II	PSYC206	3	1	13	39	6
2	Comp.	Forensic Psychology	PSYC209	3	1	13	39	6
3	Comp.	Diversity & Multicultural Issues	PSYC210	3	1	13	39	6
4	Comp.	Experiencing Psychological Research I	PSYC315	3	1	13	39	6
5	Comp.	Statistics in Social Sciences I	PSYC320	3	1	13	39	6
7 th Semester								
1	Comp.	Experiencing Psychological Research II	PSYC316	3	1	13	39	6
2	Comp.	Statistics in Social Sciences II	PSYC321	3	1	13	39	6

3	Comp.	Psychology of Language	PSYC403	3	1	13	39	6
4	Comp.	Neuropsychology	PSYC406	3	1	13	39	6
5	Comp.	Health Psychology / or	PSYC402	3	1	13	39	6
		Dissertation I	PSYC498	3	1	13	39	
8 th Semester								
1	Comp.	Psychology of Reading	PSYC409	3	1	13	39	6
2	Comp.	Adult Psychopathology	PSYC410	3	1	13	39	6
3	Comp.	Psychology of Sexuality / or	PSYC407	3	1	13	39	6
		Dissertation II	PSYC499	3	1	13	39	
4	Comp.	Practical Training	PSYC430	3	1	13	39	12

12. ANNEXES

12.1 Academic Calendar

ACADEMIC CALENDAR 2020-2021

Graduation Ceremony – Academic year 2019-2020	
	25 September 2020 *

Fall Semester	
Induction week	26 September - 02 October
Beginning of Fall Semester	28 September
Registration period	14 September - 17 October
National Holiday	01 October
National Holiday	28 October
Vacation Period (Christmas holidays)	21 December - 08 January
Last day of classes	09 - 15 January
Last day for Dissertation Submission	18 January
Examination period	18 - 31 January

Spring Semester	
Induction week	01 - 06 February
Beginning of Spring Semester	01 February
Registration period	18 January - 20 February
National Holiday	15 March
National Holiday	25 March
National Holiday	01 April
Vacation Period (Easter holidays)	26 April - 07 May
Last week of classes	08 - 14 May

Last day for Dissertation Submission	17 May
Examination period	17 - 31 May

Resit Exams 2020-2021	
Examination period	23 August - 05 September
Last day for Dissertation Submission	31 August

**Due to the prevailing health conditions, the date of the Ceremony may change. There will be an update at a later stage.*

Please note that at the Graduation Ceremony students are given a congratulatory letter and not the Degree.

12.2 Telephone Directory

DEPARTMENT ADMINS -- CONVENTIONAL PROGRAMMES			DEPARTMENT ADMINS -- DISTANCE PROGRAMMES	
School of Architecture, Engineering, Land and Environmental Sciences	School of Law	School of Health Sciences	School of Economics, Administration and Computer Science	School of Law
Maria Savva arch_school@nup.ac.cy 26843357 / Office no. 211	Maria Konikkou lawschool@nup.ac.cy 26843345 / Office no.209	Stalo Georgiou health_school@nup.ac.cy / phd.administration@nup.ac.cy 26843347 / Office no.213	Ifigenia Panagiotou dist_business_school@nup.ac.cy 26843358 / Office no.208	Maria Konikkou dist_lawschool@nup.ac.cy 26843345 / Office no.209
School of Economics, Administration and Computer Science	LLB Law Law Master(MA) in Financial Crime and Criminal Justice Master of Laws (LLM) in International and European Business Law	BSc in Psychology MSc in Counselling Psychology PhD Programme PhD in Psychology	Information Systems and Digital Innovation-Distance Learning Maria Antoniou dist_business_school@nup.ac.cy 26843430 / Office no.208 D-MBA	Master of Laws (LLM) in International and European Business Law - Distance learning School of Social Sciences, Arts and Humanities Despoina Konstantinides dist_socialsci_school@nup.ac.cy
Ifigenia Panagiotou business_school@nup.ac.cy 26843358 / Office no.208	School of Social Sciences, Arts and Humanities	Eleni Spyrou		

<p>BSc in Business Administration BSc in Accounting, Banking and Finance Bachelor in Applied Informatics Information Systems and Digital Innovation BSc in Digital Business</p>	<p>Despoina Konstantinides socialsci_school@nup.ac.cy 26843303 / Office no.217</p>	<p>health_school@nup.ac.cy 26843404 / Office no.214</p>	<p>MBA in Tourism Distance Learning MSc in Digital Marketing-Distance Learning</p>	<p>26843303 / Office no.217</p>
<p>Maria Antoniou business_school@nup.ac.cy 26843430 / Office no.208</p>	<p>International Relations and Security Master in History PhD in Modern and Contemporary History International Relations, Strategy and Security European Politics & Governance Master Programme in Theological Studies PhD in Theology</p>	<p>MSc in Educational Psychology</p>	<p>Georgia Savva dist_business_school@nup.ac.cy 26843400 / Office no.210 D-MPA (3 specializations)</p>	<p>D_MA in Modern and Contemporary History International Relations, Strategy and Security-Distance Learning European Politics & Governance-Distance Learning Master's in Theology Distance Learning</p>
<p>MBA Master of Business Administration (MBA) in Tourism MSc Accounting and Finance MSc in Banking, Investment and Finance</p>				<p>School of Health Sciences Eleni Spyrou dist_health_school@nup.ac.cy 26843404 / Office no.214 D_MSc in Educational Psychology</p>

<p>Master of Business Administration (MBA) in Shipping MSc in Digital Marketing</p>		
<p>Georgia Savva business_school@nup.ac.cy 26843400 / Office no.210</p>		
<p>Master in Public Administration (3 specializations)</p>		