



**HELLENIC MEDITERRANEAN UNIVERSITY**



**LISBOA**

UNIVERSIDADE  
DE LISBOA

**UNIVERSITY OF LISBON**

**School of Health Sciences**



Department  
of Social  
Work

Department of  
Nutritional Sciences  
and Dietetics

**Polytechnic School**



Department of Electrical and  
Computer Engineering

**Lisbon School of Medicine**



LISBOA

UNIVERSIDADE  
DE LISBOA



Faculdade <sup>1825</sup>  
de Medicina

## **PSP's Studies Regulation**

**“Innovative technologies and contemporary, integrated  
healthcare in aging” (ITHA)**



**HELLENIC MEDITERRANEAN UNIVERSITY & LISBON SCHOOL OF MEDICINE**

**Heraklion, May 2026**

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# Study Regulations

## 1. General Provisions

The Department of Social Work and the Department of Nutritional Sciences and Dietetics of the School of Health Sciences and the Department of Electrical and Computer Engineering of the Hellenic Mediterranean University (HMU), in collaboration with the Lisbon School of Medicine (FMUL), organize and operate a Joint Postgraduate Study Programme (PSP) entitled “*Innovative Technologies and Contemporary, Integrated Healthcare in Aging*” (ITHA), following its accreditation.

The Joint Master’s Programme operates in accordance with the provisions of the applicable national legislation in force, the Act of its Establishment, the HMU’s Internal Regulation of Postgraduate and Doctorate Studies, as well as the provisions of the present Study Regulation, which has been prepared by decisions of the Assemblies of the three participating departments. The program is implemented in the Hellenic Mediterranean University, Greece, and the Lisbon School of Medicine, Portugal.

## 2. Subject – Purpose

The objective of the Joint Postgraduate Study Programme “Innovative technologies and contemporary, integrated healthcare in aging” (ITHA) -hereinafter referred to as the Programme or PSP- is to provide high-quality education, in terms of knowledge and skills, to future professionals from various disciplines in the area of contemporary and integrated healthcare for the ageing population, with particular emphasis on interdisciplinarity and the application of innovative technological solutions.

The primary objectives of the Programme are to:

- Train highly qualified professionals capable of designing, implementing and evaluating integrated, technology-enabled care solutions for older adults.
- Develop specialized knowledge and skills for a competent healthcare workforce able to meet the growing demand for care services for older people.
- Generate new knowledge and integrated solutions that enhance the quality of life of older adults through research, innovation and interdisciplinary collaboration.
- Promote social awareness regarding ageing and integrated healthcare.

- Address labour-market needs by enhancing employability in the health, social care and digital health sectors and by reducing skills shortages, unemployment and brain drain.
- Strengthen internationalization, academic excellence and European cooperation in higher education.

### 3. Learning outcomes

The Joint PSP is structured in accordance with the National and European Qualifications Framework (i.e., NQF, EQF, respectively) at Level 7 and is aligned with the Dublin Descriptors. Upon successful completion of the Programme, graduates will have acquired the following knowledge, skills, and competences:

#### Knowledge

- Demonstrate advanced and interdisciplinary knowledge of ageing processes, health systems and the social determinants of health.
- Understand innovative technologies applied to the prevention, diagnosis, treatment and long-term care of older adults.
- Critically evaluate evidence-based approaches and international policies that promote active and healthy ageing.

#### Skills

- Apply quantitative and qualitative research methods to address complex issues related to ageing and integrated care.
- Design, implement and evaluate interventions combining clinical, technological and community-based dimensions.
- Communicate scientific and professional information effectively to diverse audiences, including policymakers, patients and interdisciplinary teams.
- Use digital and technological tools to enhance the quality and efficiency of healthcare service delivery.

#### Competences

- Integrate biomedical, technological and psychosocial approaches into decision-making and patient-centered care.
- Demonstrate leadership skills, ethical responsibility and the ability to work effectively in multicultural and interdisciplinary environments.

- Engage in lifelong learning and contribute to innovation and the transformation of healthcare and social care systems in Europe.

The level of knowledge provided by the PSP enables its graduates to continue their studies at the doctoral level.

#### 4. Governance/Decision Making

The HMU is responsible for providing administrative support and overseeing the Programme's financial management. A number of authorised bodies have been assigned for the organisation and overall operation of the Joint PSP entitled 'Innovative Technologies and Contemporary, Integrated Healthcare in Ageing'. Their roles and responsibilities are defined in detail in the Internal Internal Operating Regulations of the Programme.

**Programme Committee (P.C.):** The P.C. is responsible for overall organization, administration, and management. Composed of seven faculty members (four from HMU, three from UoL), appointed by the Assemblies of the participating Departments. They are not entitled to remuneration or any compensation for the execution of their responsibilities. The Director of the P.C. comes from the Department of Social Work or from HMU. Both institutions must appoint members for the P.C., in which they must be represented.

**Steering Committee (S.C.):** The S.C. monitors and coordinates the PSP. Composed of five members selected from the P.C. for a two-year term, with at least three members from HMU. They are not entitled to remuneration or any compensation for their responsibilities. Chaired by the Programme Director.

**Programme Director:** Appointed by the P.C. must be a Professor or Associate Professor in a relevant or related field to the PSP's topic. Serves a renewable two-year term, renewable without restriction, with duties defined by national legislation, and receives no remuneration for these responsibilities.

**The Secretariat:** The secretarial duties and administrative support of the PSP are fully undertaken by highly trained personnel. The secretariat handles the various administrative issues of the PSP's operation (e.g, announcements, applications, student registrations, timetable, keeping of grade files, granting of degrees, etc.).

**Advisory Board:** The Advisory Board of Experts is not a decision-making body but rather provides high-level scientific and academic guidance and advice. It supports Programme's

strategic planning, quality assurance, scientific integrity, and long-term sustainability by engaging internationally recognized specialists who ensure the integration of advances so that the curriculum and its learning outcomes remain aligned with current developments. Its international and multidisciplinary composition strengthens the Program's interdisciplinary character, promotes the exchange of best practices, and links scientific knowledge with clinical practice, social applications, and labour market needs.




## 5. Master's Degree-Awarding

The Joint PSP awards a Master's Degree (MSc) and the accompanying Diploma Supplement. Both are issued by HMU in English. The Master's Degree is signed by the Rector of the Hellenic Mediterranean University (HMU), the Dean of the Lisbon School of Medicine, and the Program Director. The final degree grade is calculated as the weighted average of course grades ( $G_1, G_2, \dots$ ), including the dissertation/thesis or internship/field practice, with weights corresponding to the respective ECTS credit units ( $CU_1, CU_2, \dots$ ). Specifically, the overall grade is calculated using the formula:

$$\text{Degree Grade} = \frac{(G_1 \times CU_1) + (G_2 \times CU_2) + \dots + (G_n \times CU_n)}{\text{Total ECTS } (CU_1 + CU_2 + \dots + CU_n)}$$

where  $G_i$  represents the grades of the courses including the Master's dissertation/thesis or internship/field practice,  $CU_i$  represents the corresponding credit units and  $n$  represents the total number of required courses. The denominator is the sum of the ECTS of all courses and the thesis or internship. The Postgraduate Diploma awarded is as follows:

Diploma No.:

**HELLENIC REPUBLIC**  
**HELLENIC MEDITERRANEAN UNIVERSITY**

**THE DEPARTMENT OF SOCIAL WORK**  
IN COLLABORATION WITH

THE DEPARTMENTS OF NUTRITION AND DIETETICS SCIENCES &  
ELECTRICAL AND COMPUTER ENGINEERING

& THE FACULTY OF MEDICINE OF THE UNIVERSITY OF LISBON

AWARDS

**POSTGRADUATE DIPLOMA**

WITH THE TITLE

**INNOVATIVE TECHNOLOGIES AND CONTEMPORARY, INTEGRATED HEALTHCARE IN AGING**  
TO

**Last Name, First Name, Middle Name**

WHO HAS SUCCESSFULLY COMPLETED ALL REQUIREMENTS OF THE JOINT  
POSTGRADUATE PROGRAM, AND HAS BEEN DEEMED WORTHY OF THE AWARD OF THE  
POSTGRADUATE DIPLOMA IN  
<DATE OF ANNOUNCEMENT>

**WITH A GRADE OF XX "CHARACTERIZATION"**

HERAKLION, <DATE OF GRADUATION>

**The Director  
of the Postgraduate Program**

**The Dean  
of the Faculty of Medicine of the  
University of Lisbon**

**The Rector  
of the Hellenic Mediterranean University**

<NAME>

<NAME>

<NAME>

A Diploma Supplement is issued and accompanies the Postgraduate Diploma, serving as an explanatory document and not replacing the official degree title or the transcript of records. The Diploma Supplement provides information related to nature, level, general educational context, content, and status of the studies. Prior to the award of the degree, graduates may be issued a certificate confirming successful completion of the PSP, as well as a transcript of records with the corresponding ECTS credits.

## 6. Organization and Curriculum

The PSP is offered on a full-time or part-time basis. The PSP lasts three (3) academic semesters if studied full-time, or six (6) academic semesters if studied part-time. The maximum permitted duration of study leading to the award of the Master’s Degree (MSc) may not exceed twice the standard duration of study, both for full-time and part-time students.

The academic PSP consists of four compulsory courses per semester (eight in total), as well as a thesis or internship/field practice in the 3rd semester. To obtain the Master’s Degree (MSc), a total of ninety (90) ECTS credits is required. Each compulsory course corresponds to 7.5 ECT, and each semester corresponds to thirty (30) ECTS. The organization of studies across the three (3) semesters is as follows:

- The 1st semester includes courses taught by the teaching staff of HMU.
- The 2nd semester includes courses taught by FMUL’s teaching staff.
- The 3rd semester includes the preparation of a Master’s Dissertation/thesis or completion of an Internship/Field Practice, both supervised by teaching staff from the collaborating institutions. The student may complete their internship at an organisation located in a different city or country from the collaborating universities, subject to supervision by teaching staff members on the PSP. In both cases, the students must search for and propose the placement, which requires approval by the Programme Committee. Distance-learning options are available for students who are unable to relocate.

The following table shows the courses offered per semester.

Semester A (1st)		
Course code and title	Type	ECTS
A01 Interdisciplinary Approach to Active and Healthy Ageing	Compulsory	7.5
A02 Integrative Nutrition Care for Healthy Aging	Compulsory	7.5
A03 An Introduction to AI Tools for Healthcare	Compulsory	7.5
A04 Artificial Intelligence with a focus on medical applications	Compulsory	7.5
Semester total		30
Semester B (2nd)		
Course code and title	Type	ECTS
B01 Aging and Geriatric Medicine	Compulsory	7.5
B02 Science of Aging and Longevity	Compulsory	7.5

B03 Technology for Longevity and Active Aging	Compulsory	7.5
B04 Research Methodology Applied to Older Adults	Compulsory	7.5
Semester total		30

Semester C (3rd)		
Course code and title	Type	ECTS
C01 Master's Dissertation / Thesis*	Compulsory-Elective	30
C02 Internship / Field Practice*	Compulsory-Elective	30
Semester total		30

*\*Note: The student chooses either the postgraduate thesis or the Internship/field training.*

Courses may be redistributed between semesters by decision of the competent body. The educational process lasts fifteen (15) weeks/semester and is implemented in accordance with the approved HMU's academic calendar.

Course attendance is mandatory, with a maximum of 20% permitted absences allowed in asynchronous in-person lectures per course. Part-time students must fulfil all academic requirements alongside full-time students and may register for a maximum of two (2) courses per academic semester.

Courses, as well as the dissertation/thesis and the internship/field practice, are graded on a scale from 0 to 10, with increments of 0.5. A minimum grade of five (5) is required to pass a course.

The PSP is organized as a Blended Learning programme, combining 80% synchronous and 20% asynchronous education. It also adopts a hybrid mode of instruction, allowing some students who are unable to attend in person to participate remotely via video conferencing.

Students may participate in the Erasmus mobility programme to complete a study period (i.e., a semester) in person at one of the partner institutions (HMU and FMUL) and beyond, in accordance with applicable legislation and University regulations. During their mobility, students are registered as exchange students at the hosting university.

English is the language of instruction and examination for all courses. All teaching materials, as well as everything required for program completion, including thesis writing and exam taking, are also provided in English.

By decision of the P.C., suspension or extension of studies may be granted on a case-by-case basis, following a student's application and provided there is sufficient justification (e.g.,

military service, severe illness, maternity leave). Requests must be submitted by students who have not exceeded the maximum period of study and at least one week before the start of the semester. Applications should include supporting documentation from the relevant public authorities or organisations. Suspension or extension may be granted only once per student for a maximum duration of one (1) year. During the suspension period, student status is temporarily halted, and participation in any academic activities is not permitted. period of suspension of studies is not counted towards the maximum duration of standard studies. Students on a suspension of studies must submit a re-enrolment application at least one week before the end of the suspension period to resume their studies as active students.

## 7. Teaching Staff

- a) Faculty members/Members of the Teaching and Research Staff (D.E.P.), Special Educational Staff (E.E.P.), Laboratory Teaching Staff (E.D.I.P.), and Special Technical Laboratory Staff (E.T.E.P.)
- b) Emeritus Professors or retired members of Teaching and Research Staff (D.E.P.).
- c) Collaborating professors.
- d) Adjunct lecturers.
- e) Visiting professors or visiting researchers.
- f) Researchers and specialised scientific staff of research and technological bodies, in accordance with Article 13A of Law 4310/2014 (A' 258).
- g) Scientists of recognised standing, possessing specialised knowledge and documented professional or research experience relevant to the subject area of the PSP.

The categories a) to f) of teaching staff are also entitled to supervise dissertations/theses and internships/field placements. All categories of teaching staff may be remunerated exclusively from the budget of the Joint PSP. Teaching staff in category a) may receive additional remuneration for work provided to the PSP, provided that they fulfill their minimum statutory obligations.

Responsibilities of the teaching staff include, inter alia:

- Be approachable to students, engage in discussion, collaborate with them, and contribute their knowledge and experience to support the students' successful academic progress.
- Prepare a detailed course syllabus/outline that includes the course objectives, learning outcomes, bibliography, assessment methods, and an extensive analytical schedule, ensuring

that the instructional material fully supports the academic needs of the educational process.

- Support student-centered learning and participate in discussions regarding examination or assignment results, with the aim of maximizing learning outcomes.
- Propose topics for Master's Dissertation, collaborate with students, and assist them throughout the preparation of their theses.
- Expand their knowledge and competencies within the broader framework of their scientific field, to be able to offer students interdisciplinary and up-to-date knowledge.

## 8. Students' Rights & Responsibilities

Postgraduate students are entitled to all the rights and benefits granted to undergraduate students, under the same conditions and criteria set by both universities, except for the right to free textbooks. Institutions must ensure that students with disabilities and/or special educational needs have access to the proposed teaching materials. Prospective postgraduate students must be familiar with all regulations governing the PSP prior to enrolment.

Postgraduate students have the following responsibilities:

1. Attend the courses offered.
2. Submit assignments by the prescribed deadlines.
3. Attend course examinations.
4. Successfully complete their master's dissertations or internship/field practice.
5. Provide up to six (6) hours of auxiliary teaching work per week for undergraduate programmes.
6. Participate in the PSP evaluation process.
7. Participate in workshops and other scientific events related to the subject of the programme
8. Settle all financial and other obligations to the Institution before graduating; otherwise, they are be entitled to receive the Master's degree or any related documents.
9. Comply with these Postgraduate Studies Regulations and the decisions of the PSP's bodies, the Departments, and the Universities.
10. Respect and adhere to the rules of academic ethics and research integrity.

Failure to comply with the present PSP Regulation, as well as the decisions of the Program's governing bodies, will result in the student not being entitled to receive the Master's Degree or any related document.

Auxiliary teaching work is defined as assisting faculty members/members of the Teaching and Research Staff with their teaching duties, student training, conducting tutorials and laboratory exercises, supervising examinations, and grading exercises. Postgraduate students may perform auxiliary teaching work in first-cycle study programs.

Students admitted to the PSP through the centralized application procedure pay their participation costs (tuition fees) in euros directly to the HMU for each semester. Students from European Union countries pay 3,000 € (three thousand euros) in participation costs for the entire 90 ECTS PSP for the nominal study period. Students from non-European Union countries pay € 6,900 (six thousand and nine hundred euros). Tuition fees may be paid either in full during the first week of each academic semester or in three equal instalments during each academic semester. In the event of termination of studies, the amount paid is non-refundable. Tuition fees are paid to the Hellenic Mediterranean University, which is responsible for managing them.

The Steering Committee may grant scholarships of excellence and reciprocal scholarships to the postgraduate students of the Programme according to the procedure, terms, and conditions set out in the Regulations of Postgraduate and Doctoral Studies Programs of the University, and in the Legislation. Any partial exemption or waiver of payment (e.g., scholarships based on academic excellence or student assistantship/work-study programmes) is at the discretion of the Steering Committee (S.C.) and in accordance with relevant regulations and legislation. Full exemption from the payment of tuition fees is granted to graduate students who meet the eligibility criteria (i.e., financial, social, or academic criteria) set by the Programme and relevant Greek legislation (Law 4957/2022). The percentage of students granted full exemption cannot exceed 30% of the total number enrolled per academic year. Any exemption ensures equitable access to postgraduate studies, supporting students who face documented financial or social vulnerabilities. The process is transparent and merit-based, with applications reviewed according to clearly defined institutional procedures.

## 9. Student's admission

### 9.1 Categories and Number of Admitted Students

The Programme accepts holders of first-cycle degree titles awarded by Higher Education Institutions (HEIs), namely Universities and former Technological Educational Institutes (TEIs), in Greece, or by equivalent and officially recognized institutions abroad, provided that their

degrees are recognized by the Hellenic National Academic Recognition Information Center (DOATAP), in accordance with the provisions of the applicable legislation.

Indicatively and not exhaustively, the Programme accepts graduates from Departments of Social Work, Nutrition and Dietetics Sciences, Medicine, Nursing, Midwifery, Dentistry, Pharmacy, Health Visiting, Public and Community Health, Occupational Therapy, Speech and Language Therapy, Physiotherapy, Psychology, Sociology, Health Services Management, Public Administration, Medical Laboratory Sciences, Public Health Policy, Social Sciences, Biological Applications and Technologies, Biotechnology, Digital Technology, Digital Systems, Informatics (Computer Science), Polytechnic Engineering Schools, as well as graduates from other scientific fields related to the subject area and objectives of the Programme.

The maximum number of admitted students is set at sixty (60). In the event of tied rankings, additional candidates may be admitted up to a percentage of ten per cent (10%) of the maximum number of admitted students. The minimum number of students admitted to the Programme is twenty (20). This minimum number may be reconsidered by the decision of the Programme's competent bodies. Students are enrolled at HMU for the entire duration of the Programme.

## 9.2 Admission procedure

Following a decision of the Programme Committee (P.C.), in May of each academic year, a call for the admission of postgraduate students for the following academic year is published and posted on the website of the Joint Master's Programme and of the participating institutions, as well as to the press and by any other appropriate means for the publicity of the programme (e.g. social media).

Candidates submit the following documents:

1. Application.
2. Curriculum Vitae (Europass format preferred).
3. Copy of degree(s) or certificate of completion of studies and detailed transcript of course ratings (and recognition of academic qualifications, if applicable).
4. A photocopy of both sides of the ID card or passport.
5. Motivational Letter stating the reasons why the candidate wishes to continue their studies and their research interests (up to 500 words). The letter should explain the candidate's

professional goals and the importance of the postgraduate program for their professional development.

6. Any other supporting documents that the candidate considers appropriate or necessary in order to support their candidacy (optional-if any), such as (indicative): letter of recommendation from professors or employers; proof of previous employment and/or research activity; scientific publications or conference presentations; other degrees; proof of English language proficiency (e.g., self-declaration or English language certificate).

Only applicants holding—or about to complete—a recognized relevant degree are eligible, including final-year students with proof of completion.

Applications, together with the required supporting documents, are submitted to the Secretariat of the Programme within a deadline specified in the call, which may be extended for a period not exceeding thirty (30) days.

### 9.3 Selection and evaluation

Candidates are selected on the basis of the points they accumulate from the following criteria:

- (i) Interview (40%)
- (ii) Degree grade (20%)
- (iii) Motivational Letter (10%)
- (iv) Professional experience, research activity, and publications etc (if any) (20%)
- (v) Additional qualifications, such as letters of recommendation, social action, etc (if any) (10%).

Participation in the selection process for the Programme requires possession of, or imminent completion of, a degree from a Greek Higher Education Institution (HEI) or a degree from a foreign university recognized by the Hellenic National Academic Recognition Authority (DOATAP) as equivalent, in a related field, as defined by the establishing decision of the Programme. For students who do not present a certificate of recognition of their academic title from the DOATAP, the procedure set out in Law 4957/2022 is followed. Applications are also accepted from final-year students, provided that they submit a certificate of completion of studies before their registration on the Programme (and definitely before the start of the classes).

A three-member Evaluation Committee (E.C.), composed of members of the Programme Committee (P.C.), reviews all admissible applications, excludes those not meeting minimum

requirements, shortlists the candidates on a 100-point scale, and invites shortlisted candidates to an interview (in person or online) before finalizing the ranking. The purpose of the interview is to determine which candidates can substantially meet the requirements of the Master's degree, assess their motivation, interest, and overall knowledge and scientific competence in relation to the subject of the Programme. The interview may be conducted in person or online. Each candidate's total score is calculated as the average of the ratings awarded by each member of the E.C. The E.C. then finalizes the ranking and produces a list of successful and waitlisted candidates.

The final list of successful and waitlisted candidates is approved by the Programme Committee (P.C.). Candidates with the highest total scores are selected. In the event of a tie (rounded to the nearest whole number), up to 10% of the maximum number of admissions may be accepted. Any objections from candidates must be submitted to the Programme Secretariat within three working days of the results being announced. The P.C. examines the objections and decides whether to accept them or not, amending the list of successful candidates (and those on the waiting list) accordingly.

### 9.3 Enrollment and registration

Enrolment and registration are administered centrally by the HMU and take place within deadlines set by the Programme Committee. Students are enrolled at HMU for the entire duration of the Programme.

Admitted students receive an acceptance letter by email, along with the Act of Establishment and the Operating Regulations of the Programme. They should be enrolled within thirty (30) days from the decision of P.C. by paying the tuition deposit in order to secure their place on the Programme and by submitting any additional necessary documents. In the event that one or more candidates decline their enrollment, or if the enrollment deadline expires, the waitlisted candidates (if any) will be invited to register in the Programme, according to their ranking in the approved evaluation list.

During their mobility period (if applicable), students are additionally enrolled as exchange students at the Lisbon School of Medicine. If a student wants to study in person in either institution, it is their responsibility to apply for and secure any necessary visa or permits required to reside and commence studies in the Degree Program. However, partner Institutions will make every effort to aid students in obtaining any necessary visa and residence permits before their

studies commence.

Each academic semester, students should register for the courses they will attend exclusively within the specified deadlines set by the Programme Committee and announced by the Programme Secretariat. This process renews the student's registration for each semester. Part-time students may register for a maximum of two (2) courses per academic semester. No recognition or transfer of courses successfully completed in other previous studies—undergraduate, postgraduate, or doctoral—is permitted. Applications for course enrolment submitted outside these dates are rejected.

## 10. Distance-based/online examination and evaluation of students

### 10.1. Introduction

The Programme is organized as a blended learning programme, combining 80% synchronous and 20% asynchronous teaching for each course and a hybrid mode of instruction, combining face-to-face and online teaching. So, students who are unable to attend in person may study remotely.

The Digital Unit of HMU supports the distance learning process of the Programme. Asynchronous education methods do not exceed twenty percent (20%) of the Programme's ECTS credits. Courses and educational activities may be supported by distance learning methods, provided they do not involve practical, laboratory, or clinical training that requires physical presence. Internship/Field practice may be conducted remotely only if host organizations support teleworking and provide adequate supervision.

HMU maintains an electronic platform providing synchronous and asynchronous distance learning services. Educational material is uploaded per course and may include notes, presentations, exercises, indicative solutions, and recorded lectures, in compliance with personal data protection legislation. All educational material is provided exclusively for educational use and is protected under Law 2121/1993 on intellectual property.

A designated individual is appointed as the Responsible Officer for the management of the tele-education system, possessing the necessary expertise to support instructors and students. HMU utilizes an open-source tele-education system supported by GUnet, including BigBlueButton for synchronous education and Open eClass for asynchronous education, compliant with accessibility standards (WCAG 2.0 AA) and data protection regulations (GDPR, ISO 27001:2019, ISO 27701:2019).

Student access to the system is granted through an institutional user account created upon enrolment. The entire process—from application to account activation—is fully electronic.

The HMU's Good Practice Guide for Distance Education provides guidelines, pedagogical principles, and practical instructions for both teaching staff and students, aiming to ensure a high-quality distance-learning experience, academic success, and equal access to knowledge.

## 10.2. Examination and evaluation

The assessment of students within the framework of the distance-learning Programme is carried out through written or oral examinations conducted either in person or via distance-learning methods, as well as through alternative methods, such as submitting assignments or taking a practical test.

If assessment is conducted through examinations (in person or remotely), the Institution is required to take appropriate and necessary measures to ensure the reliability and integrity of the process. Examination procedures will preferably be conducted in person; however, if remote examinations are implemented, standardized tools and procedures will be used. The Telecommunications and Networks Department of the Library and Informatics Directorate of HMU has established a comprehensive set of detailed instructions for conducting remote examinations, and some concise information is provided below.

In particular, written or oral distance examinations may be conducted through technological mediation and corresponding distance-examination systems/applications that ensure user authentication, physical identification, and supervision of the examination process, where deemed necessary. If special technological equipment is required for the assessment process, this must be announced in the annual call for applications issued for candidates wishing to enroll in the Programme.

The processing of personal data during the distance examination process is carried out in such a way as to achieve an appropriate level of security against risks such as accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to personal data transmitted, stored, or otherwise processed. Teaching staff, invigilators, and persons providing technical and/or administrative support (such as the platform administrator) are bound by confidentiality obligations. The selection of the electronic platform for conducting examinations by distance methods is based on criteria of reliability and the provision of guarantees regarding

the protection of personal data.

Upon completion of the assessment process, students are informed of their grades either through anonymized posting of the results in the electronic platform referred to in Section 10.1 of the current document (eClass) or through another appropriate electronic means.

### 10.2.1. Supervised Online Written Examination

The examination takes place within eClass to verify students' accounts, set a specific date and time, and define strict time limits. The tools "Exercises", "Assignments", and "Teleconference" are used. The examination can be conducted using "Exercises" together with "Teleconference" or "Assignments" together with "Teleconference" or a combination of all three tools. The "Teleconference" tool of eClass is used for identity verification and supervision of students.

Students must be enrolled electronically on eClass for every course they attend. If the number of students is large, they are divided into smaller groups to allow effective supervision via camera. Different groups are recommended to receive different exam topics.

A sufficient number of supervisors is required for both identity verification and examination supervision. The digital recording or video capture of the examination process is strictly prohibited, both by the instructor and supervisors, as well as by the students.

Detailed instructions for this type of examination are provided in the manual (<https://eclass.hmu.gr/info/manual.php>), including a thorough description of the examination tools (Exercises, Assignments, Teleconference) as well as the procedures to be followed during the preparation stage, the examination, and the post-examination stage.

Alternatively, platforms that allow direct access via students' institutional HMU accounts and can be hence used for the examination are:

- Google Meet: either by creating a virtual room or by creating a classroom where students participating can join with their institutional accounts.
- Microsoft Teams: either by creating a virtual room or by creating a classroom where students participating can join with their institutional accounts.
- Zoom: either by creating a virtual room or by creating a classroom where students participating can join with their institutional accounts.

The use of other teleconferencing tools is not excluded; however, the instructor must ensure that the storage location of examination data (e.g., user lists or files that may have been exchanged) is within an EU country, where EU data protection regulations and laws apply. Furthermore,

registration on a third-party platform must be done using the institutional email accounts of both students and instructors, so that it can serve as an additional method of identity verification.

### 10.2.2. Oral Remote Examination

The oral remote examination can be conducted using teleconferencing tools. Student identity is verified through the use of a camera and presentation of official identification. Therefore, it is necessary to use one of the platforms described above, where the student logs in with their institutional university account. The platforms to be used are Google Meet and Microsoft Teams, in which the students must log in with their institutional account.

### 10.2.3. Technical Malfunctions

Precautions must be taken to address technical issues that may arise during remote examinations, for example, by extending assignment submission deadlines or by rescheduling an oral remote examination. However, the response to such incidents should be structured in a way that prevents students from intentionally taking advantage of technical issues to gain an unfair academic advantage.

## 11. Evaluation of the Programme

The Programme is evaluated, both internally and externally, in terms of the quality of its teaching and research work, its curriculum, and the other services it provides, with a view to ensuring the Programme's quality. The internal and external evaluation of the Programme is conducted in accordance with applicable legislation and University regulations, including evaluation by the National Authority for Higher Education (HAHE). Internal evaluation is conducted annually in cooperation with the University's Quality Assurance Unit (MODIP).

## 12. Financial issues and infrastructure

This is a self-funded Programme. The HMU takes responsibility for its financial management.

The Programme will be funded from:

- (a) students' participation cost (i.e., tuition fees).
- (b) donations, benefits, bequests, sponsorships, public and private grants, scholarships, research or educational programs, and any other lawful and appropriate source.

Students coming from Europe pay € 3,000 (three thousand euros) participation costs for the entire

90 ECTS Programme for the standard study period. Non-European students pay € 6,900 (six thousand and nine hundred euros). Tuition fees may be paid either in full during the first week of each academic semester or in three equal instalments during each academic semester. In the event of termination of studies, the amount paid is non-refundable. Tuition fees are paid to the Hellenic Mediterranean University, which is responsible for managing them.

Full exemption from payment (i.e., depending on income/social criteria) is regulated by Article 86 of Law 4957/2022 and may not exceed thirty percent (30%) of the total number of students enrolled per academic year. Any partial exemption or waiver of payment (e.g. scholarships based on academic excellence or student assistantships/work-study programmes) is at the discretion of the Steering Committee and in accordance with the Regulations of Postgraduate and Doctoral Study Programmes, as well as the relevant legislation. Any exemption ensures equitable access to postgraduate studies, supporting students who face documented financial or social vulnerabilities. The process is transparent and merit-based, with applications reviewed according to clearly defined institutional procedures.

Both Institutions commit themselves to hosting the students in person for one semester (if selected). Each institution is responsible for delivering the agreed-upon modules and providing the necessary teaching and other staff to implement courses and other educational processes. They must also provide the necessary facilities such as access to all electronic resources/platforms, library, and other learning facilities, and IT facilities. Both Institutions provide classrooms and seminar rooms, auditoriums equipped with audiovisual media, and laboratories if necessary. They are also responsible for the students' welfare and orientation into the new culture and university environment at their respective premises. Both Institutions are also encouraged to include any available language courses, health insurance schemes, and other opportunities for the students.

The administrative, technical, and secretarial support of the Programme, as well as the teaching staff's remuneration, will be covered by the Programme's funding (i.e., students' fees). A Secretary will be hired by the Programme for this purpose.

### 13. Changes-modifications

Based on information and data related to national and international study programs, the Programme may be revised periodically with continuous improvements and updates, while maintaining its characteristic structure and orientation. The competent bodies of the Programme

and university have the authority to amend provisions of the present study regulations.