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On the basis of Article 54 of the Rules of organization and operation of the University of Primorska, Faculty of Mathematics, Natural Sciences and Information Technologies at the 3<sup>rd</sup> regular session on 27 March 2023, the Senate of the University of Primorska, Faculty of Mathematics, Natural Sciences and Information Technologies adopted and at the 15<sup>th</sup> regular session on 15 April 2024 amended the following

**Rules on the preparation and defence of the Master's Thesis  
at the University of Primorska, Faculty of Mathematics, Natural Sciences and Information Technologies**

**I. General provisions**

**Article 1**

(Contents of the Rules)

These Rules regulate the process of selecting and applying for the topic of the Master's Thesis, its substantive and formal application, preparation and defence.

**Article 2**

(Language of procedures and documentation)

(1) The procedures and documentation defined in these Rules shall be conducted and prepared in the Slovene language.

(2) In the study programmes conducted in the English language, the procedures and documentation defined in these Rules may be conducted or prepared in the English language.

**Article 3**

(Neutral grammatical form)

In these Rules, the third person plural grammatical form is used as neutral for men and women.

**II. Master's Thesis**

**Article 4**

(The Master's Thesis)

(1) The Master's Thesis is an author's work in a master study programme with which the student demonstrates:

- in-depth knowledge of broader professional or scientific fields,
- the ability to find new sources of knowledge in a certain professional or scientific field,
- the ability to use scientific research methods in a wider spectrum of problems and in new or changed circumstances, and
- the ability to develop critical reflection.

(2) The Master's Thesis may be partially or fully based on a group research project in which several students participate. In this case, each participating student prepares an independent Master's Thesis, and their contribution to the group research project must be clearly evident from the application for the topic and the Master's Thesis.

#### **Article 5**

(Language of preparation and defence of the Master's Thesis)

(1) A student of a study programme conducted in the Slovene language prepares the Master's Thesis in the Slovene language, with the title of the Master's Thesis in the Slovene language and with a summary in the Slovene language and English language.

(2) A student of a study programme conducted in the English language prepares the Master's Thesis in the English language, with a summary in the Slovene and English language.

(3) The provision of the first paragraph of this Article shall not apply if the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate, approves the student's request to prepare the Master's Thesis in the English language, in accordance with Article 12 of these Rules.

(4) The defence of the Master's Thesis of a student of a study programme conducted in the Slovene language is performed in the Slovene language, except in the case of approval of the application for the defence of the Master's Thesis in the English language, in accordance with Article 12 of these Rules.

(5) The defence of the Master's Thesis of a student of a study programme conducted in the English language is performed in the English language, except in the case of approval of a request for a defence in Slovene language, in accordance with Article 12 of these Rules.

### **III. Mentor and co-mentor**

#### **Article 6**

(Conditions for mentoring)

(1) A mentor in the preparation of the Master's Thesis may be a person who meets the following criteria:

- is a higher education teacher with the academic title of full professor, associate professor or assistant professor;
- conducts research in the professional or scientific field on which the Master's Thesis is based;
- is employed at the University or participates in the pedagogical process at the University.

(2) Exceptionally, a higher education teacher from another higher education institution who meets the criteria from the first paragraph of this article can also be a mentor, if there is no appropriate mentor at the University. In this case, the co-mentor must be from the University.

(3) The mentor can also be a higher education teacher who meets the criteria from the first paragraph of this Article and is not employed at the University, if it is a joint master study programme with another university or in the case of inter-institutional agreements on (co)mentoring. In this case, the co-mentor must be from the university.

(4) The mentor is appointed by the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate, in accordance with Article 12 of these Rules.

## **Article 7**

### (Conditions for co-mentoring)

(1) In the case of a distinctly interdisciplinary topic or a topic that is closely related to cooperation with another organization (e.g. companies, institutes), the mentor may propose the appointment of a co-mentor or a working co-mentor (from the practice).

(2) A co-mentor in the preparation of the Master's Thesis can be a person who meets one of the following criteria:

- is a higher education teacher with the academic title of full professor, associate professor or assistant professor and carries out an educational process or conducts research in a professional or scientific field which is considered by the student as part of the chosen topic of the Master's Thesis;
- is a higher education teacher (with the academic title of full professor, associate professor or assistant professor) from another university who, as a guest teacher, is involved in the implementation of the study programme in which the student is enrolled;
- is a higher education teacher at the University (with the academic title of full professor, associate professor, or assistant professor), at which the student completed part of their study obligations;
- is a senior lecturer or a lecturer who holds a master of science or a doctorate and carries out the pedagogical process or conducts research in a professional or scientific field with which the student is dealing in the context of the chosen topic of the Master's Thesis;
- is a teaching assistant who has at least two years of work experiences in a professional or scientific field, with which the student is engaged within the chosen topic of the Master's Thesis.

(3) A working co-mentor can be a person who corresponds to the level of qualification obtained in master study programmes and who works in the professional or scientific field of the student's chosen topic of the Master's Thesis.

(4) The co-mentor is appointed by the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate, in accordance with Article 12 of these Rules.

## **Article 8**

### (Tasks and responsibilities of the mentor/co-mentor)

(1) Through regular contact with the student, the mentor has to ensure the appropriate academic level of the Master's Thesis, to guide and advise the student in the selection of sources, to warn them of possible shortcomings or inadequate standards in their work, and to decide when the Master's Thesis is suitable for defence.

(2) The mentor has to monitor the student's work, be accessible to the student for consultations and has to cooperate with the student in the exchange of information and opinions related to the topic of the Master's Thesis.

(3) The mentor may request from the student periodic oral or written reports on the progress and results of the work as part of the Master's Thesis. The student has to consult with the mentor about the content, method and standards of the work.

(4) The mentor has to report the progress of the preparation of the Master's Thesis to the competent bodies and commissions of the faculty, if they express such a request.

(5) The provisions of this article also apply *mutatis mutandis* to co-mentors.

#### **Article 9**

(Appointment of a new mentor/co-mentor)

(1) If, during the preparation of the Master's Thesis, the student determines that cooperation with the mentor is no longer possible, they have to submit a written application for a replacement of the mentor to the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate.

(2) If the mentor determines that cooperation with the student is no longer possible, they may withdraw from mentoring. The mentor has to inform the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate, in writing about the resignation.

(3) If the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate states that the reasons from the first or second paragraph of this Article for replacing the mentor are justified, or if it determines this on the basis of other facts, it appoints a new mentor.

(4) The provisions of this Article are also applied mutatis mutandis to the dismissal of a co-mentor and the possible appointment of a new co-mentor.

### **IV. Selection and registration of the topic of the Master's Thesis**

#### **Article 10**

(Choosing the topic of the Master's Thesis)

(1) The topic of the Master's Thesis has to be from the field of the study programme in which the student is enrolled.

(2) The faculty department announce the titles of the topics of the Master's Thesis with the proposed mentors and publish the list in the e-classroom, on the faculty website or in other appropriate ways. The student chooses the topic of the Master's Thesis based on the published topic titles or proposes the topic themselves.

#### **Article 11**

(Application of the topic of the Master's Thesis)

(1) The student may apply for a topic of the Master's Thesis when they fulfil the criteria for applying for the topic determined by the study programme in which they are enrolled.

(2) The student fills in Form 1 (Application for the topic of the Master's Thesis) and obtains the signature of the proposed mentor. By signing, the proposed person agrees to be a mentor and can also propose a co-mentor.

(3) The student has to attach to the form the disposition of the Master's Thesis, which, as a rule, contains:

- title page with the following information: University and Faculty name (University of Primorska, Faculty of Mathematics, Natural Sciences and Information Technologies), name of the study programme, name of the student, title of the Master's thesis, name of the proposed mentor, a possible co-mentor and a possible working co-mentor,
- definition or description of the problem that is the subject of research,
- purpose and goals of the Master's Thesis,
- research questions or hypotheses of the Master's Thesis,
- assumptions and limitations of the research,
- intended research methods,
- intended structure of the chapters (table of contents), and
- list of expected resources.

(4) The student submits the Form 1 with the attached disposition of the Master's Thesis to the Student Services at the faculty (hereinafter: Student Services).

(5) The student who wants to prepare and/or defend the Master's Thesis in a language that is not the language of the enrolled study programme, applies for that within Form 1.

(6) If the mentor estimates that it is necessary to assess the ethical suitability of the research topic, which is the subject of the Master's Thesis, the student must obtain the consent of the competent commission on the ethical suitability of the research work before carrying out the research. The process of obtaining the consent takes place in accordance with the instructions of the competent department of the faculty.

(7) If the department has appointed a commission to review the disposition of the Master's thesis, the student submits the documentation in accordance with the instructions of the competent department of the faculty. After obtaining the approval of the commission referred to in this article, the student submits Form 1 to the Student Services.

## **V. Confirmation of the topic of the Master's Thesis and the mentor/co-mentor**

### **Article 12**

(Confirmation of the topic of the Master's Thesis)

(1) When Student Services receives the completed application for the topic of the Master's Thesis, it checks whether the student meets the criteria for the application for the topic. In the case of formal deficiencies in the application, the student is asked to remedy the identified deficiencies. If the criteria are met and the application is formally complete, the Student Services forwards the application with attachments to the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate, and the chair of the competent faculty department for information.

(2) The topic of the Master's Thesis, the mentor and potential co-mentor are checked by the faculty senate or the faculty committee responsible for the field of study and student affairs, which can return the application to the student if it does not agree with it. If there are no comments, it confirms the topic of the Master's Thesis, the proposed mentor and possible co-mentor, and the possible preparation and/or defence of the Master's in another language.

(3) The Student Services records the approved topic of the Master's Thesis, the mentor and possible co-mentor, and informs the student, mentor and possible co-mentor.

(4) If the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate, rejects the topic of the Master's Thesis, the student has to register a new topic.

(5) If the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate, rejects the proposed mentor, it shall propose an appropriate mentor to the student.

### **Article 13**

(Resigning from the approved topic)

(1) If, during the preparation of the Master's Thesis, the student realizes that they cannot prepare the thesis, they may request to resign from the topic.

(2) The student sends a reasoned request to the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate, which considers it in cooperation with the mentor and possible co-mentor and decides within fifteen (15) working days as a rule, or at the first following regular session. If it grants the request, the student may register a new topic of the Master's Thesis.

(3) A student may request to resign from the approved Master's Thesis topic only once.

## **VI. Presentation of the topic of the Master's Thesis**

### **Article 15**

(Presentation of the topic)

(1) The student must present the topic of the Master's thesis at a seminar, at least once until the submission of the thesis, but also several times (a maximum of three times), if so determined by the mentor.

(2) The date(s) of the presentation shall be determined by the mentor in cooperation with the seminar leader.

## **VII. Preparation and submission of the Master's Thesis**

### **Article 15**

(Topic validity)

(1) The topic is approved for a period of one year. During this period, the student must prepare the Master's Thesis and submit it for the defence procedure to the Student Services.

(2) A student may apply to the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate to extend the topic validity of the Master's Thesis for justified reasons (Form 2: Application for extension of the topic validity of the Master's Thesis), namely up to a maximum of one (1) year.

### **Article 16**

(Preparation of the Master's Thesis)

After the approved topic the student prepares the Master's Thesis in accordance with the mentor's and co-mentor's instructions and in accordance with the requests of the study programme in which the student is enrolled. In this process, the disposition can be partially changed if the nature of the research process requires it and if the mentor and possible co-mentor give their consent.

### **Article 17**

(The form of the Master's Thesis)

(1) The Master's thesis (without appendices) comprises approximately 90,000-120,000 characters with spaces (around 60 pages), but it is specified in details in the instructions of the department of each study programme (from the paragraph 4 of this article), or in agreement with the mentor of the Master's thesis. In terms of content, it must include:

- an introduction, which includes extended indications of the disposition;
- theoretical background: an overview of concepts, models and methods for approaching the topic at hand;
- a practical section that includes an analysis of the problem at hand;
- conclusion: a summary of the most important findings of the researched problem, that are also in connection to the objectives set in the introduction to the Master's thesis;
- summary in Slovene and English language (80–100 words) and keywords in Slovene and English language (5–10 keywords);

- the list of references includes the list of literature and sources that the student used for citations and the preparation of the Master's thesis;
- Indexes: table of contents, appendices, figures and tables, etc.

(2) The Master's Thesis must be stylistically and grammatically consistent with the rules of the literary language in which it is written.

(3) The form of the Master's Thesis and the sequence of its individual components are more precisely determined by the instructions for the preparation of the Master's Thesis, which are adopted by the Faculty Senate or the faculty committee responsible for the field of study and student affairs, authorized for this purpose by the Faculty Senate.

(4) The faculty department can prepare and accept more detailed instructions for the preparation of the master's thesis. The department's instructions must not be in conflict with these regulations and the instructions from paragraph 3 of this article.

### **Article 18**

#### **(Submission of the Master's Thesis)**

(1) Before the submission of the Master's Thesis, the authorship of the Master's Thesis is verified as a part of the review of the similarity check of the content in accordance with the University's instructions on the procedure of similarity checking of the content of the electronic form of the written Master's Thesis (hereinafter: University's instructions).

(2) The student submits the completed and signed Form 3 (Submission of the Master's Thesis), which includes consent for publication in the Repository of the University of Primorska, a statement about the authorship of the Master's Thesis and the mentor's statement on the adequacy of the Master's Thesis. The student's statement about the authorship and the mentor's statement on the adequacy are in accordance with the University's instructions. Mandatory attachments to Form 3 are:

- the review of the similarity check of the content of the Master's Thesis in accordance with the University's instructions,
- a digital copy of the Master's Thesis on a suitable electronic medium in PDF format.

(3) If the mentor determines that there is a suspicion of plagiarism, procedures shall be carried out in accordance with the rules on the disciplinary responsibility of students.

(4) The Student Services records the Master's Thesis and verifies if the student passed all study obligations that are required for the attendance at the defence. The competent office verifies the technical suitability and compliance with the instructions from the third paragraph from Article 17 of these Rules. After the confirmation of the technical suitability and the appointment of the Commission for the defence of the Master's Thesis, Student Services sends the Master's Thesis in e-form to the members of the Commission for the defence.

## **VIII. Defence of the Master's Thesis**

### **Article 19**

#### **(Commission for the defence of the Master's Thesis)**

(1) The Commission for the defence of the Master's Thesis is appointed by the dean of the faculty.

(2) The Commission for the defence has at least three members, including the mentor. If the student has a co-mentor, the number of commission members increases accordingly. One of the members who is not a mentor or co-mentor is the president and coordinates the work of the commission.

(3) Higher education teachers who meet the criteria from Article 6 of these Rules and work in the professional field in which the topic of the Master's Thesis is classified may be appointed to the commission.

(4) If the topic of the Master's Thesis is distinctly interdisciplinary, the Commission for the defence has to be composed in such a way that an interdisciplinary approach is ensured when evaluating the defence.

#### **Article 20**

(Procedure before the defence)

(1) If the Commission for the defence determines that the Master's Thesis is suitable for defence, the members of the commission confirm it by signing Form 4 (Suitability of the Master's Thesis for the defence).

(2) If the Commission for the defence finds mistakes in the Master's Thesis, it asks the student to correct them within a certain period. A student may correct or supplement the same Master's Thesis only once.

(3) If for valid reasons the student cannot correct the identified errors or complete the Master's Thesis within the specified deadline, they may ask the commission to extend the deadline.

(4) The Commission for the defence checks whether the student has corrected the identified mistakes or supplemented the Master's Thesis within the specified period. If the student has corrected or completed the Master's Thesis, the commission will proceed in accordance with the first paragraph of this Article.

(5) If the student has not corrected the identified mistakes or has not completed the Master's Thesis, the commission determines that the Master's Thesis is not suitable for the defence. The commission informs the student and the competent office of the faculty that the student cannot participate in the defence. The student cannot resubmit the Master's Thesis that has been assessed as unsuitable for defence and must register a new topic for the Master's Thesis.

(6) If the Commission for the defence determines that there is a suspicion of plagiarism, procedures will be carried out in accordance with the rules governing the disciplinary responsibility of students.

#### **Article 21**

(Invitation to the defence)

Based on the dean's decision on appointing the Commission for the defence, the student and the member of the commission determine the date of the defence. The Student Services sends to the student an invitation at least seven days before the defence.

#### **Article 22**

(Defence procedure)

(1) Minutes are written on the defence of the Master's Thesis (Form 5: Minutes on the defence of the Master's Thesis).

(2) The defence of the Master's Thesis is public and is carried out as follows:

- the president of the commission first introduces the student and explains the defence procedure;
- the mentor presents a previously prepared report on the Master's Thesis;
- the student presents the results of the Master's Thesis (approximately from 15 to 20 minutes);
- members of the commission ask the student questions and, with the permission of the president of the commission, so do others present, so the student can answer in 30 minutes;
- the student answers the questions;



- the commission, in the absence of the student and others present, decides on the assessment of the Master's Thesis. The president of the commission enters the grade in the minutes of the defence of the Master's Thesis, which is signed by all members;
- the president of the commission informs the student of the evaluation of the Master's Thesis and the acquired professional title;
- as a rule, the total time for the defence of the Master's Thesis does not exceed 60 minutes.

(3) The president of the Commission for the defence sends the minutes of the defence of the Master's Thesis with all documentation to the Student Services, which files it in the student's personal file.

(4) If additions to the Master's Thesis were requested at the defence, the student submits the electronic version of the Master's Thesis in PDF format (PDF-A) to the Student Services, no later than five (5) days after the defence.

### **Article 23**

(Evaluation of the Master's Thesis)

(1) The members of the Commission for the defence decide on the success of the defence at a separate meeting, where they form the grade of the Master's Thesis.

(2) The grade of the Master's Thesis is the total grade of the Master's Thesis and the defence and can be: 10 (excellent), 9 (very good), 8 (very good), 7 (good), 6 (sufficient), 5 (insufficient). For a positive overall grade (from 6 to 10), both the grade of the Master's Thesis and the grade of the defence has to be positive.

(3) When formulating the overall grade of the Master's Thesis, the Commission for the defence considers:

- the quality of the Master's Thesis, in regard to Article 4 of these Rules,
- the quality of the presentation of the Master's Thesis, and
- the quality of answers to the questions asked at the defence.

### **Article 24**

(Disagreement of the Commission for the defence on the grade)

(1) If the members of the Commission for the defence do not reach a consensus on the grade, each member justifies their grade in the minutes of the defence. The president of the commission forwards the minutes to the dean of the faculty within three (3) working days at the latest.

(2) If the disagreement is related to the level of the positive grade, the president of the commission immediately informs the student that they have successfully completed the defence and that they will be notified of the grade within seven (7) working days after the defence at the latest. The dean of the faculty, in cooperation with the president of the commission, decides on the evaluation of the Master's Thesis within three (3) working days at the latest. The president of the commission informs the student and other members of the commission about the decision no later than the next day after the decision on the evaluation has been made.

(3) If the members of the commission disagree on whether the student has successfully completed the defence, the president of the commission immediately informs the student and informs them also that they will be notified of the decision within seven (7) working days at the latest. Based on the evaluation of the documentation and after consultation with the commission members, the dean of the faculty decides on the evaluation of the Master's Thesis within three (3) working days at the latest.

**Article 25**

(Failing the Master's Thesis defence)

If the Commission for the defence assesses that the student has failed the defence, it immediately informs the student and the Faculty Senate. In this case, the student applies for a new Master's Thesis topic.

**Article 26**

(Minutes of the defence)

(1) Minutes of the defence shall be kept. The President of the Commission for the defence is responsible for the preparation of the minutes.

(2) The questions of the members of the Commission for the defence and any questions of others present at the defence shall be included in the minutes.

(3) The minutes of the defence shall be signed by all members of the Commission for the defence.

**Article 27**

(Temporary certificate of the completion of studies)

The Student Services issues the student the certificate of completion of studies within five (5) working days at the latest, after the Commission submits the minutes of the defence and the student submits the Master's Thesis in accordance with the fourth paragraph of Article 22 of these Rules, if additions were requested at the defence.

**IX. Objection**

**Article 28**

(Objection to the grade of the Master's Thesis)

If the student does not agree with the grade of the Master's Thesis, they can file an objection no later than eight (8) days after the defence. The written objection with reasons is forwarded to the dean of the faculty.

**Article 29**

(Decision on objection)

(1) The dean of the faculty shall appoint a three-member commission to consider the objection no later than three (3) working days after receiving the objection. When appointing the commission, the provision of the third paragraph of Article 19 of these Rules shall be duly considered. The mentor, potential co-mentor and other members of the Commission for the defence may not be appointed to the commission.

(2) Within fifteen (15) days after the appointment, the commission examines the objection, reviews the documentation and formulates a proposal to resolve the objection and forwards it to the dean of the faculty. The commission may propose the confirmation of the grade of the Master's Thesis or suggest another grade.

(3) Based on the proposal of the commission, the dean of the faculty shall make the decision on the objection within three (3) working days at the latest.

(4) The student may appeal against the dean's decision to the Faculty Senate within eight (8) days. The decision of the Senate is final.

## **X. Violations**

### **Article 30**

(Violations and sanctions)

For the assessment and sanctioning of violations in the process of preparation and defence of the Master's Thesis, the provisions of the rules on disciplinary responsibility of students shall be applied *mutatis mutandis*.

## **XI. Withdrawal of a professional title**

### **Article 31**

(Withdrawal of a title)

(1) The professional title can be withdrawn at any time if it is determined that the Master's Thesis is not the result of the graduate's own work and achievements.

(2) A proposal for the withdrawal of a professional title may be submitted by a natural or legal person. The proposal is forwarded in writing to the Faculty Senate, which considers the proposal.

### **Article 32**

(Procedure for withdrawal of a professional title)

(1) At the first next (regular or extraordinary) session, the Faculty Senate appoints a three-member Commission for withdrawal of the professional title (hereinafter: the Commission for the withdrawal of the title). The provisions of the third and fourth paragraphs of Article 19 of these Rules apply to the formation of the Commission for the withdrawal of the title. The mentor, potential co-mentor and other members of the Commission for the defence may not be appointed to this commission.

(2) The members of the Commission for the withdrawal of the title shall prepare separate reports within thirty (30) days of their appointment at the latest. During the examination of the available documentation, the graduate must be given the opportunity to explain the collected facts and allow them to view the documentation.

(3) The Faculty Senate discusses the reports of the members of the Commission for the revocation of the title at the next (regular or extraordinary) meeting, but no later than thirty (30) days after receiving the report. The Senate invites the graduate to the meeting and, together with the invitation, sends them a copy of the commission's reports. It must allow the graduate to express their opinion on the collected facts. If the graduate does not attend the meeting, the Senate shall debate in their absence.

(4) If the Faculty Senate determines that the proposal to revoke the professional title is unfounded, it shall adopt a resolution rejecting the proposal to revoke the professional title.

(5) If the Faculty Senate determines that the proposal for the withdrawal of the professional title is justified, it proposes to the University Senate the withdrawal of the professional title. The University Senate discusses the proposal at the next (regular or extraordinary) meeting, but no later than thirty (30) days after receiving the report. The University Senate invites the graduate to the meeting and, together with the invitation, sends them the decision of the Faculty Senate. The University Senate shall give the graduate the opportunity to express their opinion on the collected facts. If the graduate does not attend the meeting, the University Senate debates in their absence.

(6) If the University Senate withdraws the professional title, the competent office of the faculty shall cancel the validity of the issued diploma certificate within three (3) working days at the latest in the Official Gazette of the Republic of Slovenia.

## **XII. The records**

### **Article 33**

(Record of proceedings)

(1) The Student Services keeps a record of all initiated procedures of applications for Master's Thesis topics and a record of confirmed Master's Thesis topics.

(2) The records contain the data specified in the rules that define the record keeping of issued public documents, data on the composition and membership of the Commission for the defence, and the minutes of the defence.

(3) The minutes of the defence of the Master's Thesis, together with all other documents of the student's personal record, shall be excluded from the student record and shall be transferred and kept in a special file of graduates.

## **XIII. Awarding of the Diploma certificates**

### **Article 34**

(Dates for awarding the Diploma certificate)

The Faculty Senate states in the academic calendar for the academic year at least one date for awarding the Diploma certificates.

### **Article 35**

(Notification on the awarding of the Diploma certificate)

The competent office of the faculty informs the candidates about the awarding of diploma certificates.

## **XIV. Transitional and final provisions**

### **Article 36**

(Interpretation of the provisions of the Rules)

The provisions of these Rules are interpreted by the Faculty Senate. If there is a doubt about the content of an individual provision of these Rules, the Faculty Senate adopts the interpretation with the same majority as is required for the adoption of these Rules.

### **Article 37**

(Changes and additions to the Rules)

Changes and additions to these Rules are adopted according to the procedure and in the manner specified for its adoption.

### **Article 38**

(Entry into force of these Rules)

(1) On the date of entry into force of these Rules, the Rules on the preparation and defence of a master's thesis at the University of Primorska, Faculty of Mathematics, Natural Sciences and Information Technologies, no. 1-PA-3/2021 of 19 April 2021 cease to be valid.

(2) Regardless of the provisions of the first paragraph of this article, the procedure is completed according to the Rules on the preparation and defence of a master's thesis at the University of Primorska, Faculty of Mathematics, Natural Sciences and Information Technologies, no. 1-PA-3/2021 of 19 April 2021, if the student has already applied for the topic of the Master's Thesis.

### **Article 37**

These Rules shall enter into force on the next day following their publication on the Faculty's website.

Prof. Ademir Hujdurović, PhD  
Dean of UP FAMNIT

Number: 1-PA-4/2024  
Koper, 15 April 2024

Date of publication on the UP FAMNIT website: 17 April 2024

#### Attachments:

- Form 1: Application for the topic of the Master's Thesis
- Form 2: Application for extension of the topic validity of the Master's Thesis
- Form 3: Submission of the Master's Thesis
- Form 4: Suitability of the Master's Thesis for the defence
- Form 5: Minutes of the defence of the Master's Thesis