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**ECPD Headquarters**

**European Center  
for Peace and Development**  
**Centre Européen  
pour la Paix et le Développement**  
**Centro Europeo  
para la Paz y el Desarrollo**  
**Европейский центр  
мира и развития**

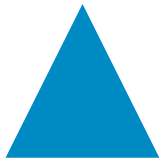
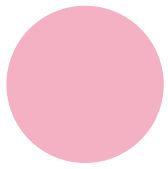


University for Peace est. by the United Nations

# RULES

*Governing the ECPD International  
Postgraduate Studies*

January 2023



# ECPD



Pursuant to Article 8 of the Statute of the European Center for Peace and Development of the University for Peace established by the United Nations (ECPD) and the Decision of the ECPD Educational and Scientific Board, we hereby establish the following:

## RULES

### *Governing the ECPD International Postgraduate Studies*

#### **I Basic Provisions**

##### **Article 1**

The European Center for Peace and Development of the University for Peace established by the United Nations (hereinafter referred to as: ECPD) is a higher education and scientific research institution, which organizes International Postgraduate Studies (hereinafter referred to as: the IPS), International Doctoral Studies (hereinafter referred to as: the IDS) and International Post-Doctoral Studies (hereinafter referred to as: the IPDS), in accordance with these Rules, its Statute, the Statute of the University for Peace established by the United Nations, the Bologna Declaration and the relevant national legislations, including the legislation of the ECPD's host country.

The ECPD may organize the IPS, IDS and IPDS in cooperation with universities, faculties, research institutes, international organizations, business and financial organizations and their associations, governments etc.

The ECPD International Postgraduate Studies (the IPS) include:

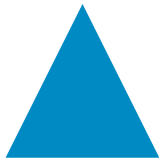
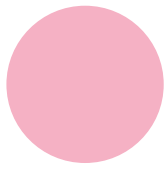
- (1) Master studies,
- (2) Specialist studies,
- (3) MBA studies,
- (4) MSc studies.

ECPD also organizes shorter postgraduate training programs.

##### **Article 2**

The bodies of the ECPD International Postgraduate, Doctoral and Post-Doctoral Studies (hereinafter referred to as: the IPDPDS) are:

- **Academic Council of the ECPD** (hereinafter referred to as: the Academic Council),
- **Educational and Scientific Board of the ECPD** (hereinafter referred to as: the ECPD ES Board),
- **Rector of the IPDPDS** (hereinafter referred to as: the Rector),
- **Deans of the IPDPDS** (hereinafter referred to as: the Deans), for particular fields of studies,
- **Heads of Departments** for individual fields of study,
- **Committee for Postgraduate, Doctoral and Post-Doctoral studies.**



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The conduct of the IPS and the IDS, examinations, acceptance of topics, evaluation and defense of MBA, MSc and/or Master's thesis, Specialist papers and Doctoral dissertations, as well as awarding of MBA, MSc and/or Master, Specialist and Doctoral degrees and diplomas fall within the exclusive competence of the ECPD Academic Council and Educational and Scientific Board, and the commissions appointed by it: (1) Commissions for Determining the Eligibility of the Candidate and Topic, (2) Commissions for Evaluation of Paper/Thesis/Dissertation and (3) Commissions for the Defense of Paper / Thesis / Dissertation.

### Article 3

The ECPD ES Board is the ECPD body responsible for educational and scientific, as well as developmental, research activities. In its extended composition, the ECPD ES Board includes all appointed and elected ECPD professors. Its narrower composition includes the coordinators of the basic teaching subjects, as well as the Rector, Vice-Rectors, Deans and Vice-Deans of IPDS.

The ECPD ES Board adopts the rules governing the IPS, IDS and IPDPDS studies, the appointment and election of ECPD professors, researchers and associates etc.

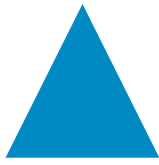
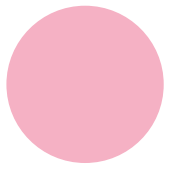
The ECPD ES Board makes the decisions and documents relating to the IPS, the IDS and the IPDPDS, as well as to development research, including projects, meetings and publishing. The ECPD ES Board adopts the curricula for particular scientific programs and module syllabi, elects the coordinators of teaching modules and sets the teaching, scientific and development research norms and standards.

The IPDPDS Collegium is a subsidiary body of the ECPD ES Board.

The Collegium is comprised of the Rector, the Vice-Rectors, and the Deans and Secretary of the ECPD ES Board. The IPDS Collegium addresses the problems and proposes the documents and decisions for the sessions of the ECPD ES Board.

The ECPD ES Board shall have exclusive competences to:

- Adopt the IPS and the IDS curricula and module syllabi;
- Adopt the programs relating to scientific research, scientific meetings, consulting and publishing;
- Appoint professors and researchers to the existing titles, based on the proposal of the Nominations Commission;
- Make decisions on the announcement of competition for the election of professors, researchers and associates;
- Elect professors, researchers and associates for the appropriate titles, after announcing a public competition and making the Election Commission's proposal accessible to the public;
- Decide on the validation and equivalence of higher education degrees;
- Decide on the change of the Major at the IPS, at the request of the postgraduate candidate;
- Appoint the commissions for the determination of the eligibility of candidates and topics;



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- Make decisions on the acceptance of those topics;
- Appoint mentors for the preparation of those papers, thesis and dissertations;

Appoint other members of the commissions for the evaluation of those papers, thesis and dissertations;

- Make decisions on the reports of the commissions for the evaluation of those papers, thesis and dissertations;
- Appoint the commissions for the defense of those papers, thesis and dissertations;
- Award honorary doctorates;
- Award the titles of honorary professor and professor emeritus;
- Perform other duties set forth in the ECPD Statute and Rules Governing the IPS, the IDS and IPDPDS.

All the above decisions of the ECPD ES Board are made, confirmed, implemented, analyzed and evaluated with the ECPD Academic Council ratifying the decisions made.

All decisions adopted by the ECPD must be strictly and without exception based on the present rules, decisions of the ECPD ES Board and provisions of the adopted documents, as well as the relevant rules of the University for Peace est. by the United Nations.

#### **Article 4**

Master studies last 1 (one) academic year and carry a minimum of 60 ECTS credits for those candidates who have completed undergraduate studies of 4 (four) years duration and earned a minimum of 240 ECTS credits.

Master studies last 2 (two) academic years and carry a minimum of 120 ECTS credits for those candidates who have completed undergraduate studies of 3 (three) years duration and earned a minimum of 180 ECTS credits.

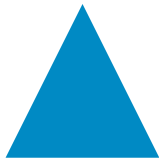
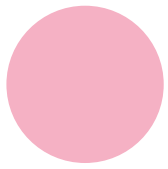
Specialist studies last 1 (one) academic year and carry a minimum of 60 ECTS credits.

MBA and MSc studies last 2 (two) academic years and carry a minimum of 120 ECTS credits for those candidates who have completed undergraduate studies of 4 (four) years duration and earned a minimum of 240 ECTS credits.

The ECPD ES Board shall decide whether teaching at the IPS will be carried out in semesters or in trimesters.

The ECPD ES Board shall decide on the beginning and duration of a semester/trimester in an academic year.

For candidates who enroll in the winter semester, the academic year begins on October 1 and ends on September 30 of the following year, while for candidates who enroll in the summer semester, the year begins on March 1 and ends on February 28th of the following year.



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## **II Application and Admission**

### **Article 5**

Admission in the first year of IPS is carried out (1) on the basis of a public competition announced by the ECPD, or (2) under the contract between the ECPD and other legal entities.

Admission in IPS is in accordance with these Rules.

ECPD non-resident postgraduate students enjoy the privileges in the ECPD's host country in accordance with the International Agreement on ECPD Headquarters concluded between the Government of SFR Yugoslavia and the University for Peace est. by the UN (*The Official Gazette of the SFRY – International Treaties*, 9/85).

Prior to admission in the IPS and all subsequent stages of study, postgraduate students are obliged to settle all their financial obligations to ECPD.

### **Article 6**

A person who applies for admission in the IPS becomes an admission candidate (hereinafter referred to as: Candidate).

The Candidate shall submit to the ECPD ES Board the following documents for admission in the IPS:

- An application form;\*
- A certified copy of the diploma for an acquired higher education;
- A copy of the birth certificate;
- Curriculum Vitae;
- Two 4 x 6 cm photos;

A certified copy of the diploma or certificate confirming fluency in one of the official languages of the Organization of the United Nations, if the public competition so requires;

- A recommendation from a university professor is desirable;
- Original diplomas for inspection.

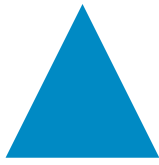
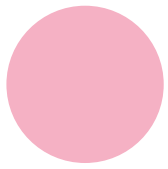
### **Article 7**

The ECPD ES Board appoints the Commission for the Admission of Candidates, which is comprised of 3 (three) members.

The Candidate shall present to the Commission the original university diploma prior to receiving the student's record book.

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\* Attached to these Rules as Annex.



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### **Article 8**

A person may be admitted in the first year of the IPS if he/she has completed 3 (three) or 4 (four) years of undergraduate studies and earned 180 ECTS or 240 ECTS credits, respectively.

### **Article 9**

The ECPD ES Board determines the number of postgraduate students for specific postgraduate studies, while taking into account, inter alia, adequate gender representation, grade point average (GPA) and the financial sustainability of the respective program of studies.

### **Article 10**

Upon admission in the IPS, the Candidate acquires the status of an ECPD Postgraduate Student (hereinafter referred to as: Postgraduate Student).

A Postgraduate Student receives the student's record book. Its format and content are approved by the ECPD ES Board.

Admission in the IPS, as well as all further stages of the studies, shall be conditioned by the prior settlement of all financial obligations of the Postgraduate Student to the ECPD.

### **Article 11**

A Postgraduate Student may request withdrawal from the program of International Postgraduate Studies in person or based on a certified authorization to another person upon settlement of all outstanding financial obligations.

## **III Rules of Study**

### **Article 12**

The Postgraduate Student is obliged to attend classes regularly.

The Postgraduate Student may verify a semester/trimester if he/she gets the signatures of the module professors or the IPS Dean confirming attendance, passes the required exams and acquires a specified number of ECTS credits (60 ECTS credits per year of studies) and upon settlement of all obligations set out in the program, including the financial ones.

### **Article 13**

Teaching within the IPS may be conducted only by appointed and/or elected professors.

Heads of each Department assign a professor who will provide assistance and guidance in academic and research work to the Postgraduate Students for a given field – on an individual or group basis.



#### **Article 14**

Postgraduate Students apply for exams by completing and submitting the exam applications. Postgraduate Students shall specify the names of the professors who have taught the respective module.

The Postgraduate Student shall pass exams according to the Curriculum being valid at the beginning of the studies and defend the Master's thesis or Specialist paper, MBA or MSc thesis within the period of 2 (two) years for Master studies lasting 1 (one) year, or within a period of 4 (four) years for Master studies lasting 2 (two) years upon admission and/or within a period of 2 (two) years for specialist studies and within 4 (four) years for the MBA and MSc studies from the date of enrolment.

The Postgraduate Student, who does not complete the postgraduate studies within the terms referred to in paragraph 2 of this Article, may submit an application to the ECPD ES Board for a renewal of the enrolment by making payment of the tuition fee for one semester.

Following the renewal of enrolment, the Postgraduate Student is obliged to finish the studies within 2 (two) years for Master, MBA or MSc studies, and/or 1 (one) year for Specialist studies from the date of renewal of the enrolment.

In accordance with the first and second paragraph of this Article, a Postgraduate Student takes exams, applies for and defends a Master's thesis or Specialist paper, a MBA or MSc thesis, and exercises other entitlements as a Postgraduate Student.

When adopting the curricula, the ECPD ES Board shall determine modules for which candidates are required to write a seminar paper before taking an examination.

#### **Article 15**

By verifying completion of the current semester/trimester, the Postgraduate Student acquires the right to attend classes during the subsequent semester/trimester of the academic year.

#### **Article 16**

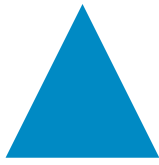
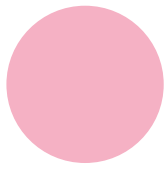
Postgraduate Students obtain the timetable for a specified period.

#### **Article 17**

The examination terms within the IPS are monthly.

By way of exception, the ECPD ES Board may introduce an additional examination term at the request of Postgraduate Students.

Postgraduate Students shall be timely informed about the dates of exams on the ECPD notice boards, or otherwise.



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### **Article 18**

The Postgraduate Student acquires the right to take an exam in a teaching module after he/she (1) has fulfilled all obligations specified in the Curriculum and Course Syllabus, (2) has verified completion of the semester/trimester, and (3) has fulfilled other conditions stipulated by these Rules, including the payment of an appropriate tuition fee.

### **Article 19**

The Postgraduate Student is required to prepare a minimum of three seminar papers for the MSc and MBA studies, and a minimum of two seminar papers for the Specialist and Master studies of their choice from the course set by the Curriculum during the studies.

### **Article 20**

As a rule, the Postgraduate Student takes exams in writing.

The secrecy of the data for the candidate/postgraduate student during the written exams and the grading of seminar papers is absolutely guaranteed. Written exams are taken by using the Personal Registration Number which is known only to the Candidate and the ECPD IPDPDS Administrator.

The Postgraduate Student's success at an exam is graded from 6 (six) to 10 (ten) and with ECTS points, while at the same time taking into account the grade of the seminar paper and the form of teaching specified in the curriculum as being compulsory for Postgraduate Students.

The module professor enters the grade in the Postgraduate Student's record book (index), examination report and exam application.

If a Postgraduate Student fails to pass an exam, then the grade 5 (five) is not to be entered into the Student's record book (index).

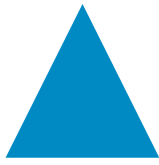
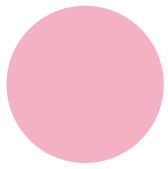
If the examination is taken before the Examination Commission, then the grade entered in the Postgraduate Student's record book (index), examination report and exam application shall be signed by all members of the Examination Commission.

The Postgraduate Student may file a complaint to the Dean within 48 hours after the completed examination or grading of the seminar paper, if the Postgraduate student holds that the exam or seminar paper was not in accordance with these Rules, due to which he/she received the grade with which he/she is not satisfied

The Dean is obliged to make a decision on an appeal within 72 hours after the expiry of the time-frame set forth in the previous paragraph of this Article. If his/her decision is positive, the Dean shall appoint the Commission before which the Postgraduate Student will retake the exam, as well as the Commission for the assessment of the seminar paper, within the same time-frame.

The ECPD IPDS Secretariat enters the exam grade in the Postgraduate Student's file and the Register of Postgraduate Students.





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### Article 21

Taking an exam for the first time is included in the tuition fee, while each subsequent retake of the same exam is subject to additional payment.

Should a Postgraduate Student fail an exam in a specific teaching module 3 (three) times, he/she shall be obliged to take the exam before the Commission appointed by the ECPD ES Board, at the Dean's proposal, whereby he/she shall pay for additional costs of the work of the Commission. The amount of such additional costs is determined by the ECPD ES Board.

## **IV Curricula (for each field of Studies) and Syllabi (for Teaching modules)**

### Article 22

The ECPD ES Board adopts the curricula for the IPS programs and majors, as well as the syllabi for individual teaching modules.

The curricula and syllabi for the same field of study are identical in all centers in which the ECPD carries out the IPS programs.

When deciding on a proposal and adopting the curricula and syllabi, the ECPD ES Board shall take into account the Bologna Declaration and the relevant international documents.

### Article 23

The teaching modules and their timetable, by year of study and by semester/trimester, as well as the total number of hours for each teaching module, are specified in the curriculum. The content of a teaching module and the number of hours required for individual sections and chapters are specified in the syllabus.

Professors for all modules are obliged to submit their proposed one page syllabus summary indicating the sections and chapters, as well as the number of hours for each chapter.

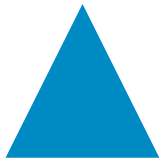
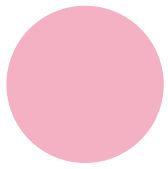
The coordinators of teaching modules shall, in agreement with the Deans, determine: (a) the professors who will teach particular chapters of a syllabus and (b) who will examine and grade written exams if lectures have been conducted by two or more professors.

The teaching, examinations and defenses of final papers may be conducted under exceptional circumstances and emergency situations, online or on a hybrid basis.

## **V Professors and Associates**

### Article 24

Teaching and exams shall be conducted by renowned foreign professors and professors from local universities, including specifically those who are (or have been) visiting professors at foreign universities, or are members of academies of sciences, who are appointed as ECPD professors by the ECPD ES Board, at the proposal of the permanent Nominations Commis-



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sion, to the highest educational scientific titles they have acquired at some university. By way of exception, the Educational and Scientific Board may elect an ECPD professor on the basis of an open competition announced on the ECPD website and the Report of the Commission appointed by the Educational and Scientific Board, which was previously made accessible to the public and announced on the ECPD website.

Teaching in the IPS may be carried out only by appointed and/or elected professors, as well as by visiting professors.

Professors and associates conclude contracts with the EPCD by which they stipulate their mutual rights and responsibilities.

## **VI Specialist Paper, Master's Thesis, MBA or MSc Thesis**

### **Article 25**

A Specialist paper is the result of the Postgraduate Student's individual research work, being largely practical in nature.

The volume of Specialist papers (except in the field of natural and technical sciences) may not be less than 50 pages with 34 rows and 70 characters in each row.

The Postgraduate Student, who defends the Specialist paper after passing through all successive stages of the procedure specified in these Rules (Articles 28–37), acquires the academic title of Specialist in a specific field.

### **Article 26**

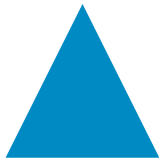
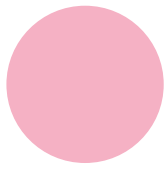
A Master's thesis is the result of the Postgraduate Student's independent work.

The Postgraduate Student doing the Master's thesis, Specialist paper, MBA or MSc thesis is obliged to sign the following statement (on a separate page) immediately after the title page of the thesis/paper: "*I hereby solemnly declare under moral, material and legal liability that this thesis/paper is free of plagiarism*". In addition, each candidate must fill in and sign the ECPD ethical form.

The topic selected by the Postgraduate Student for the Master's thesis may not be identical to the topic of his/her or any other paper in a monographic form which has been published or otherwise made available to the public.

The volume of Master's thesis (except in the field of natural and technical sciences) may not be less than 70 pages with 34 rows and 70 characters in each row.

The Postgraduate Student, who defends his/her Master's thesis after passing through all successive stages of the procedure stipulated in these Rules (Articles 28–37), acquires the academic title of Master in a specific field.



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## Article 27

The MBA and MSc thesis are the result of a Postgraduate Student's individual research work.

The topic of the MBA or MSc thesis, which the Postgraduate Student is applying for, may not be identical to the topic of his/her or any other paper in a monographic form, which has been published or otherwise made available to the public.

The volume of the MBA or MSc thesis (except in the field of natural and technical sciences) may be 70–100 pages with 34 rows and 70 characters in each row.

The Postgraduate Student, who defends his/her MBA or MSc thesis after passing through all successive stages of the procedure stipulated in these Rules (Articles 28–37), acquires the academic title of MSc in a specific field.

A postgraduate student who passes all subjects provided by the Curriculum, and does not want to do an MBA thesis, must pass exams in an additional 3 subjects, which are determined by the ECPD ES Board. After that, the candidate acquires the academic title of Master of Business Administration (MBA).

### **(1) Application for the Topic of a Master's Thesis or Specialist Paper and Appointment of the Topic Acceptance Commission**

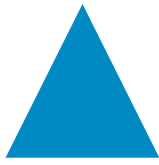
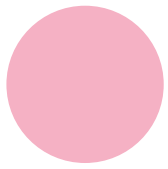
## Article 28

The Postgraduate Student, who enrolls in the last semester/trimester of IPS, after passing all exams from the previous semesters/trimesters, applies for the topic of his/her Master's thesis, Specialist paper, MBA or MSc thesis to the ECPD ES Board, in accordance with the Guidelines for the Application for Preparation, Evaluation and Defense of the Master's thesis, Specialist papers, MBA or MSc thesis, which form the integral part of these Rules. A Postgraduate Student may apply for his/her Master's thesis, Specialist paper or MSc thesis if still having two outstanding exams.

The ECPD ES Board decides on the appointment of the Commission for Determining the Eligibility of the Candidate and Topic consisting of 3 (three) members and taking into account the relevant scientific field.

The Commission for Determining the Eligibility of the Candidate and Topic shall conduct, at the beginning of its work and in full composition, an interview with the candidate in which the candidate explains and defends the concept and structure of the topic, as well as the objectives and methods of the intended research.

The Commission for Determining the Eligibility of the Candidate and Topic shall, within a period of 30 days upon appointment, submit its Report to the ECPD ES Board. The Chairman of the Commission shall organize the work of the Commission in such a way that the Report may be submitted within the agreed time-frame.



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## **(2) Adoption of the Report from the Commission for Determining the Eligibility of the Candidate and Topic, and the Appointment of the Mentor and Other Members of the Commission for the Evaluation of a Master's Thesis, Specialist Paper, MBA or MSc Thesis**

### **Article 29**

The ECPD ES Board adopts decisions on (a) determining the eligibility of the candidate and topic and (b) the appointment of the mentor and other members of the Commission for the Evaluation of the Master's thesis, Specialist paper, MBA or MSc thesis which, as a rule, consists of 3 (three) members.

The IPDS Secretariat delivers the aforementioned decisions to the Candidate, the mentor and other members of the Evaluation Commission, within a period of a maximum of 7 (seven) days upon adoption of the decisions, whereas one copy is placed in the Candidate's file.

### **Article 30**

The ECPD ES Board shall ensure that, as a rule, one professor is not the mentor for more than three topics in the same academic year.

The mentor of the Master's thesis, Specialist paper, MBA or MSc thesis needs to have published scientific papers from the field of the thesis.

The mentor has the following responsibilities:

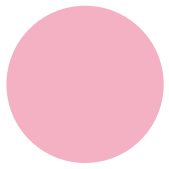
- To supervise and guide the Postgraduate Student's research;
- To enable the Postgraduate Student to have necessary consultations during his/her work, primarily communication with other members of the Evaluation Commission, who shall submit their proposals and comments on the draft copy of the paper or thesis;
- To enable the Postgraduate Student to master the methodology and research procedures as well as the subject of research in an appropriate way;
- To ensure that the Postgraduate Student observes the provisions of these Rules concerning the originality of conducted research;
- To make a written proposal for the Report of the Commission for the Evaluation of the Master's thesis, Specialist paper, MBA or MSc thesis upon completion of the Postgraduate Student's Master's thesis, Specialist paper, MBA or MSc thesis.

Should there be any difficulties in communication between the mentor of the thesis/paper and the Postgraduate student (due to distance or a language barrier), the ECPD ES Board may appoint an appropriate co-mentor.

## **(3) Adoption of the Report from the Commission for the Evaluation of a Master's Thesis, Specialist Paper, MBA and MSc Thesis and Appointment of the Defense Commission**

### **Article 31**

The Evaluation Commission submits its Report to the ECPD ES Board within 60 (sixty) days upon completion of a Master's thesis, Specialist paper, MBA or MSc thesis.



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The mentor is obliged to organize the work of the Commission so that the Commission can submit the Report to the ECPD Board within the foreseen period.

A Master's thesis or Specialist paper, MBA and MSc thesis must be made accessible to the public 15 (fifteen) days prior to its consideration at the session of the ECPD ES Board, together with the Evaluation Commission's Report and the Candidate's CV, written in the language of the host country or in English, about which a public announcement is made in a respectable newspaper or on the ECPD's website.

### Article 32

After the period of accessibility to the public and in the case that there are no reported objections the ECPD ES Board decides whether the Master's thesis, or Specialist paper, MBA or MSc thesis is: (1) accepted, (2) returned for improvement or (3) rejected.

At the same time, the ECPD ES Board makes (a) the decision on the acceptance of the Report on a Positive Evaluation and (b) the decision on the appointment of the Commission for the Defense of a Master's thesis, Specialist paper, MBA or MSc thesis which, as a rule, is comprised of 3 (three) members.

The Candidate is obliged to submit the bound thesis or specialist paper, respectively, in 7 (seven) copies and a copy in electronic form to the IPDS Secretariat.

The ECPD is obliged to announce the date, place and time of the defense of a Master's thesis, Specialist paper, MBA or MSc thesis in a daily newspaper, or on the ECPD's website, 8 (eight) days in advance.

### Article 33

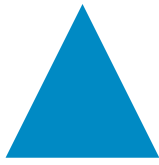
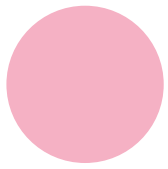
The defense of a Master's thesis, Specialist paper, MBA or MSc thesis is a public act.

A Master's thesis, Specialist paper, MBA or MSc thesis is defended in the ECPD Headquarters or in the country where the teaching process is conducted.

The defense of a Master's thesis, Specialist paper, MBA or MSc thesis is carried out only in the presence (personal or online by video call) of the Defense Commission in its full composition. Otherwise, the defense shall be postponed.

The defense is held in accordance with the Protocol for the Public Defense of Master's thesis or Specialist paper, which makes an integral part of these Rules.

During the defense of a Master's thesis, Specialist paper, MBA or MSc thesis, the Defense Commission shall evaluate the autonomy (individuality) in the preparation of the Master's thesis, Specialist paper, MBA or MSc thesis, that is, its originality and the scientific value of the presented conclusions, as well as the candidate's overall presentation and answers to the questions posed by the members of the Commission.



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### **Article 34**

The Defense Commission decides by a majority of votes of its members.

The decision of the Defense Commission shall read: "defended" or "did not defend", "unanimously" or "by a majority of votes".

The Thesis Defense Report on a Master's thesis, Specialist paper, MBA or MSc thesis shall be made.

The Thesis Defense Report is signed by all members of the Defense Commission and the Chairman of the Defense Commission submits it to the IPDS Secretariat.

The Thesis Defense Report is placed in the Postgraduate Student's file and kept permanently in the IPDS archive.

### **Article 35**

If a Postgraduate Student fails to take the defense, although properly invited, and if he/she fails to justify his/her absence in a timely manner, then the Defense Commission shall state that he/she "failed to take the defense".

In the event referred to in the previous paragraph of this Article, a Postgraduate Student who justifies his/her absence within a period 7 (seven) days from the date of the scheduled defense, then he/she may make a request in writing for the ECPD ES Board to set another date, place and time for this procedure, whereby he/she shall bear the related costs.

If the defense is not attended by all members of the Defense Commission, then the defense is postponed and the ECPD ES Board shall decide on the new date and place of the defense.

If the Defense Commission cannot meet for justified reasons, then the Dean notifies thereof the ECPD ES Board which makes the appropriate decision.

### **Article 36**

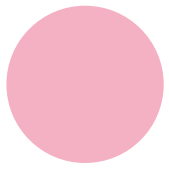
If a Postgraduate Student fails to defend the Specialist paper, Master's thesis, MBA or MSc thesis, then he/she may apply for a new topic.

If a Postgraduate Student fails to defend another Specialist paper, Master's thesis, MBA or MSc thesis, then he/she forfeits the right to acquire the appropriate academic title at the ECPD.

### **Article 37**

The procedure for awarding the scientific degree of Specialist, Master, MBA or MSc falls within the exclusive competence of the ECPD Educational and Scientific Board and the ECPD Academic Council.

The permanent Documentation Commission keeps the precise records of all files and the official register of all diplomas and academic and scientific degrees – Master, Specialist, MBA and MSc – awarded by the ECPD.



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If it is established and scientifically verified, that the defended Master's thesis, Specialist paper, MBA or MSc thesis is not the result of the Postgraduate Student's original work or, in other words, that it has been plagiarized, then the ECPD ES Board shall, at the proposal of a previously appointed commission, makes the decision to annul the acquired title of Master, Specialist, MBA or MSc.

## **VII Quality Control and Improvement of Studies**

### **Article 38**

The ECPD ES Board appoints the Commission for Quality Control and Improvement of Studies, which shall control (supervise) the objectivity, uniformity of the criteria and the standards in assessing exams, seminar and other Postgraduate Students' papers by submitting them for verification and evaluation to experts chosen from among the faculty of other domestic and foreign academic institutions being at the same level and having the same educational profile.

### **Article 39**

The Commission is obliged to continuously control the quality of studies and take care of their improvement.

The Commission prepares the report on the quality of studies on the basis of conducted investigations and, in particular, by interviewing postgraduate students about the quality of their studies.

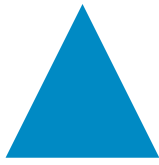
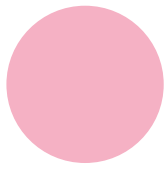
The Commission submits its report on the quality assessment of studies and proposed measures for their improvement, to the Deans, the ECPD ES Board, the ECPD Executive Director and the President of the ECPD Academic Council at least once a year.

## **VIII Support to Postgraduate Students**

### **Article 40**

In order to foster success of the studies and that of their Postgraduate Students, the Deans are obliged to provide to Postgraduate Students systemic and continuous assistance and consultations, as well as academic and professional assistance.

The support provided to Postgraduate students shall include, inter alia, the program of admission to the Postgraduate study programs, content and method of work, provision of information about the studies and syllabi on the web page of the Postgraduate Studies and by e-mail, as well as through seminars and consultations with Postgraduate Candidates.



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## **IX Validation and Equivalence**

### **Article 41**

The ECPD ES Board decides on the validation and equivalence of the diplomas of candidates applying for admission with the payment of 700 € for a Bachelor's diploma, 1000 € for a Master's diploma and 1800 € for a Doctoral diploma.

The ECPD ES Board appoints the Commission whose opinion provides for making a decision on validation and equivalence.

The Commission's work and the decision-making procedure referred to in the previous paragraph of this Article are governed by the national legislation of the applicant for enrolment.

## **X Records and Public Documents**

### **Article 42**

The Secretariat of IPDS shall keep and maintain:

- The Register of Postgraduate Students;
- The examination records, together with the relevant application forms;
- The records of seminar papers;
- The Defense Reports for Master's thesis, Specialist papers, MBA and MSc thesis;
- The records of the awarded diplomas (degrees);
- Archives of Master's thesis, Specialist papers, MBA and MSc thesis.

The documents referred to in the previous section of this Article are written in the language of the host country or in English.

The content and format of the application forms, as well as the method of keeping and maintaining the Records, are prescribed by the ECPD ES Board.

To that end, the following is established, completed and updated: (1) individual files; (2) registers; and (3) group reviews of (a) all ECPD postgraduate students (since the establishment of ECPD) and (b) all those who have been awarded Master, Specialist MBA and MSc degrees by the ECPD since the establishment).

The necessary data in individual files and registers and, in part, in group reviews, are the following officially verified copies and/or originals:

- (1) A Candidate's written application and title of the topic, including the date and registration number in the ECPD's record book;
- (2) The ordinal number, date and item on the agenda for the session of the ECPD ES Board devoted to the topic applied for;





- (3) The composition of the Commission for Determining the Eligibility of the Candidate and Topic;
- (4) The Report of the Commission for Determining the Eligibility of the Candidate and Topic;
- (5) The ordinal number, date and item on the agenda for the session of the ECPD ES Board devoted to the acceptance of the Report from the Commission for Determining the Eligibility of the Candidate and Topic;
- (6) The composition of the Commission for Evaluation of the Thesis/Paper (the mentor and other members);
- (7) The Report of the Commission for Evaluation of the Thesis/Paper;
- (8) The name, date and original webpage where the Report of the Commission for Evaluation of the Thesis/Paper was made accessible to the public on the ECPD website;
- (9) The ordinal number, date and item on the agenda of the session of the ECPD ES Board devoted to the acceptance of the Evaluation Commission's Report;
- (10) The composition of the Commission for Defense of the Thesis/Paper;
- (11) The name, date and original ECPD webpage announcing the date and place for the defense of the Thesis/Paper.

The file of each candidate must contain the following officially (court) verified documents – together with the presentation of the originals for inspection – signed by the authorized official, with the date of inspection and the ECPD stamp, and recorded in the register:

- (1) All previously awarded diplomas (for completed studies and acquired titles);
- (2) All defended papers and thesis, respectively.

### **Article 43**

On the basis of the data referred to in the previous Article, the ECPD issues the following public documents:

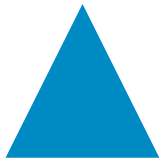
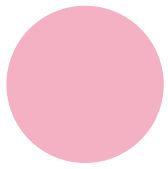
- The student's record book (index);
- The diploma awarded for the title of Master, Specialist, MBA or MSc.

The ECPD issues the diploma in English and in the language of the country in which teaching is conducted.

The student's record book (index) is signed by the President of the ECPD Academic Council and the Dean of the Studies.

Master, Specialist, MBA and MSc diplomas are signed by the ECPD Executive Director, the President of the ECPD Academic Council and the Rector.

The diploma content and format is determined by the ECPD ES Board.



# ECPD



## XI Transitional and Concluding Provisions

### Article 44

The Rules Governing the ECPD International Postgraduate Studies shall come into force upon signature by the President of the ECPD Council and the President of the ECPD Academic Council.

The decisions of the ECPD ES Board and adopted documents on the IPS have the status of an Annex to these Rules.

These Rules are relevant and are applied in all Regional Centers and program units in which the ECPD UN University for Peace conducts studies.

### Article 45

On the day when the present Rules come into force, the Rules Governing the ECPD International Postgraduate Specialist and MSc Studies adopted in April 2016 shall cease to be valid.

Madrid, January 28, 2023

President  
ECPD Educational and Scientific Board  
(Academician Prof. Dr. Vlado Kamboski)



President  
ECPD Academic Council  
(Prof. Dr. Don Wallace)

Ratified by  
President of the ECPD Council  
(H.E. Prof. Dr. Federico Mayor Zaragoza)