

Frequently Asked Questions

What should I know as a Master's student?

Rules of Postgraduate Studies

[postgraduate studies rules \(ucy.ac.cy\)](http://ucy.ac.cy/postgraduate-studies-rules)

Duration of Master's Level Postgraduate Studies

According to the Postgraduate Studies Regulations, the minimum duration of a master's level program is three (3) semesters and the maximum duration of studies is eight (8) semesters. The period of suspension of enrolment, temporary interruption, maternity/paternity leave, is not included in the eight-semester timeframe.

Tuition Fees

Regarding tuition fees, I can find information from the following website.

[Fees - Graduate School \(ucy.ac.cy\)](http://ucy.ac.cy/fees-graduate-school)

Master's Level Structure

7 Courses 84 ECTS

Seminar 6 ECTS

Master's Thesis I and II, 24 ECTS (for the completion of the master's thesis, the student is exempted from two elective courses according to the program's guidelines).

What are the requirements for a master's program?

The completion of 90 ECTS is required, including:

- Successful completion of seven (7) master's level courses, totalling 84 ECTS (with the possibility of recognition/exemption of up to two (2) courses from another master's degree program after consultation with the student's Academic Advisor and submission of a request to the Department's Council).
- Attendance of a seminar 6 ECTS
- Successful completion of a master's thesis, 24 ECTS (for the completion of the master's thesis, the student is exempted from two elective courses and, instead of seven (7) courses, the student registers to five (5) courses)

How many and which stages of the thesis must I complete?

Master's Thesis I (12 ECTS)

Master's Thesis II (12 ECTS)

Continuation of Master's Thesis (0 ECTS), students register to this part every semester, until they defend their thesis.

What should I do before presenting my proposal?

I submit my proposal (20 pages) to the Department's Council through my Research Advisor for approval, along with the recommendation of the Three-Member Committee.

When do I present my master's thesis proposal to the Three-Member Committee?

- After consultation with my Research Advisor when my thesis is completed.
- According to the decision of the Department Council (Decision 1st/2017 of the Department's Council meeting), the defence takes place at least three (3) months after the proposal is approved and the Three-Member Committee is appointed.

What do I do if I cannot attend my studies for any reason;

I do not abandon my studies without informing my academic advisor or my department's secretary .

According to the Postgraduate Studies Regulations, I have the right to:

- Suspend my enrolment for any reason (personal, family, financial - I submit a request to the Department's Council at the beginning of the semester in which I want to request an enrolment suspension).
- Temporarily interrupt my enrolment for health reasons (I submit a request with a doctor's certificate to the Department's Council).
- Take maternity/paternity leave (I submit a request to the Department's Council, accompanied by an expected due date certificate or a child's birth certificate).

In case I want to leave or interrupt my studies, I inform my department with a written request.

When is the automatic termination of a master's level student's enrolment applied?

- When a student does not fully meet the requirements of the program of study they are enrolled in
- When a student completes eight semesters of enrolment and has not completed the program's requirements
- When a student is not registered for courses for two consecutive semesters
- When a student fails to successfully defend their thesis for the second time

Who can I consult about my studies/master's thesis?

From the first semester of my enrolment in a master's degree program, my department assigns an Academic Advisor to guide me in my chosen master's program.

For the completion of the master's thesis, until the end of the support period, the Department's Council appoints a Research Advisor for the master's program I am enrolled in, to guide and provide continuous feedback.

Why do I use Banner Web?

To get information about my Academic Advisor

To be able to enrol in courses each semester

To check my final grades per semester

To have access to my transcript

To update my personal information (contact address, contact phone numbers, email addresses)

Whom can I send requests to the Department Council or ask questions?

Department Secretary:

Christina Georgiou-Michaelides

Contact Phone: 22892941

E-mail: georgiou.christina@ucy.ac.cy

USEFUL WEBSITES

DEPARTMENT OF EDUCATION

[Home - Department of Education \(ucy.ac.cy\)](#)

GRADUATE SCHOOL

[Home - Graduate School \(ucy.ac.cy\)](#)

LIBRARY

[University of Cyprus Library – University of Cyprus Library \(ucy.ac.cy\)](#)