



Department of Social
Work
School of Health Sciences

**Hellenic
Mediterranean
University**

Department of Business
Administration and
Tourism
Faculty of Management
and Economics



Department of Nutritional
Sciences and Dietetics
School of Health Sciences

Study Guide of the Interdepartmental Master's Degree in
'Interdisciplinary Management of Chronic Diseases,
Disability and Aging'

<https://cdda.hmu.gr>

Academic Year 2024-2025

Version 2024.1

Dear students,

We welcome you to the Interdepartmental Master's Program MSc in 'Interdisciplinary Management of Chronic Diseases, Disability and Aging' of the Departments of Social Work (Coordinator) and Nutrition Sciences and Dietetics of the School of Health Sciences, and the Department of Business Administration and Tourism of the Faculty of Management Sciences and of Economics of the Hellenic Mediterranean University (HMU). The master's degree operated for the first time in the winter semester of the academic year 2022-2023 (Government Gazette 2571/t.B/25-5-2022).

In this Study Guide you will find the necessary introductory information you will need for your studies at the master's degree. You will also find information about the study program in the 'Operating Regulations of the master's degree' and in the 'Study Regulations' found in eclass.

On behalf of all colleagues, we assure you that from the side of the teaching and scientific staff, as well as the administrative staff, we will make every effort to meet your requirements and your personal goals. We hope that you will have a creative study in the MSc in 'Interdisciplinary Management of Chronic Diseases, Disability and Aging' of HMU.

The Director of the master's degree

Argyroula Kalaitzakis

Associate Professor

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1. General Information

The Departments of Social Work (Coordinator) and Nutrition Sciences and Dietetics of the School of Health Sciences, together with the Department of Business Administration and Tourism of the School of Management and Economics of the Hellenic Mediterranean University (HMU) organize and operate an Interdepartmental Postgraduate Program with the title 'Interdisciplinary Management of Chronic Diseases, Disability and Aging', from the Academic Year 2022-2023. The master's degree operates in accordance with the provisions of the current legislation, the Deed Establishing the Program, the Internal Regulation of Postgraduate Studies of the University, as well as the provisions of the Regulation of the master's degree which has been prepared by decisions of the Assemblies of the three participating departments and has been published in the Official Gazette 5166/t.B/05-10-2022.

2. Curriculum Committee

The Curriculum Committee (CC) has been appointed by the HMU Senate (act no. 92/14.10.2022), following proposals from the Assemblies of the three participating Departments. It consists of the following members:

Name	Cognitive Object
Kalaitzakis Argyroula, Associate Professor Program Director	Clinical Psychology
Theodora Mouradidou, Associate Professor, Deputy Program Director	Community Nutrition
Sophia Hood, Associate Professor	Social Policy
George Fragiadakis, Associate Professor	Nutrition & Metabolism
Maria Moudatsou, Assistant Professor	Social Work
Michael Rovithis, Associate Professor	Organizational Culture and Human Resource Management in Health Units

Georgios Kritsotakis, Associate Professor	Health Services Management and Public Health – Social Epidemiology
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3. Awarded Diploma Title - Specializations

An MSc is awarded in 'Interdisciplinary Management of Chronic Diseases, Disability and Aging' with the following specializations:

- 1.** Leadership in Interdisciplinary Health & Social Care Teams.
- 2.** Social Work in the Management of Chronic Diseases and Disability.
- 3.** Evidence-based Dietetics Practice in the Management of Chronic Diseases and Disability.

Students choosing the 'Social Work in Chronic Illness and Disability Management' specialization should have an undergraduate degree in Social Work. Students choosing the 'Evidence-Based Dietary Practice in the Management of Chronic Disease and Disability' should have an undergraduate or postgraduate background in nutrition and/or human health. Students have the right not to choose a specialization and to get a Postgraduate Diploma in which only the general title of the program is mentioned. After the completion of the postgraduate program, it is possible to study in the 3rd cycle of studies for the preparation of a doctoral thesis.

4. Objectives of the MSc

As stated in the internal operating regulations, the MSc aims to provide the most up-to-date and specialized postgraduate level knowledge and the development of the necessary abilities - skills in the scientific field of the prevention and management of chronic diseases, dietary-nutrition practice, the management of challenges related to disability and the promotion of active and healthy aging through an interdisciplinary approach.

The ultimate goal is the production of competent executives who will be able to approach interdisciplinary and adequately respond to the ever-increasing needs and the complex and multifactorial clinical, nutritional and psychosocial problems of individuals and their families through a common prism and effective collaboration.

Each course and specialization of the master's degree has different and more specific educational goals, but they share the common principle of commitment to the scientific cutting edge and interdisciplinarity. The 3 specializations of the MSc are as follows:

1. Leadership in Interdisciplinary Health and Welfare Teams.

The specialization 'Leadership in Interdisciplinary Health and Welfare Teams' focuses on students acquiring the necessary knowledge and skills to lead and collaborate effectively in complex health care delivery environments. This specialization aims to cultivate a deep understanding of organizational behaviour, human resource management and dynamics within structures at all levels of healthcare delivery. By the end of the studies, students will have mastered the modern principles of leadership and the skills to work harmoniously in interdisciplinary teams, to lead positive organizational changes, all key ingredients for the efficient and effective management of chronic diseases, and issues that related to disability and the aging population.

2. Social Work in the Management of Chronic Illness and Disability.

The specialization in 'Social Work in the Management of Chronic Illness and Disability' is designed to provide students with a comprehensive understanding of the multifaceted challenges that chronic illness and disability pose to individuals in the context of contemporary society. Examining topics including gender disparities in health care, empowerment of people with chronic conditions, grief management, interpersonal communication, and more. Through a range of different courses, students will acquire the critical theoretical knowledge and develop the necessary practical skills to effectively manage and support people experiencing complex psychosocial issues and to facilitate holistic and effective care for people living with chronic diseases and disabilities.

3. Evidence-Based Dietetic Practice in the Management of Chronic Disease and Disability.

The specialization in 'Evidence-Based Dietetic Practice in the Management of Chronic Disease and Disability' equips students with advanced knowledge and practical skills in using evidence-based approaches to address the challenges

associated with diet and nutrition in people experiencing chronic disease and disability. Through a comprehensive curriculum covering topics such as nutrition for public health, chronic disease prevention and management, contemporary approaches to health behaviors, and interdisciplinary strategies for sustainable dietary patterns, students gain expertise in dietetic practice based on the latest scientific data. Students can also be taught effective interpersonal communication and counseling skills necessary for working with healthy individuals and patients, especially in the context of behavior modification. Graduates will be able to implement evidence-based nutritional and dietetic interventions, design sustainable dietary plans and make a significant contribution to improving the lives of people with complex health problems and disabilities, taking into account the challenges associated with aging, but also the psychosocial status of individuals.

5. Qualification Framework of the European Higher Education Area (EHEA)

The studies in the Master's Program cover, according to the ISCED-F-2013 classification (International Standard Classification of Education, UNESCO), the following education codes:

- 0319 Social and behavioral sciences not elsewhere classified
- 0413 Management and administration / Health administration
- 0913 Health care of the elderly / Health care of the disabled
- 0915 Therapy and rehabilitation / Nutrition/Dietetics
- 0921 Care of the elderly and of disabled adults
- 0988 Inter-disciplinary programs and qualifications involving health and welfare
- 0999 Health and welfare not elsewhere classified

6. Learning outcomes.

To achieve the objectives of the MSc, the program is structured according to the Greek and European Qualifications Framework (NQF, EQF) at Level 7 and aligned with

the Descriptive Dublin Descriptors. Upon completion of the MSc in 'Interdisciplinary Management of Chronic Disease, Disability and Aging' students will be able to:

1. Knowledge and Understanding (Dublin Descriptor 1):

- Demonstrate an advanced understanding of the interdisciplinary nature of social care, health care and nutrition in the context of chronic disease, disability and ageing.
- Analyze and critically evaluate the determinants of health and the factors influencing the management of chronic disease, disability and ageing.

2. Applying knowledge and understanding (Applying Knowledge and Understanding, Dublin Descriptor 2):

- Apply advanced interdisciplinary knowledge to design and implement effective strategies for managing chronic disease, disability and aging.
- They use evidence-based approaches to make decisions about the care of people with complex health, social and nutritional problems.

3. Judgment and Communication (Dublin Descriptor 3):

- Demonstrate the ability to lead and collaborate with multidisciplinary health and social care delivery teams to address complex issues related to chronic illness, disability and ageing.
- Communicate effectively with various stakeholders, including patients, families and other health professionals at all levels of health care delivery.

4. Lifelong Learning and Personal Development (Dublin Descriptor 4):

- Consolidate self-directed learning to stay abreast of ever-evolving practices in the care of individuals with complex health problems, and their families.
- Develop ethical and reflective practices for managing complex issues related to chronic illness, disability and ageing.

7. Course Schedule - Credit Units

The conditions for obtaining the degree are described in detail in the internal operating regulations that are posted on the website. and in eclass. During the 1st

semester, students will attend 4 core compulsory courses (see the courses in the next section). In the 2nd semester, students will be able to choose one of the three specializations offered, each of which is accompanied by the attendance of 2 compulsory and 2 optional compulsory courses per specialization (a total of 4 courses per specialization and in the 2nd semester) (see the lessons in the next section). Students will receive a degree in only one major they declare, even if they take the four required courses of two majors. If students do not choose a specialization, they can register in the 2nd semester for any 4 of the offered courses they wish. In the third and last semester, the master's thesis is prepared. All courses have 7.5 ECTS.

Before the 2nd academic semester, and within specific time frames defined by the steering committee and announced by the Secretariat, postgraduate students have the possibility to declare a specialization, if they wish, as well as the courses they will attend during it. Based on the declarations, the steering committee decides if any of the courses will not be offered in the next academic semester. In this case, postgraduate students have the right to choose any of the courses offered.

Students, if they wish, can, in addition to the four (4) courses, attend any course offered in the specific period without paying additional tuition fees. In this case, the students are obliged to participate fully in the educational process and in the final exams of the course(s). Additional courses will be listed in the Analytical Grade and in the Diploma Supplement. The courses are described in the next section, [and in detail in the website](#).

8. Responsible Course Faculty and Contact Details

The following table lists all the courses offered, as well as the responsible professors of the courses for the academic year 2024-2025 based on the decision of the steering committee. For each faculty member, are listed the contact hours with students in person or online, as well as the Department of origin. Students who wish to have an online meeting are requested to send a relevant email to receive the meeting link.

Course and Responsible Professor
XNA-A01: Principles of Interprofessional Collaborative Practice
Dr. Michael Rovithis
Department of Business Administration and Tourism, Faculty of Management and

Economics, HMU Main Building, Office 13, Heraklion

Email: rovithis@hmu.gr

Tel.: +302810379617

Contact hours with students in person / online:

Monday 9:00-11:00 & Wednesday 18:00-20:00

XNA-A02: Multidisciplinary Approach to Active and Healthy Aging

Dr. Argyroula Kalaitzakis

Department of Social Work, School of Health Sciences, New SEY Building, Heraklion

Email: akalaitzaki@hmu.gr

Tel.: +302810379551

Contact hours with students in person / online: Tuesday 15:00-17:00

XNA-A03: Understanding Health and its Determinants

Dr. George Kritsotakis

Department of Business and Tourism Management, School of Management and Economics, HMU Main Building, Office 2, Heraklion.

Email: gkritis@hmu.gr

Tel.: +302810379652

Contact hours with students in person / online:

Tuesday 12:00-13:00 & Thursday 18:00-20:00

XNA-A04: Quantitative and Qualitative Research Methodology

Dr. Theodora Mouradidou

Department of Nutrition & Dietetic Sciences, School of Health Sciences, HMU Building, Sitia

Email: tmouratidou@hmu.gr

Tel.: +30 2843029493

Contact hours with students in person / online: Wednesday 15:00-17:00

XNA-A05: Biostatistics - Data Analysis (Compulsory course without final exams)

Dr. George Markakis

Department of Social Work, School of Health Sciences, New SEY Building, Heraklion

Email: gmark@hmu.gr

Tel.: +302810379273

Contact hours with students in person / online:

Tuesday 12:00-13:00 & Wednesday 18:00-19:00

Specialization 1: Leadership in Interdisciplinary Health and Welfare Teams

XNA-B01: Leadership in Interdisciplinary Health and Welfare Teams

Dr. George Kritsotakis

Department of Business and Tourism Management, School of Management and Economics, HMU Main Building, Office 2, Heraklion

Email: gkritis@hmu.gr

Tel.: +302810379652

Contact hours with students in person / online:

Tuesday 12:00-13:00 & Thursday 18:00-20:00

XNA-B02: Organizational Behavior and Human Resource Management

Dr. Michael Rovithis

Department of Business and Tourism Management, School of Management and Economics
HMU Central Building, Office 13, Heraklion

Email: rovithis@hmu.gr

Tel.: +302810379617

Contact hours with students in person / online:

Monday 9:00-11:00 & Wednesday 18:00-20:00

Specialization 2: Social Work in Chronic Illness and Disability Management

XNA-B03: Gender and Health

Dr. Sophia Koukoulis

Department of Social Work, School of Health Sciences, New SEY Building, Heraklion

Email: koukouli@hmu.gr

Tel.: +302810379517

Contact hours with students in person / online:

Wednesday 12:00-14:00

XNA-B04: Chronic Diseases, Disability and Empowerment

Dr. Maria Moudatsou

Department of Social Work, School of Health Sciences, New SEY Building, Heraklion

Email: moudatsoum@hmu.gr

Tel.: +302810379517

Contact hours with students in person / online:

Monday 12:00-14:00

Specialization 3: Evidence-Based Dietetic Practice in Chronic Disease and Disability Management

XNA-B05: Evidence-Based Dietary Practice

Dr. Anastasia Markakis

Department of Nutrition and Dietetic Sciences, School of Health Sciences, HMU Building, Sitia

Email: anmarkaki@hmu.gr

Tel.: +30 2843029491

Contact hours with students in person / online:

Monday 12:00-13:00 & Wednesday 18:00-20:00

XNA-B06: Evidence-Based Nutrition in Public Health

Dr. Theodora Mouradidou

Department of Nutrition and Dietetic Sciences, School of Health Sciences, HMU Building, Sitia

Email: tmouratidou@hmu.gr

Tel.: +30 2843029493

Contact hours with students in person / online:

Wednesday 15:00-17:00

2nd SEMESTER – Elective compulsory Courses

XNA-B07: Prevention and Management of Chronic Diseases and Disability

Dr. Nikos Ricos

Department of Nursing, School of Health Sciences, New SEY Building, Heraklion

Email: rikosn@hmu.gr

Tel.: +302810379542

Contact hours with students in person / online:

Tuesday 12:00-13:00 & Wednesday 18:00-20:00

XNA-B08: Contemporary Approaches to Health Behaviors and Behavior Modification

Dr. George Kritsotakis

Department of Business and Tourism Management, School of Management and Economics HMU Central Building, Office 2, Heraklion

Email: gkritis@hmu.gr

Tel.: +302810379652

Contact hours with students in person / online:

Tuesday 12:00-13:00 & Thursday 18:00-20:00

XNA-B09: Interpersonal Communication and Counseling Skills
<p>Dr. Argyroula Kalaitzakis Department of Social Work, School of Health Sciences, New SEY Building, Heraklion Email: akalaitzaki@hmu.gr Tel.: +302810379551 Contact hours with students in person / online: Tuesday 15:00-17:00</p>
XNA-B11: Loss and Bereavement Management
<p>Dr. Maria Papadakaki Department of Social Work, School of Health Sciences, New SEY Building, Heraklion Email: mpapadakaki@hmu.gr Tel.: +302810379518 Contact hours with students in person / online: Thursday 12:00-14:00</p>
XNA-B14: Nutrition, Food and Metabolism
<p>Dr. George Fragiadakis Department of Nutrition and Dietetic Sciences, School of Health Sciences, HMU building, Sitia Email: fragkiadakis@hmu.gr Tel.: +302843020016 Contact hours with students in person / online: Thursday 18:00-20:00</p>
XNA-B10: Well-being and Well-Being supported by Information Technologies
Not offered in 2024 - 2025
XNA-B12: Organizational Culture and Change Management
Not offered in 2024 - 2025
XNA-B13: Body Composition and Energy Expenditure as Indicators of Health Improvement
Not offered in 2024 - 2025
XNA-B15: An Interdisciplinary Approach to Sustainable Dietary Patterns
Not offered in 2024 - 2025

9. Faculty

In the MSc teach faculty members of the HMU, faculty members of other University and research Institutions at home and abroad, as well as scientists of recognized

prestige in fields related to the subjects of the postgraduate courses. For the winter semester of the academic year 2024 – 2025 and the spring semester of the academic year 2023 – 2024 (until new assignments are approved), MSc Faculty are:

HMU Faculty Members

Name	Cognitive Object	Tel. / Email
Kalaitzakis Argyroula, Associate Professor Program Director	Clinical Psychology	akalaitzaki@hmu.gr Tel.: +302810379551
Theodora Mouradidou, Associate Professor, Deputy Program Director	Community Nutrition	tmouratidou@hmu.gr Tel.: +30 2843029493
Vasileios Zafiropoulos, Professor	Physics with an emphasis on Applied Physics Methods and their Use	zafir@hmu.gr Tel.: +30 2843029496
Sophia Koukouli, Associate Professor	Social Policy	koukouli@hmu.gr Tel.: +302810379517
Koutra Cleo, Associate Professor	Social Work in Public Health	kkoutra@hmu.gr Tel.: +302810379243
Eleni Koutsouraki, Assistant Professor	Refugee protection, law & rights in the Euro-Mediterranean area	ekoutsouraki@hmu.gr
Georgios Kritsotakis, Associate Professor	Health Services Management and Public Health – Social Epidemiology	gkritis@hmu.gr Tel.: +302810379652
Anastasia Markaki, Associate Professor	Clinical Nutrition with an Emphasis on Kidney Diseases	anmarkaki@hmu.gr Tel.: +30 2843029491
George Markakis, Professor	Biometrics - Statistics in Biological Sciences and Humanities	gmark@hmu.gr Tel.: +302810379273
Moudatsou Maria, Assistant Professor	Social Work and Socially Excluded Groups	moudatsoum@hmu.gr Tel.: +302810379517
Maria Papadakaki, Associate Professor	Social Work and Health Care in the Community	mpapadakaki@hmu.gr Tel.: +302810379518
Papadaki Vasilias, Deputy professor	Social Work Education - Discrimination	vpapadaki@hmu.gr Tel.: +302810379529

Papandreou Christopher Assistant Professor	Nutrition-Dietetic and Health Promotion	papchris@hmu.gr
Raikos Vassilios, Associate Professor	Biochemistry and Physical Chemistry of Food	vraikos@hmu.gr
Ratsika Nicoleta, Assistant Professor (retired)	Social Work with Community	ratsika@hmu.gr Tel.: +302810379527
Ricos Nikolaos, Assistant Professor	Nursing with an emphasis on the application of Nursing Information in the hospital environment	rikosn@hmu.gr Tel.: +302810379542
Michael Rovithis, Associate Professor	Organizational Culture and Human Resource Management in Health Units	rovithis@hmu.gr Tel.: +302810379617
Fragiadakis Giorgos Associate Professor	Nutrition & Metabolism	fragkiadakis@hmu.gr Tel.: +30 2843029498
Antonia Psaroudaki, Assistant Professor	Healthy Eating and Food	psaroudaki@hmu.gr

Faculty Members of Other Universities

Name	Cognitive Object	E-mail
Gkorezis Panagiotis, Associate Professor	Management	gkorezis@econ.auth.gr
Sarafis Pavlos, Associate Professor	Nursing - Basic research in antimicrobial chemotherapy of hospital-acquired infections	psarafis@gmail.com
George Vassilopoulos, Associate Professor	Surgical Nursing and Management of Chronic Ulcers	gvasilop@uniwa.gr
Kurlaba Georgia, Assistant Professor	Research Methodology and Evidence-Based Nursing Practice	kurlaba@gmail.com
Koutra Ekaterini, Assistant Professor	Clinical Psychology	kkoutra@uoc.gr
Kandilaki Agapi, Professor	Social Work and Multiculturalism	akandila@socadm.duth.gr
Stefanos Vassilopoulos, Professor	Mental Health Counseling	stephanosv@upatras.gr
Dikaios Dimitrios, Professor	Psychiatry	ddikeos@med.uoa.gr

Bellali Thalia, Professor	Mental Health Nursing in Psychotraumatic Disorders	bellalithalia@yahoo.com
Stavropoulou Areti, Assistant Professor	Nursing Administration and Education with an emphasis on Quality Assurance and Evaluation	astavropoulou@uniwa.g r
Eva Tsapaki, Assistant Professor	Psychiatry	emtsapakis@doctors.or g.uk
mittleton nichos, Professor	Health Research Methodology & Biostatistics	Nicos.middleton@cut.ac .cy
Bamidis Panagiotis, Professor	Informatics in Medical Education	bamidis@med.auth.gr

Faculty – Associates

Name	Cognitive Object	E-mail
Dr. Micheli Ekaterini	Social Worker	kmicheli@hmu.gr
Dr. Panagiotakis Simeon	Pathologist - Geriatrician	simeongpan@hotmail.com
Dr. Vambakis Anastasios	Anthropometry	tvamvakis@yahoo.gr
Dr. Haronitaki Aikaterini	Psychology	kxarwnit@hmu.gr ha6eha@hotmail.com
Dr. Borgia Pelagia	Pediatrician-Pediatric Neurologist	vorgia.pedia@gmail.com
Dr. Marina Vafiadis	Researcher - Environmental Epidemiology	bafom@uoc.gr
Dr. Bekiaridis-Moschou Dimitrios	Psychologist	d_bekiaridis@hotmail.com
Dr. Efthymiou Areti - Christina	Psychologist	arefthymiou@yahoo.com
Dr. Eleni Dimakopoulou	Teacher of Physical Education	elendimakopoulou@gmail. com
Michaela Fukaki	Commun. officer	foukakim@hmu.gr

Additional information about the lecturers (such as their CV's) can be found on the master's website <https://cdda.hmu.gr>, or theirs' University website, or from the secretariat. If you do not find the cv details of a faculty member, please contact the Responsible faculty of the course.

10. Study Advisors

At the beginning of each academic year, the Study Advisors of the graduate students are appointed, and the relevant list is posted on the eclass. The Study Advisor remain the same throughout the duration of the studies, until the undertaking of postgraduate work. After the approval of the proposal of the master thesis, the role of the Study Advisor is assumed by the supervising professor of thesis. It is desirable that students meet with their Study Advisor at least once per semester.

The Study Advisor is a faculty of HMU and takes care to inform the students about every issue that concerns their studies and especially about the organization and operation of their general and individualized study program. Each Study Advisor cooperates with the University services and acts as a connecting link between the students and the Institution services, with the aim of better organization and successful completion of the studies. The days and times of students' contact with their Study Advisors are also announced at the beginning of each semester, mentioned in this Study Guide and posted on eclass.

11. Secretariat details

For all educational and financial matters of study you can contact its secretariat in the mail cdda@hmu.gr

For documents and certificates of studies you can contact Mr. Kostas Fragiadakis, Head of the Secretariat of the Department of Social Work, at tel.: 2810379536, 2810379534, 2810379537. Hours of service from the Secretariat: Daily 11:00-13:00

12. Final Exams

Exams are held exclusively after the end of the winter and spring semesters for the courses taught during those semesters. In addition, students are entitled to be examined in the courses of both semesters (winter and spring) during the repeat examination period in September. The detailed program of the examination periods is announced to the students at least one month before the final examinations. Special care is taken for the oral examination of students with proven dyslexia, in accordance with the procedures defined by the Internal Regulations of the Hellenic Mediterranean University.

The grading in each course is determined by the responsible faculty, who can organize written and/or oral exams. He/she may also base his/her grade on assignments or exercises, which take place during the semester. Each written examination must be completed within (3) hours and its minimum duration cannot be less than (2) hours. The way the exams are conducted and the obligations of students and invigilators are determined by the code of ethics listed as an Appendix to this Study Guide. Exam grades are posted in the Electronic Secretariat application within fifteen (15) days from the end of each exam period.

If a student fails more than three (3) times in the same course, he/she may request, with his/her application to the Director of the Program, to be evaluated by a three-member committee, which consists of teaching staff who has taught at master's degree with a knowledge subject the same or related to that of the course to be examined. The professor in charge of the course cannot participate in the committee.

13. Course and title rating

Courses are graded on a scale of zero (0) to ten (10). Attendance of a course is considered successful if the final grade is at least five (5). The assignment of the grading scale to the characterization of the postgraduate students' performance is as follows:

- a) 'Excellent' from 8.51 to 10
- b) 'Very Good' from 6.51 to 8.50
- c) 'Good' from 5 to 6.50.

After the successful completion of the MASTER'S DEGREE the general degree of M.D.E. results from the weighted average of the grades (B1, B2, ...) of the courses and the postgraduate thesis with weighting factors the corresponding credit units (PM1, PM2, ...). Specifically, the general grade of the M.D.E. follows from the formula

$$\text{GRADE} = (B1 \times \text{PM1} + B2 \times \text{PM2} + B3 \times \text{PM3} + \dots) / (\text{PM1} + \text{PM2} + \text{PM3} + \dots)$$

where Bi are the grades of the courses or postgraduate thesis and ΠMi are the corresponding credits. The denominator shows the sum of the credits of all courses and the thesis.

14. Internal Evaluation

Each University is responsible for ensuring and continuously improving the quality of its educational and research output, as well as for the effective operation and performance of its services. This effort is harmonized with international practices, especially those of the European Higher Education Area, and the principles and guidelines of the 'National Higher Education Authority'. For the above, responsible in each University is the Quality Assurance Unit.

As active and responsible members of the academic community and as directly interested in the quality of Higher Education, students are invited to participate in all Quality Assurance procedures. Harmonizing with this framework, the Quality Assurance Unit invites the students at the Hellenic Mediterranean University to electronically complete an anonymous evaluation questionnaire for all the courses they attend each semester of study. Although its completion is not mandatory, the opinion of the students in this process is very important and their participation is considered absolutely necessary. In this way, students can evaluate the quality of teaching in each course, freely express their observations and at the same time, express suggestions for improvement.

After the results have been processed, the course managers are informed individually about the detailed results by sending the evaluation results and, collectively, about the general comments and highlights of the students, at a meeting of the EPS, to which they have been invited.

15. ERASMUS+ International Mobility Program

In the context of the ERASMUS+ Program, mobility scholarships are granted through the State Scholarship Foundation (IKY) to incoming and outgoing students of the three study cycles. The general conditions for participation in the Erasmus+ Program as well as the relevant procedures are determined centrally by the University. Students must visit the HMU International Relations Office website to find out about the participation conditions that apply each time. In any case, for each mobility, the student must have the approval of the academic coordinator of the Erasmus+ program of the Department of Social Work. The Learning Agreement is signed before the student's departure and fully describes what the mobility will involve. The scholarship grant of each student is calculated based on the cost of living in each country and determined by the National Unit for Erasmus+. The postgraduate students of the MSc have the possibility to move through the Erasmus+ program in three (3) ways:

1. To prepare their master's thesis in cooperating European Universities / research centers with full academic recognition through the application of the system of credit units (ECTS credits). A condition for this is that the students meet the requirements for preparing their postgraduate thesis and to have the consent of the supervisor of their thesis.
2. To participate in a short Blended Intensive Program (BIP). The participation takes place in parallel with the attendance of the courses in Greece. The host institution provides the student and the Department with a Transcript of Records in which the completion of the BIP is confirmed, and the student's grade as well as the ECTS credits are listed. The information must be included in the Diploma Supplement.
3. To carry out an internship in cooperating organizations outside Greece after the end of their studies. In this case, the application must be submitted before the completion of the postgraduate studies. To participate in an internship in collaborating structures outside Greece, the condition is the successful completion of the entire study program. After the completion of the internship, the host

organization/company must send the student and HMU an Internship Certificate, the information of which must also be included in the Diploma Appendix.

In all three cases, upon multiple applications, and since the positions offered by the Office of International Relations are not sufficient, the selection criteria by this degree are the highest academic achievement, and the completion of the courses within the allocated study time, in addition to the adequate knowledge of the language of the host country, and the relevance of the subject.

More details on the process can be obtained from [Office of International Relations of the University](#) and by the ERASMUS+ Manager of the program, Dr. Koutra Kleio (kkoutra@hmu.gr).

16. Diploma Supplement

The Diploma Supplement is a personal document that is issued automatically after the completion of the studies and without any financial burden for the graduates in Greek and English. The Diploma Supplement is an explanatory document with information related to the nature, level, general educational context, content and status of the beneficiary's studies. It does not replace the qualification, but is attached to it, and helps to make it easier to understand, especially outside the borders of the country of origin. The Diploma Supplement does not contain value judgments, nor statements of equivalence or correspondence, or proposals regarding the recognition of the title abroad. It is not a substitute for an original diploma or degree, and does not guarantee the recognition of the qualification abroad.

17. Life at HMU: Benefits and Possibilities

For all undergraduate and postgraduate students, HMU offers the following services. More detailed information can be found at the [main website of the University](#), in the label 'Benefits and Services', as well as in the text entitled 'INSTRUCTIONS TO STUDENTS-SERVICES_updated.pdf' posted on eclass.

- **Food:** There is a possibility for students who are not entitled to the free meal card, to issue a pre-paid, fortnightly or monthly card, at a cost of €2.23 per day. HMU

restaurant offers breakfast, full lunch and dinner throughout the week. Its opening hours are: 07:30 am. - 09:00 am, 12:00 pm - 4:00 p.m., 7:00 p.m. - 10:00 p.m.

- **Housing:** At HMU, there is a Student Hall. These are 4 buildings which consist of double and single rooms that can accommodate a certain number of students who meet certain conditions.
- **Medical Care:** From the Health and Social Care department of HMU, it is possible to issue a student care book to cover Hospital, Medical and Dental care. All uninsured students, i.e. all those who are NOT covered by an insurance company, have the right to have a student care book.
- **Counseling and Psychosocial Support Center:** This is a service available to all members of the Academic community, students, faculty members, and administrative staff. The aims and purposes of the Center are to help all members, for a smoother and more efficient adaptation to the educational process, either because of personal difficulties, or because of the particular stressful conditions that it itself imposes. The Center has a support team consisting of the University Doctor, Psychologists, Social Workers and Nurse. At the same time, it cooperates with agencies and individuals (Nursing Institutions, Welfare, Psychiatrists, etc.), for referrals where necessary. More information at: <https://consult.hmu.gr>
- **Library:** HMU operates a Central Library, with the mission of supporting the educational and research activity of the University, in the context of the respective undergraduate and postgraduate studies of the HMU Departments. It has a rich and fully automated print and digital collection, organized according to international library standards. The Library is a lending library and the issuance of a membership card is a necessary condition. To issue a membership card, you will need to attend a one-hour seminar held at regular intervals in the library.
- **Indoor Gym:** The University offers the possibility for a variety of sports activities in a well-organized and fully equipped sports field, staffed by specialist Physical Education Professors. The sports activities that take place at the 'Markos Karanastasis' Indoor Gym are many (e.g. Traditional Dances, Aerobic Gymnastics, Martial Arts) and if you wish to participate you will need to obtain an athlete ID.

- **Kindergarten:** HMU's daycare center accommodates exclusively children of the Educational, Administrative staff and Students of the Foundation. In the children's area, two sections operate: a) Children's section 2.5 to 4 years old, and b) Pre-toddler 4 to 5 years old.
- **Liaison & Career Office:** The Liaison & Career Office of HMU, with a permanent presence since 1997, functions a) as a support mechanism for students and graduates for planning their educational and professional careers and b) as a communication channel of the University Community with other education and training institutions and – mainly- employment, which is why it is also often called 'Bridge to the Labor Market'. More information at: <https://career.hmu.gr>
- **Office of Public & International Relations:** The Department of Public & International Relations is active in the field of international relations for the promotion of HMU abroad and coordinates all collaborations with Educational Institutions, Research Centers and Businesses, in the context of International and mainly European programs. Also with the Lifelong Learning Program/ Erasmus (Lifelong Learning Program/ LLP) it coordinates the mobility of students, in order to contribute to the development of the Community, through the strengthening of exchanges and cooperation between education systems. More information at: <https://iro.hmu.gr>
- **Student Advocate:** The Student Advocate mediates between students and professors or administrative services of the University and generally ensures the observance of legality in student matters, always in the context of academic freedom and the proper functioning of the Institution. He investigates cases, ex officio or following a student's report, and mediates with the institution's competent bodies for their resolution. It can request from the services of the Foundation any information, document or other evidence for the case, examine persons, perform an autopsy and order an expert opinion. If he finds that in a specific case the legality is not respected or the proper functioning of the Foundation is disrupted, s/he mediates in every appropriate way to resolve the problem. The Student's Advocate has no authority in matters of examinations and grading of students. The position of Student Advocate for HMU is held by Mrs. Nicoleta Ratsika, Ass. Professor of the Department of Social Work, and faculty in the program. More information at: <https://synigoros-edu.hmu.gr/>

- **Cultural and other groups:** The University has many different sports, culture, extroversion/volunteering, and technology groups that students can participate in. You can see more details here: [Theater group](#), [Music group](#), [Heraklion Radio Station](#), [Chania Radio Station](#), [Dance Team](#), [Choir](#), [Present](#), [Connect HMU](#), [Animal friendly HACHIKO](#), [PO/IW](#), [Robotics Team](#), [Chess Team](#), [Volleyball Team](#), [Basketball team](#).

18. HMU and DPMS accounts on Social Media

- HMU's official information channel on viber. [Check it out here: Viber](#)
- Official account of HMU on Facebook. [Check it out here: FACEBOOK](#)
- Official account of the Hellenic Mediterranean University on X / Twitter @HMUniversity. [Check it out here: Twitter / X](#)
- Official account of HMU on Instagram. [Check it out here: Instagram](#)
- Official channel of the Hellenic Mediterranean University on YouTube. [Watch it here: Youtube.com](#)@HMU
- Official account of HMU on LinkedIn. [Check it out here: LinkedIn](#)
- Official account of MASTER'S DEGREE on Facebook. Check it out here: Facebook

19. Academic Calendar 2024-2025

The academic year begins on September 1 and ends on August 31 of the following year. The exact start dates of winter and spring semesters, exams and periods when no classes are held are determined each year by decision of the Senate. Each semester includes at least thirteen (13) full weeks of instruction. The academic calendar for the 2024-2025 academic year, can be found [here](#).

APPENDIX - Code of Conduct for examinations

The code of ethics is part of the regulatory framework for the operation of the MSc. It records the relationships and responsibilities that must govern the lecturers, the Secretariat and the students during the exams.

A. Responsibilities and Obligations of Faculty

1. The examination duration of a course should be completed within three (3) hours (minimum duration for open questions: 2hours).
2. After the delivery of the exam subjects, no student can enter the examination rooms.
3. The rooms where the course exams are held are sufficient so that there is always at least one empty seat between the examinees.
4. In quantitative analysis courses, it is possible to provide a typology by the teacher.
5. It is advisable to use two or more groups of subjects, of the same difficulty, depending on the number of students enrolled in the course.
6. After the end of the examination, the lecturers submit the subjects to the Department Secretariat.
7. The lecturers keep the writings in their file for the period prescribed by law.

B. Responsibilities and Obligations of Supervisors

1. The supervisors are faculty members or lecturers or members of the University assisted by PhD candidates from the three participating Departments.
2. The exam supervisors have the possibility to choose the arrangement of the seats occupied by the students during the exams. Also, during the exams they can make any change they deem necessary in order to ensure their smooth operation.
3. The exam supervisors must be in the examination classrooms at least ten (10) minutes before they start and remain there throughout the duration of the examinations.
4. The exam supervisors check the students' identities.

5. If one of the examinees wants to leave for a few minutes and return to the examination room, it is at the exam supervisors's discretion whether or not to accept their request (e.g. pregnant, health issue, etc.).
6. The exam supervisors do not allow the presence in the examination rooms of persons not related to the examination process.

C. Rights and Obligations of Students

1. The student must have with him/her his/her student ID, pen, corrector and calculator, if the latter is allowed by the faculty. Borrowing of calculators is prohibited.
2. The use of mobile phones, tablets and other electronic media is prohibited in the exam rooms. During the entire duration of the exams, the above electronic media must remain deactivated.
3. Books, notes and anything else students keep are far from the chairs.
4. The student must, before the start of the exam, fill in his/her name and the other information required on the exam sticker, even if he/she hands in a blank sticker.
5. After handing in the sticker, the student signs the list of registered students for the course being examined.
6. After the announcement of the results, they have the right to see their exam paper and ask for clarifications about their score, if they wish.
7. Examinees who are demonstrably unable to participate in a written examination, arrange before the start of the examination period and after personal consultation with the lecturers the most appropriate (oral or other) way of their examination. All supporting documents, if any, must be submitted to the secretariat.
8. Students are not allowed to cooperate in any way with each other or with another person inside or outside the exam room.
9. The last examinee is not allowed to be left alone, therefore the penultimate examinee remains in the room until the last examinee has completed and handed in his/her paper.

D. Instances of copying

If during the exams or during the evaluation process of the written text, the exam

supervisor or faculty becomes aware of cases of copying, they submit the written texts to the Curriculum Committee through the Department Secretariat. The Curriculum Committee then examines these cases through the written texts and the meetings with the lecturers and the students involved who have been informed through the Secretariat about the day and time of their meeting. If students wish, they can attend this meeting. The Curriculum Committee may impose exclusion from the next examination period.