

**REGULATION FOR THE OPERATION OF THE
POSTGRADUATE STUDIES PROGRAM:**

**“SPORT MANAGEMENT AND ORGANIZATION OF SPORT
ACTIVITIES FOR PEOPLE WITH DISABILITIES”**

**“MASTER OF SCIENCE IN SPORT MANAGEMENT AND
ORGANIZATION OF SPORT ACTIVITIES FOR PEOPLE WITH
DISABILITIES”**

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REGULATION FOR POSTGRADUATE AND DOCTORAL STUDIES PROGRAMS OF THE UNIVERSITY OF THE PELOPONNESE

CHAPTER A'

POSTGRADUATE STUDIES (SECOND CYCLE OF STUDIES)

ARTICLE 1.1 General Principles

The second cycle of studies of the Department of Sports Organization and Management of the University of the Peloponnese concerns the organization of a Postgraduate Studies Program (the Program) of sixty (60) credits (ECTS) and a duration of four (4) academic semesters, the successful completion of which leads to level seven (7) of the National and European Qualifications Framework, in accordance with Article 47 of Law 4763/2020.

The Department of Sports Organization and Management of the University of the Peloponnese operates the Postgraduate Studies Program entitled “*Master of Science in Sport Management and Organization of Sport Activities for People with Disabilities*” which is aligned with the objectives of the United Nations Convention on the Rights of Persons with Disabilities (2006).

The present Regulation sets out the structure and the rules of operation of that Program, which awards a Master's Diploma (M.Sc. Diploma) in *Sport Management and Organization of Sport Activities for People with Disabilities*.

The provisions of the present Regulation, as analyzed in the following articles, specify and supplement the legislative framework governing postgraduate studies, and in particular the provisions of Law 4957/2022, as amended and in force, while regulating in a uniform manner matters of operation of the Program that are not regulated by the legislation in force but for which either relevant authorizations are provided by the Law or which are regulated by decisions of the competent bodies of the Program.

The Postgraduate Studies Regulation may be amended, upon a proposal of the Coordinating Committee of the Program and a decision of the Assembly of the Department and of the Senate of the Institution.

1.2 Objectives of the Program

The Postgraduate Studies Program entitled “*Sport Management and Organization of Sport Activities for People with Disabilities*” is organized by the Department of Sports Organization and Management of the University of the Peloponnese, forms part of the strategic

planning of the University of the Peloponnese, is governed by scientific coherence and aims at the further advancement of knowledge, the development of research and of the arts, and the satisfaction of the educational, research, social, cultural and developmental needs of the country, at the high-level specialization of graduates in theoretical and applied areas of the subject field, such as the organization and management of inclusion, integration and equal opportunities in sport for people with disabilities, the special issues of risk, safety and accessibility management for people with disabilities — in accordance with the United Nations Convention on human rights — and innovative practices and standards for the equalization of opportunities in sport for people with disabilities, which also constitute thematic units of the subject field “Organization of Sport for People with Disabilities” of the first cycle of studies of the Department.

Objectives of the Program:

(a) The advancement of knowledge and the development of research in the Sport Management and Organization of Sport Activities for People with Disabilities and in sport-related sciences and fields such as culture, education, health, tourism, local government and recreation.

(b) The preparation of fully trained professionals capable of promoting, on the one hand, the development of Sport for People with Disabilities in Greece and worldwide and, on the other, the development of the above related fields, through the specialized knowledge and experience provided by this program.

(c) The coverage of educational needs, at postgraduate level, for professionals organizing rehabilitation centers for people with disabilities in the private and public sector.

(d) The advancement of the organization and management of federations and associations of people with disabilities, of the Hellenic Paralympic Committee and of the Special Olympics, as well as the understanding of the contribution of this discipline to improving the organization and effectiveness of sport for people with disabilities in Greece and worldwide.

(e) The contact of students with people with disabilities, through the internship required by the Program, in rehabilitation centers, specialized physiotherapy units, diagnosis and support centers, special education school units, and social support and inclusion facilities attended by pupils with disabilities and/or special educational needs. In this way, they acquire the experience of education in practice and knowledge and abilities relating to the design of educational interventions, as well as skills of cooperation and communication with pupils and their parents. The internship includes the design of lessons or educational interventions, observation, participation in teaching and, necessarily, supervised autonomous teaching or educational intervention, as defined by the legislation in force at any given time.

(f) The familiarization of students with research procedures in particular topics of the scientific areas referred to above and with the writing of relevant papers.

Learning Outcomes:

Upon the successful completion of the program, graduates in the subject field of the Sport Management and Organization of Sport Activities for People with Disabilities will be able to:

- ☐ have in-depth knowledge of Management Science, as well as of the methods of its effective application in the world of modern sport organizations and businesses in relation to the active participation of people with disabilities (inclusion, integration and equal opportunities in sport for people with disabilities).
- ☐ know the principles of Marketing, of Total Quality Management in the provision of services, and of Strategic Planning in profit-making and non-profit organizations for people with disabilities.
- ☐ manage sport facilities and understand concepts relating to rehabilitation management, as well as to the management of risk, safety and accessibility at sport events.
- ☐ understand sociological and psychological approaches, as well as the basic methods of research and of the processing of research data for people with disabilities.
- ☐ understand the concepts of entrepreneurship, creativity and innovation, so as to take the lead in the Greek and global environment by improving or innovating in the fields of sport for people with disabilities and in related fields such as culture, education, health, tourism, local government and recreation.

Abilities - Skills:

The graduates of the Program, as regards the organization and management of sport events and activities for people with disabilities, will acquire abilities and skills that will enable them to:

- ☐ lead innovative initiatives and develop strategic plans and actions,
- ☐ manage the resources and procedures of the organization rationally,
- ☐ manage human resources effectively,
- ☐ manage effectively in accordance with the established values and principles of quality, effectiveness, transparency and ethics.

ARTICLE 2. Competent Bodies/Committees for the Operation of the Program

The bodies and committees competent for the organization and operation of the Program are: a) the Senate of the Institution

b) the Postgraduate Studies Committee of the Institution c) the

Assembly of the Department,

d) the Director of the Program e)

the Coordinating Committee

2.1. Senate

The Senate of the University of the Peloponnese is the body competent for matters of an academic, administrative, organizational and financial nature concerning the Postgraduate Studies Programs, and has the following competences in relation to them:

a) it constitutes the Postgraduate Studies Committee of the Institution (par. 1, art. 79, Law 4957/2022),

b) it approves the establishment of the Postgraduate Studies Program, or the amendment of the decision establishing the Program (par. 1, art. 82, Law 4957/2022).

c) it approves the extension of the duration of the operation of the Program (par. 1, art. 82, Law 4957/2022),

d) it constitutes the Study Program Committee (in the case of inter-departmental, inter-institutional or joint Programs) (par. 1, art. 82, Law 4957/2022)

e) it decides on the abolition of the Postgraduate Studies Programs offered by the University of the Peloponnese (par. 1, art. 82, Law 4957/2022)

f) it exercises all competences relating to the Postgraduate Studies Programs that are not specifically assigned by law to other bodies.

2.2 The Postgraduate Studies Committee

The Postgraduate Studies Committee is constituted by decision of the Senate, following a proposal of the Deanships of the Schools of the Institution.

The Committee consists of one (1) member of the Teaching and Research Staff from each School of the University of the Peloponnese, one (1) member drawn from the categories of the Special Educational Staff, the Laboratory Teaching Staff and the Special Technical Laboratory Staff of the University of the Peloponnese, and the Vice-Rector responsible for academic affairs,

as Chair. The members of the Committee have experience in the organization of, and participation in,

second-cycle study programs. The term of office of the Committee is two (2) academic years (par. 1, art. 79, Law 4957/2022).

The competences of the Postgraduate Studies Committee are:

- a) the submission of an opinion to the Senate of the University of the Peloponnese on the establishment of new postgraduate studies programs or the amendment of programs already in operation, following an assessment of the requests of the Assemblies of the Departments for the establishment of new postgraduate studies programs, of the relevant feasibility and viability reports and of the costing of the operation of the Program, as well as the possibility of referring them back if the recommendation is not sufficiently reasoned or the accompanying reports are not complete,
- b) the drawing up of a draft Regulation for second- and third-cycle study programs of the Higher Education Institution and its submission to the Senate,
- c) the preparation of a model draft Regulation for the operation of a postgraduate studies program,
- d) the monitoring of compliance with the Regulations for the operation of postgraduate studies programs,
- e) the monitoring of the application of the legislation, of the Regulation and of the decisions of the governing bodies of the Higher Education Institution by the postgraduate studies programs,
- f) the monitoring of the application of the procedure for exemption from the obligation to pay tuition fees,
- g) any other competence defined by the Internal Regulation (par. 2, art. 79, Law 4957/2022).

2.3 The Assembly of the Department

The Assembly of the Department is competent for the organization, administration and management of the Program

and in particular:

- a) it submits recommendations to the Senate through the Postgraduate Studies Committee on
 - the necessity of establishing the Program or of amending the decision establishing it, as well as of extending its duration, (*par. 2c, art. 82, Law 4957/2022*),
 - the Regulation for the Operation of the Program, as well as all matters referred to in points (a) to (p) of paragraphs 3 and 4 of Article 80 of Law 4957/2022 (Government Gazette A' 141).

b) it appoints the members of the Coordinating Committee, appoints the Director of the Program and his or her

deputy, constitutes Committees for the evaluation of the applications of candidate postgraduate students and approves their enrolment in the Program,

c) it assigns the teaching work to the teaching staff of the Program

d) it constitutes examination committees for the examination of the theses of postgraduate students and appoints the supervisor for each thesis,

e) it establishes the successful completion of the studies, in order for the title of the Program to be awarded,

f) it approves the financial report of the Program, following a recommendation of the Coordinating Committee,

(par. 2f, art. 82, Law 4957/2022),

g) it may assign auxiliary teaching work to the doctoral candidates of the Department, under the supervision of a teacher of the Program, *(par. 5, art. 83, Law 4957/2022),*

h) it approves the invitation of Visiting Professors to cover the teaching needs of the Program, following a recommendation of the Coordinating Committee, *(par. 3f, art. 82, Law 4957/2022),*

i) it exercises any other competence provided for by the provisions of Law 4957/2022 (Government Gazette A' 141).

By decision of the Assembly of the Department, the competences under points b) and d) may be transferred to the Coordinating Committee of the Program. *(par. 2, art. 82, Law 4957/2022)*

2.4. Coordinating Committee

The Coordinating Committee consists of the Director of the Program and four (4) members of the Teaching and Research Staff of the Department whose subject field is related to that of the Program and who undertake teaching work in the Program. The members of the Coordinating Committee are determined by decision of the Assembly of the Department. *(par. 2, art. 81, Law 4957/2022).*

Emeritus Professors of the Department may participate in the Coordinating Committee, provided that they provide teaching work in the Program *(par. 6, art. 81, Law 4957/2022).*

The Coordinating Committee is competent for monitoring and coordinating the operation of the program and in particular:

a) it draws up the initial annual budget of the Program and its amendments, where the Program has resources in accordance with Article 84 of Law 4957/2022, and recommends its approval to

the Research Committee of the Special Account for Research Funds,

b) it draws up the financial report of the program and recommends its approval to the Assembly of the Department,

- c) it approves the incurring of expenditure by the Program,
- d) it approves the award of scholarships, whether reciprocal or not, in accordance with the provisions of the decision establishing the Program and of the Regulation for postgraduate and doctoral studies,
- e) it recommends to the Assembly of the Department the allocation of teaching work, as well as the assignment of teaching work to the categories of teaching staff referred to in Article 83 of Law 4957/2022,
- f) it recommends to the Assembly of the Department the invitation of Visiting Professors to cover the teaching needs of the Program,
- g) it draws up a plan for the amendment of the study program, which it submits to the Assembly of the Department,
- h) it recommends to the Assembly of the Department the reallocation of courses between the academic semesters, as well as matters relating to the qualitative upgrading of the study program. (*par. 3, art. 82, Law 4957/2022*).

2.5 The Director of the Program

The Director of the Program is drawn from the members of the Teaching and Research Staff of the Department, with priority given to the rank of Professor or Associate Professor, in the same or a related field to the subject field of the Program, and is appointed by decision of the Assembly of the Department for a two-year term, renewable without restriction.

The Director of the Program has the following competences:

- a) he or she chairs the Coordinating Committee, draws up the agenda and convenes its meetings,
- b) he or she submits to the Assembly of the Department the matters relating to the organization and operation of the Program,
- c) he or she submits to the Coordinating Committee and to the other bodies of the Program and of the Higher Education Institution matters relating to the effective operation of the Program,
- d) he or she is the Scientific Supervisor of the program in accordance with Article 234 of Law 4957/2022 and exercises the corresponding competences,
- e) he or she monitors the implementation of the decisions of the bodies of the Program and of its Internal Regulation, as well as the execution of the budget of the Program,
- f) he or she exercises any other competence defined in the decision establishing the Program. (*par. 4a- 4f, art. 82, Law 4957/2022*).

The Director of the Program, as well as the members of the Coordinating Committee and of the

Study Program Committee, are not entitled to remuneration or to any compensation for the
exercise of the

competences assigned to them in connection with the performance of their duties. (*par. 7, art. 81, Law 4957/2022*).

2.6 Committee for the Examination/Selection of Candidate Postgraduate Students.

The Committee consists of at least three (3) members of the Teaching and Research Staff of the Department and is appointed by decision of the Assembly of the Department.

The Committee is responsible for:

- ☐ conducting personal interviews, ☐ checking language proficiency,
- ☐ scoring the files of the candidates,
- ☐ ranking the candidates in descending order, ranking the runners-up, and recommending to the Coordinating Committee the enrolment of the selected candidates.

The final ranking of the candidates on the basis of the list of criteria of the program and the proposal for the selection of candidates on the basis of that ranking are submitted for ratification to the Assembly of the Department.

2.7 Advisory Committee of the Program.

The Advisory Committee of the Program has an advisory role in the operation of the Program, with the aim of achieving the best possible effectiveness of the educational work provided, as well as of linking the graduates of the Program with the communities of people with disabilities and with the labor market. The term of office of the members is three years, renewable, while provision is also made for the participation of a representative of the postgraduate students of the program, whose term of office is one year.

The capacity of the Chair, the manner of selection of the postgraduate student, as well as any more specific matter relating to the constitution, operation and administrative support of the Committee, are determined by decision of the General Assembly of the Department, following a proposal of the Coordinating Committee of the Program.

Article 3.

Procedure for the establishment of the Program

The Program “*Sport Management and Organization of Sport Activities for People with Disabilities*” is organized by the Department of Sports Organization and Management of the University of the Peloponnese and forms part of the strategic planning of the Higher Education Institution.

The recommendation of the Assembly of the Department is accompanied by a) the decision of establishment, b) a detailed

budget of revenue and expenditure for the first five (5) years of operation of the program, c) a feasibility study, d) a viability report.

The Program is organized using in-person and distance education methods, and the following articles determine the method by which the teaching process is conducted (in person, synchronous distance education, asynchronous distance education or a blended system) for each educational activity of the detailed study program, the procedure for the assessment of students for each educational activity, as well as the technological equipment required.

The duration of the operation of the Program is determined in the Study Regulation of each Program and may not be less than five (5) years. By decision of the Senate, following a recommendation of the Assembly of the Department, it is possible to extend the duration of its operation, subject to its non-certification during the periodic evaluation of the Department. (*par. 3c, art. 80, Law 4957/2022*).

Article 4. Categories of admitted students

Holders of a first-cycle degree from a Higher Education Institution (Universities and Technological Educational Institutes) in Greece, or from equivalent institutions abroad, are admitted to the Program.

Members of the categories of the Special Educational Staff, the Laboratory Teaching Staff and the Special Technical Laboratory Staff may, upon application, be enrolled as supernumerary students, only one per year and per Program, provided that they serve in the Department concerned and that their degree and the work they perform in that Department are related to the subject of the Program.

Article 5. Number of Admitted Students

The number of admitted students is set at sixty (60) postgraduate students per year. In the event of a tie, the total number of admitted students may be increased by up to 10%.

It is noted that the maximum number of postgraduate students per teacher of the Program is eight (8). The adequate staffing of the Department with teaching, administrative and technical personnel, the student-to-teacher ratio, the necessary technological equipment and the infrastructure of the Department (teaching rooms, laboratories, etc.) support the admission of this number of students.

Article 6. Procedure and Criteria for the selection of admitted students

6.1. Announcement/call for expressions of interest

On dates determined by the Assembly, the Department issues a call for expressions of interest for the admission of postgraduate students for the following academic year of its operation. The call is published on the website of the Program.

The call states the admission requirements, the categories of degree holders and the number of admitted students, the manner of admission, the selection criteria, the scoring of the candidates' files, the deadlines for the submission of applications, and the supporting documents required.

Applications, together with the necessary supporting documents, are submitted to the Secretariat of the Program of the Department of Sports Organization and Management in printed and/or electronic form.

6.2 Submission of applications - Supporting documents

The applications of candidates must be accompanied by the supporting documents provided for in the call.

The necessary supporting documents are:

1. Application for candidacy (in accordance with the form provided at http://pmsamea.uop.gr/index.php?option=com_content&view=article&id=200&Itemid=965) (**mandatory**),
2. Curriculum vitae (**mandatory**),
3. Photocopy of both sides of the identity card (**mandatory**),
4. Photocopy of the degree/diploma or of a certificate of completion of the first cycle of studies, showing the graduation grade (where the degree/diploma was obtained from an institution abroad, a certificate of recognition from the Hellenic National Academic Recognition and Information Center is also required) (**mandatory**),
5. Language proficiency certificate in one foreign language of at least level B2 (for example English, French, Italian, Spanish or any other European language) (**mandatory**).

Note: Where the candidate has graduated from a university abroad of the above nationalities and this is evidenced by his or her degree, the submission of a language proficiency certificate for the required foreign language is not necessary. The language proficiency certificate must be accompanied by its official translation. Where the above certificate is not available, the ability to understand and to express oneself in writing in English is ascertained by means of a written examination conducted under the responsibility of the Coordinating Committee of the Program.

6. Photocopy of the transcript of records of the first cycle of studies, showing the applicant's degree grade as well as his or her grades in the courses related to the subject of special education (**mandatory**),
7. Certificate showing the topic and the grade of the applicant's thesis in the first cycle of studies. Applicants who have prepared a thesis on topics of inclusion, sport, health, recreation and rehabilitation of people with disabilities, as well as of special education, are scored accordingly (**mandatory**),
8. Publications in peer-reviewed journals or in conference proceedings, if any (the maximum number of publications to be taken into account is four (4) in journals and four (4) in conference proceedings) (**optional**),
9. Evidence of relevant professional or research activity, if any (**optional**),
10. Letters of recommendation from members of the Teaching and Research Staff of Higher Education Institutions and/or from employers (**optional**)
11. Other degrees (first, second or third cycle of studies) (**optional**).

6.3 Procedure for the recognition of an academic degree obtained abroad.

The Assembly of the Department appoints a competent committee in order to ascertain:

- a) whether the institution awarding the degree is included in the National Register of Recognized Institutions abroad, which is kept and updated by the Hellenic National Academic Recognition and Information Center,
- b) whether the type of the degree belongs to the National Register of Types of Degrees of Recognized Institutions, which are posted on the website of the Hellenic National Academic Recognition and Information Center.

The candidate must submit a certificate stating the place of study, issued and sent by the university abroad. If the place of study, or part of it, is certified to be Greek territory, the degree is not recognized, unless the part of the studies carried out in Greek territory took place at a public Higher Education Institution (par. 4, art. 304, Law 4957/2022).

By submitting the application for candidacy, candidates expressly and unreservedly accept the processing of their personal data for the needs of the Postgraduate Studies Program and for the extraction of statistical data for the Hellenic Authority for Higher Education, the Quality Assurance Unit, the Internal Evaluation Team, the Hellenic Statistical Authority, etc. (GDPR – European General Data Protection Regulation, EU 2016/679).

6.4 Selection criteria

The selection of admitted students is carried out following the scoring (on a scale of one hundred) of the following criteria:

1. Degree/diploma grade (**weighting factor 10%**).
2. Grades in the undergraduate courses related to the subject field of the Program (**weighting factor 5%**).
3. Performance in the thesis, where one is provided for in the first cycle of studies, on a topic related to the subject field of the Program (**weighting factor 5%**).
4. Certified good knowledge (at least level B2) of one foreign language: English, French, German, Italian, Spanish or any other European language (**weighting factor 10%**). All foreign-language certificates must be accompanied by their official translation into Greek.
5. Knowledge of a second or of further foreign languages (**weighting factor 5%**).
6. Interview (**weighting factor 30%**).
7. Research and writing activity related to the subject of the Program (**weighting factor 10% to 20%**). Research and/or writing activity of up to 5 publications (publications in international journals, presentations of papers at peer-reviewed conferences, chapters in collective volumes, books) is scored at 10%, and research and/or writing activity of more than 5 publications (publications in international journals, presentations of papers at peer-reviewed conferences, chapters in collective volumes, books) is scored at 20%.
8. Professional activity related to the subject of the Program (**weighting factor 5% to 10%**). Professional activity of up to 5 years is scored at 5% and professional activity of more than 5 years at 10%.
9. Letters of recommendation (**weighting factor 5% to 10%**). Up to 2 letters of recommendation are scored at 5% and more than 2 letters of recommendation are scored at 10%.
10. Holding of another degree (first, second or third cycle of studies) (**weighting factor 5%**).

6.5 Selection procedure

The selection procedure is as follows:

1. The secretariat of the Program first draws up a complete list of all those who have submitted an application and submits it to the Assembly for approval.

The competent committee:

2. Rejects the candidates who do not meet the selection criteria, that is to say who have not submitted all the mandatory supporting documents attached to their application.
3. Invites the candidates to an interview (where one is provided for). The interview is conducted by the members of the relevant Selection Committee.
4. Ranks the candidates by score and recommends the final selection.
5. After the examination of any objections, in accordance with the provisions of the Regulation of the Program, draws up the final list of selected candidates, runners-up and rejected candidates.
6. The final list of successful candidates is approved and ratified by the Assembly and is posted, in accordance with the provisions on the protection of personal data, on the website of the Program and of the Department. Where one of the successful candidates does not complete his or her enrolment in the Program by the dates set by the Assembly, the runners-up are called in descending order of ranking.

Candidates with equal scores are admitted at a rate not exceeding 10% of the maximum number of admitted students. In the event of a tie between candidates at the 10% limit, the candidate with the highest grade in the following academic criteria (in order) is selected: a) graduation grade of the first cycle of studies, b) average grade in the first-cycle courses related to the Program, c) grade of the first-cycle thesis related to the subject of the Program, d) knowledge of further foreign languages, e) grade of other degrees, in the following order: (i) holding of a doctoral degree, (ii) grade of a master's degree, (iii) grade of a second degree.

6.6 Objections of candidates against the evaluation findings

Within an exclusive deadline of five (5) working days from the publication of the provisional results of the evaluation of the files, candidates may submit an objection against the provisional list.

The objection is submitted to the Secretariat of the Program (in printed or electronic form) and is examined by the Objections Committee.

The results of the objections are ratified by the Assembly of the Department, which decides on the final ranking and selection of the candidates.

Article 7. Duration of Studies

7.1 Duration of studies.

The duration of studies in the Program for the award of the Master's Diploma is set at four (4) academic semesters, which include the time for the preparation of the master's thesis as well as the time for the completion of the internship.

The maximum permitted time for the completion of the studies is set at four (4) + two (2) academic semesters.

Where the studies are not completed by the expiry date of the extension, the student is deleted from the program following a decision of the Assembly.

7.2 Part-time studies

Part-time studies are possible following a reasoned application by the postgraduate student and approval by the Assembly; their duration may not exceed twice the normal duration of studies in the Program.

The following are entitled to submit an application for part-time studies:

- a) students who are demonstrably employed for at least twenty (20) hours per week, b) students with disabilities and special educational needs,
- c) students who are at the same time athletes and who, during their studies, belong to sports clubs registered in the electronic register of sports clubs of Article 142 of Law 4714/2020 (Government Gazette A' 148), kept by the General Secretariat for Sport, under the following conditions:
 - ca) for as many years as they achieve a distinction of 1st to 8th place in panhellenic championships in individual sports with the participation of at least twelve (12) athletes and eight (8) clubs, or compete in teams of the two (2) highest divisions in team sports, or participate as members of national teams in European championships, world championships or other international events under the Hellenic Olympic Committee, or
 - cb) participate at least once, during their studies in the study program for which they apply to be placed under part-time status, in the Olympic Games, the Paralympic Games or the Deaflympics.

The supporting documents required to substantiate the application are the following:

- a. Students who are employed for at least twenty (20) hours per week must submit the relevant employment contract or a certificate from their employer, as well as insurance stamps for those insured in the private sector.
- b. Students with disabilities must submit a certificate ascertaining the disability from the Disability Certification Centers or from a seven-member health committee of a public hospital. Students who have been enrolled under the special category of students with disabilities are not required to submit supporting documents in addition to those they originally submitted for their enrolment.
- c. Student athletes must submit a certificate from the General Secretariat for Sport, or from the Olympic Committee, or from the Sports Club registered in the register of the General Secretariat for Sport, as the case may be, clearly stating the manner in which the right to be placed in the part-time category is established (for example, the achievement of a distinction of 1st to 8th place in panhellenic championships in individual sports with the participation of at least twelve (12) athletes and eight (8) clubs, or participation in teams of the two highest divisions in team sports, etc.).

The certificates under points a and c must be resubmitted to the Secretariat of the Department and forwarded to the Secretariat of the Deanship of the School concerned at the beginning of each academic year, so that it may be ascertained whether the grounds for being placed under part-time status still apply.

Placement under part-time status applies retroactively from the beginning of the semester in which the relevant application is submitted.

Students who have been placed under part-time status may return to full-time status upon application and following a decision of the Assembly of the Department.

7.3 Suspension of studies

A postgraduate student may, by means of an application (Annex II), request a reasoned suspension of studies, which may not exceed two (2) consecutive semesters. The semesters of suspension of student status are not counted towards the maximum duration of normal studies provided for. During the suspension, the postgraduate student loses his or her student status.

The application for suspension of studies must be reasoned and accompanied by evidence of the ground invoked (financial, professional, force majeure, health,

military service, etc.). The decision on the suspension of studies is taken by the Assembly of the Department following a recommendation of the Coordinating Committee of the Program.

Students who have been placed under suspension of studies are entitled to discontinue it upon application and following a decision of the Assembly of the Department.

Article 8. Study Guide and Detailed Course Program

8.1 Study Guide

The Study Guide of the Program includes the academic profile of the program (history, scientific field, purpose, prospects), the course program, the categories of courses, the Credits (ECTS) for all courses, which are distributed across the semesters of study and per specialization (where more than one specialization exists), the total number of Credits (ECTS) required for the award of the Master's Diploma, the learning outcomes of the Program, the teaching staff of the Program, the official language of instruction of the program and the language in which the thesis is prepared, which may be other than Greek.

8.2 Detailed Course Program

The Program begins in the winter semester of each academic year. The detailed course program of each Program is organized per semester and includes the following: the titles of the courses and a short description (syllabus) of the courses, seminars, laboratories and clinical exercises of the Program, the conduct of the internship, the preparation of the thesis or the conduct of other educational and research activities defined as compulsory or elective for the successful completion of the Program, with an indication of the number of credits (European Credit Transfer and Accumulation System - ECTS) awarded in each case.

The award of the Master's Diploma requires the successful examination in all the courses of the study program, the successful preparation and defense of the master's thesis, the successful completion of the internship, and the accumulation of **120 credits (ECTS)**.

The courses of the study program of the Program are set out in the table below, while the detailed Study Program of the Program is contained in Annex III to the present regulation:

Course Table (indicative distribution per semester)			
SEMESTER 1			
No.	COURSE TITLE	COURSE TYPE	ECTS
1	Disability Classification	Compulsory	6
2	Advanced research methods	Compulsory	6
3	Total quality management of services for people with disabilities	Compulsory	6
4	Sociological and psychological perspectives in servicing people with disabilities	Compulsory	6
5	Equal opportunity in sport for people with disabilities in local government programs	Compulsory	6
TOTAL CREDITS FOR SEMESTER 1			30
SEMESTER 2			
No.	COURSE TITLE	COURSE TYPE	ECTS
6	Rehabilitation management/sport medicine for people with disabilities	Compulsory	6
7	Sport events management for people with disabilities	Compulsory	6
8	Strategic planning of non-profit (disability related) organizations	Compulsory	6
9	Planning and managing sport facilities for people with disabilities		
10	Risk management, safety and accessibility for people with disabilities		
		Compulsory	6
TOTAL CREDITS FOR SEMESTER 2			30
SEMESTER 3 No.			
	COURSE TITLE	COURSE TYPE	ECTS
11	Elective course (see table below)	Elective	5
12	Elective course (see table below)	Compulsory	20
	Internship		
TOTAL CREDITS FOR SEMESTER 3			30
SEMESTER 4			
Master's Thesis 30 TOTAL CREDITS FOR SEMESTER 4			30
OVERALL TOTAL OF CREDITS: 120 ECTS			
In the third semester of their studies, postgraduate students may choose to			
be taught two of the elective courses listed below:			

	COURSES Credits (ECTS)
1. Current trends for people with disabilities and special education needs	5
2. Adapted physical education for people with disabilities in education	5
3. Current trends in adapted physical education: Biological and educational approach	5
4. Characteristics and education of disabled with cerebral palsy	5
5. Human resources management in sport organizations for people with disabilities	5
6. Communication and media for sport with disabilities.	5
7. Characteristics and education for the disabled with intellectual disabilities	5
8. International disability classification levels for sport events	5
9. Law and Ethics in sport for people with disabilities	5
10. Basic educational approach, specialized ways of intervention, specific vocational training and rehabilitation for people with disabilities.	5
11. Sport training for people with disabilities	5
12. Characteristics and Education of disabled with motor disabilities, chronic non treated illness and multiple disabilities.	5
13. Evaluation in adapted physical education for people with disabilities	5
14. Planning programs in adapted physical education for people with disabilities	5

15. Health promotion for people with disabilities.	5
16. Innovative practices and equal opportunities programs for people with disabilities in sport	5
17. Sport technology and information systems for people with disabilities.	5
	5

The study program may be amended by decisions of the competent bodies.

8.3 Language of instruction

The courses are conducted in Greek and/or English.

8.4 Academic Calendar of the Program

At the beginning of each semester, and before the start of the courses, the timetable for the period is posted on the website of the Program, including the days and hours of instruction of the courses, the dates of other events or obligations, the start and end dates of the teaching periods, the examination periods, the holidays, etc.

All educational activities (for example, teaching, examination of courses, assignment, submission and examination of master's theses) take place within the framework of the annual academic calendar determined by the Senate of the University of the Peloponnese.

8.5 Registration dates and course declarations

At the beginning of each academic semester, and before the start of the teaching of the courses, the dates for the registration and renewal of registration of students are determined and posted on the website of the Program, as well as the procedure for declaring the courses to be selected in each semester. The electronic Secretariat platform (e-secretary/student web) is used for the declaration of courses.

The elective courses are offered following a recommendation of the Coordinating Committee and a decision of the Assembly of the Department, taking into account the results of market research and the preferences of the students.

8.6 Make-up classes

Where a course cannot be held, provision is made for a make-up class. The date and time of the make-up class are determined by the Director of the Program,

are posted on the website of the Program and are communicated to the electronic mailboxes (email) of the students through the e-class of the course. Make-up classes are held during the teaching weeks, as these are defined in the academic calendar drawn up each year by the Senate of the University of the Peloponnese.

8.7 Limits of absences

Postgraduate students are obliged to attend all the activities of the Program without exception.

A postgraduate student is considered to have attended a course (and therefore to be entitled to sit the examinations) only if he or she has attended at least 75% of the total teaching hours of the course. In every case, participation and attendance are ascertained under the responsibility of the teachers of the courses.

Where students do not attend 75% of the total teaching hours of a course, they are considered not to have been adequately taught the course and must therefore attend it again in the next (corresponding) teaching semester in which it is offered.

In the case of an elective course, the student may replace the course selected with another course that is offered.

Article 9. Teaching staff of the Program/Assignment of teaching

9.1 Teaching staff of the Program

The teaching work of the Postgraduate Studies Programs is assigned, following a decision of the competent body of the

Program, to the following categories of teaching staff:

- ☐ members of the Teaching and Research Staff, the Special Educational Staff, the Laboratory Teaching Staff and the Special Technical Laboratory Staff of the Department, or of other Departments of the University of the Peloponnese, or of another Higher Education Institution or Higher Military Educational Institution, with additional employment beyond their statutory obligations, where the Program has tuition fees,
- ☐ Emeritus Professors or retired members of the Teaching and Research Staff of the Department or of other Departments of the University of the Peloponnese or of another Higher Education Institution,
- ☐ collaborating professors,☐ appointed lecturers,
- ☐ visiting professors or visiting researchers,

- researchers and special functional scientists of the research and technology bodies referred to in Article 13A of Law 4310/2014 (Government Gazette A' 258) or of other research centers and institutes in Greece or abroad,
- scientists of recognized standing who possess specialized knowledge and relevant experience in the subject field of the Program (par. 1, art. 83, Law 4957/2022)

By decision of the Assembly of the Department, auxiliary teaching work may be assigned to the doctoral candidates of the Department or of the School, under the supervision of a teacher of the Program (par. 5, art. 83, Law 4957/2022).

The assignment of the teaching work of the Program is carried out by decision of the competent body, following a recommendation of the Coordinating Committee of the Program, where one exists, or otherwise of the Director of the Program. More specific conditions relating to the assignment of teaching work may be laid down in the decision establishing the Program (par. 2, art. 83, Law 4957/2022).

All categories of teaching staff may be remunerated exclusively from the resources of the Program. The payment of remuneration or of any other benefit from the state budget or from the public investment program is not permitted. The decision of the competent body of the Program on the assignment of teaching work determines the amount of the remuneration of each teacher.

In particular, teaching staff who are members of the Teaching and Research Staff may be additionally remunerated for work they provide to the Program, provided that they fulfil their minimum statutory obligations, as defined in paragraph 2 of Article 155 of Law 4957/2022. The last sentence applies by analogy also to the members of the Special Educational Staff, the Laboratory Teaching Staff and the Special Technical Laboratory Staff, provided that they fulfil their minimum statutory obligations (par. 4, art. 83, Law 4957/2022)

The employment of members of the Teaching and Research Staff exclusively in Postgraduate Studies Programs of the Department or of the School is not permitted (par. 2, art. 88, Law 4957/2022).

9.2 Obligations of the Teaching Staff

Each teacher of the Program must:

- Faithfully and precisely observe the program and the timetable of the lectures of the course.
- Adapt and update, at regular intervals, the content and the syllabus of the courses taught.

At the beginning of the semester, teachers communicate (by submitting it for distribution to the Secretariat of the Program or by updating the website of the course) the detailed program (syllabus), which covers the syllabus of the course and includes the presentations

of the lectures, the books and

articles that students are required to study, and any other supplementary material (case studies, etc.).

- Hold at least two office hours per week, allowing students to communicate with him or her without hindrance on matters relating to their studies and to the particular course.
- Make up any teaching hours lost, in accordance with the present regulation and following a decision of the Director of the Program.

Teachers must also respect academic ethics and comply with its rules.

Article 10. Distance education

10.1 Digital readiness of the Program for distance education

The Program “Sport Management and Organization of Sport Activities for People with Disabilities” organizes the teaching process on the basis of a “Blended Learning” system. It applies a teaching method that is developed under pedagogical conditions through the combination of (a) in-person teaching, (b) synchronous distance teaching (in whole or in part) and (c) asynchronous distance teaching, at a rate that may not exceed 25% of the credits of the Program. By decision of the Assembly, following a recommendation of the Coordinating Committee of the Program, the lectures of a study cycle may be delivered by distance methods at a rate of up to 100% of the total number of lectures, for any reasonable ground (emergency, teaching flexibility, academic practice, etc.). Furthermore, the Assembly may, following a recommendation of the Coordinating Committee of the Program, decide to announce from the outset a study cycle delivered entirely (100%) by distance education methods, with the possibility of reinforcing the teaching process through the adoption of asynchronous methods. The decision on such a cycle is announced before the start of the courses, in the call for applications. The progress examinations (interim and final) are adapted accordingly, by decision of the Assembly following a recommendation of the Coordinating Committee of the Program.

The Digital Governance Unit of the University of the Peloponnese is responsible for supporting the distance teaching process, as well as for matters relating to the protection of personal data.

Educational material may be posted on the electronic platform for each course, which may include notes, presentations, exercises and indicative solutions to them, provided that the legislation in force on the protection of personal data is observed. Educational material of any kind is provided exclusively for the educational use of students and is protected by Law 2121/1993 (Government Gazette A' 25), where the relevant conditions are met.

The Program, oriented towards strengthening the learning process in the digital age, implements a specific strategy for distance education through the pedagogical use of ICT (e-learning), which is divided into synchronous and asynchronous education. The Program has digital readiness and organizes distance teaching by means of:

- **the synchronous distance learning platform Microsoft Teams:** Through the virtual electronic classroom, the teacher and the students, who are in different locations, receive immediate feedback in real time. The system supports: (a) visual and audio communication in real time with the use of appropriate equipment (computers, cameras, microphones, speakers, headsets, high-speed networking and videoconferencing software), so that the teacher and the students are able to have voice and visual communication while being in different locations, (b) the possibility of application and document sharing , (c) the possibility of access to chat rooms , both between the teacher and the student and among students, for any collaboration, exchange of views and preparation of joint assignments. Synchronous distance learning through “*Microsoft Teams*” may be used both on fixed and on mobile devices, and is available free of charge from the website <https://www.microsoft.com/el-gr/microsoft-teams/download-app>. The synchronous distance learning system operates as a cloud application under the “*Software as a Service*” model and is supported by the staff of the Directorate of Information Technology, in cooperation with GUnet and the “Delos 365” service. The support of the system and the resolution of problems are handled by the staff of the Directorate of Information Technology, while technical assistance is also available from the “Delos 365” service and from Microsoft technical support.
- **the distance learning management applications:** Distance education is supported by course development and authoring applications (*authoring tools*) for the uploading of educational material such as notes, presentations and exercises, as well as multimodal material (recorded lectures, etc.).

- **the asynchronous distance learning platform e-class:** The Electronic Classroom (*e-class*) is an integrated electronic course management system and supports the asynchronous distance learning service at the University of the Peloponnese. The service complies with the WCAG2 standards or an equivalent. The asynchronous distance learning system is installed and operates on the infrastructure of the University of the Peloponnese. For this purpose, virtualization technologies are used in order to ensure portability to other platforms as well as scalability of the infrastructure. The University's connection to the internet is provided by GUnet, and the high speeds of the interconnection ensure uninterrupted access of users to the services. The support of the system and the resolution of problems are handled by the staff of the Directorate of Information Technology, while technical assistance is available from the competent department of GUnet, which develops and maintains the “open e-class” asynchronous distance learning platform.
- **the electronic Secretariat platform (*e-secretary/student web*):** The application enables postgraduate students to obtain information on all the courses of the Program of Studies (teaching units, pass mark, teaching hours, teacher), to declare the courses they wish to attend in the following semester, to view and print their grades, and to complete applications for the issue of any certificate made available by the Secretariat (transcript of records, etc.).
- **the use of special software (*labpro-verificare*),** for the creation of multiple-choice questions in the conduct of examinations and for the marking of scripts, in order to ensure the integrity of the assessment procedure,
- **other educational software and digital technologies (*SPSS, business plan, marketing plan, Blue Ocean Strategy, etc.*),** necessary both for the individual development of digital skills and for teaching purposes.
 - **software for checking textual similarity/plagiarism, through the Turnitin system.**
 - **electronic mail, electronic circulation of announcements:** The electronic mail service provides an email address at the University of the Peloponnese, in the form `username@uop.gr`. It also provides the infrastructure for sending messages to other internet users, for storing messages on the University's server via the IMAP protocol, and for accessing mail via Webmail (`mail.uop.gr`).

- **electronic library and information centre:** The University of the Peloponnese provides, through the internet, access to a wide range of electronic resources such as journals, books, bibliographic databases, digital collections and thematic portals, with the aim of facilitating the research, information and education of students, researchers and other members of the academic community.

It is characteristic that, over the last decade, the level of investment in the Department of Sports Organization and Management has exceeded 300,000 euros in technological equipment. The above facilities are considered fully adequate for the number of students and for the operation of the Program. The computer room is located on the ground floor of the School, in a space of 60 sq.m. It has 1 central server and 20 personal computers running Windows 8.1, with a dual-core processor operating at 2.40 GHz, which have sound cards, modern office application software, a statistical package, and access to printers and scanners. It also has 20 TFT 17" monitors, 1 laptop, 4 printers (3 black-and-white and 1 color), 1 scanner, 1 photocopier, 1 video projector and 2 projectors. The laboratory serves the needs of the students by providing access to the internet, to network libraries and databases, to the portals of foreign universities and to electronic mail.

For the management of the integrated distance learning system, the member of the Special Technical Laboratory Staff of the Department of Sports Organization and Management is designated as responsible, having the expertise required to support the teaching staff and the students of the Program in the use of the distance learning system.

For the further upgrading of the digital skills of the teaching staff participating in distance Postgraduate Studies Programs, the University of the Peloponnese provides the following:

1. It provides general instructions for the implementation of distance education (<https://di.uop.gr/diktyo-yp/tele?view=article&id=35:2020-03-20-17-54-50&catid=8:di>)
2. It provides the user manuals for the asynchronous distance learning system at the address <https://eclass.uop.gr/info/manual.php>
3. It informs the teaching staff of the user guides for the Microsoft Teams synchronous distance learning system, which are available at the address <https://support.microsoft.com/el-gr/teams>, while guides in a format that allows downloading and offline viewing are available at the address: <https://support.microsoft.com/elgr/topic/%CE%BF%CE%B4%CE%B7%CE%B3%CE%BF%CE%AF-%CE%BC%CE%B5->

https://pmsamea.uop.gr/images/uop/docs/Odigies_syndesis_MS_teams_Student_ed.pdf

4. It provides concise and focused guides for conducting lectures by videoconference at the address

https://pmsamea.uop.gr/images/uop/docs/Odigies_syndesis_MS_teams_Student_ed.pdf

5. It provides concise and focused guides for the participation of students in lectures by videoconference at the address

https://pmsamea.uop.gr/images/uop/docs/Odigies_syndesis_MS_teams_Student_ed.pdf

10.2 Personal data protection policy and compliance with the provisions of the General Data Protection Regulation and of Law 4624/2019

The Program has an approved personal data protection policy, through the University of the Peloponnese, which fully complies with the provisions of the General Data Protection Regulation and of Law 4624/2019. This policy is posted on the website of the University of the Peloponnese (<https://www.uop.gr/arxiki/politiki-prostasias-prosopikon-dedomenongdpr>).

10.3 Information systems security policy targeted at the field of development of e-learning systems

The Program has an approved information systems security policy, through the University of the Peloponnese, which covers e-learning systems. This policy is posted on the website of the Directorate of Information Technology of the University of the Peloponnese (<https://di.uop.gr/images/politiki-asfalias-diktiou.pdf>). Furthermore, there is an approved Regulation on the Use of Services for Students (https://di.uop.gr/images/files/kanonismos_email.doc)

Article 11. Assessment of the performance of postgraduate students

The assessment of the performance of students is determined by the teacher, who may organize, at his or her discretion, written and/or oral examinations, interim progress examinations, assignments or laboratory exercises, compulsory or optional assignments, case studies, answers to multiple-choice questions, a combination of different assessment methods, or other assessment methods consistent with the nature of each educational activity. Where written or oral examinations are used as assessment methods, the integrity of the procedure is mandatorily ensured.

The assessment criteria are clearly defined, are made known at the beginning of the academic semester by the teacher (person responsible/coordinator) of the course and are also stated in the description form of each course, in accordance with the ECTS standard (syllabus), which is posted on the website of the Program:

(http://pmsamea.uop.gr/images/uop/docs/spoudes/Odigos_spydon_2019.pdf)

Special provision is made for students with disabilities and/or with demonstrated specific learning difficulties.

The examination periods of the winter and spring semesters, as well as the resit examination period of September, are synchronized with the examination periods of the Undergraduate Study Program, as these are determined on each occasion in the Academic Calendar of the University of the Peloponnese.

The grading scale for the overall performance of the student ranges from zero (0) to ten (10).

□ Excellent: eight point five zero (8.50) to ten (10)

□ Very Good: six point five zero (6.50) to eight point four nine (8.49) □

Good: five to six point four nine (6.49)

The pass mark is five (5). Where a student fails a course, he or she may be re-examined in it in the resit examination period of September. In the event of a second failure, he or she may be examined in the immediately following examination period in which the course is examined (winter or spring). If a student fails more than three (3) times in the same course, the procedure laid down in the legislation in force is followed (par. 6, art. 65, Law 4957/2022).

The grades are submitted within fifteen (15) days from the completion of the last assessment activity. The grades are entered (directly by the teacher or through the Secretariat of the Program) in the electronic record of each student (e-secretary), from which they immediately become known to him or her.

The method of calculating the grade of the Master's Diploma is determined by the sum of the grade of each course and of the student's Master's Thesis, multiplied by the educational credits per course and then divided by the total ECTS of the courses.

ARTICLE 12. Internship

For the award of the postgraduate diploma of the Postgraduate Studies Program entitled: Sport Management and Organization of Sport Activities for People with

Disabilities, students must complete internship with a total duration of 500 hours, corresponding in total to 20 Credits (ECTS), which is carried out during the third semester of their studies.

In order to participate in the program, students must submit to the supervising teacher an application in accordance with the template

http://pmsamea.uop.gr/index.php?option=com_content&view=article&id=200&Itemid=965

The internship of students is carried out in public services, legal entities governed by public law, first- and second-tier Local Government Organizations, legal entities governed by private law and businesses, hereinafter referred to as “host organisations”, under the supervision of a teacher of the study program. In particular, the internship is carried out in rehabilitation centers, specialized physiotherapy units, diagnosis and support centers, special education school units and social support and inclusion facilities attended by pupils with disabilities and/or special educational needs. It is also carried out in European and international organizations, sports federations, clubs, NGOs, sports organizations of Local Government, as well as businesses whose activity concerns people with disabilities.

Through the internship, students acquire the experience of education in practice and knowledge and abilities relating to the design of educational interventions, as well as skills of cooperation and communication with pupils and their parents. The internship is verified and certified by the Scientific Supervisor of the Program and by the person responsible at the implementing organization, and is accompanied by an attendance record, which may be found at the link:

http://pmsamea.uop.gr/index.php?option=com_content&view=article&id=200&Itemid=965)

The internship includes the design of lessons or educational interventions, observation, participation in teaching and, necessarily, supervised autonomous teaching or educational intervention, as defined by the legislation in force at any given time.

By decision of the Coordinating Committee of the Program, the following are appointed for each academic year:

a) The Internship Officer, who is drawn from the members of the Teaching and Research Staff, the Laboratory Teaching Staff, the Special Educational Staff or the Special Technical Laboratory Staff of the Department, and whose task is the general supervision of the educational process of the internship within the framework of the study program and the coordination of the Internship Supervisors and of the host organisations.

b) The Internship Committee, which consists of members of the Teaching and Research Staff, the Laboratory Teaching Staff,

the Special Educational Staff or the Special Technical Laboratory Staff of the Department, and is chaired by the Internship Officer, with the

task of coordinating the activities relating to the internship of students, resolving problems, appointing a Supervisor for each student undergoing internship, drawing up and submitting an annual report on the implementation and evaluation of the internship program to the Assembly of the Department, as well as submitting recommendations for the amendment of the study program as regards internship matters,

The Supervisor is responsible for guiding and supporting students throughout the internship process in the host organisations, for communicating with the host organisations in order to achieve the intended learning outcomes, and for informing the Internship Officer and the Internship Committee. Teachers of the study program may be appointed as Supervisors.

Students undergoing internship are mandatorily covered by the insurance of the National Organization for the Provision of Health Services through the Electronic National Social Security Fund (formerly the Social Insurance Institute – Unified Insurance Fund for Employees), in accordance with paragraph 10 of Article 15 of Law 3232/2004 (Government Gazette A' 48), for the accident branch only, the cost of which is borne exclusively by the host organisation (par. 1, 3, 4, 5, 6, art. 69, Law 4957/2022).

Article 13. Master's Thesis

13.1. Preparation of the Master's Thesis

A postgraduate student is entitled to apply for the submission of a topic, provided that he or she has

successfully completed 80% of the total courses of the previous semesters. The student submits to the secretariat of the Program an application

(http://pmsamea.uop.gr/index.php?option=com_content&view=article&id=200&Itemid=965)

stating (a) the proposed title of the thesis, (b) its abstract, and (c) a substantiated research proposal. The secretariat of the Program forwards the application to the Coordinating Committee, which duly recommends to the Assembly of the Department the supervisor and the other members of the three-member committee, as well as the topic of each thesis.

13.2. Supervision of the Master's Thesis

The Coordinating Committee, having taken into account (a) the proposed title of the thesis, (b) its abstract, (c) the substantiated research proposal and (d) the

transcript of records (*ex officio*), determines the final topic of the thesis and its supervisor, and constitutes the three-member examination committee for the supervision and assessment of the thesis, one of whose members is the supervisor (*par. 2d, art. 82, Law 4957/2022*).

The following are entitled to supervise theses, provided that they hold a doctoral degree:

a) Members of the Teaching and Research Staff, the Special Educational Staff, the Laboratory Teaching Staff and the Special Technical Laboratory Staff of the Department or of other Departments of the same or of another Higher Education Institution or Higher Military Educational Institution, with additional employment beyond their statutory obligations, where the Program has tuition fees,

b) Emeritus Professors or retired members of the Teaching and Research Staff of the Department or of other Departments of the same or of another Higher Education Institution,

c) Collaborating professors, d)

Appointed lecturers,

e) Visiting professors or visiting researchers,

f) Researchers and special functional scientists of the research and technology bodies referred to in Article 13A of Law 4310/2014 (Government Gazette A' 258) or of other research centers and institutes in Greece or abroad.

By decision of the competent body of the Program, the supervision of theses may also be assigned to members of the Teaching and Research Staff, the Special Educational Staff and the Laboratory Teaching Staff of the Department who have not undertaken teaching work in the Program, provided that they hold a doctoral degree (*par.3, art. 83, Law 4957/2022*).

Each teacher of the Program may undertake the supervision of up to eight (8) master's theses per semester.

In exceptional cases of objective inability to exercise supervisory duties over a long period of time, or where another serious ground exists, the Assembly of the Department may, following a recommendation of the Coordinating Committee and having assessed the circumstances, replace the supervisor or a member of the Three-member Examination Committee in accordance with the provisions of the Regulation of each Program.

In such cases, the supervision of the Master's Thesis is assigned to another member, following a reasoned recommendation of the Coordinating Committee and a decision of the Assembly of the Department. In this case, the maximum limit of supervision of

Master's Theses under paragraph 13.1 of the present regulation may be exceeded, up to a maximum number of 10 Master's Theses.

The instructions for writing the master's thesis are contained in the Regulation for the Preparation of Master's Theses and on the website of the program:

http://pmsamea.uop.gr/index.php?option=com_content&view=article&id=243&Itemid=966.

If, during the writing of the Master's Thesis, a need arises to change the topic (for example, because of an inability to find material, etc.), the entire procedure of the present article is repeated.

In this case too, the student's postgraduate studies must be completed, at the latest, in the sixth semester of his or her studies, as laid down in the present regulation as the maximum duration of studies.

The language in which the master's thesis is written may be Greek or English. If the language of writing of the thesis is Greek, the thesis must include an extended abstract in English. If English is chosen as the language of writing, the thesis must include an extended abstract in Greek.

In every case, the submission of an abstract in both Greek and English is required.

13.3 Rules of Research Ethics

The postgraduate student is responsible for writing the text of the thesis in accordance with the basic rules of bioethics and research ethics. In undertaking, conducting and publishing the results of research, researchers must ensure that: a) the necessary and required permits for the implementation of the specific research have been obtained from the bodies and individuals involved in each case, b) there is no conflict of interest that would prohibit or impede the conduct of the research in an objective and scientifically sound manner, c) any special legislative provisions applicable to the specific type of research are observed, such as, for example, in the case of social research concerning socially vulnerable groups, in the case of clinical research involving experiments using animals, or in the case of the management of hazardous substances and waste, e) provisions of the legislation referring to and concerning the protection of personal data are not infringed, and f) the protection of intellectual property is not infringed. In addition, researchers must complete:

- i. Application for approval of the preparation of a research study (Annex III)
- ii. Study protocol (Annex IV)
- iii. Information form where consent is not required (Annex V)

iv. Informed Consent Form (Annex VI).

The Research Bioethics and Ethics Committee is responsible for verifying the legality of the material. The mission of the Committee is:

- to examine whether a research project is conducted with respect for the value of human beings, for the autonomy of the persons participating, for their private life and personal data, and for the natural and cultural environment,
- to verify compliance with the generally accepted principles of research integrity and with the criteria of sound scientific practice,
- to inform the scientific community on matters of principles and rules concerning ethics and conduct, by means of talks, one-day events and the publication of relevant material. Part or all of the above information activities will be freely accessible in a dedicated area of the website of the Program “Sport Management and Organization of Sport Activities for People with Disabilities”, which will be maintained and updated under the responsibility of the Committee,
- to act or to deliver opinions on matters of research ethics and conduct, whenever requested to do so.

The Committee is competent to ascertain whether a particular research project to be carried out is consistent with the rules of research ethics and conduct as regards its content and the manner in which it is conducted. The Committee assesses the research proposal and approves it or recommends its revision, where ethical impediments arise. The relevant recommendations and opinions must be specifically reasoned. The Committee may, following a signed and substantiated report, request further information or clarifications from the scientific supervisor of the research project and monitor the progress of the research projects it has approved. In particular, the competences of the Committee include:

- the examination of funded research projects which, according to the declaration of the scientific supervisor, include research i) on human beings, ii) on material of human origin — such as genetic material, cells, tissues and personal data —, iii) on animals or iv) on the environment, both natural and cultural. The corresponding action of the project may not begin to be implemented unless it has first been approved by the Committee.
- the examination, in addition to the research projects referred to in the previous point, of other research projects, following an application by an interested person,

- the delivery of opinions on matters of ethics and conduct concerning an article to be published in a scientific journal, or a master's thesis, doctoral dissertation or post-doctoral research under preparation.
- the monitoring of proposed changes to research projects already approved and under implementation.

The Committee decides within a reasonable period of time, which may not exceed fifteen (15) days from the submission of the application and the collection of all the necessary accompanying documents. If, within that period, the Committee does not issue a decision, the application is deemed to have been approved.

13.4 Examination of the Master's Thesis

Upon the completion of the period for writing the Master's Thesis, and following the agreement of the supervisor, students deliver a copy of it, in electronic or printed form, to the members of the Examination Committee. It is noted that the Master's Thesis must comply with the specifications of the Guide for Writing a Master's Thesis, which may be found at the link:

http://pmsamea.uop.gr/images/uop/docs/Odigos_MDE_PMSAMEA.pdf.

It is noted that the Master's Thesis must be submitted to the members of the Committee at least fifteen (15) days before the start of the examination period. Otherwise, the members of the Examination Committee may refer the examination to a subsequent examination period.

In order for the thesis to be approved, the postgraduate student must defend it before the three-member examination committee appointed to supervise it. The defense takes place in person in a room at the seat of the Department (or in a room of a cooperating organization), with a presentation of the Master's Thesis by the student in a slide presentation file (PowerPoint) of 20 to 25 slides. This is an examination procedure and is conducted during the examination periods as these are determined in the academic calendar of the University of the Peloponnese.

In the Program, in order to avoid the incorrect use of sources and to prevent instances of plagiarism, the textual similarity report from plagiarism detection software (for example "Turnitin") must necessarily be attached upon submission of the Master's Thesis, and is submitted by the supervisor to the Secretariat. **It is noted that the acceptable percentage of textual similarity at postgraduate level must not exceed 20%.** After the defense of the Master's Thesis, the Three-member Examination Committee draws up and signs a Record of the Presentation of the Master's Thesis, stating observations or comments as well as the final grade.

The

final

grade of the master's thesis is derived from the average of the individual grades of its three examiners.

Master's theses, once approved by the examination committee, are mandatorily posted on the website of the Program and in the *Institutional Repository* of the library of the University of the Peloponnese, following the procedure below:

- a) the student logs in to the institutional repository (@mitos) through his or her institutional account and deposits his or her thesis (self-deposit).
- b) upon deposit, he or she completes the necessary metadata, uploads the digital file (pdf) of the thesis to the repository, selects a Creative Commons licence and agrees to the terms of publication in the repository (Licence for the Electronic Provision of the Document – Certificate of Deposit).

Responsibility for the validity and authenticity of the documents deposited in @mitos lies solely with the authors of the Master's Theses.

After the above steps, the student completes the deposit, but the thesis is not published in the repository and is not yet visible to the general public.

At a subsequent stage, the metadata are checked by the secretariat. As soon as the student completes the self-deposit, an electronic message is automatically sent to the account of the secretariat, informing it that a thesis has been submitted and is awaiting checking. The staff of the secretariat check their records and, provided that the thesis has been graded and that the metadata defined as mandatory are correctly stated, approve it.

If, for any reason, the thesis is not suitable for final deposit in the repository, the staff of the secretariat complete the reasons for rejection in the relevant field and the application automatically sends an electronic message to the student, informing him or her of the reason for its rejection, so that corrections may be made.

Once the secretariat has ascertained that the metadata of the thesis are correct, it proceeds to “Accept” it and the library is automatically informed. The staff of the library check the correctness of the remaining metadata (for example, subjects, keywords, etc.) and compliance with the standards, and accordingly accept or reject the thesis. Where the thesis is “accepted”, it becomes visible to all users and can be searched.

The licence for the electronic provision of the document – certificate of deposit is then issued, certifying the procedure for the deposit of the thesis in the institutional repository. The certificate is submitted by the depositor to the secretariat of the Program and proves the completion of this obligation of the student for the completion of his or her cycle of studies.

Where the Master's Thesis is assessed negatively by the Examination Committee, instructions are given

to the student so that he or she may make corrections. Those instructions are provided to the student by electronic mail or in printed form, within an exclusive deadline of 15 days from its defense.

The student may make corrections and submit the corrected Master's Thesis to the members of the examination committee at least 15 days before the start of the September resit examination period (or of any other examination period determined by the Academic Calendar of the Institution).

In the event of a further negative assessment of the Master's Thesis (that is to say, after the second submission), the Assembly decides whether the student repeats the procedure with the same or with a new topic, provided that he or she has not exceeded the maximum duration of studies as laid down in the Regulation of the Program, or whether he or she is definitively deleted from the program without having successfully completed his or her studies.

All approved master's theses that have been deposited in the Institutional Repository of the University of the Peloponnese are posted on the website of each Program.

Article 14

Funding and financial management of the Program

The resources of the Program may derive from:

- a) tuition fees,
- b) donations, sponsorships and financial support of any kind,
- c) bequests,
- d) resources from research projects or programs,
- e) the own resources of the Higher Education Institution, and
- f) the state budget or the public investment program (par. 1, art. 84, Law 4957/2022)

The resources of the Program are managed by the Special Account for Research Funds of the Institution, or by the Special Account for Research Funds of the Higher Education Institution that has undertaken the administrative support of the program, in the case of an inter-institutional or joint Program. (*par. 3, art. 84, Law 4957/2022*)

The resources of the Program are allocated as follows:

a) an amount corresponding to thirty per cent (30%) of the total revenue deriving from tuition fees is withheld by the Special Account for Research Funds. That amount includes the percentage withheld in favor of the Special Account for Research Funds for the financial management of the Postgraduate Studies Programs. By decision of the Administration Board, taken by the end of March each year, it is decided whether the remaining amount, after deduction of the withholding in favor of the Special Account for Research Funds, is transferred to the regular budget or made available for the creation of projects/programs through the Special Account for Research Funds, with the aim of covering, as a matter of priority, the needs of Postgraduate Studies Programs operating without tuition fees and of covering research, educational and operational needs of the Institution. The revenue of the Program deriving from donations, sponsorships, financial support of any kind, bequests and resources from research projects or programs is subject to the withholding in favor of the Special Account for Research Funds that applies to revenue from the corresponding sources of funding,

b) the remaining amount of the total revenue of the Program is used to cover the operating expenses of the Program.

Article 15.

Financial Cooperation of the Program

1. Where more than one (1) Postgraduate Studies Program is organized in the Department of Sports Organization and Management of the University of the Peloponnese, financial cooperation between Postgraduate Studies Programs is possible through the establishment of a joint project/program, funded from the resources of the Programs, with the aim of covering common needs and actions of the Programs of the Department or of the School. The project/program has no specific end date, has an autonomous budget and is funded annually from part of the revenue of the operating Programs of the Department or of the School that is made available to it, for expenditure aimed at covering common needs. By way of exception, the project/program may be funded from the remaining cash reserves of Programs of the same Department or of the same School whose physical object has been successfully completed and for which no other financial obligation arises.
2. The maximum percentage of the total annual revenue of each Program that may be made available to a project/program under paragraph 1 is determined by decision of the Assembly of the Department.
3. By decision of the Research Committee, following a joint recommendation of the Directors

of the Programs of the same Department or of the same School, the acceptance of the
management of

a project/program under paragraph 1 is approved, as well as the percentage of the annual revenue of the Program with

which the project/program is funded, and the Scientific Supervisor of the project is determined, who is one (1) of the Directors of the Programs funding the project. Expenditure is incurred following a joint recommendation of the Directors of the Programs funding the project/program (par. 3 of Article 85 of Law 4957/2022)

Article 16.

Tuition fees.

Postgraduate students are obliged to pay tuition fees.

The amount of the tuition fees provided for the whole of the program is set at **four thousand euros (€4,000).**

Payment in instalments is possible, as follows:

- (a) the first instalment (€500) upon the enrolment of the student (first semester),
- (b) the second instalment (€1,500) at the start of the second semester, on the dates determined by the Secretariat, and
- (c) the third instalment (€1,000) at the start of the third semester, on the dates determined by the Secretariat.
- d) the fourth and final instalment (€1,000) at the start of the fourth semester.

Tuition fees are paid to the Special Account for Research Funds, which is responsible for their management.

Article 17.

Free attendance / Scholarships – Criteria/Procedure/Supporting documents

17.1. Free Attendance

Students are exempted from tuition fees where their individual income, if they have their own income, and their household equivalized disposable income do not exceed, respectively and independently, one hundred per cent (100%) in the case of individual income and seventy per cent (70%) in the case of household income of the national median equivalized disposable income, according to the most recently published data of the Hellenic Statistical Authority. This exemption is granted for participation in one Postgraduate Studies Program only. In every case, the number of exempted students does not exceed thirty per cent (30%) of the total number of fee-paying students admitted to the Program. If the number of eligible students exceeds the percentage referred to in the previous sentence, they are selected in order of ranking,

starting

with those with the lowest income. By decision of the Minister of Education, Research and Religious Affairs, published in the Government Gazette, every matter relating to the application of the previous sentences is determined. By a similar decision, the amount corresponding to the national median equivalized disposable income (the individual income and seventy per cent (70%) of the household income) is ascertained each year, according to the data of the Hellenic Statistical Authority. For the application of the present paragraph, the Committee constituted under point (d) of paragraph 3 of Article 31 of Law 4485/2017 takes into account the income of the last tax year for which, at the time of selection for the Program, the tax assessment has been completed, in accordance with the provisions of the Income Tax Code. The application for free attendance in each Program is submitted after the completion of the procedure for the admission of students to the Program (par. 1, 2, 3, art. 86, Law 4957/2022). The application for exemption from tuition fees may be found at the link:

http://pmsamea.uop.gr/index.php?option=com_content&view=article&id=200&Itemid=965)

and is submitted after the completion of the procedure for the selection of the students of the Programs. The financial situation of a candidate is in no case a ground for non-selection for a Program. Those who receive a scholarship from another source are not entitled to the exemption. Third-country nationals are not entitled to submit an application for exemption from the obligation to pay tuition fees in a Program (par. 4, 6, 7, art. 3, Ministerial Decision 108990/Z1/16.9./2022, Government Gazette B' 4899). The examination of the applications and of the fulfilment of the criteria for exemption from tuition fees is carried out by the Assembly of the Department. A reasoned decision accepting or rejecting the application is issued. (*art. 4, Ministerial Decision 108990/Z1/16.9./2022, Government Gazette B' 4899*).

17.2. Award of excellence scholarships

The Program may provide a number of excellence scholarships to students on the basis of academic and/or sporting criteria (for example Paralympic medallists, athletes of national teams), in accordance with a decision of the Assembly determining the amount of the scholarships, the supporting documents and the procedure for the award of scholarships, and the obligations and rights of the scholarship holders.

For each new intake of students to the Program, the program provides one (1) scholarship granting full exemption from tuition fees to a graduate of the Department of Sports Organization and Management of the University of the Peloponnese with the highest graduation grade, above a grade of 8.5.

The supporting documents that students must submit for the assessment of their requests are:

- (a) an application for Exemption from Tuition Fees on grounds of academic performance (http://pmsamea.uop.gr/index.php?option=com_content&view=article&id=200&Itemid=965)
- (b) a copy of the transcript of records.

Article 18.

Grounds and procedure for the deletion of postgraduate students

The Assembly of the Department of Sports Organization and Management may, following a recommendation of the Coordinating Committee, decide on the deletion of postgraduate students if:

- a) they exceed the maximum limit of absences, where this is laid down in the Study Regulation of the postgraduate program,
- b) they have failed the examination in a course or courses and have not successfully completed the program, in accordance with the provisions of the Study Regulation of the program,
- c) they exceed the maximum duration of studies in the Program, as laid down in the Study Regulation of the postgraduate program, unless demonstrably serious and exceptional grounds apply,
- d) they commit punishable acts or acts subject to disciplinary control that expose and harm the Department, the School and the University in general.
- e) they do not pay the tuition fees provided for,
- f) the postgraduate students themselves submit an application for their deletion.

Article 19.

Rights of postgraduate students

Postgraduate students have all the rights and benefits provided for students of the first cycle of studies, up to and including the expiry of any extension of studies granted, with the exception of the right to free textbooks. The Program “Organization of Sport Activities for People with Disabilities” has established specific policies to support the rights of students. In particular:

- **Inclusion of students:** The Program has taken care to ensure that students with disabilities and/or special educational needs have access to the educational process. In particular, the teaching areas of the Department of Sports Organization and Management and the teaching of the courses are reasonably adapted for students who are wheelchair users. In more detail: (a) students with specific learning difficulties are examined orally or with multiple-choice questions, (b) students with disabilities who use a wheelchair can access all the rooms, laboratories and the amphitheater of the building, since special ramps have been constructed in accordance with the necessary specifications to serve them, (c) the building has a WC for people with disabilities, (d) the website (electronic classroom) of each course complies with the WCAG2 standards or an equivalent, (e) there is a sound system in all areas for the provision of oral instructions, (f) the lifts have embossed buttons, (g) provision is made for communication with students who are deaf or have visual impairments, (h) there is a reception area in the foyer of the main entrance.,
 . :
- **Mechanism for the management of student complaints:** The Program has included in its strategic planning the development and application of procedures for the management of student complaints and objections. The regulation for the operation of the mechanism for the management of student complaints and objections has been posted on the website of the Program. The institution of the Student Ombudsman also operates at central level within the Institution for the resolution of serious matters.
- **The Academic Advisor System:** Likewise, the Academic Advisor system has been included in the strategic planning. The establishment of the Academic Studies Advisor and the encouragement of students to make use of communication with the Advisor assist in the closer monitoring of the common or particular problems of students that may result in impeding their learning and the attainment of their goals. At the beginning of each academic year, newly admitted postgraduate students are allocated to Academic Advisors.
- **Gender Equality Matters:** The Program cooperates with the Gender Equality Committee of the University of the Peloponnese for the promotion of equality at all levels of operation and in all the procedures of academic life, with the aim of (a) drawing up action plans for the promotion and safeguarding of substantive equality and for combating discrimination in the educational and research

procedures of the institution, (b) addressing sexual harassment and any kind of harassing behavior, (c) conducting seminars and lectures on combating discrimination and addressing sexual harassment and any kind of harassing behavior, (d) providing assistance to victims of discrimination, sexual harassment and harassing behavior when they report discriminatory treatment or harassment.

Article 20.

Obligations of postgraduate students

Postgraduate students have the following obligations:

- a) they must attend the courses without exception. In each course, postgraduate students must participate successfully in all the procedures provided for the assessment of their performance.
- b) they are obliged to monitor their institutional electronic mail, the announcements of the Program and the website of the Department.
- c) they are obliged to pay any tuition fees provided for, in accordance with the decisions of the competent bodies.
- d) they must cooperate with the supervising professor and the members of the Coordinating Committee for the support and preparation of their thesis
- e) They must respect and comply with the Postgraduate Studies Regulation, the decisions of the bodies of the Program, of the Department and of the University of the Peloponnese, as well as with academic ethics.

Article 21.

Internal Evaluation of the Program: Procedure for the evaluation of courses and teaching staff

The Coordinating Committee, taking into account the procedures and evaluation systems of the Quality Assurance Unit, assesses the educational work provided at the end of each academic year.

Towards the end of each semester, an evaluation of each course and of each teacher is carried out by the postgraduate students.

For this purpose, the electronic course evaluation system of the University of the Peloponnese is used, which forms part of the integrated information system of the Quality Assurance Unit. The system is interconnected and integrated with the

electronic secretariat system of the Program, with the aim of facilitating the evaluation of the courses by the postgraduate students. At the same time, through the integrated information system of the Quality Assurance Unit, access is provided to detailed statistics on the evaluations, facilitating the work both of the Internal Evaluation Team of the Department and of the Coordinating Committee of the Program, so that good educational practices may be highlighted, promoted and encouraged, while at the same time any weaknesses may be identified and eliminated. The whole procedure consists in the completion of evaluation questionnaires (in accordance with the standards of the Quality Assurance Agency), while care has been taken to ensure that the anonymity of students is fully safeguarded.

More specifically, postgraduate students, upon entering the electronic Secretariat system, are invited, through the record of the course they have declared and are attending, to answer a series of questions on a scale from 1 (lowest grade) to 5 (highest grade). The questions concern the course taught and focus on:

- (a) the syllabus of the course
- (b) the educational material used (c) the educational aids provided
- (d) the relationship between the actual workload of the student and the credits of the course
- (e) the material available in the library
- (f) the guidance provided by the teacher (g) the ability of the teacher to:

- ☐ organize the syllabus of the course
- ☐ analyze and present the concepts of the course
- ☐ encourage students to raise queries and questions (h) the consistency of the teacher in his or her teaching duties

The results of the evaluations are communicated by the Internal Evaluation Team of the Department to the Coordinating Committee and to the teacher of each course. On the basis of the evaluation by the students, good teaching practices are rewarded by special mention at a meeting of the Coordinating Committee, while care is taken to eliminate any weaknesses. At the same time, the Quality Assurance Unit processes the results of previous evaluation periods, and the relevant statistical data are posted on the website of the Quality Assurance Unit of the University of the Peloponnese.

Article 22.

External Evaluation/Certification

The Postgraduate Studies Programs are evaluated within the framework of the periodic evaluation/certification of the academic unit by the National Authority for Higher Education. In this context, the overall assessment of the work carried out by the Program is evaluated, as well as the degree of fulfilment of the objectives set upon its establishment, its viability, the absorption of its graduates into the labor market, the degree of its contribution to research, its internal evaluation by the postgraduate students, the expediency of extending its operation, and other data relating to the quality of the work produced and to its contribution to the national strategy for higher education.

If, at the stage of its evaluation in accordance with the above, the Program is judged not to meet the conditions for the continuation of its operation, its operation is concluded with the graduation of the students already enrolled, in accordance with the decision of establishment and the regulation for postgraduate and doctoral study programs (art. 87, Law 4957/2022).

The decision establishing the Program is communicated, by the University of the Peloponnese, to the Minister of Education and Religious Affairs within ten (10) days from the date of its publication in the Government Gazette (par. 9, art. 80, Law 4957/2022).

Article 23.

Graduation ceremony of postgraduate students and type of diploma awarded (Master's Diploma)

A student completes the studies for the award of the Master's Diploma upon the completion of the minimum number of courses and credits (120 ECTS) required for the award of the Master's Diploma, as well as the successful completion of the 500 hours of internship, the preparation of the master's thesis and the payment in full of the tuition fees of the program. The names of the diploma holders are approved by the Assembly of the Department, which establishes the successful completion of the studies in order for the Master's Diploma to be awarded (former Law 4485/2017).

A graduate of the Program may, upon application, be granted, before the award ceremony, a certificate that he or she has successfully completed the Program.

The taking of the oath and the award of the Master's Diplomas take place publicly at a special ceremony before the Director of the Program, the Dean of the School or the Head of the Department and, where possible, a representative of the Rectorate. The graduation ceremony includes a public oath-taking in academic gown, in the Amphitheater of the School of Human Movement and Quality of Life Sciences, at the same time

as the award of the first-cycle degrees of the Department.

The Master's Diploma is a public document. Its form follows the template of the University of the Peloponnese and it is signed by the Rector, the Dean of the School (in the case of a single-department School) or the Head and the Secretary of the Department concerned.

Article 24.

Diploma Supplement

The Diploma Supplement is mandatorily attached to the Master's Diploma awarded upon the successful completion of a second-cycle study program. It is an explanatory document and does not replace the official degree or the transcript of records issued by the Institution. The Diploma Supplement is attached to degrees and provides information on the nature, level, general educational context, content and status of the studies successfully completed by the person named in the original of the degree to which the supplement is attached.

The supplement contains no value judgements and no statements of equivalence or correspondence, nor any suggestions concerning the recognition of the degree abroad. The diploma supplement is issued automatically and free of charge, without any special application, in Greek and in English.

The original of the supplement meets the authenticity requirements applicable to the degree awarded. The date of issue of the supplement does not necessarily coincide with the date of the award of the degree, but may never precede it. (*Law 3374/2005, art. 15*).

Article 25.

Website of the Program

The Program provides, through its official website, comprehensive information to students, graduates, interested bodies and the public on matters relating to the program (activities, learning outcomes, degrees awarded, etc.). The website is continuously updated and is available in Greek and English, or in any other language the Department considers appropriate, in particular in the case of Programs in

cooperation with universities abroad. (*Requirement 8 of the certification standard for Postgraduate Studies Programs*

2022)

As a minimum, the website of the Program must include: the detailed study program, the academic calendar, the course timetable, the teaching staff, the study regulation, the regulation for the preparation of theses, the internship regulation (where one exists) and the mobility regulation of the Program.

Article 26.

Special provisions

Any matters not regulated in the present Regulation and in the internal Regulation of the Postgraduate Studies Programs are regulated on a case-by-case basis by the Assembly of the Department, following a recommendation of the Coordinating Committee of the Program and in accordance with the legislation in force. The failure or delay to exercise any right or to take any measure provided for or available to the Assembly, the Coordinating Committee or the Director shall in no case be deemed to constitute a weakening of, or a waiver of, the possibility of exercising that right or taking that measure, which right or measure may be exercised or taken at any time.

Enrolled postgraduate students must keep themselves informed, through the official website of the Program, of any amendments to the Regulation that may affect them.

Annex I

Summary Course Outlines

SEMESTER 1	Credits (ECTS)
1. Disability Classification (Compulsory) The purpose of the course is to familiarize students with the process of classifying athletes through an understanding of the various forms of disability. Classification is the process by which athletes are placed in categories according to the type and degree of their disability. Under the regulations of the international confederations, in order to take part in an official competition of the federation of his or her country, an athlete must have been classified and must present his or her classification card at the equipment check. During the classification process, the classifier assesses the athlete's muscular strength, the range of motion of the joints and the coordination of movements. In addition, the athlete presents to the classifier the assistive equipment he or she uses, so that it may be ascertained whether he or she is entitled to use that equipment and whether it complies with the regulations of the national federation. An athlete may need to be classified several times during his or her competitive career, since his or her condition may improve or deteriorate. Upon completion of the course, students will be able to: 1. Know the basic elements of the anatomy and physiology of the human body 2. Know what the term disability means and which of its dimensions are assessed in the classification of its various forms 3. Know the most common forms of disability, the problems and limitations they cause and the basic ways of addressing them 2. Theory, design, application, presentation and processing of research data Advanced research methods (Compulsory) The purpose of the course is to introduce students to the field of scientific research through the acquisition of abilities in the design and implementation of scientific research. Upon completion of the course, students will be able to: 1. Come into contact with current developments in research methods and in the statistical processing of research data, and to make use of the findings of educational research in practice. 2. Understand concepts and views arising from current developments in the field of the applications of statistics in educational research and the social sciences. 3. Understand and assess the results of educational research and themselves undertake to design educational research, particularly in the field of special education. 4. Acquire the ability to collect and process research data from the fields of sport and education, and to make use of	6
	6

those results in order to form judgements and reflections on matters concerning the field of special education. 5. Be able to make use of research results in order to reach scientific conclusions and to develop scientific theories by combining research with theory.	
3. Total quality management of services for people with disabilities (Compulsory) The purpose of the course is to understand the principles and techniques of the science of Total Quality Management as applied to service organizations and businesses, and in particular to sport bodies, with the ultimate aim of improving productivity, the quality of the services provided, their effectiveness and, more generally, their competitiveness. The purpose of the course is to understand the principles and practices/methods of the Quality Management System (ISO 9001:2000) and of the Total Quality Management System, with applications in Public Administration. Particular emphasis is given to the presentation of the European Business Excellence Model and of the Common Assessment Framework of the European Union, as applied to public organizations and businesses. The usefulness of all the above systems is considerable, since they contribute to improving the productivity and quality of modern organizations. Upon completion of the course, students will be able to know: 1. the concept and practices of quality planning, quality control and the continuous improvement of the quality of modern service organizations and businesses, with an emphasis on people with disabilities 2. the creation of a vision, objectives and strategies concerning quality in modern organizations, in accordance with European policies for the management of organizations providing services for people with disabilities 3. the duties of the leadership and of all executives, so that quality may be effectively integrated into all the functions of modern service organizations and businesses for people with disabilities 4. The European Model of Management Excellence and the International Quality Awards 5. Matters of Quality Certification under ISO 9001:2008 4. Sociological and psychological perspectives in servicing people with disabilities (Compulsory) Upon completion of the course, students will be able to:	6
1. 1. Compare and contrast selected theoretical approaches of sociology and psychology as applied to people with disabilities 2. 2. Distinguish the psychomotor requirements of difference 3. Understand psychological disorders 4. 4. Argue in accordance with the fundamental psychosocial principles for the understanding of disability 5. 5. Know the importance of social psychology and apply specific practices to improve the quality of life of people with disabilities 6. 6. Be able to apply techniques of psychological support with the aim of promoting exercise among pupils with disabilities. 7. 7. Know ways and strategies by which exercise can influence and determine the health and quality of life of people with disabilities. 8. 8. Identify and address the challenges relating to stereotypes and disability	6

9. 9. Apply teaching approaches and intervention strategies aimed at raising the awareness of the typical pupil population towards disability, social inequalities and social exclusion. 10. Apply educational intervention programs aimed at the empowerment and social inclusion of pupils with disabilities. 11. 11. Anticipate how they should react to and interact with individuals or groups of individuals with disabilities (attitudes towards people with disabilities) 12. 12. Understand how individuals cope with and adapt to Disability 13. Distinguish those characteristics that make people with disabilities13. distinct and unique (Disability Identity) 14. 14. Strengthen the self-confidence of people with disabilities regarding their own disability, as well as the development of positive bonds with other members of the community of people with disabilities. 15. 15. Identify, understand and apply the principles of positive psychology in order to help people with disabilities psychologically and physically 16. 16. Understand and address disability in relation to the environment in which people with disabilities live and are active.	
5. Equal opportunity in sport for people with disabilities in local government programs (Compulsory) Upon completion of the courses, postgraduate students will be able to know: 1. The abilities that a sport management executive must have in order to fulfil his or her role, through the policies he or she will develop for the organization and management of sport for people with disabilities 2. The development plan for the inclusion of people with disabilities in sport 3. The analysis of the services offered by local government for sport, exercise, recreation and well-being of people with disabilities 4. The structure of sport organizations and the identification of the various roles and responsibilities of those involved in the development of sport for all 5. The obligation and responsibility of local government in educating on the value of sport of equal opportunities for all	6
Total Credits – ECTS	30

SEMESTER 2	Credits (ECTS)
1. Rehabilitation management/sport medicine for people with disabilities (Compulsory) Upon completion of the courses, postgraduate students should know: 1. What sport medicine for people with disabilities is 2. What rehabilitation of people with disabilities is 3. What a rehabilitation center is. 4. What the role of the physiatrist is in the rehabilitation process of people with disabilities. 5. What the role of the physiotherapist is in the rehabilitation process of people with disabilities. 6. What injuries are sustained by people with disabilities participating in the Paralympic Games. 7. What injuries are sustained by people with disabilities participating in the Special Olympics. 8. People with disabilities and ergogenic substances.	6

2. Sport events management for people with disabilities (Compulsory) The purpose of the course is for students to acquire the necessary theoretical background, as well as practical knowledge, on matters relating to Sport Marketing in events for people with disabilities Upon completion of their attendance of this course, students will know: 1. The basic principles of marketing 2. The particular nature of sport as regards marketing. 3. The marketing mix. 4. SWOT analysis. 5. How to write a sponsorship proposal.	6
3. Strategic planning of non-profit (disability related) organizations (Compulsory) Upon completion of the course, students will be able to: 1. Design and implement the appropriate strategies at corporate and business level for the better exploitation of the potential of NGOs for people with disabilities 2. Be familiar with specific tools of Strategic Planning, so as to be able to apply them in the Organizations in which they are employed 3. Be aware of current theories and techniques of Strategic Planning	6
4. Planning and managing sport facilities for people with disabilities (Compulsory) Learning outcomes corresponding to the units – students will be able to: 1. Understand the basic concepts of events and facilities and the differences presented by the international terms 2. Deal effectively with all the stages of the design and operation of a facility 3. Be able to structure the planning of a facility in time, on the basis of a timetable 4. Understand and identify the conditions for the creation and construction of a facility 5. Work with the rules of sports that affect the design of a facility 6. Work on the adaptation of a facility to the particular event 7. Satisfy the different levels of requirements of each “customer” group 8. Work with the organizational structures presented in different events and facilities 9. Understand the cultural particularities in the management of sport facilities and events 10. Anticipate and take into account the bodies required to be involved in the creation and the operation of an event and a facility 11. Develop the ability of forecasting and long-term calculation 12. Understand the importance of long-term planning for the viability of a facility 13. Include the prospect of exploiting the asset after the competition period for the facility	6
5. Risk management, safety and accessibility for people with disabilities (Compulsory)	6

The necessary theoretical knowledge for the development and reinforcement of inclusion and integration, in accordance with the convention on the rights of persons with disabilities. On those policies that will contribute to the development of the health and independence of people with disabilities, through the application of occupational safety and health policies. On the strategy for managing the principles of occupational safety and health in the administration of businesses and organizations of sport and recreation. On highlighting the responsibility of the leadership in the application of the standards and guidelines that must be applied in order to create a safe environment in sport and recreation for all. On methodological guidance for the responsibility of incorporating the international rules on the right of access, based on the design of products, environments, programs and services so that they may be used by all people, to the greatest extent possible, without the need for adaptation or exclusion, both for people with disabilities and for people with temporarily reduced mobility. Upon completion of the courses, postgraduate students will be able to know: 1. The abilities that a sport management executive must have in order to fulfil his or her role, through the policies he or she will develop for the organization and management of sport for people with disabilities. 2. The planning of the development of tools for the inclusion of people with disabilities in sport. 3. The analysis of methods for accessibility to sport, exercise and recreation services for people with disabilities. 4. The structure of sport organizations and the identification of the various roles and responsibilities of executives for health and safety for those involved in the development of sport for all. 5. The obligation and responsibility of management for the application of health and safety legislation for all	
Total Credits – ECTS	30
SEMESTER 3	Credits (ECTS)
Internship The purpose of the internship is the professional orientation of students and their first acquaintance with working conditions in fields of application relating to the organization and management of sport events concerning people with disabilities. Students will be able to apply the knowledge they have acquired in the classroom in real conditions. In this way they will consolidate more effectively the subjects taught and will extend their knowledge on various matters of the management of sport activities for people with disabilities. Through the internship, students acquire the experience of education in practice and knowledge and abilities relating to the design of educational interventions, as well as skills of cooperation and communication with pupils and their parents. 2 elective courses (see the catalogue below)	20
Total Credits – ECTS	10
SEMESTER 4	Credits (ECTS)

Master's Thesis The purpose of writing a Master's Thesis is to contribute effectively to the successful career of graduates, by reinforcing the knowledge and skills they have already acquired. Through the choice of the topic of the Master's Thesis, graduates are given the opportunity (a) to study in depth a field requiring specialized knowledge, (b) to work methodically, using critical and combinatorial thinking, and (c) to acquire significant experience from the planning, preparation and presentation of a complete Master's Thesis. Through the process of preparing the Master's Thesis, graduates will learn: 1. To select a specific area of scientific investigation that will relate to their professional career. 2. To determine the range of information resources available to them and, according to the subject matter of the Master's Thesis, to delimit the importance of the sources. 3. Through the process of searching for and selecting the relevant literature, (a) to identify the sources that provide accurate, well-organized and up-to-date knowledge, (b) to recognize the quality of the information that will assist them in the scientific delimitation and documentation of the Master's Thesis, and (c) to acquire the ability to exclude bibliographic sources that are not relevant to the Master's Thesis. 4. To organize knowledge into groups of related concepts, so as to obtain a complete picture of the information provided by the various sources. 5. To set out and describe what other researchers and authors have written, in a comprehensible and clear manner. 6. To make use of and develop the creativity and the research, theoretical and practical knowledge and skills they acquire during their postgraduate studies. Total Credits – ECTS 30	30
ELECTIVE COURSES Credits	(ECTS)
1. Current trends for people with disabilities and special education needs Upon completion of the course, students will be able to: 1. Know the main areas of activity of people with disabilities 2. Know ways of supporting people with disabilities and their families 3. Advise people with disabilities on social integration 4. Promote independent living (Policies for the educational and social integration of people with disabilities and compliance with hygiene rules – learning rules of social behavior) 5. Be able to provide correct information on matters of education and sport for people with disabilities. 6. Demonstrate skills relating to the design of therapeutic exercise programs for special populations, with the aim of smooth inclusion in the school classroom. 7. Use management rules and protocols in order to create a safe and effective learning environment for all. 8. Apply strategies that help the typical pupil population to demonstrate behaviors of personal and social responsibility for substantive inclusion and co-education.	5

9. Analyze and correct significant elements relating to motor skills and performance for equal inclusion and co-education. 10. Demonstrate skills relating to the design of therapeutic exercise programs for the equal exercise of special populations. 11. Justify the teaching method and act critically in order to apply changes to the teaching method, to the learning process and/or to the related objectives and decisions. 12. Select and create the appropriate assessment methods that will effectively measure the attainment of the objectives set on each occasion in adapted exercise.	
2. Adapted physical education for people with disabilities in education Postgraduate students will deepen, at both theoretical and practical level, their knowledge and skills concerning the emotional, cognitive and motor characteristics of people with disabilities or with special educational needs, as these are affected by the disability itself, by age and by the environment (school, rehabilitation center, sports club or recreation centers) in which they live and function. Upon completion of the course, students will be able to: 1. Know the physical, psychological and social characteristics of pupils with disabilities, as well as the limitations they face in taking part in exercise. 2. Design adapted exercise programs so as to respond to the different needs and particularities of pupils with disabilities. 3. Use appropriate teaching methods in the learning process of exercise for children with disabilities. 4. Compose and apply motivational methods for the participation of people with disabilities in mass and/or high-level sport. 5. Teach the Paralympic sports in order to raise the awareness of pupils without disabilities towards people with disabilities. 6. Use appropriate methods of assessing motor learning, before, during and after the teaching of adapted exercise.	5
3. Current trends in adapted physical education: Biological and educational approach Upon completion of the course, students will be able to: 1. Know the current trends in adapted physical education. 2. Integrate the new practices into the Greek context. 3. Create adapted physical education programs. 4. Know the adaptation needs of each disability group. 5. Promote the development of sport for people with disabilities.	5
4. Characteristics and education of disabled with cerebral palsy Upon completion of the course, students will have understood that: 1. There must be similarity as regards the objectives of special education and of general education. 2. The perceptions that the education of people with disabilities is a separate branch of education and that it serves a special category of pupils must be dispelled.	5

3. There must be better and greater knowledge of general pedagogy. 4. This must contribute to the development of the personality of pupils with special needs. 5. It must contribute to improving their abilities and skills, so as to make possible their inclusion in the education system and their coexistence within society. 6. It must contribute to their vocational training and promote their mutual acceptance with society and their equal social development. 5. Human resources management in sport organizations for people with disabilities	
The course is designed to teach students the basic theories and applications of Management in sport for people with disabilities, as well as specific matters relating to human resources management, the management of sport facilities, the organization of sport events, sport marketing, communication and public relations. Upon attending the course, the student will be able: 1. To understand the complexity of the market of sport and recreation for people with disabilities. 2. To recognize the different roles, abilities and skills required of the management executives of sport and recreation for people with disabilities. 3. To apply the basic functions of leadership and management in sport for people with disabilities 4. To understand the basic theories and practices of sport marketing for people with disabilities 6. Communication and media for sport with disabilities. The purpose of the course is for students to acquire the necessary theoretical background, as well as practical knowledge, on matters relating to the Media and Public Relations in a sport environment for people with disabilities.	5
Upon completion of the course, students will be able to know: 1. The importance of the use of the media and of Public Relations in sport for people with disabilities. 2. The complete formulation of the communication strategy of a sport organization for people with disabilities (data collection and analysis – design – execution – evaluation) using the methods, techniques and media from the toolkit of Communication Science. 3. The possibility of studying and analyzing the trends and directions of the sport media market for their more effective use by sport organizations for people with disabilities. 4. The communication management of emergencies and crises in Sport Organizations for people with disabilities. 5. The use of Communication in the promotion of sport for people with disabilities. 6. The importance of ethics and leadership for the Sport Industry and the manner of their application. 7. The recognition of elements of intercultural communication and of their importance for contemporary sport events within the framework of sport for people with disabilities. 8. The contribution and management of the communication process in negotiation and mediation in sport 9. The importance and the ways of promoting the interests of groups with an interest in sport for people with disabilities, through communication processes in the contemporary national and international sport environment, within the framework of the management of the matters and concerns that characterize contemporary sport	5

reality for people with disabilities (for example diversity, representation, legitimization, interculturality, gender, social matters, politics in sport events) 10. What marketing communication means and how it functions in sport for people with disabilities. 11. How communication through the traditional media and through new digital channels is described and analyzed. What the trends and changes are that have taken place in the market. 12. What the communication mix in sport for people with disabilities is, and which activities are included in mass communication and which in individualized/personal communication. 13. How Public Relations, Publicity and Sponsorship function in Sport.	
7. Characteristics and education for the disabled with intellectual disabilities Upon completion of the course, students will have understood that: 1. There must be similarity as regards the objectives of special education and of general education. 2. The perceptions that it is a separate branch of education and that it serves a special category of pupils must be dispelled. 3. There must be better and greater knowledge of general pedagogy. 4. This must contribute to the development of the personality of pupils with special needs. 5. It must contribute to improving their abilities and skills, so as to make possible their inclusion in the education system and their coexistence within society. 6. It must contribute to their vocational training and promote their mutual acceptance with society and their equal social development. 8. International disability classification levels for sport events	5
The existence of facilities is based on, depends on and is sustained primarily by the hosting of sport events. These events in turn constitute the culmination of the competitive career of athletes and the principal institutional responsibility of the international and national sport bodies for holding competitions, and therefore for the promotion and development of the various sports. Facilities are the “hotel” of events, having traditionally been places of devotion to sport. The unlimited possibilities they offer have succeeded in attracting different “customers”, thereby complicating the equation of the successful and effective management and administration of facilities. Upon completion of the course, students will be able to: 1. Recognize the need for the classification of disabilities for the smooth and valid conduct of competitions 2. Correctly select the venues for the competitions 3. Complete the administrative procedures smoothly and swiftly 4. Communicate the event 5. Create a complete organization and administration for the event. 9. Law and Ethics in sport for people with disabilities The purpose of the course is to provide students with specialized knowledge of the law governing the structure, organization and operation of sport and of the sport	5

activities of people with disabilities, as well as the legal relationships that develop within the sport and educational context. At the end of the course, students will be able: 1. To understand the purposes behind the rules of law 2. To understand their distinction from rules of ethics 3. To assess and interpret rules of law and decisions of adjudicating bodies 4. To have full knowledge of the manner of operation and formation of the global legal system in sport, with specific references to people with disabilities. 10. Basic educational approach, specialized ways of intervention, specific vocational training and rehabilitation for people with disabilities.	
Students must understand that, in order to achieve access to education for children with intellectual disabilities, certain matters must be taken into account, such as: 1. Clear educational objectives must be formulated within the framework of the school. 2. The use of multiple educational means and materials must be exploited. 3. The use of multiple alternative teaching methods and teaching strategies must be supported. 4. The school must allow and indicate differentiated ways of engaging the pupil in the educational process. 5. Priority must be given to the development of skills connected with the quality of daily life for pupils with intellectual disabilities, so that, as a citizen of tomorrow, the pupil may participate on equal terms in social, economic, cultural and political life. 6. Priority must be given to the development of learning skills, that is to say, the ability of pupils “to learn how to learn” must be promoted. 11. Sport training for people with disabilities Upon completion of the course, the student will be able: 1. To know the basic principles of athletic training for people with disabilities. 2. To be able to organize competitions for people with disabilities.	5
3. To know the equipment required for people with disabilities. 4. To know the general classification of people with disabilities for participation in competitions. 5. To know about accessibility for people with disabilities. 6. To know the organization of the International and Hellenic Paralympic Committee. 12. Characteristics and Education of disabled with motor disabilities, chronic non treated illness and multiple disabilities. The course provides knowledge on matters of disability and education. In particular, it teaches the various characteristics and categories of disabilities, as well as the education of people with different disabilities.	5
13. Evaluation in adapted physical education for people with disabilities Upon attending the course, the student will be able: 1. To rely on and to support effective assessment methods characterized by flexibility, continuous feedback and respect for the individual characteristics of each pupil.	5
2. To apply the educational program concerned as early as possible, from pre-school age, in order to achieve the best possible teaching outcomes for the pupil with an intellectual disability,	5

3. To draw it up with a multidisciplinary team, and also in cooperation with the parents of pupils with intellectual disabilities, 4. To organize the classroom appropriately as regards functionality, space, materials and infrastructure, 5. To plan the teaching in accordance with the learning profile of the pupil, 6. To organize and manage the educational setting.	
14. Planning programs in adapted physical education for people with disabilities Upon attending the course, students will be able: 1. To follow the guidelines of the international health bodies for the safe exercise of pupils with disabilities. 2. To know the rules for designing individualized programs of adapted exercise for pupils with disabilities. 3. To structure individualized educational programs of adapted exercise, according to the type of disability. 4. To determine the adaptations necessary in order for people with disabilities to be able to participate in physical activities. 15. Health promotion for people with disabilities.	5
The purpose of the course is to impart to students sufficient knowledge on matters of safeguarding the health of people with disabilities in every social and professional setting, as well as a range of ways of applying it. 16. Innovative practices and equal opportunities programs for people with disabilities in sport	5
Upon attending the course, students will be able to know: 1. The abilities that a sport management executive must have in order to fulfil his or her role, through the policies he or she will develop for the organization and management of sport for people with disabilities. 2. The development plan for the inclusion of people with disabilities in sport. 3. The analysis of the services of sport, exercise and recreation for people with disabilities that are accessible to all. 4. The process of developing programs and actions to improve the quality of life of people with disabilities and of their families, by facilitating access to sport and recreation. 5. The strategies of leadership for the inclusive participation of people with disabilities in actions and programs. 17. Sport technology and information systems for people with disabilities. Upon completion of the course, students will be able: 1. To understand the role of information technology and of modern technologies in the education of people with disabilities.	5
2. To know the theoretical framework for the learning theories and teaching models inherent in every technological and digital educational environment for people with disabilities. 3. To recognize the various disorders of people with disabilities, to investigate their needs and requirements in educational technology and thus to be able to propose the appropriate type of learning technology, or the optimal combination of physical and technologically supported teaching methods, that is ideal for each individual case	5

4. 4. To use types of software that may be used by physical education teachers for movement analysis, fitness assessment, the creation of exercise programs and the athletic training of people with disabilities. 5. To organize, process and use data on the adapted physical activity of people with disabilities 6. To process digital images and digital video for the presentation of concepts and skills from the field of Physical Education and Sport 7. To maintain a database for the storage and management of data from the field of adapted exercise and to use the database to retrieve information. 8. To design and develop educational websites that promote the acceptance of difference among the typical pupil population. 9. To keep informed of the continuously evolving conditions in the field of educational technology for people with disabilities.	
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ANNEX II

Form for the suspension of studies

APPLICATION FOR THE SUSPENSION OF STUDIES

FOR THE POSTGRADUATE STUDIES PROGRAM

“Sport Management and Organization of Sport Activities for People with Disabilities”

FOR THE SEMESTER(S) (up to 2)

OF THE ACADEMIC YEAR

Protocol Number*	*completed by the Program
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Surname: _____

First name: _____

Father's name: _____

Department Registration Number: Tel. no.: _____

I request that my application for the suspension of my studies in the Program Sport Management and Organization of Sport Activities for People with Disabilities be accepted for (1 and/or 2 semesters) of the academic year

BECAUSE:

(state the reason)

I attach hereto the following supporting documents:

1. _____

2. _____

Date

The Applicant

(signature)

ANNEX III

Application for approval of the preparation of a research study



UNIVERSITY OF THE PELOPONNESE
SCHOOL OF HUMAN MOVEMENT AND QUALITY OF LIFE SCIENCES
DEPARTMENT OF SPORTS ORGANIZATION & MANAGEMENT

Sparta, .../.../2023

TO

the Research Ethics Committee
of the School of Human Movement and Quality of Life
Sciences of the University of the Peloponnese

Application for approval of the preparation of a research study

I request approval of the application for the preparation of the research study entitled

«.....»
.....
.....».

Attached:

- (1) the relevant research protocol, (2)
- the questionnaire, and
- (3) the information or consent form.

Signature

First name Surname

ANNEX IV

STUDY PROTOCOL



UNIVERSITY OF THE PELOPONNESE
SCHOOL OF HUMAN MOVEMENT AND QUALITY OF LIFE SCIENCES
DEPARTMENT OF SPORTS ORGANIZATION & MANAGEMENT

STUDY PROTOCOL

TITLE OF THE STUDY	
DATE RESEARCH BODY	.../.../2023
RESEARCHER	University of the Peloponnese, School of Human Movement & Quality of Life Sciences, Department of Sports Organization & Management
SUPERVISOR	
TYPE OF STUDY	
INTRODUCTION –	
THEORETICAL	
FRAMEWORK	
PURPOSE	
DESIGN OF THE STUDY –	
METHODOLOGY DATA	
ANALYSIS	
EXPECTED RESULTS ETHICAL MATTERS	The research will be carried out in accordance with the Code of Research Ethics of the School of Human Movement & Quality of Life Sciences of the University of the Peloponnese, as well as with the national and international legislation in force on the protection of personal data in research.
INDICATIVE TIMETABLE	
INDICATIVE BIBLIOGRAPHY	

ANNEX V

INFORMATION FORM WHERE CONSENT IS NOT REQUIRED



UNIVERSITY OF THE PELOPONNESE
SCHOOL OF HUMAN MOVEMENT AND QUALITY OF LIFE SCIENCES
DEPARTMENT OF SPORTS ORGANIZATION & MANAGEMENT

Information form where consent is not required

The Information Form where Consent is not Required is used as a form of consent in those cases where, by the nature of the research, signed consent on the part of the subject of the research is not required, as well as in those circumstances in which a signature could prejudice his or her interests. The form is completed by the researcher. A copy of this form will be given to you.

You are invited to take part in research conducted by:

Full name	Capacity		
Department	Department of Sports Organization & Management		
Telephone	Email		
You are invited to take part in this research because:			

Purpose of the research / short description

Your participation is voluntary and consists of the following:

Specify the conditions and the duration of the research

The completion of the questionnaire and its final submission are deemed to be your consent to take part in the research.

There are no anticipated risks and no direct financial benefits arising from your participation in the research (or specify the possible risks/benefits, if any).

You will not derive any direct or significant financial benefit from your participation in this research.

No personal data are collected (e-mail, IP address, etc.), and therefore you cannot be identified.

If you have any questions relating to the research, please contact the researcher.

Date

ANNEX VI

INFORMED CONSENT FORM



UNIVERSITY OF THE PELOPONNESE
SCHOOL OF HUMAN MOVEMENT AND QUALITY OF LIFE SCIENCES
DEPARTMENT OF SPORTS ORGANIZATION & MANAGEMENT

Informed Consent Form

You are invited to take part in research conducted by **full name..., capacity..., Department....** You must be 18 years of age (or older) in order to take part in the research. Your participation is voluntary. You may take as much time as you need to read **the Informed Consent Form**. You may also decide to discuss it with your family or your friends. A copy of this form will be given to you.

PURPOSE OF THE RESEARCH

You are asked to take part in this research because its purpose is _____
The completion and return of the questionnaire, or the answers to the interview questions, constitute consent to take part in this research.

POSSIBLE RISKS

There are no foreseeable risks arising from your participation in this research. If you feel discomfort when answering particular questions, please do not hesitate to ask for them to be omitted.

POSSIBLE BENEFITS FOR INDIVIDUALS AND FOR SOCIETY

To be completed by the researcher

COMPENSATION FOR PARTICIPATION

~~You will not derive any direct or significant financial benefit from your participation in this research.~~

POSSIBLE CONFLICT OF INTEREST

According to the declaration of the researchers, there is no conflict of interest.

CONFIDENTIALITY

Any information obtained in connection with this research that could identify you personally will remain confidential and will be disclosed only with your permission or as provided by law. Information that identifies you personally will be kept separately from the remaining data concerning you.

The data will be kept under the responsibility of the researcher.

In the case of audio recording, your consent will be requested. You may refuse to be recorded. The researcher will transcribe the recordings and may provide you with a copy of the transcript upon your request. You have the right to check and edit the transcript. Sentences that you have asked the researcher to omit will not be used and will be deleted from all the relevant files.

In the event that the results of the research are published or presented at conferences, no information revealing your identity will be included. In the event that photographs, video or audio recordings of you are used for educational purposes, your identity will be protected or concealed.

PARTICIPATION AND WITHDRAWAL

You may choose whether or not to take part in this research. If you take part voluntarily in this research, you may withdraw at any time without any consequence. You may also refuse to answer any questions you do not wish to answer and remain in the research.

The researcher may ask you to withdraw from the research if circumstances arise that require it.

RIGHTS OF THE PARTICIPANTS IN THE RESEARCH

You may withdraw your consent at any time and discontinue your participation without incurring any penalty.

IDENTITY OF THE RESEARCHERS

If you have any questions or concerns in connection with the research, do not hesitate to contact the researcher.

The full contact details of the researcher follow. Full name:

Contact email: Contact

telephone numbers:

I have read the above and I accept my participation in the research.

Full name Date

Signature
