INTERNATIONAL HELLENIC UNIVERSITY

Student Handbook
2023-2024

MA in

The Classical Archaeology and the Ancient History of Macedonia

University Center for
International Programmes of Studies

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THE INTERNATIONAL HELLENIC UNIVERSITY

Introduction

The **International Hellenic University (IHU)** was initially established by Law (No 3391/2005) and was based in Thessaloniki, Greece. The IHU was Greece's first public university where programmes were taught exclusively in English comprised three (3) Schools which offered twenty-four (24) master programmes.

The International Hellenic University was re-established by Law (No 4610/2019), is based in Thessaloniki, comprises nine (9) Schools and thirty-three (33) Departments and is located in Thessaloniki, Kavala, Serres, Drama, Katerini, Kilkis, Didymoteicho. The School of Humanities, Social Sciences and Economics and the School of Science and Technology of the IHU belong to the **University Center of International Programmes of Studies (UCIPS)** of the International Hellenic University offering postgraduate programmes that are taught exclusively in English.

Our Mission

Our strategic mission is threefold:

- Provide research and education that meets the needs of the international community
- Enhance understanding of the economic, socio-political and technological issues facing the societies we serve, through teaching and research of the highest academic standard
- Create a truly international and diverse student and faculty community to foster greater understanding between cultures and nations.

Academic Management

The IHU Governing Board is the overall body governing the operation of the University in accordance with respective legislation and its own internal regulations. Together with the responsibility for overall educational and research policy and the University's development strategy, the Governing Board is also ultimately responsible for all administrative or organisational matters of the University. Upon approval by the Governing Board, all proposals for postgraduate study programmes are submitted by the same to the Ministry of Education & Religious Affairs.

The General Assembly of the School of Humanities, Social Sciences and Economics is responsible for all academic and administrative matters. It is responsible for drafting and submitting proposals for postgraduate study programmes, appointing advisory committees, examination committees, the award of postgraduate degrees, selection or examination of prospective postgraduate students and for any other matter foreseen in the respective legislation. In the case of interdepartmental Postgraduate Study Programmes, the Special Interdepartmental Committee (S.I.C.) has the same powers as the General Assembly and is comprised of (comprises) members of the corresponding General Assemblies.

A Programme Coordinating Committee is responsible for monitoring and coordinating the operation of each respective postgraduate programme. It reports to the General Assembly of the School.

The Programme Director, assisted and deputized by the Assistant Director, is responsible for promoting the effective implementation of the postgraduate study programme. The Programme Director reports to the General Assembly of the School on all issues regarding the effective operation of the programme.

The Student-Staff Liaison Committee is part of the School's quality control mechanism. Its purpose is to ensure good communication with the students on your programme of study and to identify areas where improvements could be made. The students will elect three members as class representatives. The student reps will meet at least once per semester with the Programme Director and members of the faculty. The meetings are informal in style but all issues raised are taken seriously and responded to. The course office produces minutes of each meeting which are then sent to all members of the class. Students will be informed of actions taken by the School to resolve any issues raised at SSLC meetings. The student representatives have the chance, upon request, to meet with the President of the Governing Board of the University Center of International Programmes of Studies.

Please note that in addition, all students participate in the evaluation of their courses and programme by completing and submitting the respective Course Evaluation Forms and the IHU Exit Questionnaire.

PART I: The MA in The Classical Archaeology & the Ancient History of Macedonia Programme

Aims and Objectives

General description

The area of ancient Macedonia is particularly important from a geographical, historical and archaeological point of view. From the Prehistoric period climatic and geological variations are some of the features that contributed to making this region the home of diverse civilizations. Abundance of natural resources, as well as its strategic location on important commercial routes, aroused the interest of many states and empires to control Macedonia during the Archaic and Classical period and led to significant cultural and historical events.

The late Classical and Hellenistic periods are the most important in Macedonia's rich history. During the reign of Philip II and, mainly, Alexander the Great, Macedonia becomes a dominant power in Greece and Asia. The conquests of Alexander's campaign led to the widespread diffusion of the Greek culture and the Greek language throughout the Eastern Mediterranean, as far as India. After Macedonians' defeat by the Romans the region becomes a very important part of the vast Roman empire. The importance of ancient Macedonia led to increased scientific interest from the beginning of the 20th century. Excavation research in Macedonia during the last decades has contributed effectively to the enrichment of our knowledge for the region from the Prehistoric to the Roman times.

Aware of this rapidly rising interest, the School of Humanities decided to design and launch a postgraduate programme on the Classical Archaeology and the History of ancient Macedonia. This pioneering educational venture is an interdisciplinary approach to the historic importance of ancient Macedonia as a crossroads between East and West, Asia and Europe. The research, study and interpretation of the historical and cultural resources will provide students with in depth knowledge on a region of extreme geopolitical and economic importance. We believe this is an outstanding opportunity.

The Master's Programme "MA in The Classical Archaeology & the Ancient History of Macedonia" is addressed to graduates in:

- Archaeology
- History
- Art history
- Philology
- Ethnography, Ethnology, Anthropology
- Social Sciences
- Journalism

Programme Outcomes

Educational and Professional Goals and Objectives

The School of Humanities offers a critical and multifarious study of ancient Macedonia by focusing on the promotion of scientific research and knowledge. The subject of this MA programme is the provision of high level education in archaeology, history and the culture of ancient Macedonia and the Hellenistic kingdoms in general.

This postgraduate programme encourages the development of inter-cultural relations in order to promote international communication and understanding. In this context, this programme will equip students with scientific knowledge and understanding and enable them to promote the study of archaeology and ancient history. Our growing links to leading academic and cultural institutions througout the world ensure that our students enter the job market with excellent international career prospects.

Each course of the programme enables the student to develop a historical, political and economic perspective on ancient Macedonia. The graduate obtains specialized and thorough knowledge on ancient Macedonia related to:

- the recognition of references to the literary, archaeological, epigraphic and numismatic sources of the ancient history of Macedonia
- the use of literary, epigraphic, numismatic and other archaeological sources

- the timeline of the Macedonian kingdom and its relation with the neighbouring Greek and foreign states as well as the city-states of southern Greece
- the economic, social and political organisation of the Macedonian kingdom as well as of the Greek states of southern Greece
- the language of the Macedonians and its importance
- the monuments of ancient Macedonia, such as the impressive Macedonian tombs, palaces, theatres, forums and fortifications
- various forms of art, such as monumental painting, vase-painting, metallurgy, glassmaking
- the impact of Alexander the Great's campaign and the formation of the successors' kingdom states
- the geography of ancient Macedonia
- Public and everyday life in Macedonia from the Prehistoric to the Roman period
- Religion and cults of the Macedonians and the understanding of how the religious life is directly connected with the historical development of the kingdom

Competences-Skills

Upon completing the MA programme, the graduate will have developed the competences and the ability to:
- communicate effectively both orally and in writing in the English language, using the appropriate scientific terminology
- identify and date an archaeological find, recognize, comment and discuss works of art and architecture and classify them in specific artistic movements
- be able to use literary, epigraphic, numismatic and other archaeological sources
- analyze and compare historical events, as well as archaeological data
- use generic methodology tools of the Humanities and Social Sciences, as well as specific tools and techniques in order to find, study and utilise the sources of information

In accordance with the courses taught, our graduates are equipped with qualities, skills and competences to work in:
- Archaeological Departments and Research Institutes of Greece and abroad
- Educational Institutions and Academies concentrating on ancient Macedonia studies
- Museums of ancient Art

General Skills

Upon completing the MA programme, the graduate will have acquired the following general skills:
- Ability to apply knowledge in practical situations
- Ability to search for, analyse and synthesise data and information, by using information and communication technologies
- Ability to adapt to new situations
- Ability to make reasoned decisions
- Ability to work autonomously andas part of a team
- Ability to work in an international context
- Ability to work in an interdisciplinary environment
- Capacity to generate new ideas (creativity)
- Ability to design and manage projects
- Respect for diversity and multiculturalism
- Commitment to conservation of the environment
- Social, professional and moral ethics and responsibility, as well as sensitivity in matters of sex discrimination
- Ability to exercise critical assessment and self-criticism
- Ability to foster freedom of thought, intellectual curiosity and reasoning

The IHU MA in The Classical Archaeology & the Ancient History of Macedonia programme promotes learning and teaching characterised by a diversity of teaching styles and techniques, which recognise that the University operates in an ever-changing environment. Teaching and learning methods should

assist the development of these skills by encouraging not merely the capacity for abstract reasoning but also the students' capacities for independent and self-motivated learning, problem-solving skills, and some of the knowledge and skills which are common in many professional fields.

The traditional lecture supported by PowerPoint presentations and lecture notes continues to be the principal method of delivery. All classes will also be supported by comprehensive e-learning material. Lecturing emphasises interactive activities, making full use of the university facilities. The methods chosen reflect the needs of the students, the aims and target learning outcomes of the programme or the individual course, and the resources available. Learning, teaching and assessment methods are regularly reviewed. Theory, understanding and information are imparted through problem solving and class discussions. Students also learn through research and reading relevant literature. Coursework and assignments (individual and in small groups) develop the ability of students to solve problems. Projects allow the students to study a subject in depth, working more independently where possible. Group projects are also used, which help develop team-working skills. Teaching and learning methods include the opportunity for students to apply their knowledge and expertise to problems beyond those generally encountered. Higher level skills are fostered and encouraged. Students are expected to spend a substantial amount of time working on their own, going through their notes and studying suggested textbooks and specialist readings as well as making use of the support provided through e-learning materials.

Programme Structure

Minimum requirements

The MA in The Classical Archaeology & the Ancient History of Macedonia (full-time) is a full calendar year intensive programme, providing however the opportunity also for a Part-Time Study Programme. In order to obtain the Master's Degree in The Classical Archaeology & the Ancient History of Macedonia of the School of Humanities, students must attend and pass eight (8) courses corresponding to sixty (60) ECTS credits and successfully complete the Master's Dissertation, which corresponds to thirty (30) ECTS credits. The MA in The Classical Archaeology & the Ancient History of Macedonia comprises three parts. The first two parts encompass the taught courses during the first and second semesters. The third semester is dedicated to the Master's Dissertation. Lectures are mostly on weekdays (Monday - Friday). Each lecture lasts three hours.

Description	Hours	Credits
4 Courses (7,5 ECTS each)	120	**30**
4 Courses (7,5 ECTS each)	120	**30**
Master Dissertation		**30**
Total Taught Hours	**240**	**90**

Academic Calendar

Establishment of the academic calendar for the International Hellenic University falls within the authority of the Faculty as set forth in Faculty Policies and Procedures. Construction of the academic calendar is subject to rules and guidelines prescribed by the University Governing Board, the School General Assembly and Greek State legislation. The academic calendar for the following year is subject to approval by the Governing Board at the end of the current year. The approved academic calendar is mandatory for all two Schools of the International Hellenic University.
General structure of the MA programmes academic calendar:

Induction Day: 20 October 2023
1st (Winter) Semester
Teaching commences on 23 October 2023 and ends on 18 January 2024.
Examinations take place from 29/01/2024 to 09/02/2024
Public / Academic holidays: 24 December 2023 up to and including 6 January 2024 (Christmas break).
2nd (Spring) Semester
Teaching commences approximately on 19 February 2024 and ends approximately on 22 May 2024.
Examinations take place approximately from 23/05/2024 to 05/06/2024.

Public / Academic holidays: 18 March 2024 (Ash Monday), 25 March 2024, 27 April 2023 up to and including 12 May 2024 (Easter break) and 24 June 2024 (Holy Spirit).

Curriculum

Courses

Four Courses are mandatory for all students. Students complete four (4) Courses in total, selecting four (4) out of six (6) offered in the first semester and four (4) out of seven (7) offered in the second semester. Each Course is assessed both by coursework and written exam excluding the excavation. The duration of the courses is 10 weeks of lectures and one reading week. All Courses are carefully designed to provide students with knowledge of direct relevance to their interests and careers.

Master's Dissertation

In order to acquire their MA Degree students must complete a six-month project (=30 ECTS) on a subject relevant to their academic interests and course selection. This is the Master's Dissertation. It provides them with the opportunity to use knowledge gained during their courses and tests their ability both to apply a certain methodology and theoretical approach to a given problem and to present an original piece of research or fieldwork on a scientific issue related to ancient Macedonia. Students are supervised throughout their projects by a member of the academic faculty of the IHU or of another Greek University who is a specialist in the field. Supervision is delivered through face-to-face meetings at the University and/or through the e-learning platform of the University.

Full-time programme

Courses

Semester	First Semester courses	Hours	Credits
1	The historical sources	30	7,5
1	Archaeological sites of Macedonia	30	7,5
1	Historical Geography and Cartography of ancient Macedonia	30	7,5
1	The Prehistoric Macedonia	30	7,5
1	The Hellenistic and Roman Periods	30	7,5
1	Minor Arts (pottery, metalworking etc.)	30	7,5
Semester	Second Semester courses*	Hours	Credits
2	Ancient History of Macedonia	30	7,5
2	Monumental Art	30	7,5
2	Coinage and economy	30	7,5
2	Cults and beliefs	30	7,5
2	Languages and dialects in Macedonia	30	7,5
2	New technologies in archaeology	30	7,5
2	Excavation	120	7,5

* *Some of the courses may not be offered in a particular year, depending entirely on student demand.*

Programme Timetable for full-time students (approximately)

Semester	Calendar	MA Activities
1	23/10/2023- 11/02/2024	4 Courses
1	24/12/2023 - 06/01/2024	Christmas Break
1	29/01/2024- 9/02/2024	Exams

2	TBD	4 Courses
2	27/04/2024 - 12/05/2024	Easter Break
2	TBD	Exams
	09/2024	Re-sit exams
3	06/2024 - 31/01/2025	Dissertation Project
3	TBA	Dissertation Presentation

* Timetable is indicative and subject to changes

Part-time programme

The programme is also available to run in a part-time mode, of a two year duration.
First Year: During the first academic semester students attend two (2) Courses, while during the second academic semester students attend other two (2) Courses.
Second Year: During the third academic semester students attend two (2) Courses and during the fourth semester other two (2) Courses. By the end of their studies (first and second year), students must have attended eight (8) Courses offered by the programme.
The MA Dissertation for part-time students should be completed at the end of the fifth academic semester.

* Part-time programme:
First semester: Two (2) courses out of two (6) offered.
Second semester: Two (2) courses out of two (7) offered.
Third semester: Two (2) courses out of two (6) offered.
Fourth semester: Two (2) courses out of two (7) offered.

Courses

Semester	First Semester courses	Hours	Credits
1	The historical sources	30	7,5
1	Archaeological sites of Macedonia	30	7,5
1	Historical Geography and Cartography of ancient Macedonia	30	7,5
1	The Prehistoric Macedonia	30	7,5
1	The Hellenistic and Roman Periods	30	7,5
1	Minor Arts (pottery, metalworking etc.)	30	7,5
Semester	Second Semester courses*	Hours	Credits
2	Ancient History of Macedonia	30	7,5
2	Monumental Art	30	7,5
2	Coinage and economy	30	7,5
2	Cults and beliefs	30	7,5
2	Languages and dialects in Macedonia	30	7,5
2	New technologies in archaeology	30	7,5
2	Excavation	120	7,5

* Some of the courses may not be offered in a particular year, depending entirely on student demand. By the end of their studies, part-time students must have attended eight (8) courses that are offered by the programme.

Programme Timetable for part-time students

YEAR 1 *

Semester	Calendar	MA Activities
1	23/10/2023- 11/02/2024	2 Courses
1	24/12/2023 - 06/01/2024	Christmas Break
1	29/01/2024- 9/02/2024	Exams
2	20/02/2024 – 22/05/2024	2 Courses
2	27/04/2024 - 12/05/2024	Easter Break
2	TBD	Exams
2	09/2024	Re-sit exams

YEAR 2 *

Semester	Calendar	MA Activities
3	Courses	2 Courses
3		Christmas Break
3	Exams	Exams
4	Courses	2 Courses
4		Easter Break
4	Exams	Exams
		Re-sit exams
5	Study	Dissertation
5	TBD	Dissertation Presentation

* Timetable is indicative and subject to change

Research Methodology Seminar

A number of seminars on research project methodology will be held to assist students with their coursework and Master's Dissertation. Students will receive guidance on how to conduct research and write a successful dissertation. The purpose of these seminars is to provide insights into various qualitative and quantitative research methods, develop an understanding of commonly used sources of data/literature available and create an understanding of academic writing.

The Dissertation Proposal

The Dissertation Proposal should present an overview of a research investigation proposition that can be completed and submitted by the stipulat/ed submission deadline. It is a checklist of fundamental elements of the dissertation that students need to consider and include in their finished project. This proposal should be ca. 1000 words in length. The proposal should include the following: draft title; motivation / background information on the topic; objectives / research questions; initial review of the literature and key references; methodology; sources of data; expected outcomes & main contribution of the project.

The Master's Dissertation

As a part of the *MA in The Classical Archaeology & the Ancient History of Macedonia programme*, students work on a project (=30 ECTS) on a subject relating to their academic interests and career aspirations. The Dissertation provides a good opportunity to apply theory and concepts learned in different courses. The Dissertation examines the ability a) to apply a certain methodology or approach to analyse a given problem and b) to argue a reasonably original hypothesis. Students are expected to gain certain specialisation in the topic they have selected for research and take responsibility for their work.

The students are expected to send a preliminary draft/outline of their work to the Academic Mentors assigned to them by the Faculty, so that any mistakes regarding Bibliography, or language use can be avoided and corrected at an early stage. Deadline for the first report: September 30, 2024.

Course Details

The Historical Sources

Course Title:	*The Historical Sources*		
Course Code:	**MAC01C**		
Semester	1st (Full Time)// 1st or 3rd (Part Time) (winter)		
Year of Study	1st Year (Full-time) 1st or 2nd Year (Part Time)		
Hours :	30 Hours	***ECTS:***	7,5 Credits
Course Assessment	Exam: 50 %, Coursework: 50%		
Teaching Method:	Lectures, PowerPoint Presentation, coursework presentation and class discussion		

Course Content (syllabus): This is a core course that introduces students to the literary and epigraphic sources on Ancient Macedonia. The syllabus has two principal aims: the first is to familiarise students with literary and epigraphic sources that provide useful information on the history, geography and the institutions of ancient Macedonia, with emphasis on the period before the dissolution of the kingdom by the Romans; the second is to introduce students to the proper study of those sources: dealing with problems of date, understanding their lacunary state, examining biases in, and disentangling contradictions between, our sources and in modern interpretations of them. Some outlines of the presentation of Macedonian history by both the great classical and Hellenistic historians and other authors who are not usually cited (local historians, poets, orators, etc.) will be given during the lessons. Within the section devoted to Greek historiography, a short introduction will explain the different approach which is necessary when dealing with works wholly or largely preservedas well as with 'fragments' and indirect quotations of lost works by later authors. A selection of relevant passages will be made available for downloading on the e-learning platform; a part of them will be discussed during the course.

Part of the course will be devoted to the epigraphic sources on ancient Macedonia and will introduce students to the main categories into which the epigraphic material can be classified, to the main epigraphic publications relevant for the study of ancient Macedonia, and will show how deeply these sources have changed and continue to change our knowledge of ancient Macedonia. Particular attention will be devoted to the royal and civic institutions, and to information (derived particularly from the epigraphic sources) on matters pertaining to social stratification, gender roles, age groups, education and literacy. A selection of inscriptions will also be uploaded on the platform; a few texts drawn from such a selection will be discussed in detail during the lessons. Both literary and epigraphic texts will be given in Greek and in English translation.

Course Weekly Schedule/Outline:

Week # 1	Introduction: the problematic nature of literary sources on Macedonia and a brief introduction to the land and its history.
Week # 2	A brief introduction to Greek epigraphy; the epigraphic sources on the history of ancient Macedonia and their study.
Week # 3	An overview of literary sources on Macedonia until the reign of Alexander the Great.
Week # 4	The historiographical ruins of the 3rd century BC and the literary sources on the end of the kingdom; Ancient Macedonia after the kings: the reign of inscriptions.

Week # 5	Sources on Macedonian political institutions under the kings: the king, the nation, the cities and the nature of the Macedonian state.
Week # 6	Sources on Macedonian political institutions under the kings: the court, the council, and the army.
Week # 7	Epigraphy and local Macedonian political institutions: *poleis*, districts and civic life. Political mentalities and political self-perception of the Macedonians in the royal period.
Week # 8	Social stratification, gender roles, age groups, education and literacy.
Week # 9	Working with contradictory sources: a more in-depth view on some historical problems of the royal period.
Week # 10	Presentation of essays.

Course educational objectives (learning outcomes, skills, qualities, competences): After attending this course, the students will:

•   realise the extent of our knowledge, but also the gaps of our understanding, of the ancient history of Macedonia

•   be in a position to recognise the references to the literary and epigraphical sources on the ancient history of Macedonia

•   be able to utilise collections of literary, epigraphic and numismatic sources

•   understand the problematic nature of our sources and be able to work with multiple, often contradictory sources on a given issue

•   have familiarised themselves with the political and social organisation of the Macedonian kingdom, and especially the complex balance of institutional power between the king and the central government, on the one hand, the nation and local and regional civic institutions, on the other.

Recommended introductory reading:
1. Hatzopoulos M. B. (1996) *Macedonian Institutions* I-II. Athens.
2. Hatzopoulos M. B. (2011) "Macedonia and Macedonians", in R. J. Lane Fox (ed.), *Brill's Companion to Ancient Macedon. Studies in the Archaeology and History of Macedon, 650 BC-300 AD*, (ed.), Leiden, Boston, 43-49.
3. Hatzopoulos M. B. (2015) "Federal Makedonia" in H. Beck and P. Funke (eds), *Federalism in Greek Antiquity*, Cambridge, 319-340.
4. Ma, J. (2011) "Court, King and Power in Antigonid Macedonia", in R. J. Lane Fox (ed.), *Brill's Companion to Ancient Macedon. Studies in the Archaeology and History of Macedon, 650 BC-300 AD*, (ed.), Leiden, Boston, 522-543.
5. Rhodes P. J. (2010) "The Literary and Epigraphic Evidence to the Roman Conquest", in J. Roisman and I. Worthington (eds.), *A Companion to Ancient Macedonia*, Oxford, pp. 23-40.
6. Vanderspoel, J. (2010) "*Provincia Macedonia*", in J. Roisman and I. Worthington (eds.), *A Companion to Ancient Macedonia*, Oxford, pp. 251-275.

More specific recommended reading will be given to the students on the particular topics of their essays.

Other resources:
http://www.oxfordbibliographiesonline.com A general overview of the modern bibliography on Macedonia can be found in. Hatzopoulos M.B and Andrianou D., *Macedonia*, in *Oxford Bibliographies on Line*.

Archaeological Sites of Macedonia

Course Title:	*Archaeological Sites of Macedonia*
Course Code:	MAC04E
Semester	1st (Full Time)// 1st or 3rd (Part Time) (winter)

Year of Study:	1st Year (Full-time)// 1st or 2nd Year (Part Time)		
Hours / Credit Allocation:	30 Hours	ECTS	7,5 Credits
Course Assessment	Exam: 50%, Coursework: 50%		
Teaching Method:	Lectures, PowerPoint Presentation, field-work (occasionally), coursework presentation and class discussion		

Course Content (syllabus): This is a composite course as it studies the historical data of the colonization of the coasts of the North Aegean and, also, the formation of cities in the Macedonian kingdom.

In most cases, colonies are incorporated in the Macedonian kingdom although sometimes atypical relations are noticed. For example, the politics of Philip II cause great turmoil to these regions but at the same time, they offer to Macedonians great opportunities for economic growth and extroversion. On the other hand, the formation of cities in the Macedonian kingdom is a very important historical occurrence with dual significance. Firstly, it is an indication of the ultimate and most important organization of the kingdom itself and secondly, it influences the lives of the Macedonian people and beyond. In this course the relevant archaeological material, which is abundant, will be interpreted and linked to major historical events. Theoretical knowledge shall be accompanied by visits to specific areas.

Course Weekly Schedule/Outline:

Week # 1	Introduction to the geomorphology, topography and history of ancient Macedonia during the Archaic, Classical and Hellenistic periods.
Week # 2	The cities of the Macedonian kingdom (Aigae).
Week # 3	The cities of the Macedonian kingdom (Pella).
Week # 4	The cities of the Macedonian kingdom (Aiane).
Week # 5	The cities of the Macedonian kingdom (Thessaloniki).
Week # 6	The cities of the Macedonian kingdom (Amphipolis).
Week # 7	Introduction to the Greek colonization. The colonies at the coast of the Thermaic gulf (Pydna, Aineia).
Week # 8	The colonies of Chalkidike (Olynthus, Potidaia, Aphytis, Stageira).
Week # 9	Thasos and the colonies of the Thasian coast.
Week # 10	The colonies of the Thracian coast (Argilos, Maroneia, Abdera).

Course educational objectives (learning outcomes, skills, qualities, competences):
By the end of this course, the students will:
- realise the extent of our knowledge, but also the gaps of our understanding of the ancient history of Macedonia
- be able to utilise collections of literary, epigraphic and numismatic sources
- understand the problematic nature of our sources and be able to work with multiple, often contradictory sources on a given issue
- have familiarised themselves with the political and social organisation of the Macedonian kingdom, and especially the complex balance of institutional power between the king and the central government, on the one hand, the nation and local and regional civic institutions, on the other
- have acquired a global knowledge about the colonization of Macedonia and the Thracian coast during the Archaic and Classical periods
- be able to identify the local characteristics and particularities of the colonies
- be familiar with the topography of Macedonia and Thrace
- be acquainted with the political and economic relations between the colonies and the Macedonian state

Recommended Reading:
1.   Published archaeological guides of the ancient Macedonian cities (Aigae, Pella, Amphipolis, Aiani etc).
2.   Volumes of the ΑΕΜΘ (Το Αρχαιολογικό Έργο στη Μακεδονία και Θράκη / Archaeological Work in Macedonia and Thrace).

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3.   Volumes of the Archaiologikon Deltion (Archaeological Bulletin) and the Praktika tis en Athinais Archaiologikis Etaireias (Proceedings of the Archeological Society at Athens).
4.   Publications series of Olynthus, Thasos.
5.   Ginouvès R., Hatzopoulos M. B. (eds) (1993) *Macedonia from Philip II to the Roman Conquest.* Princeton. Athens.
6.   Malkin I. (2016) Greek colonisation: The Right to Return, in: L. Donnellan - Valentino Nizzo - Gert-Jan Burgers (eds.), Conceptualising early colonization. Brussels, 27-50 (with previous literature).
7.   Tiverios M. (2008) "Greek Colonisation of the Northern Aegean", in Tsetskhladze G. (ed.), *Greek Colonisation. An Account of Greek Colonies and other Settlements Overseas,* vol. 2. Leiden-Boston, Brill, 1-129.
8.   Winter E. (2006) Stadtspuren: Zeugnisse zur Siedlungsgeschichte der Chalkidiki. Wiesbaden.
More specific recommended reading will be given to the students on the particular topics of their essays.

Historical Geography and Cartography of ancient Macedonia

Course Title:	Historical Geography and Cartography of ancient Macedonia		
Course Code:	MAC01E		
Semester:	1st (Full Time)// 1st or 3rd (Part Time) (winter)		
Year of Study:	1st Year (Full-time)// 1st or 2nd Year (Part Time)		
Hours:	30 Hours	ECTS:	7,5 Credits
Course Assessment	Exam: 50%, Oral Presentation and Short Paper: 50%		
Teaching Method:	Lectures, PowerPoint Presentation, and class discussion		

Course Content (syllabus): This is an elective course that introduces the concept of Macedonian geographic space and the historical procedures of its formation.

The syllabus focuses on introducing students to the key concepts of the procedure of integration of geographical areas to the Macedonian empire (conquest, population changes, annexation) and the understanding of distinctions between the royal country and the Macedonian country, between subjects and allies.

Furthermore, it aims to acquaint students with the concept of borders not only between Macedonia and other states but also within the kingdom, as well as the depiction of Macedonia on maps and in the geographic literature of the late Archaic, Medieval and Contemporary periods.

Specific areas of Macedonia are examined as regards settlement patterns, and stress is laid on the Thermaic Gulf.

Finally, the students are introduced to methods of identifying ancient with modern geographic terms and using literary, archaeological, epigraphic and cartographic sources for this purpose. The cartographic representation of ancient Macedonia has a vital role in the course.

Course Weekly Schedule/Outline:

Week # 1 I. Xydopoulos	The formation of Macedonia. The literary sources regarding the non-Greek populations.
Week # 2 I. Xydopoulos	Archaeological testimonies on the first Greek settlements (Mycenaeans at Pieria, the Chalkidians, Eretrians at Methone). The descent of the Macedonians and the luck of the earlier inhabitants.
Week # 3 I. Xydopoulos	The stages of expansion and the crystallization of the Macedonian space. The boundaries of Macedonia.
Week # 4 I. Xydopoulos	Historical Geography: Bottiaia, Almopia, Emathia
Week # 5 I. Xydopoulos	Historical Geography: Upper Macedonia

Week # 6 M. Manoledakis	Settlement patterns and dynamics of the Thermaic Gulf from Prehistory to the Foundation of Thessaloniki.
Week # 7 M. Manoledakis	Macedonians at the Thermaic Gulf and the founding of Thessaloniki. Rivers, mountains, and water supply. The case of Thessaloniki.
Week # 8 M. Manoledakis	The depiction of Macedonia in cartography from Antiquity until the modern period.
Week # 9 M. Manoledakis	The contribution of cartography in modern historical and archaeological science.
Week # 10	Student coursework presentation

Course educational objectives (learning outcomes, skills, qualities, competences): Among the primary objectives of this course is the introduction to the concept of Macedonian geographic space and the historical procedures of its formation. Students who choose to attend this course will gain:

- awareness of the key concepts of the procedure of integration of geographical areas to the Macedonian empire (conquest, population changes, annexation)
- ability to understand the distinctions between the royal country and the Macedonian country, between subjects and allies
- understanding of the borders not only between Macedonia and other states but also within the kingdom as well as the depiction of Macedonia in maps and the geographic literature of the late Archaic, Medieval and Contemporary periods
- understanding of the settlements patterns in specific areas of central Macedonia
- awareness of the cartographic depiction of Macedonia through the ages
- awareness of the methods of identifying ancient with modern sites and using literary, archaeological, epigraphic and cartographic sources for this purpose
- enhancement of research and presentation skills

Recommended Reading:
1. Hammond N. G. L. (1972) *A History of Macedonia* I. Oxford.
2. Hatzopoulos M. B. (2006) *La Macédoine: géographie historique, langue, cultes et croyances, institutions*. Paris.
3. Manoledakis M., and Livieratos E. (2006) On the digital placement of Aegae, the first capital of ancient Macedonia, according to Ptolemy's *Geographia*, *Proceedings of the First International Workshop "Digital Approaches to Cartographic Heritage"*. Thessaloniki, pp. 262-270. Also, in: *e-Perimetron* 2.1 (2007), 31-41 (electronic magazine in www.e-perimetron.org).
4. Manoledakis M. (2007) Απολλωνία Μυγδονίας. *Εγνατία* 11, pp. 73-90.
5. Manoledakis M. (2011) Η αρχαία Μακεδονία στη χαρτογραφία. In Grammenos D. B. (ed.), *Στη Μακεδονία από τον 7ο αιώνα π.Χ. ως την ύστερη αρχαιότητα. Μελέτες και λήμματα για την 3η εκθεσιακή ενότητα της μόνιμης έκθεσης του Αρχαιολογικού Μουσείου Θεσσαλονίκης*, Thessaloniki, pp. 45-75.
6. Papazoglou F. (1988) *Les villes de Macédoine à l'époque romaine*. Athens.

The Prehistoric Macedonia

Course Title:	The Prehistoric Macedonia		
Course Code:	MAC02E		
Course Level:	Elective Course		
Semester	1st (Full Time)// 1st or 3rd (Part Time) (winter)		
Year of Study:	1st Year (Full-time)// 1st or 2nd Year (Part Time)		
Hours / Credit Allocation:	30 Hours	ECTS	7,5 Credits
Course Assessment	Exam: 50%, Coursework: 50%		

Teaching Language:	English
Teaching Method:	Lectures, PowerPoint Presentation, field-work (occasionally), coursework presentation and class discussion

Course Content (syllabus): The course comprises a series of lectures which introduce students to the Prehistory of Macedonia and cover all the main periods of Prehistory, from the Palaeolithic and Neolithic periods to the end of the Bronze Age. The aim of the course is to present and synthesize the evidence on material culture, spatial organization, architecture, economy, and burial practices for the main periods of Prehistory, as well as the interpretative approaches concerning social organization and cultural change over time. Special emphasis will be given to the relationship of Macedonia with other areas, within the wider geographical and cultural context of the Balkans, the Aegean and Anatolia, in terms of the interaction, mobility and exchange networks that contributed to the making of the prehistoric communities of Macedonia.

Course Weekly Schedule/Outline:

Week # 1	The area of Macedonia before the Neolithic period
Week # 2	Neolithic societies of the first farmers in Macedonia (7th-6th millennium BCE) - the beginning of farming and permanent settlements. Habitation, burial practices, and material culture of the earlier chronological phases (Early and Middle Neolithic)
Week # 3	Neolithic societies (6th-4th millennium BCE) - settlements, habitation, burial practices, and material culture of the later chronological phases (Late and Final Neolithic or Chalcolithic), the beginning of metallurgy
Week # 4	Exchange networks and connectivity of the Neolithic communities of Macedonia as seen through human mobility (e.g. ancient DNA) and the various forms of material culture (e.g. pottery, *Spondylus* shell ornaments, marble objects, lithics)
Week # 5	Bronze Age (4th-2nd millennium BC) - settlements and habitation, burial practices
Week # 6	Bronze Age (4th-2nd millennium BC) - land use and economy, technologies
Week # 7	Bronze Age (4th-2nd millennium BC) - trade and interaction
Week # 8	Prehistoric societies of Macedonia within their natural environment (wild and domestic) through bioarchaeological data
Week # 9	Summary and discussion
Week # 10	Presentation of essays

By attending this course, the students will become acquainted with:
- the principal attributes and characteristics of the Prehistory of Macedonia, from the Paleolithic up to the Bronze Age
- the material culture and the associated technologies in prehistoric Macedonia
- issues regarding prehistoric subsistence and paleoenvironment, and the changes that took place throughout Prehistory,
- the various aspects of life (everyday, public, ritual)
- the social organization of prehistoric communities in Macedonia and their relationships between them, as well as with other regions including the Balkans, the Aegean and Anatolia

Recommended Reading:
1. Andreou S. (2010) "Northern Aegean", in: E. H. Cline (ed.), *The Oxford Handbook of the Bronze Age Aegean (ca. 3000 - 1000 BC)*, Oxford, Oxford University Press, 643-659.
2. Andreou S., Fotiadis M., Kotsakis K. (2001) "Review of Aegean Prehistory V: The Neolithic and Bronze Age of Northern Greece", in: T. Cullen (ed.), *Aegean Prehistory. A Review*, 259-327. American Journal of Archaeology, Supplement 1. Boston, Archaeological Institute of America.

3. Kotsakis K. (2014) "Domesticating the periphery. New research into the Neolithic of Greece". *Pharos*, 20 (1), 41-73.

4. Urem-Kotsou D. (2016) Salting the roads: connectivity in the Neolithic Balkans, in: B. Molloy (ed.) *Of Odysseys and Oddities: Scales and modes of interaction in the prehistoric Aegean and southern Balkans.* Oxford: Oxbow Books, 123-141.

5. Valamoti S. M. (2004) *Plants and People in Late Neolithic and Early Bronze Age Northern Greece. BAR International Series 1258*. Oxford: Archaeopress.

6. Valamoti S. M. (2009) *I arhaiovotaniki erevna tis diatrofis stin proistoriki Ellada*. Thessaloniki: Studio University Press.

7. Α. Βλαχόπουλος, Δ. Τσιαφάκη (eds.) (2017), ΑΡΧΑΙΟΛΟΓΙΑ. ΜΑΚΕΔΟΝΙΑ ΚΑΙ ΘΡΑΚΗ,

Εκδοτικός Οίκος Μέλισσα, Αθήνα. (A. Vlachopoulos, D. Tsiafaki (eds.), *Archaeology. Macedonia and Thrace*. Melissa Publs. Athens).

8. Volumes of the ΑΕΜΘ (Archaeological Work in Macedonia and Thrace).

The Hellenistic and Roman Periods

Course Title:	*The Hellenistic and Roman Periods*		
Course Code:	**MAC03E**		
Course Level:	Elective Course		
Semester	1st (Full Time)// 1st or 3rd (Part Time) (winter)		
Year of Study	1st Year (Full-time)// 1st or 2nd Year (Part Time)		
Hours :	30 Hours	ECTS:	7,5 Credits
Course Assessment	Exam: 50 %, Coursework: 50%		
Teaching Method:	Lectures, PowerPoint Presentation, coursework presentation and class scussion		

Course Content (syllabus):

The Hellenistic Kingdoms were the states that emerged after the death of Alexander the Great and the gradual division of his empire among his chief officials and generals. These large territorial states inherited and divided among them a great part of Alexander's empire in Egypt and the Near East. They fought continuous wars against each other and became the main focus of political power in the Eastern Mediterranean. Their rulers governed and taxed several different ethnicities that interacted with each other in various ways. The aim of this course is to familiarize the students with the main aspects of these kingdoms' foreign policy, administration, finances and social structure by examining selected literary, epigraphic and papyrological sources.

Course Weekly Schedule/Outline:

Week # 1	General Introduction. The Hellenistic Age and its main historical aspects. The imary historical sources for the period.
Week # 2	The Wars of Alexander's Successors and the birth of the Hellenistic Kingdoms in e East. General survey and discussion of sources
Week # 3	The foreign Policy of the Ptolemies and the Wars between the Hellenistic ngdoms from the 1st Syrian War to the Battle of Raphia. Discussion of selected urces.
Week # 4	The character of Hellenistic Monarchy: personal charisma, military victory, ruler-lt. Discussion of selected sources.

Week # 5	The relations between the Hellenistic Monarchies and the Greek cities. Discussion selected sources.
Week # 6	Ptolemaic Egypt: Administration, Financial Organization, Ethnic groups. Discussion selected sources.
Week # 7	The Seleucid State: Historical Survey, Administration and financial organization. iscussion of selected sources.
Week # 8	The Hellenistic Kingdoms and the Coming of Rome. The Roman War of Antiochos , the Rise of the Attalids and the VIth Syrian War. Discussion of selected sources.
Week # 9	The Attalids of Pergamon: Foreign policy and Administration. Discussion of lected sources.
Week # 10	The fall of the Attalids, the Seleukids and the Ptolemies

Course educational objectives (learning outcomes, skills, qualities, competences):
Upon completion of the course the students will have gained:
- knowledge of the political and military developments that led to the emergence of the Hellenistic kingdoms
- understanding of the basic elements that constitute the particular character of the Hellenistic monarchy
- critical awareness of the organization of the Hellenistic kingdoms
- knowledge of the relations between the Hellenistic kingdoms and of the new realities created by the rise of Rome as a hegemonic power in the Hellenistic East.

Recommended Reading:
1. Allen R. E. (1983) *The Attalid Kingdom: A Constitutional History*. Oxford.
2. Aperghis J. J. (2004) *The Seleucid Royal Economy: the Finances and Financial Administration of the Seleucid Empire*. Cambridge.
3. Austin M. M. (2006) *The Hellenistic World from Alexander to the Roman Conquest. A Selection of Ancient Sources in Translation*. Cambridge.
4. Capdetrey L. (2007) *Le pouvoir séleucide. Territoire, administration, finances d'un royaume hellénistique (312-129 avant J.C.)* Rennes.
5. Erskine A. (ed.) (2003) *A Companion to the Hellenistic World* Oxford.
6. Grainger J. D. (2010) *The Syrian Wars*. Leiden, Boston.
7. Grainger J. D. (2014) *The Rise of the Seleucid Empire (323-223 BC): Seleukos I to Seleukos II*. Barnsley.
8. Green P. (1990) *Alexander to Actium. The Historical Evolution of the Hellenistic Age*. Berkeley.
9. Hansen E. V. (1971) *The Attalids of Pergamon*. Ithaca, London.
10. Ma J. (1999) *Antiochos III and the Cities of Western Asia Minor*. Oxford.
11. Manning J. G. (2010) *The Last Pharaohs. Egypt under the Ptolemies*. Princeton.
12. McShane R. B. (1964) *The Foreign Policy of the Attalids of Pergamum*. Urbana.
13. Sherwin-White S. M., and Kuhrt A. (1993) *From Samarkhand to Sardis : a new approach to the Seleucid Empire*. Berkeley.
14. Shipley Gr. (2000) *The Greek World after Alexander, 323-30 B.C.* London.
15. Walbank F. W. (1981), *The Hellenistic World*. Glasgow.
16. Walbank F. W., Astin A. E., Frederiksen M. W., and Ogilvie R. M. (eds.) (1984), *The Cambridge Ancient History, Volume VII Part I: The Hellenistic World (second edition)*. Cambridge.
17. Will E. (1979) *Histoire politique du monde hellénistique*. Nancy.
18. Wolski J. (1999) *The Seleucids: the Decline and Fall of their Empire*. Krakow.

Other resources:
Magazines, journals and newspapers
Web-sites

Minor Arts (pottery, metalworking etc.)

Course Title:	Minor Arts (pottery, metalworking etc.)		
Course Code:	MAC05E		
Course Level:	Elective Course		
Semester	1st (Full Time)// 1st or 3rd (Part Time) (winter)		
Year of Study:	1st Year (Full-time)// 1st or 2nd Year (Part Time)		
Hours :	30 Hours	ECTS:	7,5 Credits
Course Assessment	Exam: 50 %, Coursework: 50 %		
Teaching Method:	Lectures, PowerPoint Presentation, fieldwork (occasionally) and class scussion		

Course Content (syllabus): This is an elective course and actually extends and supplements the course on Ancient Art (monumental art) in Macedonia.

The topics covered in the course represent an essential part of the material civilisation of ancient Macedonia. It includes many categories of objects and artefacts that serve practical needs (pottery, figurines, weapons, tools, jewelry, etc.) but at the same time they are considered exceptional pieces of art and crafts.

Knowledge on ancient arts and crafts can complement and enrich the students' understanding of ancient Macedonian civilization.

Course Weekly Schedule/Outline:

Week # 1	Introduction-pottery of the Early Iron Age
Week # 2	Pottery of the Archaic period.
Week # 3	Pottery of the Classical period.
Week # 4	Pottery of the Hellenistic period.
Week # 5	Coroplastic art of the Archaic period.
Week # 6	Coroplastic art of the Classical-Hellenistic periods.
Week # 7	Metalworking in Macedonia.
Week # 8	Ivory and stone objects.
Week # 9	Glass making and faience. Coursework presentation
Week # 10	Coursework presentation.

Course educational objectives (learning outcomes, skills, qualities, competences): By the end of the course, students will:
- have familiarised themselves with the main aspects of art within the Macedonian kingdom.
- be able to understand categories of objects and artefacts that serve practical needs but at the same time those that are considered exceptional pieces of art and crafts.
- have acquired skills for conducting in-depth analysis of various forms of art (pottery, metal working, coroplastic art etc.)
- be able to examine, date, and describe different archaeological finds from ancient Macedonia.

Recommended Reading:
1. Adam-Veleni, P., Kefalidou, E., Tsiafaki, D. (eds.) (2013) *Pottery Workshops in Northeastern Aegean (8th-early 5th c. BC). Scientific Meeting AMTh 2010*. Thessaloniki.
2. Adam-Veleni, P., Zografou, E. Koukouvou, A. Palli, O. and Stefani, E. (eds.) (2017) *Figurines. A Microcosmos of Clay. An Exhibition*. Thessaloniki.

3. Adam-Veleni, P. and Ignatiadou, D. (2012). *Glass Cosmos, Catalogue of the Exhibition in the Archaeological Museum of Thessaloniki*. Thessaloniki.

4. Barr-Sharrar B. (2008) *The Derveni Krater*. Princeton.

5. Descamps-Lequime S. (ed.) (2011) *Au Royaume d'Alexandre le Grand. La Macedoine antique*, *Catalogue de l'exposition*. Paris.

6. Drougou, S. and Touratsoglou, I. (2012) *Topics on Hellenistic Pottery in Ancient Macedonia*. Athens.

7. Fox L. R. J. (ed.) (2011) *Brill's Companion to Ancient Macedonia. Studies in the Archaeology and History of Macedon, 650 BC-300 AD*. Leiden and Boston.

8. Kottaridi A., and Walker, S. (eds) (2011) *Heracles to Alexander the Great. Treasures from the Royal Capital of Macedon, a Hellenic Kingdom in the Age of Democracy*. Oxford.

9. Papadopoulos, J.K. (2005). The Early Iron Age Cemetery at Torone, Los Angeles.

10. Tiverios, M., Missailidou-Despotidou, V., Manakidou, E., and Arvanitaki, A. (2012) *Η κεραμική της Αρχαϊκής εποχής στο βόρειο Αιγαίο και την περιφέρειά του (700-480 π. Χ.)*. Thessaloniki.

11. Manakidou, E. and Avramidou, A. (2019) *Η κεραμική της Κλασικής εποχής στο βόρειο Αιγαίο και την περιφέρειά του (480-323/300 π. Χ.)*. Thessaloniki.

12. Tiverios, M., Nigdelis, P. and Adam-Veleni, P. (eds.) (2012) *THREPTERIA. Studies on Ancient Macedonia*. Athens.

13. Zimi E. (2011) *Late Classical and Hellenistic Silver Plate from Macedonia*. Oxford.

Ancient History of Macedonia

Course Title:	***Ancient History of Macedonia***
Course Code:	**MAC03C**
Semester	2nd (Full Time)// 2nd or 4th (Part Time) (spring)
Year of Study	1st Year (Full-time)// 1st or 2nd Year (Part Time)
Hours :	30 Hours	***ECTS:***	7,5 Credits
Course Assessment	Exam: 50 %, Coursework: 50%
Teaching Method:	Lectures, PowerPoint Presentation, coursework presentation and class discussion

Course Content (syllabus):

The purpose of this course is twofold:

1. To introduce students to the history timeline of the Macedonian kingdom and its relation with the neighbouring Greek and foreign states as well as the city-states of Southern Greece.

2. To highlight the implicit cognitive issues of this "smooth" historical narrative and how they were addressed by modern scholars.

During the course, students will be asked to apply the knowledge acquired throughout the course on the historical sources of Ancient Macedonia and show their ability to analyse and compose data coming from various cognitive fields and formulated in a variety of languages.

Course Weekly Schedule/Outline:

Week # 1	Macedonians, Persians and Athenians.
Week # 2	The Persian wars.
Week # 3	The "lost" years of Perdikkas II and the Peloponnesian war.
Week # 4	Macedonians, Thessalians and Chalkidians.
Week # 5	Macedonia from Archelaus to Philip II
Week # 6	Philip II, the founder of the Macedonian kingdom.
Week # 7	Alexander III, ruler of the world.

Week # 8	From the beginning to the multi-centered hellenistic *oikoumene*.
Week # 9	The celtic threat and the renaissance of Macedonia.
Week # 10	Macedonia and Rome.

Course educational objectives (learning outcomes, skills, qualities, competences):
Students attending the course will:

- gain familiarity with the timeline of the Macedonian kingdom and its relation with the neighbouring Greek and foreign states as well as the city-states of Southern Greece.
- gain an overview of the implicit cognitive issues of the historical narrative and how they were addressed by modern scholars.
- gain awareness of the historical sources of Ancient Macedonia.
- analyse and compose data coming from various cognitive fields and formulated in a variety of languages.

Recommended Reading:
1. Archibald I. Z. - Davies J. - Gabrielsen V. - Olive G.J. (eds.) (2001), *Hellenistic Economies*, London/New York.
2. Errington R. M. (1990) *A History of Macedonia.* University of California Press.
3. Erskine A. (ed.) (2003) *Blackwell Companion to the Hellenistic World.* Oxford.
2. Ginouvès R., Hatzopoulos M. B. (eds.) (1993) *Macedonia from Philip II to the Roman Conquest.* Princeton, Athens.
3. Hammond N. G. L., Griffith G. T. (1972-1988) *A History of Macedonia* I-III. Oxford.
4. Hammond N.G.L. (1989) *The Macedonian State.* Oxford.
5. Shipley G. (2000) *The Greek World after Alexander 323-30*. London.

Monumental Art

Course Title:	Monumental Art		
Course Code:	MAC04C		
Semester/Trimester	2nd (Full Time)// 2nd or 4th(Part Time) (spring)		
Year of Study	1st Year (Full-time) 1st or 2nd Year (Part Time)		
Hours	30 Hours	ECTS:	7,5 Credits
Course Assessment	Exam: 50 %, Coursework: 50%		
Teaching Method:	Lectures, PowerPoint Presentation, fieldwork (occasionally), coursework presentation and class discussion		

*Course Content (syllabus):*The aim of this core course is to acquaint students with the art and culture of ancient Macedonia through the material remains in the area of the Macedonian kingdom, which consist concrete evidence of the social, political, religious and daily life. Special emphasis will be given to the monuments and the categories with a monumental character. Through them the students will acquire a measure and, at the same time, a medium for an objective approach to the cultural production and its impact to the architecture and arts of the Hellenistic World.

Most of the grand monuments relate to religious and social life, such as the impressive Macedonian tombs, or to political and financial life, such as palaces, theatres and forums, while others, such as metalwork and frescoes, enrich or re-establish our knowledge on precious vessels or poorly attested ancient Greek Painting.

Course Weekly Schedule/Outline:
Week # 1	Monumental Art in ancient Macedonia: Introduction and Overview

Week # 2	The territory of the Macedonian Kingdom: sites and cities
Week # 3	Architecture of public and private character: palaces and houses
Week # 4	Architecture of public and religiours character: sanctuaries and theatres
Week # 5	Architectural complexes – nuclei of public life and boundaries of cities: agoras, gymansia, fortifications
Week # 6	Necropoleis: funerary ideology and material culture
Week # 7	Macedonian tombs: the creation and evolution of a special type of sepulchral architecture
Week # 8	Monumental Painting
Week # 9	Sculpture and Plastic Arts
Week # 10	The impact of monumental art from Macedonia in the present: exhibitions and their reception around the world

Course educational objectives (learning outcomes, skills, qualities, competences): After attending this course, the students are expected to:

•   get acquainted with the material remains and the Monumental Art of the Macedonian kingdom

•   follow the development in art and life during the course of the Macedonian kingdom

•   form a clear view of the artistic production in ancient Macedonia

•   realize and understand the changes taken place at the time of Alexander the Great and his successors

•   conceive Macedonia's contribution to our knowledge on various forms of ancient Greek art, such as Monumental Painting, Architecture and Metalwork.

RecommendedReading:

1.   Ginouves R. (ed.) (1993) *Η Μακεδονία από τον Φίλιππο Β΄ έως τη Ρωμαϊκή κατάκτηση.* Athens.
2.   Miller S. (1970) *Hellenistic Macedonian Architecture*, Diss. Bryn Mawr.
3.   Lauter H. (1986) *Die Architektur des Hellenismus.* Darmstadt.
4.   Ανδρόνικος Μ. (1987) «ΗζωγραφικήστηναρχαίαΜακεδονία», *AE*126, 363–382.
5.   Γραμμένος Δ. (2004) *Το Αρχαιολογικό Μουσείο Θεσσαλονίκης.* Athens 2004
6.   Guimier-Sorbets A.-M., Hatzopoulos M., Morizot Y. (eds.) (2006) *Rois, cités, necropoles. Institutions, rites et monuments enMacédoine, Actes des colloques de Nanterre (Decembre 2002) et d'Athénes (Janvier 2004).* Athens.
7.   Brecoulaki H. (2006) *La peinturefuneraire de Macedoine : emplois et fonctions de la couleur IVe-IIe s. av. J.-C..* Athens.
8.   Roisman J., Worthington I. (eds) (2010) *A Companion to Ancient Macedonia.* Oxford.
9.   Lane Fox R. (ed.) (2011) *Brill's Companion to Ancient Macedon. Studies in the Archaeology and History of Macedon, 650 BC - 300 AD.* Leyden, Boston.
10.   Descamps-Lequime S., Charatzopoulou K. (2011) *Au royaume d' Alexandre le Grand : la Macedoine antique, Musée du Louvre.* Paris.
11.   Λιλιμπάκη-Ακαμάτη Μ., Ακαμάτης Γ., Χρυσοστόμου Α., Χρυσοστόμου Π. (2011) *Το Αρχαιολογικό Μουσείο Πέλλας.* Athens.
http://www.latsis-foundation.org/ell/electronic-library/the-museum-cycle/to-arxaiologiko-mouseio-pellas
12.   Mangoldt H. von (2012) *Makedonische Grabarchitektur : die Makedonischen Kammergräber und ihre Vorläufer.* Tübingen.

13.   Κοτταρίδη Α. (2013) *Αιγές: η βασιλική μητρόπολη των Μακεδόνων*, Athens. http://www.latsis-foundation.org/ell/electronic-library/the-museum-cycle/aiges-i-vasiliki-mitropoli-ton-makedonon

14.   Βλαχόπουλος Α., Τσιαφάκη Δ. (eds.) (2017), *ΑΡΧΑΙΟΛΟΓΙΑ. ΜΑΚΕΔΟΝΙΑ ΚΑΙ ΘΡΑΚΗ*, Εκδοτικός Οίκος Μέλισσα. Athens.

15.   Πλάντζος, Δ. (2019) Η τέχνη της ζωγραφικής στον αρχαιοελληνικό κόσμο, Αθήνα.

Coinage and Economy

Course Title:	Coinage and Economy		
Course Code:	MAC08E		
Semester	2nd (Full Time)// 2nd or 4th(Part Time) (spring)		
Year of Study	1st Year (Full-time)// 1st or 2nd Year (Part Time)		
Hours	30 Hours	ECTS:	7,5 Credits
Course Assessment	Exam: 50%, Coursework: 50%		
Teaching Methods:	Lectures, PowerPoint Presentation, coursework presentation (by the students) and class discussion		

Course Content (syllabus): Coins comprise an essential tool for archaeologists and historians in interpreting the past. Officially produced by state authorities in large quantities, they have been the main form of money in many societies for more than two millennia. The images and inscriptions on their surfaces are particularly enlightening to the history, ideology, religion and art of the societies that issued and used them. The metals used for their manufacture, their weight and size as well as their provenance, provide a wealth of information on the study of economies about which there is few or no written evidence.

The course focuses on the evolution of coinage and its role in ancient Macedonia. It examines various issues on coin production, iconography and circulation in Macedonia from the Archaic to the Hellenistic and Roman Republican period. Furthermore, the course aims at familiarising the students with the methodology of Numismatics –the study of coins and coin-formed objects– via a series of exercises on the identification, description and recording of ancient coins as well as with the function of coins as archaeological artefacts and important tool for dating archaeological sites and strata.

Course Weekly Schedule/Outline:

Week # 1 P. Tselekas	An introduction to Numismatics.
Week # 2 P. Tselekas	Exercises on the identification, description and recording of ancient coins.
Week # 3 P. Tselekas	Coinage and economy during the Archaic period.
Week # 4 N. Akamatis	Coinage and economy during the Classical period.
Week # 5 N. Akamatis	Coins in the archaeological context.
Week # 6 N. Akamatis	Coinage and economy in the reign of Philip II.
Week # 7 P. Tselekas	Coinages in the name and with the types of Alexander the Great.
Week # 8 N. Akamatis	Coinage and economy during the Antigonids.
Week # 9 P. Tselekas	Silver coinages in Macedonia during the Res Publica.
Week # 10	Bronze coinages of Roman Macedonia.

N. Akamatis	

Course educational objectives (learning outcomes, skills, qualities, competences):
Upon completing this course, the students will:
- gain knowledge of the history and development of coinage in Ancient Macedonia,
- be familiar with the coin issued and/or circulated in the region of Ancient Macedonia,
- understand the impact of coinage in the economy and society of Ancient Macedonia,
- be able to use coins as a source of information for the study and interpretation of economy, society, ideology, religion and art of Ancient Macedonia,
- get familiarised with the methodology of Numismatics via exercises on the identification, description and recording of casts of ancient coins,
- practise their skills to present orally and in written their ideas and arguments.

Recommended Reading:
1. Adam-Veleni, P. (ed.) (2000) *Το νόμισμα στο μακεδονικό χώρο. Πρακτικά της Β΄ Επιστημονικής Συνάντησης. Νομισματοκοπεία, κυκλοφορία, εικονογραφία, ιστορία: Αρχαίοι, βυζαντινοί και νεότεροι χρόνοι, Οβολός* 4, Thessaloniki.
2. Akamatis, N. (2016) "Numismatic circulation in the Macedonian kingdom. The case of Pella", in: C. Grandjean – Fr. Duyrat (eds), *Les monnaies de fouille du monde grec (VIe-Ier s. a.C.). Apports, approches et méthodes, Ausonius Scripta Antiqua* 93, Bordeaux, 177-201.
3. Callataÿ F. de (1992) "Athenian new style tetradrachms in Macedonian hoards", *American Journal of Numismatics* 3-4, 11-20.
4. Carradice I. – Price M.J. (1988) *Coinage in the Greek World*, London.
5. Gaebler H. (1935) *Die antiken Münzen von Makedonia und Paionia*. Berlin.
6. Kourebanas T. (2011) "The chronology of the Hellenistic coins of Thessaloniki, Pella and Amphipolis", in: N. Holmes (ed.), *Proceedings of the XIVth International Numismatic Congress Glasgow 2009*, Glasgow, 251-255.
7. Kraay C.M. (1976) *Archaic and Classical Greek Coins*, Berkeley / London.
8. Kremydi S. (2010) "Coinage and Finance", in: R.J. Lane Fox (ed.), *Brill's Companion to Ancient Macedon. Studies in the Archaeology and History of Macedon, 650 BC-300 AD*. Leiden, Boston, 159-178.
9. Kremydi S. (2019) *'Autonomous' Coinages under the Late Antigonids, Μελετήματα* 79, Athens.
10. Le Rider G. (1977) *Le monnayage d' argent et d' or de Philippe II frappé en Macédoine de 359 à 294*, Paris.
11. Mørkholm O. (1991) *Early Hellenistic Coinage: From the Accession of Alexander the Great to the Peace of Apamea (336-186 BC)*, Cambridge.
12. Price M. (1991) *The Coinage in the Name of Alexander the Great and Philip Arrhidaeus*, London / Zurich.
13. Psôma S. (2001) *Olynthe et les Chalcidiens de Thrace. Études de numismatique et d'histoire*. Stuttgart.
14. Touratsoglou, Y. (1987) "Macedonia", in: A.M. Burnett - M.H. Crawford (eds), *The Coinage of the Roman World in the Late Republic, Proceedings of a Colloquium Held at the British Museum in September 1985, BAR International Series* 326, Oxford, 53-67.
15. Touratsoglou, Y. (2010) *Συμβολή στην οικονομική ιστορία του βασιλείου της Αρχαίας Μακεδονίας (6ος-3ος αι. π.Χ.) / A Contribution to the Economic History of the Kingdom of Ancient Macedonia (6th-3rd Century BC), Κέρμα* II, Athens.
16. Tselekas P. (2011) "Observations on the silver coin production and use in the Chalkidike during the 5th century BC", in: Th. Faucher – M. Chr. Marcellesi – O. Picard (eds), *Nomisma. La circulation monétaire dans le monde grec antique, Actes du colloque international, Athènes, 14-17 avril 2010, Bulletin de Correspondance Hellénique Supplément* 53, 171-187.
17. Tselekas P. (2015) "From the Aegean to the Mediterranean: Northern Greek silver in Southern Italy and Sicily in the 5th century BC", in: P. Adam-Veleni – D. Tsangari (eds), *Greek Colonisation: New Data, Current Approaches. Proceedings of the Scientific Meeting Held in Thessaloniki, 6 February* 2015, Athens, 193-205.
18. Westermark U. (1989) "Remarks on the regal Macedonian coinage ca. 413-359 BC:, in: G. Le Rider – N. Waggoner – U. Westermark (eds), *Kraay-Mørkholm Essays. Numismatic Studies in Memory of C. M. Kraay and O. Mørkholm*, Louvain-La-Neuve, 301-315.

Cults and beliefs

Course Title:	Cults and beliefs		
Course Code:	MAC09E		
Semester/Trimester:	2nd (Full Time)// 2nd or 4th(Part Time) (spring)		
Year of Study:	1st Year (Full-time)// 1st or 2nd Year (Part Time)		
Hours:	30 Hours	ECTS:	7,5 Credits
Course Assessment	Exams 50% Coursework: 50 %		
Teaching Methods:	Lectures, PowerPoint Presentation, and class discussion		

Course Content (syllabus): This course provides the opportunity, with the aid of ancient sources and the corresponding ancient material, to approach religious life in ancient Macedonia.

In the Macedonian pantheon, Olympian Zeus, Dionysus in different forms, Mother of Gods etc. dominate with special practices of worship that are linked with the political entity of the nation or the state or with archaic mysteries. An important heroic figure is Hercules, ancestor of the Macedonians. The religious life in Macedonia is directly connected with the historical development of the kingdom and the integration of its territories into the Roman Empire. One may observe a combination of ancient traditions and innovations.

Course Weekly Schedule/Outline:

Week # 1	Introduction. Religion in ancient Macedonia.
Week # 2	Examining the religious cults based on archaeological finds. The case of Thessalonica. iconography.
Week # 3	Inscriptions as a source of religion in Macedonia
Week # 4	Mystic and heroic cults in ancient Macedonia.
Week # 5	Mystery cults
Week # 6	The panhellenic (Olympian) gods and the cults of local deities.
Week # 7	The cults of Aegae (Vergina), the old capital, and Dion, the sacred city of the Macedonians.
Week # 8	Pantheon and evolution of cults. The case of Beroia.
Week # 9	Rulers cults in Hellenistic and Roman Macedonia
Week # 10	Other cults during the Roman period.

Course educational objectives (learning outcomes, skills, qualities, competences):
Upon completing this course the students will:
- be familiar with the ancient sources and the corresponding ancient material with regard to ancient religion
- be able to apprehend the religious life of the ancient Macedonians
- become familiar with the Macedonian pantheon e.g. Zeus, Dionysus in different forms, Mother of Gods, Aphrodite etc
- become familiar with mystery cults, heroic cults, and the ruler cult
- be able to understand how the religious life of the Macedonians is directly connected with the historical development of the kingdom and the Roman province of Macedonia
- attain knowledge on the transformation of religion in Macedonia during the Roman times

Recommended Reading:
1. Duell S. (1977) *Die Goetterkulte Nordmakedoniens in roemischer Zeit.* Munich.
2. Lane Fox, A. J. (2011) B*rill's Companion to Ancient Macedon. Studies in the Archaeology and History of Macedon*, 650 bc–300 AD. Leiden, Boston

3. Ginouves R. (ed.) (1992) *Μακεδονία*. Athens.
4. Guimier-Sorbets A. M., and Hatzopoulos M. (2006), *Μελετήματα 45, Rois, Cités, Necropoles*. Athens.
5. Papazoglou F. (1988) *Les villes de Macédoine à l'époque romaine, BCH Suppl.* XVI.
6. Roisman J., Worthington, I. (2010) *A Companion to Ancient Macedonia*.
7. Steimle C. (2008) *Religion im römischen Thessaloniki. Sakraltopographie, Kult und Gesellschaft 168 v. Chr. –324 n. Chr.* Tübingen.
8. Chatzinikolaou, K.G. (2011) Οἱ λατρεῖες τῶν θεῶν καὶ τῶν ἡρώων στὴν Ἄνω Μακεδονία κατὰ τὴν ἀρχαιότητα. Thessaloniki.

Languages and Dialects in Macedonia

Course Title:	Languages and Dialects in Macedonia		
Course Code:	**MAC07E**		
Semester	2nd (Full Time) // 2nd or 4th (Part Time) (spring)		
Year of Study	1st Year (Full-time) // 1st or 2nd Year (Part Time)		
Hours	30 Hours	**ECTS:**	7,5 Credits
Course Assessment	Exam: 50%, Coursework: 50%		
Teaching Methods:	Lectures, PowerPoint Presentation (instructor), coursework presentation (students) and class discussion		

Course Content (syllabus): The course is instrumental in providing insights into the historical importance of ancient Macedonia from the viewpoint of language use, which is a key component of the identity of population groups, ancient and modern alike.

In the former part, the syllabus focuses on key concepts like ethnicity, language, dialect (and their relation), and introduces the students to the understanding of fundamental terms and methods of historical-comparative and contact linguistics as well as of dialectology. Students will familiarize themselves with aspects of linguistic theory that may help us approach ancient linguistic varieties, which, as is the case with Macedonian too, are often poorly documented.

The latter part of the course consists primarily in a critical examination of the evidence for ancient Macedonian (incl. onomastics) as well as in a discussion of the long scholarly debate over it. The variegated makeup of ancient Macedonian and its relationship to / contacts with both certain Paleo-Balkan languages and the ancient Greek dialects, esp. of the neighboring areas, will be analyzed in detail before we attempt to reach some overall conclusions.

Course Weekly Schedule/Outline:

Week # 1	General introduction
Week # 2	Historical-comparative and contact linguistics: basic principles and methods
Week # 3	Dialectology: basic principles and methods
Week # 4	A brief overview of the history of ancient Greek (esp. of Greek dialectology)
Week # 5	Languages in the ancient Balkans and their contacts with Greek
Week # 6	The linguistic makeup (and map) of ancient Macedonia
Week # 7	Literary sources and evidence for ancient Macedonian
Week # 8	Epigraphic sources and evidence for ancient Macedonian; the Pella curse tablet
Week # 9	Macedonian onomastics
Week # 10	Recap: The linguistic character of ancient Macedonian and its position on the dialectal map of ancient Greek

Course educational objectives (learning outcomes, skills, qualities, competences):
Upon completing this course, the students will:
- acquire the basic skills for understanding the complex history of ancient Macedonia as far as language use is concerned
- become familiar with key concepts, such as language change, language/dialect contact, linguistic reconstruction, dialectology, dialect geography, onomastics
- be able to understand the basic mechanisms of language change and familiarize themselves with the methods and terminology of historical-comparative linguistics, contact linguistics and dialectology
- acquire a basic knowledge of (the mapping of) Paleo-Balkan language groups
- be aware of the classification of the ancient Greek dialect groups, and especially of the distribution and linguistic makeup of the dialects of northern Greece in particular, which will eventually enable them to understand the criteria for dialect classification, both in antiquity and in modern times.

Recommended Reading:
1. Chambers J. K. & Trudgill P. (2004) *Dialectology*, 2nd ed. Cambridge, pp. 3-44, 89-103 (= chapters: "Dialect and language", "Dialect geography", "Dialectology and linguistics", "Boundaries").
2. Crespo E. (2012) "Languages and dialects in ancient Macedon". In: G.K. Giannakis (ed.), *Ancient Macedonia: Language, History, Culture*. Thessaloniki, pp. 121-131.
3. Hatzopoulos M. (2019) "Recent research in the ancient Macedonian dialect: consolidation and new perspectives". In G. K. Giannakis, E. Crespo & P. Filos (eds.), *Studies in Ancient Greek Dialects: from Central Greece to the Black Sea*. Berlin/Boston, pp. 299-328.
4. Méndez Dosuna J. (2012) "Ancient Macedonian as a Greek dialect". In: G.K. Giannakis (ed.), *Ancient Macedonia: Language, History, Culture*, Thessaloniki, pp. 133-145.
5. Panayotou A. (2007) "The position of the Macedonian dialect". In: A.-F. Christidis (ed.), *A History of Ancient Greek: From the Beginnings to Late Antiquity*, Cambridge, pp. 433-443.
6. Sihler A. L. (2000) *Language History: An Introduction*. Amsterdam/Philadelphia, pp. 135-207 (= chapters: "Reconstruction", "External aspects of language change", "Written records").

New Technologies in Archaeology

Course Title:	New Technologies in Archaeology		
Course Code:	MAC010E		
Semester/Trimester:	2nd (Full Time)// 2nd or 4th(Part Time) (spring)		
Year of Study:	1st Year (Full-time)// 1st or 2nd Year (Part Time)		
Hours:	30 Hours	ECTS:	7,5 Credits
Course Assessment	Exams 50% Coursework: 50 %		
Teaching Methods:	Lectures, PowerPoint Presentation, and class discussion		

Course Content (syllabus): The aim of this course is to acquaint students with the employment of technologies in the field of Cultural Heritage and in particular, Archaeology. From the outset, archaeologists have undertaken responsibility for the preservation of finds but it was some time before they began to appreciate the importance of the records (excavation note books, registration catalogues, publications etc.) both as primary evidence and as the only thing that will survive of a specific site. The emergence of Information Technologies as well as of the Archaeological Science (e.g. Archaeometry) provide the traditional archaeological research with new tools and contribute in the development of new approaches and methods. The employment of repositories, geographical information systems (GIS), multimedia applications, 3D digitization and reconstruction along with material analysis or dating techniques provided by Archaeometry, represent some indicative examples of the topics that will be taught to the students. New terms used nowadays (Digital Archaeology,

Digital Curation, Cyberarchaeology etc) will be presented and clarified. Overall, the course aims at preparing students to practice Archaeology in the 21st century.

Course Weekly Schedule/Outline:

Week # 1	Introduction to new technologies in Archaeology.
Week # 2	The importance of electronic repositories.
Week # 3	Geographical Information Systems (G.I.S.)
Week # 4	Introduction to multimedia applications.
Week # 5	3D digitization and reconstruction.
Week # 6	Introduction to Archaeometry.
Week # 7	Digital Archaeology.
Week # 8	Digital Curation and Cyberarchaeology.
Week # 9	Archaeology in the 21st century.
Week # 10	Essay presentation.

Course educational objectives (learning outcomes, skills, qualities, competences):
Upon completing this course the students will:
•	get acquainted with the technologies used in the field of Archaeology, their strengths and shortcomings
•	get familiar with the employment of Archaeometry (Archeological Science) in the archaeological material
•	know about Information Technologies (e.g. repositories, GIS, 3D digitization) that can be used in archaeological work and research
•	follow the development in the use of technologies in Archaeology (e.g. case studies)
•	be prepared to employ Information Technologies and Archaeometry for the documentation, management, publication and presentation of various archaeological data

Recommended Reading:
1. Bentkowska-Kafel A., Macdonald L. (2017) *Digital Techniques for Documenting and Preserving Cultural Heritage*, Kalamazoo and Bradford.
2. Evans T. L., Daly P., (eds) (2016) *Digital Archaeology: bridging method and theory*, Routledge 2016.
Κουτσούδης, Α. Παυλίδης, Γ. *3Δ Ψηφιοποίηση*, Athens.
3. Lock G. (2003) *Using Computers in Archaeology: Towards Virtual Pasts*. Routledge.
4. Μπούνια Α., Νικονάνου Ν., Οικονόμου Μ. (eds.) (2008) *Η Τεχνολογία στην Υπηρεσία της Πολιτισμικής Κληρονομιάς: Διαχείριση – Εκπαίδευση -Επικοινωνία, Πρακτικά 2ου Διεθνούς Συνεδρίου Μουσειολογίας Μυτιλήνη 2004*. Athens.
5. Tsiafaki D. (2012) "The Contribution of New Technologies in Archaeology: Goals & Issues", in: N. Zacharias (ed.), 2nd Symposium - Archaeological Research and New Technologies ARCH_RNT, University of Peloponnese, DHACRM, Kalamata, October 21-23, 2010. Kalamata, pp. 93-98.
6. Τσιαφάκη Δ. (2019) «Η συμβολή των φυσικοχημικών μεθόδων στη μελέτη της κεραμικής», στο: *Θ' Επιστημονική Συνάντηση για την Ελληνιστική Κεραμική*, ΙΙ, Θεσσαλονίκη 05-09/12/2012. Athens, pp. 723-729.
7. Tsiafaki D., Koutsoudis A., Arnaoutoglou F., Michailidou N. (2016) "Virtual reassembly and completion of a fragmentary drinking vessel. el reensamblaje y la reposición virtual de un recipiente de beber fragmentado", *Virtual Archaeology Review*, 7(15), pp. 67-76.

Excavation

Course Title:	Excavation		
Course Code:	MAC11E – BSEM EA06		
Semester/Trimester:	2nd (Full Time)// 2nd or 4th(Part Time) (spring)		
Year of Study:	1st Year (Full-time)// 1st or 2nd Year (Part Time)		
Hours:	120 Hours	ECTS:	7,5 Credits
Course Assessment	Exams 30% Coursework: 70 %		
Teaching Method:	Lectures on the field and in the classroom, PowerPoint Presentation, everyday field practice		

Course Content (syllabus): Students will take part in the excavation of the International Hellenic University. There, they will become familiar with the fundamental principles of the excavation procedure, as well as identifying, cataloguing, and studying the archaeological material. Furthermore, the participants will have the chance to see the cleaning and preservation of the artefacts. Finally, students will practice the procedure of drawing the trial trenches, as well as the ancient objects that will be found.

Course educational objectives (learning outcomes, skills, qualities, competences): Within the framework of this course students will become familiar with:
1. the excavation methods, the stratigraphic representation of excavation sections and findings and also the preservation and the recording of the artefacts.
2. the terminology and the study of archaeological findings.
3. the field practice on excavation methods.
4. the needs of a modern excavation.
Moreover, students will have the opportunity for practice through placements in museums and archaeological sites.

Recommended Reading:
A corpus will be given to the students (via the e-learn platform), containing articles and essays related to the excavation site and the broader area of Thessaloniki.

The Master's Dissertation

Credit Allocation:	**30** Credits
Course Assessment:	Written report 18,000-20,000 words & Dissertation Presentation

As a part of the MA in *The Classical Archaeology & the Ancient History of Macedonia Programme*, students work on a six (6)- month project (=30 ECTS) on a subject relatied to their academic interests and career aspirations. The Dissertation provides a good opportunity to apply theory and concepts learned in different courses. The Dissertation examines the ability a) to apply a certain methodology or approach to analyse a given problem and b) to argue a reasonably original hypothesis. Students are expected to gain certain specialisation in the topic they have selected for research and take responsibility for their work.

Supervision: According to the Greek law for Postgraduate Studies, only serving faculty members can be appointed as dissertation supervisors. All the others lecturers may and indeed should help students to choose a proper subject, trace the bibliography and prepare their proposal by the given deadline. The supervision is delivered through face-to-face meetings at the University and through the e-learning platform of the University. Students are encouraged to have regular meetings with their supervisors.

If a student chooses a topic other than those taught during the MA programme, a professor from another academic institution, specialized in the field and interested in the specific proposal, shall be appointed to supervise the student.

Supervisors assist students in their research work by advising and guiding them throughout the research process and practice. They will correct the student's drafts until the day of submission, however they are not expected to edit the students' work in order to bring it to perfection.

Submission and Evaluation

The length of the Master's Dissertation should be ca. 18,000-20,000 words (excluding Bibliography and Figures). The Thesis should be supplemented by an abstract of 200-400 words, Contents and Bibliography.

The **Submission Deadline is 31 January 2025**. Details regrading the submision of the Master's Dissertation will be given to students closer to the date.

The Dissertation is assessed by a three-member academic committee. If there is a difference of more than 3 points (on a scale of 1-10) in the evaluations of the three examiners, then a fourth evaluation is called for. The final grade awarded on the Dissertation will be the average of the mark given by the fourth examiner and the closest two marks to it of the other three marks.

The students are expected to send a preliminary draft/outline of their work to the Academic Mentors assigned to them by the Faculty, so that any mistakes regarding Bibliography, or language use can be avoided and corrected at an early stage. Deadline for the first report: September 30, 2024.

To qualify for a Master's degree, a student must achieve a minimum grade of 5.00 in the Dissertation.

Research Methodology Seminars

Course Title:	*Academic Writing and Methodology Seminars*
Course Assessment	0 credits
	The Research Methodology Seminar is not assessed but, given its importance, **attendance is obligatory**
Teaching Method:	Lectures, PowerPoint Presentation, and Lab practice

Course Content (syllabus): This seminar is a working guide on writing a thesis. It is intended to assist students with their semester courseworks and during their dissertation thesis. Students will get guidance on how to conduct an original research, to organise and write a successful dissertation. The purpose of these seminars is to examine the methods used, to provide insights into various qualitative and quantitative research methods, to comprehend and develop the use of scientific data/literature and to enhance skills for academic writing.

Course educational objectives (learning outcomes, skills, qualities, competences):
The Academic Writing Seminars allow students to demonstrate their ability to produce academic research which is both systematic and methodical. During these seminars students should demonstrate their understanding of:
- how an academic written work should be organised and structured
- the necessity of the literature review
- the importance of acknowledging other author's views (avoiding plagiarism)
and their ability to:
- organise their work
- take notes and critically evaluate other people's research methods and findings
- avoid plagiarism by properly using the reference systems
- conduct a well-structured literature review
- deploy the appropriate qualitative and/or quantitative data on their work
- reach a well-supported conclusion to their argument.

Course Weekly Schedule/Outline:

Week # 1	Plagiarism
Week # 2	Reference systems
Week # 3	Citation systems
Week # 4	Citation systems
Week # 5	Thesis structure
Week # 6	Research engines and databases
Week # 7	How to write a proposal
Week # 8	How to write an abstract
Week # 9	How to write a dissertation

PART II: REGULATIONS & POLICIES
Admissions Policy

1. Tuition Fees

1.1 IHU full-time and part-time postgraduate students pay for their participation on the MA in The Classical Archaeology & the Ancient History of Macedonia programme, total fees amounting to 2,500€.

1.2 Deposits: Upon acceptance on a postgraduate programme of study at the IHU, you will be asked to pay a non-refundable deposit of 500€ to secure your place. This amount will count towards the first instalment of your tuition fees. The deposit can be paid by bank transfer or bank draft.

1.3 Tuition fees are paid in two instalments for full-time students and in four instalments for part-time students. The first day of each academic semester is set as the final date for payment. Proof of payment of the first fee instalment must be submitted by or upon registration of the student on Induction Day.

1.4 No extension is provided for tuition fee payment and no different arrangement is permitted for payment of the first fee instalment. Exceptionally, a special arrangement for subsequent fee payments may be foreseen by the Scientific Director of the Programme following the respective request by the student, provided there are exceptional reasons.

1.5 Examination and coursework marks for students in arrears regarding the payment of fees will not be disclosed by the School. These students will not be permitted to proceed to the next semester of studies if payment has not been made according to the payment schedule, unless there are exceptional circumstances that have been communicated to and approved by the General Assembly of the School.

1.6 In the final instance, students who have not paid the full tuition fees by the end of the programme will not be allowed to receive their degree until they have fulfilled this obligation within a deadline to be set by the General Assembly of the School.

1.7 Additional elective courses A student opting to take additional elective courses beyond those required shall be required to pay additional fees, to be determined by decision of the General Assembly of the School.

2. Student identity

21. Registration on an IHU postgraduate programme confers the identity of student on the candidate. This identity expires upon receiving one's degree or upon expulsion from the university.

2.2 Students may use IHU facilities and services in the pursuit of their educational work, according to the stipulations of respective Governing Board decisions.

3. Mentor scheme

Academic mentoring has been established by the University in order to provide students with advice on a range of academic matters, such as assessing the current level of knowledge provided and identifying any impediments to the learning process that may be present, with the overall objective of enhancing open, continuous and direct communication between students and the faculty.

5. Programme Duration

5.1. The programme will commence in October each year, the exact dates are announced by the Course Office.

5.2. The duration of studies in order to acquire a postgraduate degree is 3 academic semesters full-time (comprising taught courses during the 1st and 2nd semesters, while the 3rd semester is dedicated to the Dissertation). On a part -time basis the duration of the MA is doubled.

5.3. Examinations and assessed work will take place throughout the course.

5.4. The maximum period for completion of the study programme is five (5) academic semesters for full-time students and eight (8) academic semesters for part-time students. Extension of the above deadlines is generally not permitted. In certain exceptional cases, a short extension may be given, following approval by the General Assembly of the School.

5. Assessment

5.1 The programme is taught and assessed in English. Student assessment on each course is supervised by the course instructor(s).

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5.2 Performance is assessed on a 1-10 scale.

5.3 To complete the programme successfully, students must pass all courses, achieving an average grade on each course and its assessment components (coursework and examination) of at least 5.00,

5.4 In special circumstances, such as when a student is unable to participate in the examinations or to submit a paper due to professional or health reasons, a special examination date may be set for the student or a new deadline for the submission of the respective coursework, following a decision by a competent committee appointed by the General Assembly of the School.

5.5 Coursework/exam results are published within 45 days from the date of submission/the examination.

6. Assessment Regulations

The rules governing the calculation of course and overall degree marks are as follows:

6.1 To qualify for the MA in The Classical Archaeology & the Ancient History of Macedonia degree, a student must acquire a total of 90 credits.

6.2 All courses must be passed individually.

6.3 Credits and marks are awarded for all courses successfully completed and passed.

6.4 It is compulsory to complete all coursework and exam components and no course mark can be awarded until these are completed.

6.5 All courses are assessed by both coursework and exam (without exception). Course assessment weightings may vary but exams cannot be weighted less than 50% in any case. A minimum mark of 5.00 must be achieved on each component (exam and coursework).

6.6 Students will be required to retake any failed assessment component in the next assessment period.

6.7 A student failing at the second attempt will normally be asked to withdraw immediately from the programme, following the decision in this respect of the General Assembly.

6.8 Calculating the overall mark of a course in the case of a re-sit: in those cases where a student has passed a course component after a re-sit, the overall mark of the course will be calculated by combining the original grades awarded for other component(s) passed at the first attempt and the re-sit mark for the component passed at the re-sit, in line with relative credit values of courses, as set out in the table below.

6.9 A student is entitled to appeal against the grade received for an exam or piece of coursework for a specific course within 15 days after the grades have been announced. Students must provide full details of the grounds of their appeal in writing. Such appeals are assessed an academic appointed by the Director of the Programme, within thirty (30) days of receipt of the appeal. As a result of an appeal, grades may stay the same, go up or down. In the case of group work, the decision to appeal should be taken unanimously by the students of the group.

6.10 A course mark is calculated by aggregating the marks for all assessment components.

6.11 To calculate the overall degree mark, course marks are combined using weightings in line with the relative credit values of courses, set out in the table below.

Assessment matrix of courses, hours, credits and weightings

Courses	Taught Hours	Credits	Coursework	Exam
The historical sources	30	7,5	50%	50%
Archaeological sites of Macedonia	30	7,5	50%	50%
Historical Geography and Cartography of ancient Macedonia	30	7,5	50%	50%
The Prehistoric Macedonia	30	7,5	50%	50%
The Hellenistic and Roman Periods	30	7,5	50%	50%
Minor Arts (pottery, metalworking etc.)	30	7,5	50%	50%
Ancient History of Macedonia	30	7,5	50%	50%
Monumental Art	30	7,5	50%	50%
Coinage and Economy	30	7,5	50%	50%
Cults and beliefs	30	7,5	50%	50%
Languages and dialects in Macedonia	30	7,5	50%	50%
New technologies in archaeology	30	7,5	50%	50%
Excavation	120	7,5	70%	30%
Courses		**60**		
Master Dissertation		**30**		
Total		**90**		

*Coursework may consist of a short exam, an invigilated test, a group or individual assignments.
To qualify for the Master's Degree, a student must acquire a total of 60 credits.
Credits and marks are awarded for all successfully completed and passed courses.

7. Re-examination of Failed Courses

7.1 Students who fail a course will be required to retake any assessment component for which their mark falls below 5.00.

7.2 Re-sit provisions will apply to all failed courses under the following provisions:

- The re-sit method and date shall be prescribed by the Course Office in accordance with the course regulations. The content of the re-assessed component will be decided by the Course instructor(s);

- A course may be re-sat only once.

7.3 A student who successfully completes a re-sit shall be awarded the credits for the course. The grade awarded for other components will be the original grade. The course grade will be calculated using the weightings detailed in the matrix on the previous page. This grade will be used in calculating the overall degree grade.

7.4 A student who does not pass his or her re-sit by the date specified shall not progress on the Programme and the Programme Director shall make a recommendation to the General Assembly of the School that the student withdraw.

8. Coursework Submission

8.1 Coursework must be submitted via online submission to the E-learning platform at https://elearn-ucips.ihu.gr/ (this constitutes your receipt of submission).

8.2 **The deadline for all coursework is at 17:00 (5pm) on the submission date, unless otherwise indicated by the lecturer.** Students are required to retain a copy of all coursework submitted.

8.3 Online coursework submission allows the course officer to check the timeliness of submissions.

8.4 Late submission of coursework is unacceptable other than in the most extreme circumstances. In such circumstances, a student must submit a written request for an extension in advance of the deadline to, and gain permission from, the relevant course office, NOT the lecturer. The student will need to produce supporting evidence as to why he/she is unable to meet the deadline. If permission is granted, a new submission date will be given without penalties to the grade. If students submit their coursework late without permission, a system of penalties will apply, as follows: Work submitted late without permission is immediately penalised by 7% for late submission plus 1% daily, including weekends. The maximum period for late submission is 2 weeks. Work submitted later than two weeks after the proper date shall not be accepted and shall therefore be graded with a mark of 0.00.

10. Class Attendance and Timely Arrivals

10.1 Students are expected to attend all lectures and all other scheduled activities.

10.2 Please note that extensive absence from a taught course, i.e., over 30% of the total taught hours of the course, albeit justified, will incur a grade penalty, namely, the grade of the course will be capped at the minimum pass mark (5.00). If a student does not attend the 50% of the total taught hours of the course, this course must be taken if available the following year. If a student is absent for the 100% of the total taught hours of the course the General Assembly of the School is responsible for deciding whether this may lead to a suspension of studies or withdrawal from the programme.

10.3 Late arrival to a lecture or class is unacceptable and the lecturer has the right to refuse admission. In any case, every effort should be made to ensure that entrance does not interrupt the lecturer or distract the class.

10.4 Lectures normally include breaks. Lectures are carefully prepared and timed and any delay in restarting may cause it to over-run. The lecturer has the right to refuse readmission to anyone returning late.

10. Good Conduct

10.1 Students must use university facilities and equipment properly and with due care, to prevent damage or malfunction, and otherwise shall bear the responsibility for replacing damaged items.

10.2 Students shall behave with respect towards the teaching staff and administrative personnel of the University, as well as towards their fellow students, and shall not cause problems with disorderly behaviour.

10.3 Mobile phones should be turned off during lectures. Phones ringing during a lecture are not only intrusive but also extremely offensive.

10.4 Students wishing to make audio-recordings during course tuition must obtain the lecturer's written permission.

11. Students' Complaints Procedure

11.1 Students who wish to make a complaint concerning the quality of an academic programme, any related service or member of the academic or administrative staff should first do so at the local level, by raising the issue with the individual, department or service provider directly involved. Issues of concern may often be resolved more quickly and effectively at this stage.

11.2 If a student decides to make a complaint, this will be taken seriously and confidentiality will be respected. Investigations will be carried out thoroughly and the issue determined fairly by someone who is not directly involved in the complaint. It should be noted, however, that complaint resolution may not be possible without revealing the identity of the complainant to the subject of the complaint and anonymous complaints will not be investigated. Allegations which are found to be unsubstantiated or malicious will be dismissed.

12. Appeal Committee

12.1 Students are entitled to submit an appeal to an Appeal Committee, appointed by the Governing Board, with respect to any decision concerning their status at the University. A student submitting an appeal is invited to exercise his/her right to be heard, according to Article 6 of the Greek Administrative Procedure Code.

12.2 The Appeal Committee examines any appeals against decisions of the Governing Board and/or the General Assembly of the School according to Article 24 of the Greek Administrative Code of Procedure.

13. Postponement of studies

13.1 Postgraduate students may postpone their studies for a period no longer than one academic year or two successive academic semesters, following a respective application submitted to the General Assembly of the School – and approval thereof – for reasons related to the student's family and personal circumstances, which must be documented accordingly.

14. Bibliographies and References Format

Bibliographies and references are to be arranged in a single list at the end of the area of work and presented in alphabetical order according to the surname of the first author. In the case of identical family names, alphabetise next by the forename or first initial of the author. In the case of two or more references by the same author, the name is given for the first entry, and an eight-space line (the underscore key struck eight times) takes its place in subsequent entries. The entries are then arranged chronologically with most recent submissions first. Please note that you are solely responsible for ensuring accuracy and format consistency in the bibliography and references section of any papers you write.

Some examples:

Book Citation:

Dunning, J. H. (1993) *Multinational Enterprises and the Global Economy*. Addison-Wesley, Reading, United Kingdom.

Caves, R. E. (1982) *Multinational Enterprise and Economic Analysis*. Cambridge University Press, New York, NY, USA.

Tip: Don't forget to give the name of the publisher in full, along with their location (city, state [for USA you show the abbreviation of the state], and country).

Edited Book Citation:

Kindleberger, C. P. (ed.) (1970) *The International Corporation*. MIT Press, Cambridge, MA, USA.

Szegedi, Z., Marer, P., and Waisvisz, P. (eds.) (1999) *Vállalati Esettanulmányok, 2. Kötet*. AULA Publishing Co., Budapest, Hungary

Chapter in a Book Citation:

Aliber, R. Z. (1970) A Theory of Foreign Direct Investment. In *The International Corporation*, Kindleberger, C. P. (editor), MIT Press, Cambridge, MA, USA.

Journal Article Citation:

Anderson, E. and Gatignon, H. (1986) Modes of Foreign Entry: A Transaction Cost Analysis and Propositions. *Journal of International Business Studies*, Fall, pp. 1-26.

Tip: Don't forget to include the page numbers on which the article appears. Also, remember that you italicize the title of the journal but not the title of the article.

Working Paper Citation:

Bellas, C. J., Bochniarz, Z., Jermakowicz, W. W., Meller, M., and Toft, D. (1994) *Foreign Privatization in Poland*. Center for Social & Economic Research (CASE), Warsaw, Poland, Working Paper, October.

Rojec, M., Jermakowicz, W. W., Illes, M., and Zemplinerova, A. (1995) *Foreign Acquisition Strategies in the Central European Privatization Process*. Center for International Cooperation and Development (CICD), Ljubljana, Slovenia, Working Paper.

Tip: Don't forget to include the name of the institution / organization and list the city and country where it is based (located) as noted in the publication.

Two or More Authors Citation:

Anderson, E., and Gatignon, H. (1986) Modes of Foreign Entry: A Transaction Cost Analysis and Propositions. *Journal of International Business Studies*, Fall, pp. 1-26.

Rojec, M., Jermakowicz, W. W., Illes, M., and Zemplinerova, A. (1995) *Foreign Acquisition Strategies in the Central European Privatization Process*. Center for International Cooperation and Development (CICD), Ljubljana, Slovenia, Working Paper.

Works by the Same Author Citation (that appear after one another):

Vernon, R. (1983) Organizing and Institutional Responses to International Risk. In Herring, R. (ed.), *Managing International Risk*, Cambridge University Press, New York, NY, USA, pp. 191-216.

_____ (1966) International Investment and International Trade in the Product Cycle. *Quarterly Journal of Economics*, No 80, pp. 190-207.

Works by the Same Author & Same Year Citation (that appear after one another):

Guyon, J. (1996a) *Lindahl to Succeed Barnevik as Chief Executive of ABB*. The Wall Street Journal Europe (WSJE), 11-12 October.

Guyon, J. (1996b) *At ABB, Globalization Isn't Just a Buzzword: It's a Corporate Culture*. The Wall Street Journal Europe (WSJE), 1 October.

Tip: Remember that you place the letter after the year in respect of the order in which these appear in your text. Hence, 'a' comes before 'b' and so forth.

Newspaper / Magazine Article Citation:

Rapoport, C. (1992) *How Barnevik Makes ABB Work*. Fortune, 29 June, pp. 24-27.

Roth, T. (1995) *Europe's Labors: Integrating the East, Reinventing the West Are One and the Same*. The Wall Street Journal Europe (WSJE), 30 June/1 July.

EIU (1999) *Business Eastern Europe*, Economist Intelligence Unit (EIU), 22 February.

Tip: Almost all newspaper/magazine articles have an author, so make sure that you properly site him/her. Also, the title of the article is not italicised while the source publication is italicised.

Internet Citation:

Czech Invest (1998) http://www.czechinvest.org/.

Renault (2001) http://www.renault.com.

Tip: You only need to show the primary source (main site) of any Internet site and the year in which you accessed the web site.

Company Annual Report Citation:

Renault (1999) *1998 Renault Financial Report*. Boulogne-Billancourt Cedex, France.

Generali Budapest Biztosító Rt. (1993-97) *Company Annual Reports 1992-96* (Hungarian/German language editions). Budapest, Hungary.

Tip: For Annual Reports the year of publication is almost always the year after the reported year. For example, a 1998 Financial Report is published in 1999.

Example of a Bibliography (listed in alphabetical and chronological order):

Bibliography:

Aliber, R. Z. (1970) A Theory of Foreign Direct Investment. In *The International Corporation*, Kindleberger, C. P. (editor), MIT Press, Cambridge, MA, USA.

Anderson, E. and Gatignon, H. (1986) Modes of Foreign Entry: A Transaction Cost Analysis and Propositions. *Journal of International Business Studies*, Fall, pp. 1-26.

Bellas, C. J., Bochniarz, Z., Jermakowicz, W. W., Meller, M., and Toft, D. (1994) *Foreign Privatization in Poland*. Center for Social & Economic Research (CASE), Warsaw, Poland, Working Paper, October.

Caves, R. E. (1982) *Multinational Enterprise and Economic Analysis*. Cambridge University Press, New York, NY, USA.

Czech Invest (1998) http://www.czechinvest.org/.

Dunning, J. H. (1993) *Multinational Enterprises and the Global Economy*. Addison-Wesley, Reading, United Kingdom.

EIU (1999) *Business Eastern Europe*, Economist Intelligence Unit (EIU), 22 February.

Kindleberger, C. P. (ed.)(1970) *The International Corporation*. MIT Press, Cambridge, MA, USA.

Rapoport, C. (1992) *How Barnevik Makes ABB Work*. Fortune, 29 June, pp. 24-27.

Renault (1999) *1998 Renault Financial Report*. Boulogne-Billancourt Cedex, France.

Roth, T. (1995) *Europe's Labors: Integrating the East, Reinventing the West Are One and the Same*. The Wall Street Journal Europe (WSJE), 30 June/1 July.

Vernon, R. (1983) Organizing and Institutional Responses to International Risk. In Herring, R. (ed.), *Managing International Risk*, Cambridge University Press, New York, NY, USA, pp. 191-216.

(1966) International Investment and International Trade in the Product Cycle. *Quarterly Journal of Economics*, No 80, pp. 190-207.

Tip: *Pay attention to detail and get your sources (facts) right!!!*

15. Plagiarism – Fraudulent Coursework - Malpractice

15.1 Plagiarism is the passing off of the ideas or words of someone else as though they were your own. It applies equally to the work of other students as to published sources. In addition, auto-plagiarism takes place when a student presents any prior writing of his or her own work, from another course or school, as entirely fresh work for course credit. This is also considered plagiarism.

15.2 Fraudulent or fabricated coursework is defined as work such as reports of laboratory or practical work that are untrue and/or fabricated, submitted to satisfy the requirements of a University Assessment in whole or in part.

15.3 Malpractice in University Assessments occurs when a candidate attempts to mislead or deceive the examiners concerning the work submitted for assessment. This includes colluding with others (including other students) in the preparation, editing or submission of work.

15.4 PENALTIES

The University takes a serious view of plagiarism, fraudulent, fabrication and malpractice and will act to ensure that students found breaching its guidelines are dealt with severely. This action may lead to expulsion from the University. All work is marked on the assumption that it is the work of the student: the words, diagrammes, computer programmes, ideas and arguments should be their own. However, much coursework will be based on what students have read and heard and it is important that you show where, and how, your work is indebted to those other sources.

Range of Penalties:

When determining the penalty of a plagiarized, fraudulent, fabricated piece of work or other malpractice the following points should be taken into consideration that affects the severity of the penalty imposed:

− Severity of the offence (percentage of plagiarised work)
− The student's explanation and response to the allegation
− Maintenance of the principles of equal treatment and proportionality

15.5 Range of Penalties at School Level:

The penalties which can be imposed at School level, by the General Assembly of the School regard components of up to 50% of the course evaluation. The penalties range from a re-writing of a coursework to a capped mark for the whole course. In all cases a reprimand letter will be sent to the student from the School.

i) Re-writing of coursework by removal/correction of plagiarised parts: Work that is identified as plagiarised in part must be expunged and re-written before the mark for the assessment and for the course can be released. There will be a minimum 10% reduction in the mark of the re-written component. The mark

will be aggregated with the marks for the remaining components of the course. Normal resit opportunities will be retained.

ii) Submit a new piece of work: On the same/similar topic or a different one (based on instructors' advice) the student will be required to submit a completely new assignment for the particular piece of coursework. There will be a minimum 10% reduction in the mark of the re-written component. The mark will be aggregated with the marks for the remaining components of the course. Normal resit opportunities will be retained in the case of a failed mark.

ii) Submit a new piece of work - component mark capped: On the same/similar topic or a different one (based on instructors' advice) the student will be required to submit a completely new assignment for the particular piece of coursework. The mark will be capped at 5 and will be aggregated with the marks for the remaining components of the course. Normal resit opportunities will be retained in the case of a failed mark.

iii) Submit a new piece of work – course mark capped: On the same/similar topic or a different one (based on instructors' advice) the student will be required to submit a completely new assignment for the particular piece of coursework. The mark is capped at 5 for the whole course and not only for the specific course component. Normal resit opportunities will be retained in the case of a failed mark for all course components.

15.6 Range of Penalties at Governing Board Level:

The penalties of course repetition and permanent exclusion from studies can only be applied by the Governing Board. Such penalties may be proposed by the General Assembly of the School to the Governing Board which is competent to take the final decision on the matter. Such penalties are recommended in cases of high severity of the offence (i.e., very high percentage of plagiarised work in dissertation thesis). The Governing Board has the discretion to also impose any of the aforementioned penalties, taking into account the severity of the offence.

i) Course mark capped - Repeat the course: The student will be required to repeat the respective course in which plagiarism has occurred in its entirety by attending the whole course again when this is next available. The mark for all course components is capped at the pass mark. The marks for other courses are retained. If the plagiarised offence occurred on modules such as the dissertation thesis, consulting project or similar, the student will need to wait for up to a year until a new allocation of projects and dissertations are in place.

iii) Permanent exclusion from the University with no award: The student will be requested to withdraw from his/her studies and no award will be made.

16. Academic Misconduct

16.1   The University takes very seriously any form of cheating in examinations or other forms of assessment, including plagiarism (see above), impersonation, collusion and disruption.

16.2   Cases of suspected academic misconduct will be reported to the course office and academic staff and, where misconduct is established, a range of penalties may be recommended to the General Assembly, which body will decide on the penalty to impose. Its decision will reflect the severity of the offence and intent and may also result, in extreme circumstances, in expulsion from the University.

17. Examination Regulations

17.1   Students must bring an ID document with them to all examinations. **Admission to** an examination without the ID document is prohibited.

17.2   Students must ensure that they arrive early enough to find the room in which they are sitting the examination. If they arrive up to half an hour late for their examination, they will normally be permitted to sit their exam. No extra time will be given and students must finish together with all others taking the same paper. Only in the case of exceptional circumstances delaying their attendance and beyond their control will the full allotted time be allowed for the paper.

17.3   Students will normally be permitted to enter the examination room approximately 10-15 minutes before the start of the examination and only after permission has been given by the invigilator.

17.4   Students are not permitted to take any coat or bag or personal belongings (other than those needed for an examination) to the examination desk. Before entering the room, an invigilator will announce

where belongings should be placed. Possession of a mobile phone, walkman, pager, personal organiser or any electronic device (other than those specifically allowed for an examination) is strictly prohibited whilst sitting an examination. Mobile phones must be switched off and placed in the student's coat/bag. Failure to do so may result in disciplinary action. Belongings should be kept to a minimum. Possessions are left at students' own risk.

17.5 Upon entering the examination room, talking is strictly prohibited. During the examination, students must fully comply with the invigilator's instructions and requests. Failure to comply may result in expulsion from the exams and corresponding penalties imposed by the School General Assembly.

17.6 Once students have found their desk they must await the invigilator's instruction. They will be asked to fill in their details on the front of the answer booklets. At this time they must place their ID document, face up, on their desk in order for an invigilator to confirm their identity. The invigilator will give permission to start reading the question paper. It is in students' own interest to read the instructions on the question paper carefully.

17.7 Students are required to supply their own pens, pencils, etc., at each examination. Where permission is given, students must supply their own hard-copy dictionary and calculator. Electronic dictionaries are not permitted. Students must comply with all instructions given by an invigilator before, during and after the examination.

17.8 If a student has a query, he/she should raise a hand and an invigilator will approach them. Students must not vacate the desk for the duration of the examination without the express permission of an invigilator. Failure to comply is an examination offence and may result in the examination script not being marked.

17.9 Students are not permitted to leave the examination room during the first half hour or the last 15 minutes of the examination. If they wish to leave the room at any other time during the exam, they should raise their hand and an invigilator will respond to their request. When allowed to leave, students should leave the room as quickly and quietly as possible with due consideration to their fellow students who may still be working. If students are given permission to temporarily leave the room, they will be accompanied by an invigilator. During this time they will not attempt to contact any other person or consult any material relating to the examination.

17.10 When the invigilator announces the end of the examination, all students must stop writing. The front of each answer booklet must be fully completed and the flap must be sealed securely. Students must not leave their desk until the script has been collected by an invigilator. A copy of the exam paper may only be taken if permission has been given to do so.

18. Extenuating circumstances

18.1 Students unable to attend an examination or to submit a piece of coursework at a set time due to illness, bereavement, business travel abroad or any other personal circumstance must produce documentary evidence testifying the reason for their absence. Students need to fill in a special Extenuating Circumstances Form (available on the E-learning platform at https://elearn-ucips.ihu.gr/) and submit it to the course office within 10 days of the examination/coursework submission deadline. This will be considered by a competent committee appointed by the General Assembly of the School, which will decide whether to accept the reason and allow the student to take the examination as a first attempt or allow the student to submit the coursework he did not submit on a new deadline (or allowable re-sit) or reject it and count the absence as a failure. In exceptional circumstances, and following approval by the General Assembly of the School, a special examination date may be set for the student or a new deadline given for submission of the paper.

18.2 **Special Examination Arrangements** Students with a physical or learning disability are given extra examination time or sit their examinations at an alternative venue along with any special provisions available. In order for students to apply for such special arrangements, they must provide the Course Office with current certification (from a responsible official state institution) detailing their condition well ahead of the exam period. The Course Office will decide on the special examination provisions to be made.

19. Dissertation Supervision and Submission

19.1 The Master's Dissertation is supervised by an academic member of staff. Students are encouraged to have regular meetings with their supervisor. Supervisors assist students in their research work by acting as consultants and counsellors in matters of research process and practice: students are expected to become the experts in the topic they selected for research and take responsibility for their work.

19.2 The Dissertation is assessed by a three-member academic committee. If there is a difference of more than 3 points (on a scale of 1-10) in the evaluations of the three examiners, then a fourth evaluation is called for. The final grade awarded on the Dissertation will be the average of the mark given by the fourth examiner and the closest two marks to it of the other three marks.

19.3 To qualify for a Master's degree, a student must achieve a minimum grade of 5.00 in the Dissertation.

19.4 The Dissertation must be submitted in the approved format. The Dissertation is due to be submitted by **31 January 2025**. Extension beyond this deadline will only be given in extreme circumstances and with the agreement of the student's supervisor and the Programme Coordinating Committee. A maximum of two weeks' extension is permitted in the first instance. Any application for extension must be made three weeks <u>before</u> the due date of submission, by completing and submitting the Extenuating Circumstances Form (available on the E-learning platform at https://elearn-ucips.ihu.gr/). It is the student's responsibility to have the Extenuating Circumstances Form properly approved.

19.5 If the Dissertation is submitted late without permission, it will be immediately penalised by 7% for late submission plus 1% daily, including weekends. The maximum period for late submission is 2 weeks. Any dissertation submitted later than two weeks after the proper date shall not be accepted and shall therefore be graded with a mark of 0.00.

19.6 The submission requirements for dissertations are:
- Dissertations must be submitted via online submission to the E-learning platform at https://elearn-ucips.ihu.gr/ (this constitutes receipt of submission). The deadline is 17:00 (5pm) on the submission date.

19.7 The International Hellenic University has adopted an **Open Access Policy** from 10/02/2015 (https://repository.ihu.edu.gr/xmlui/page/openaccess-policy-en). In brief, Open Access (OA) literature is digital, online, free of charge, and free of most copyright and licensing restrictions.

Along with this policy, the IHU Library proceeded with the creation of an Institutional Repository (https://repository.ihu.edu.gr/xmlui/ the online archive), where all scholarly material can be submitted, kept and managed.

Part of the collection consists of the Master's dissertations and PhD theses. **Students are required to submit their dissertations and theses to the repository making them accessible to the wider academic community.**

As the pdf file is the final version, content alterations are not possible.

This process is part of the dissertation/thesis submission workflow and is intended to ensure the content accuracy and quality of the dissertation/thesis submitted.

Students are strongly advised to carefully read the terms of submission before submitting their work https://repository.ihu.edu.gr/xmlui/page/terms-en.

20. Re-examination of Failed Dissertation

20.1 Students who fail the dissertation will be required to re-submit their dissertation on the same or a similar topic. Students are allowed to re-submit their dissertation only once, assuming a valid submission was made in the first instance.

20.2 The deadline for re-submission is 6 weeks after the publication of the mark of the first submission.

21. Degree Classification

The award of the degree shall be calculated on the basis of the overall aggregate of the course marks weighted according to their credit value. The classification shall be determined as follows:

<u>Distinction</u> will be awarded if:

The weighted average mark across all courses and the dissertation is 8.50 or above

<u>Merit</u> will be awarded if:

The weighted average mark across all courses and the dissertation is between 6.50 – 8.49 inclusive.

<u>Pass</u> will be awarded if:

The weighted average mark across all courses and the dissertation is between 5.00 – 6.49 inclusive

<u>Fail</u>. A student fails to meet the requirements for the award of a degree if:

The average mark of any course or the dissertation is below 5.00 after one re-sit examination or assessment.

PART III: UNIVERSITY FACILITIES

IHU Library & Information Centre

Mission statement

The Library mission is to provide high quality services to all members of the IHU academic community (students, researchers, teaching staff, administration staff, etc.) and to support user access to specialised knowledge in their scientific fields. The Library collection consists of books, journals, reference material, subscriptions to online databases and electronic journals, both relating to the modules taught on the EMBA & Masters Courses and to the wider research and information needs of the Academic Community.

Library collection

The Library cares for the enrichment and administration of its collection and other resources, in order to meet the educational, research and/or other cultural needs of the university community. The Library is also responsible for the administration of these collections according to its regulations of operation, including the process of selecting, ordering and acquiring material. The selection of the appropriate printed materials as well as other resources is assisted by the members of the academic community of the University.

Members of staff are responsible for ordering and taking receipt of the material. This process includes checking proper receipt of copies ordered and the invoice prices. The incorporation of the material into the collection is completed with the inventory and registration in the automated catalogue. The work is performed by librarians specialised in the digitised cataloguing of materials.

The following international standards are implemented in the processing of Library materials:
- For cataloguing: the Anglo-American Cataloguing Rules (AACR)
- For electronic cataloguing: the rules of Machine Readable Cataloguing (MARC21)
- For classification: the Dewey Decimal Classification system
- For subject terms: the Library of Congress Subject Headings (LCSH)

The Library Collection comprises a wide range in terms of subject, of book titles and print journals relating to the courses offered at the University. Databases and electronic materials are also available to the user community, ensuring that their educational and research needs are covered.

Collection Management

The books are located in the main Library area, classified according to the Dewey Decimal Classification System. Subject signs are displayed on the shelves to assist users in their search.

All books are available for loan according to the loan regulations, with the exception of reference material (dictionaries, encyclopaedias, art books and student theses), which are placed on distinct bookshelves.

The journals are clearly visible in alphabetical order on special display shelving. The journals are available only for use in the Library area and are not for loan.

Electronic databases and all other electronic materials are available on site in the Library. The databases can be accessed only by the internal users of the Library using passwords and personal codes.

The print material is catalogued on the automated Library system SIERRA using the MARC21 format, the Anglo-American Cataloguing Rules and the Library of Congress Subject Headings.

All print material is searchable through the Library online catalogue (http://opac.seab.gr/*eng).

Donations

All donations are welcome. Acceptance is on the basis of assessment and valuation. The criteria taken into account in the assessment are:
- The importance and/or rarity of the material contained in the donation (or other special reason)
- The donated material's relevance to the development objectives of the Library
- The fitness of the gift
- Respective gaps in the Library collection

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- Any need to supplement the number of copies available within the collection due to frequent use.

Users

Access to the Library and reading rooms is open to all the members of the academic community and, upon respective authorisation, to members of the public.

"Library User" is taken to mean anyone entering the Library and reading rooms for the purpose of using their materials and resources for educational and research purposes. In the case of high attendance, priority is given to the Members of the Library.

Members of the Library and reading rooms are members of the university community, including: a) students, b) graduate students, c) lecturers, d) invited lecturers, e) academic staff, f) administrative staff and g) invited researchers.

Other external users are permitted to visit the Library and use (study) the print material only within the area of the Library. External users are not allowed to borrow material or use the databases and electronic material.

Personal data of members is confidential. Only Library employees acting in their capacity as such and the administrator of the database of the automated Library system shall have access to this data, which shall not be disclosed to any third party.

An information and assistance service operates in the Library area.

User obligations

Users are required to abide by the regulations, comply with the recommendations of staff and respect other users of the areas of the Library and reading rooms.

Users must use with respect all books, documents and any other material they use inside or outside the Library space. They must not write on or damage materials belonging to the Library.

Users are fully responsible and accountable for the loss or destruction, in whole or in part, of any document or equipment, or for damage or wear of materials beyond that resulting from their normal use; users are required to compensate the value of any such loss, damage or wear. The amount of compensation is determined by decision of the competent services of the Library subject to the approval of the relevant supervisory authority.

Smoking and the consumption of food or drink is prohibited on the premises of the Library and reading rooms. The use of mobile phones and any other device the use of which, at the discretion of staff, involves annoyance to other users is also prohibited.

Members of staff have the right, at their own discretion, to prohibit objects which can cause damage to the material or which may give cause for suspicion of intended theft.

Animals (other than guide dogs) are not allowed into the Library.

Users must not put the books or journals they have used back on the shelves, but should leave them on the desk designated for this purpose.

Borrowing

Terms of loans and renewals

All Library members have the right to borrow material.

The conditions under which a user may borrow material depends on the user
egory:

EMBA Students	up to 5 books for 35 days
Full-time and part-time Masters dents	up to 5 books for 5 or 15 days
Academic Staff	up to 5 books for 5, 15 or 35 days
Administration Staff	up to 3 books for 5 or 15 days
Alumni	up to 2 books for 5 or 15 days

The following signs on the book spine indicate:
= 5 days loan

= not for loan

= reference material, not for loan

The material is inspected when borrowed and returned. In the case of damage or ustified wear, a fine will be charged accordingly by the Library.

The loan period may be extended by users by contacting the Library staff.

Users can apply to reserve a book already out on loan. With the return of the book the interested user is notified by telephone or by email. The user who has the material on loan is required to return it within the time limits set by the automated Library programme and may not extend that period.

Electronic information services

The electronic resources are available locally on the University campus (Library area, PC Labs) or remotely via VPN instalment and the use of codes and passwords.

The Library staff can change the codes and passwords during the academic year in order to ensure the security of the codes. Users are always informed of such changes.

All users are obliged to sign the copyright agreement confirming that they will use databases for their own private purposes and that the codes and passwords will not be disclosed to any third party. In addition, users must affirm that the data they collect will be used only for academic purposes.

The Library website (http://www.lib.ihu.edu.gr/) provides information on all the services offered by the Library, such as electronic resources and a brief analysis of the same, bibliographic databases, electronic journals. Information about how to contact staff, hours of operation and a form by which to submit quick questions (Ask a librarian) are also available.

The IHU Library provides users with an interlibrary loan service allowing them to access material in other libraries, as defined by the decision of the supervisory authority. The material becomes subject to Interlibrary Loan provisions of this Regulation and to any other regulations imposed by the lending Library. The due date and overdue fees of the material borrowed are set by the lending Library.

Photocopying and digital reproduction

All Library users shall use the Library photocopy machine to cover only their needs as arising in the context of their studies.

If any item is not in good condition or there is a danger of suffering damage, it shall not be photocopied.

Users are obliged to respect the legislation on the protection of intellectual property and copyright (up to 10% of the total number of pages of a single authored book is allowed).

Users are obliged to respect and comply with any license terms that the University has signed with third parties regarding the reproduction by any means of books (photocopying, photographing, electronic reproduction), the use of software and databases, and access conditions and use of such data.

User training

The acquisition of new sources, methods of information retrieval and the use of services provided require the proper training of Library Members so as to be in a position to fully benefit from Library resources and services. The Library operates and education service which is responsible for the organisation of appropriate training seminars.

Library working hours

The IHU Library & Information Centre is open throughout the year except during University holidays. Opening hours: **Consult the library's website:**
http://www.lib.ihu.edu.gr/index.php/the-library/working-hours

Library Contact Details

T +30 2310 807560
library@ihu.edu.gr

International Hellenic University – School of Humanities, Social Sciences and Economics

ICT Services

Computer laboratories are available for student use and for teaching purposes on the University campus. The facilities provided are primarily PC-based computing and internetworking, reflecting the mix of Information & Communication technologies (ICT) available in the business community. The main PC labs have PCs with Windows 10, connected to the University campus area network and to the Internet, which gives users access to electronic mail, conferencing facilities, and library, academic and business information worldwide. There is also wireless (WiFi) access to the University network covering the entire campus, as well as universal access to/from other Universities through the global EduRoam network. An extensive range of software includes a variety of generic PC software such as word processing, spreadsheet and business graphics, as well as more specialized software such as statistical packages, software development frameworks, simulation packages, CAD software and business management software. The facilities, together with the Computer Support Service, are designed to provide full IT support for students, backed up with all the help and advice they may require.

Careers Office

The Careers Office is one of the most active, dynamic and forward looking departments of the International Hellenic University. Its role is to actively engage students in exploring and pursuing their career aspirations by providing a wide range of career - related services.

Mission of the Careers Office

The Careers Office is committed to providing professional guidance, resources and access to employment opportunities to a diverse body of students and alumni. The office has adopted a student-centred philosophy according to which each student receives individual support for every career concern.

Webpages

➢ Visit the Careers Office website at https://ecs.ihu.edu.gr/ and find out more about the services offered.
➢ Visit the Business Gateway portal at www.ihu.edu.gr/gateway and have access to employment and internship opportunities from the global job market.

Contact us

We welcome your questions regarding your career planning and your career opportunities. An IHU Careers Officer will respond to your inquiry as soon as possible. Please direct your inquiries to careers@ihu.edu.gr.

Alumni Network

As an alumnus of IHU, you are invited to be a part of an active network that helps you to stay in touch with each other and feel part of the School after your graduation. The network is designed to facilitate your connections and to enhance global communication for both social and business opportunities.

Staying in contact with the IHU has a number of benefits, including:
- Individual career advising
- Lifelong support on career issues
- National and International networking opportunities
- Continued learning and career advising
- Access to online services
- Access to library resources
- Participation in various events including career fairs, reunions, social gatherings, symposiums and conferences

You become a member of the Alumni Network automatically upon graduation and membership is free of charge. Upon your graduation, you are eligible to become a member of "International Hellenic University Alumni" group at LinkedIn.

Alumni who decide to follow a second postgraduate programme of study at the IHU after the successful completion of their first programme at the IHU are granted a 20% fee discount.

We envisage that many alumni will maintain close links with the School and will be welcomed back to act as advisors or mentors, to work with us on recruitment both in Greece and abroad, providing invaluable help at University Fairs, and offering current students job briefings, mock interviews and advice on business research projects.
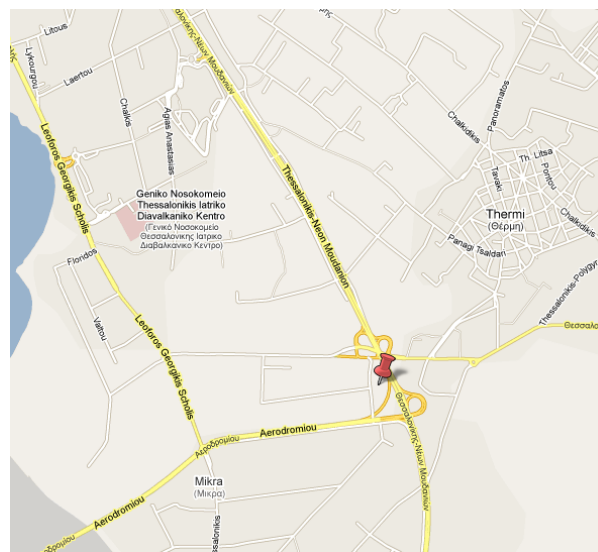
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