

Bachelor's Program in Economics and Business

Final Thesis Regulations and Guidelines

1. General Requirements

Length:

The Bachelor's thesis must be between 4,000 and 8,000 words, references included. Tables, figures, and appendices are excluded from the word count unless otherwise specified by the supervisor.

Formatting:

- Font: Times New Roman
- Font size: 12 points
- Margins: 2 cm on all sides
- Line spacing: 1.5
- Page numbers required

Citation and Referencing:

All citations and references must follow APA style (latest edition). Every source cited in the text must appear in the reference list, and all references listed must be cited in the text. Proper citation is required to avoid plagiarism.

2. Thesis Types and Expected Length

Quantitative Thesis

In the quantitative thesis students should include quantitative analyses. Examples are: descriptive analysis (i.e., analysis of secondary data sources) where students use data to build descriptive graphs and tables, or create simple statistical measures; statistical analyses such as correlation analysis or cluster analysis; simple econometric analyses such as regression analysis (e.g. OLS, Probit, Panel Data) or multivariate analysis such as Principal components or factor analysis; questionnaire based analysis where students create a survey, collect the answers and analyze data; elaboration of theoretical/mathematical models; development of statistical methodologies.

The length of a quantitative thesis should be between 4000 and 6000 words (excluding appendix) depending on the complexity of the analysis.

Deliverables: students should send to the supervisor the original data file retrieved from the web; the excel file with tables and figure; the dataset and program file if different software (e.g. Python, R, STATA) are used.

Qualitative thesis

Qualitative theses interpret non numerical data to understand concepts, thoughts or experiences. Examples are: literature analysis (comparison and re-elaboration of bibliographic sources, essays, or articles on a specific topic); policy discussion, that is, analysis of a specific policy or comparison of different policies using secondary sources; qualitative analyses, such as interviews.

The length of a qualitative thesis should be between 7000 and 8000 words (excluding appendix).

3. General Structure (All Theses)

- Title Page: title, student name and ID, degree program, supervisor, academic year
- Abstract (150–200 words): topic, objective, methodology, and main findings; AI use statement (see point 7).

The specific structure of each thesis is suggested by the supervisor, but in general it should follow the standards for scientific papers (Introduction, literature, methodology, discussion, references, appendix).

4. Work procedure and interaction with the supervisor

4.1) **Kick off meeting.** The process opens with a kick-off meeting, where the topic, objectives, and methodology of the thesis are defined, the intermediate and final submission dates are set, and communication channels are agreed upon.

4.2) **Intermediate review.** At the midpoint, the student submits the intermediate work: state of the literature review, methodology, any preliminary results, and a short summary of progress and difficulties.

4.3) **Complete final version.** At least ten days before the deadline, the student submits the complete final version; the remaining time is reserved exclusively for corrections,

requested revisions, and formal checks (formatting, compliance with university guidelines), with no room for introducing new content or major structural changes. After that, students will upload the thesis on GOMP.

5. Evaluation Criteria (Indicative)

Evaluation will focus on clarity of the research question, coherence and structure, appropriate use of economic theory and methods, quality of analysis, and correct academic referencing.

0 points

The thesis barely meets the minimum academic requirements.

1 point

The thesis fully meets the minimum academic requirements. The research question is identifiable, the analysis is basic but acceptable, and the structure and writing are adequate, though with clear limitations.

2 points

The thesis is well developed and meets academic standards. The research question is clear, the analysis is appropriate and correctly conducted, and the thesis is well structured and clearly written.

3 points

The thesis is of very high quality for a Bachelor's level. The research question is clearly motivated and relevant, the analysis is rigorous and well interpreted, and the thesis is well structured, clearly written, and academically sound.

6. Thesis defense

Presentation of approximately 5 minutes. The commission should ask at least 1 question.

Assessment

0 points: the student reads a text and/or does not demonstrate an adequate level of understanding; the answers are incorrect, incomplete, or unclear.

1 point: the answers correctly address the question. The key concepts are presented clearly and demonstrate an adequate level of understanding, even if the explanation is not exhaustive.

7. AI use

Allowed Uses of AI Tools

The use of AI tools is permitted when it supports, but does not replace, the student's independent academic work. Allowed uses include:

- a) Language and style support, such as grammar correction, spelling checks, and minor improvements in clarity or readability.
- b) Formatting assistance, including help with layout, structure, or reference formatting (e.g. APA style checks).
- c) Brainstorming and idea organization, provided that the resulting structure, arguments, and content are independently developed by the student.
- d) Technical support for empirical analysis, when the student fully understands and can explain the code and results.

All allowed uses must be transparent and explicitly acknowledged at the bottom of the abstract page

Prohibited Uses of AI Tools

The use of AI tools is not permitted when it substitutes for independent intellectual work or undermines academic integrity. Prohibited uses include:

- a) Generating substantial portions of the thesis text, including introductions, literature reviews, analysis, discussion, or conclusions, without explicit authorization and disclosure.
- b) Producing or paraphrasing literature reviews in a way that replaces the student's own critical reading and synthesis.
- c) Generating economic analysis, interpretations, or policy conclusions presented as the student's original work.
- d) Creating or fabricating references, citations, or data.
- e) Using AI tools to evade plagiarism detection or authorship verification.

Such practices are considered violations of academic integrity. The supervisor will assess AI use and require corrections or a substantial rewriting before submitting the thesis.