



dipartimento di
scienze economiche
aziendali e statistiche

department
of economics
business
and statistics

MASTER'S DEGREE IN TOURISM UNIVERSITY OF PALERMO

TOURISM SYSTEMS AND HOSPITALITY MANAGEMENT
(COURSE CODE LM-49 and LM-49R)

THESIS MANUAL

Prof. GIOVANNI RUGGIERI

Dean MD Tourism Systems and Hospitality Management

First Edition November 2025



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IMPORTANT NOTICE

This manual provides a complete guide for the preparation, submission, and defense of the Master's Thesis in Tourism Systems and Hospitality Management (LM-49 and LM-49R) at the University of Palermo. It integrates both the academic procedures and the official regulations governing the final examination. The purpose of this manual is to assist students in understanding each step of the thesis process and ensure compliance with university standards.

The thesis represents the final step in the Master's Degree in Tourism Systems and Hospitality Management at the University of Palermo. It demonstrates the student's capacity to conduct independent research, apply theoretical knowledge, and present academic results professionally.

At the beginning of each academic year, the Faculty Council schedules at least the following four sessions for master's degree examinations, each with a call for applications:

- | | | |
|-------------------|-------------|---|
| 1. MARCH | 2026 | from 2 nd to 13 th March |
| 2. JULY | 2026 | from 20 th to 31 st July |
| 3. OCTOBER | 2026 | from 1 st to 9 th October |
| 4. MARCH | 2027 | from 1 st to 12 th March |

To be admitted to the final examination, students must have earned all the credits (CFU) required by the curriculum of their program (except for those assigned to the final exam itself) at least 20 working days before the beginning of the session.

At least six months before the expected graduation session, students must submit a written request to a faculty member (professor or researcher) who belongs to the scientific-disciplinary field most closely related to the thesis topic.

THE STEPS TO BUILD YOUR THESIS

1. ASK THESIS

At least **six months before the expected graduation session**, students must submit a written request to a professor of the master's degree.

2. CHOOSING THE TOPIC

Choose a thesis topic that reflects your academic interests, aligns with your career goals, and is relevant to the tourism and hospitality management field. You can propose and discuss your ideas with potential supervisors to identify suitable research directions.

3. SELECTING THE UNIVERSITY PROFESSOR

Select a University Professor (Supervisor) from the teaching staff of the master's Program (LM-49 or LM-49R). The supervisor must be a faculty member or researcher affiliated with the University of Palermo. You must obtain the supervisor's approval before proceeding with your thesis.

4. SELECTING THE EXTERNAL SUPERVISOR

Choose someone from the hospitality industry or external public entities to follow your thesis. This person will have a supporting role as external expert throughout your research, based on their knowledge and work experience. This person could be the person who was responsible for training you during your internship.

5. APPROVAL THESIS SUBJECT

After selecting your university professor and external supervisor you can discuss about your research's topic with him or her, afterwards, you proceed your research after your academic advisor approval.

6. THESIS APPLICATION

In this section you must apply as "Application for Admission to The Degree Exam" through your student portal and pay application fee (16 euros).
For submitting, go to the student portal > Practice > New practice > Degree Exams > Application for admission to the degree exam.

PAYMENT DEADLINE

Graduation Session	Deadline Of Payment
MARCH 2026	7th February 2026
JULY 2026	31st May 2026
OCTOBER 2026	31st July 2026
MARCH 2027	7th February 2027

7. CONDUCTING THE RESEARCH

Carry out your research activities according to your approved proposal from Professor. If you collect data, ensure you comply with ethical research standards, including proper consent and citation practices. Please consider the following points in your research:

- You must search and use at least 10 reputable scientific articles for your thesis, by your professor.
- The use of artificial intelligence is not allowed to write your thesis.
- Your thesis will be checked by AI Detector, plagiarism and English.
- You must utilize information that has been extracted from reputable scientific websites, such as ISTAT and EUROSTAT.

8. WRITING THE THESIS

The thesis must follow the academic structure and formatting standards defined by this [link](#). Please read it carefully and follow it step by step. Also, please consider that your thesis should include 4 chapters (max 12 to 15 pages) and each chapter should include minimum 2 and maximum 5 sub-chapters. You have also include introduction, conclusion, bibliography and sitography.

9. SUBMISSION PROCEDURE

The final thesis must be uploaded to the University Portal (PDF format) 15 calendar days before the scheduled defense session. A printed, signed copy must also be delivered to the Department Office, signed by both student and supervisor. Failure to respect deadlines may delay the graduation session.

THESIS UPLOAD DEADLINE FOR **STUDENT** (Pdf Format)

- **MARCH 2026** 11/02/2026
- **JULY 2026** 01/07/2026
- **OCTOBER 2026** 14/09/2026
- **MARCH 2027** 10/02/2027

THESIS VALIDATION FROM **PROFESSOR**

- **MARCH 2026** 13/02/2026
- **JULY 2026** 03/07/2026
- **OCTOBER 2026** 16/09/2026
- **MARCH 2027** 12/02/2027

Please note that once the thesis has been validated, they cannot be modified. The title of the thesis/short paper uploaded to the portal must match the one entered by the student when submitting the degree application. The supervisor must, if necessary, modify it before validation.

10. THESIS DEFENSE

The defense is a public examination before a committee of seven to eleven members. Students must present their work in a 10–15 minutes oral presentation, possibly supported by multimedia tools. The presentation is followed by a discussion with professor's commission. The committee evaluates the research quality, methodology, writing, and oral presentation.

11. FINAL GRADE RULES

The committees evaluate final exams and award the master's degrees. They are appointed by the Dean or, by delegation, by the President of the program, and consist of seven members, including professors. The **initial grade** for the final exam is calculated as the **weighted average** (in 110ths) of all exam grades (in 30ths), weighted by the CFU of each course, including electives and any authorized additional courses.

The committee may award up to 7 additional points (1 point for each professor) for the thesis and final exam. The Lode could be voted from all the professors in the commission at unanimity, and possible for grades of 110.

12. CARRIER EVALUATION BASED ON MASTER'S DEGREE RULES

An **additional point** is given to students who completed recognized international study experiences (Erasmus, Socrates, visiting student, etc.) earning at least 15 CFU abroad, or who conducted thesis research abroad, or attended recognized foreign institutions. As well, Students will receive one point for each honors grade (Lode).

Students graduating within the **regular two-year duration** of the program receive:

- 2 extra points (summer session)
- 1.5 points (autumn session)
- 1 point (extraordinary session)

13. THESIS PRESENTATION FORMAT

Please note the following points when preparing yours:

- ✓ Begin the slide with the title and include a bibliography and cytology at the end.
- ✓ Avoid including long texts on each slide.
- ✓ Use graphs and tables in your presentation.
- ✓ Remember to avoid bringing notes when presenting your thesis.
- ✓ Your presentation should consist of 10 to a maximum of 15 slides.

For further information, please do not hesitate to contact this below email:

Master.hfb@unipa.it

14. IMPORTANT DATES FOR EACH CALL

MARCH CALL 2026

STEP		DEADLINES
1	Selecting The University Professor & External Expert & approval thesis title	At least 6 months before 11 th February 2026
2	Thesis application and fee payment	From 1 st January to 7 th February 2026
3	Uploading PDF file of thesis to Student Portal	11/02/2026
4	Completion of exams, internship and Erasmus grades for graduating students	20/02/2026
5	Final Checking PPT & PDF of thesis with Professor	13/02/2026
6	Thesis defense session	From 2 nd to 13 th March 2026

JULY CALL 2026

STEP		DEADLINES
1	Selecting The University Professor & External Expert & approval thesis title	At least 6 months before 1 st July 2026
2	Thesis application and fee payment	From 1 st May to 31 st May 2026
3	Uploading PDF file of thesis to Student Portal	01/07/2026
4	Completion of exams, internship and Erasmus grades for graduating students	10/07/2026
5	Final Checking PPT & PDF of thesis with Professor	03/07/2026
6	Thesis defense session	From 20 th to 31 st July 2026

OCTOBER CALL 2026

STEP		DEADLINES
1	Selecting The University Professor & External Expert & approval thesis title	At least 6 months before 14 th September 2026
2	Thesis application and fee payment	From 1 st July to 31 st July 2026
3	Uploading PDF file of thesis to Student Portal	14/09/2026
4	Completion of exams, internship and Erasmus grades for graduating students	18/09/2026
5	Final Checking PPT & PDF of thesis with Professor	16/09/2026
6	Thesis defense session	From 1 st to 9 th October 2026

MARCH CALL 2027

STEP		DEADLINES
1	Selecting The University Professor & External Expert & approval thesis title	At least 6 months before 10 th February 2027
2	Thesis application and fee payment	From 1 st January to 7 th February 2027
3	Uploading PDF file of thesis to Student Portal	10/02/2027
4	Completion of exams, internship and Erasmus grades for graduating students	19/02/2027
5	Final Checking PPT & PDF of thesis with Professor	12/02/2027
6	Thesis defense session	From 1 st to 12 th March 2027