

Special Regulation for the Implementation of E-Learning

Fully remote / Entirely distance-based

Documentation of the Use of Distance Learning Methods for Organizing the Educational Process of the MSc Program "Economics of Education and Management of Educational Units "

Article 1. Purpose

The MSc Program "*Economics of Education and Educational Unit Management*" of the Department of Economics, within the School of Economic, Business, and International Studies, aims to provide students with the necessary knowledge to understand the economic and social dynamics in the field of education. Additionally, it seeks to equip them with the skills to manage educational institutions, conduct research, design, and evaluate educational programs and policies.

The primary objectives of the MSc Program "*Economics of Education*" are for students to understand:

- The functioning of the education sector.
- The interactions between education, the economy, and society.
- The role of education in economic development.
- The role of education in social mobility.
- The role of education in reducing inequalities.
- The role of education in integrating socially disadvantaged groups into society and the economy.
- The economic and financial dimensions of education.
- The administrative dimensions of education.
- The impact of technology on education.
- The new demands in the labor market and the role of education and training.

Through the MSc Program "*Economics of Education*", students will acquire knowledge and skills that will enable them to:

- Cultivate and develop expertise in the administration and management of educational institutions.
- Foster and strengthen the characteristics of a "leader-manager" in the field of educational administration.
- Evaluate investment projects in the education sector.
- Design and develop training and professional development programs for employees and the unemployed.
- Design and implement training programs for immigrants to facilitate their integration into society.
- Evaluate educational and training programs.
- Develop research activities in the field of education.
- Design policies related to education.

The educational process of the MSc Program "*Economics of Education and Educational Unit Management*" is conducted entirely via distance learning.

Article 2. Educational Need

Taking into account the continuously increasing demand for digital competencies among citizens and employees, as well as international best practices in providing high-quality educational services supported by digital tools and media, and leveraging the Institution's successful experience in organizing distance education during the pandemic (for a total of three academic semesters), the choice of this particular mode of organizing the educational process of the MSc Program aims to:

- Promote equal opportunities and universal access for categories of postgraduate students who face restrictions in attending in-person educational activities, such as working professionals, parents, permanent residents outside the Institution's location, individuals with mobility difficulties, and others.
- Enhance student-centered teaching and learning while further developing student autonomy.
- Foster lifelong learning skills and general competencies (including digital skills) in digital learning environments, practice, collaboration, and communication.

Article 3. Methods of Distance Organization of the Educational Process

The organization of the educational activities of the MSc Program courses, which are guided by the teaching staff of the program, is carried out according to the following table:

Category of Educational Activity Guided by Teaching Staff	Mode of Delivery	Indicative Digital Tools
Lectures	Remote: Synchronous	MS-Team, Webex (Specify which asynchronous learning platform is used)
	Remote: Asynchronous	e-Class
Seminars	Remote: Synchronous	MS-Team, Webex

Tutorial	Remote: Synchronous	MS-Team, Webex
Laboratory Practice	Remote: Synchronous	MS-Team, WEBEX + (Simulation Environments & Virtual Labs, for Departments that have such infrastructure)
Field Practice	In-Person	
Work- based Placement	In-Person	
Student Communication with Teaching Staff	Remote: Synchronous	MS-Team, Webex, (or another personal communication platform)
	Remote: Asynchronous	e-Class, e-mail

The selection of the combination and sequence of the above educational activities for each individual course is determined by the course's instructional design and is included in the detailed course description document, which is shared with enrolled students at the beginning of each academic semester.

In exceptional cases, educational activities guided by the teaching staff of the MSc Program may be conducted in person, up to **10% of the total teaching hours** (i.e., educational activities guided by the MSc Program's teaching staff). The organization of all types of **teaching-staff-guided educational activities** using asynchronous distance learning methods does not exceed **25% of the total ECTS credits** of the MSc Program.

The organization of **self-directed individual and/or group study and practice activities** by students, for each course, is facilitated through **remote access** to the appropriate services of the asynchronous distance learning system **e-Class (or equivalent platform)** and the **digital services of the Institution's Library**.

The organization of **final assessment activities** to evaluate the extent to which students have achieved the educational objectives is conducted according to the following table:

Final Assessment Category	Mode of Delivery	Indicative Digital Tools
Written Final Examination	Remote: Synchronous	MS-Team, Webex
Oral Final Examination	Remote: Synchronous	MS-Team, Webex
Individual and/or Group Assignments (Submission, Demonstration, Presentation, Feedback)	Submission & Plagiarism Check	e-Class, Turnitin
	Demonstration/Presentation Remote: Synchronous	MS-Team, webex

Selection of Final Assessment Methods

The selection of the combination of final assessment methods for each course is determined by the instructional design of the course, based on the principle of constructive alignment between learning objectives and assessment methods. This selection is included in the detailed course description document, which is shared with enrolled students at the beginning of each academic semester.

The Institution ensures both the integrity and reliability of the remote final assessment process and the correct application of EU and national legislation regarding the protection of personal data, in accordance with the Institution's "Rules and Means for the Protection of Personal Data during Examinations."

The evaluation of courses by students is conducted through the completion of a digital questionnaire via the asynchronous distance learning system e-Class (or another electronic platform).

Educational Material

The educational material supporting all types of learning activities is provided in digital format (course guide, educational videos, presentations, worksheets for exercises and labs, recommended study bibliography, practice tools, etc.), with open access ensured wherever possible. The material is made available through the asynchronous distance learning system e-Class (or an equivalent platform).

Article 4. Institutional Infrastructure

Building on its successful and effective experience in organizing fully remote education for three academic semesters during the pandemic, the Institution possesses the necessary infrastructure for the remote organization of the educational process, which

it maintains, supports, and updates regularly.

The Institution also ensures the proper implementation of EU and national legislation concerning the protection of personal data for all participants in the remote learning process.

Article 5. Digital Competencies of Teaching Staff

The teaching staff of the MSc Program, leveraging their successful and effective experience in organizing fully remote education during the pandemic (for three academic semesters), possess the necessary digital competencies and practical pedagogical expertise to effectively conduct distance education.

Article 6. Approval and Amendment of This Regulation

This Regulation was approved by the Assembly of the Department of Economics (6th Meeting, 30.11.2023) and may be amended as deemed necessary.