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UNIVERSITY OF WEST ATTICA
DEPARTMENT OF TOURISM MANAGEMENT

HELLENIC MEDITERRANEAN UNIVERSITY
DEPARTMENT OF BUSINESS ADMINISTRATION AND TOURISM

INTER-INSTITUTIONAL POSTGRADUATE PROGRAM
"HOTEL BUSINESS ADMINISTRATION – EXECUTIVE MBA IN HOTEL MANAGEMENT"

REGULATION ON THE PREPARATION OF THE MASTER'S THESIS

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Minutes of the Department of Tourism Management Assembly Meeting No. 19/03.12.2024

Egaleo, 2025

Contents

1. Regulation for Preparing Assignments within the Framework of the Postgraduate Program (PPMS)
2. Plagiarism
3. Structure – Content Organization

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1. Regulation for Preparing Assignments within the Framework of the Postgraduate Program (PPMS)

The completion of a master's thesis, on a topic accepted by the supervising instructor, is a fundamental requirement for the completion of postgraduate studies in the PPMS. The thesis topic must fall within the subject area of the studies.

The supervisor of the thesis is appointed by the Program's Committee and must be a faculty member (DEP or EP) of either of the two institutions involved. A three-member committee is appointed for the examination of the master's thesis, consisting of the supervisor and two other faculty members or scientific staff who hold a

doctoral degree. Committee members must have the same or a related scientific specialization as the subject of the program.

The master's thesis corresponds to thirty (30) ECTS credits and is carried out during the third semester of study. It is treated as a compulsory semester course, with the only difference being that its completion may be extended, upon approval by the Program's Committee, for an additional semester. If the above conditions are not met, the student will be removed from the PPMS registry.

At the end of the third semester, the thesis is presented before the three-member committee.

The thesis, written in Greek along with an abstract in both Greek and English, must be submitted to the PPMS Secretariat in electronic format (CD) and to the University of West Attica Library through the institutional repository platform "Polynoe."

The thesis – whether theoretical, applied, or experimental – can be presented in written form, accompanied by the necessary figures, diagrams, photos, and images. The text must include a brief description of the topic, a presentation of the findings and results, methodology, assumptions, bibliography, and any other necessary supporting or explanatory materials as appendices.

In some courses, the thesis may take a different form, such as physical or digital designs, or multimedia formats combining text, designs, sound, and animation. In such cases, a concise but well-substantiated written report must accompany the work.

Additionally, the preparation of any thesis within the Program is governed by the Research Ethics Regulations, which include:
i. **Ethical rules for avoiding plagiarism in academic writing and practice**, and
ii. **Ethical policies adopted and implemented by the Program**.

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2. Plagiarism

Postgraduate students are required to properly acknowledge the work and ideas of others when used. Furthermore, any postgraduate student who has used services or assistance from Artificial Intelligence (AI) for assignments within the PPMS or M.Sc. must include at the beginning of their text a **"Statement regarding the use of generative Artificial Intelligence and AI-assisted technologies during the writing process"**, specifying which tool was used and for what purpose.

Plagiarism is considered a serious academic offense. It includes copying another person's work or using someone else's work—published or not—without appropriate citation. Copying any source material, including from the student's own previous work, without proper referencing may result in disciplinary action by the Program Committee, including possible expulsion.

In all such cases, the student will have the opportunity to present their views orally or in writing before any final decision is made. Any violation of academic ethics is

referred to the Program Committee. Violations include plagiarism, unauthorized copying, and any breach of intellectual property regulations related to assignments or the thesis.

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3. Structure – Content Organization

PRELIMINARY PAGES
Regardless of any graphic design used on the cover, the thesis must include a title page with the following elements (which may also serve as the cover page):

- Educational Institution – School – Department
- University logo (available under "Visual Identity" at https://www.uniwa.gr/topanepistimio/optiki-taytotita/meros-2o/)
- Title of the PPMS
- Type of work (e.g., Master's Thesis)
- Student's name
- Supervisor's name
- Place, month, and year of submission

Before the Foreword, the **Table of Contents** must be included, listing all section titles, chapters, and subchapters, along with their respective page numbers. The table of contents is updated throughout the writing process and finalized once page numbering is complete.

The structure of the thesis is as follows:

1. Foreword – Acknowledgements (optional)
2. Abstract – Keywords
3. Research Methodology
4. Conceptual Definitions
5. Theoretical Background – Review of academic literature relevant to the topic
6. Data Presentation based on the selected methodological approach (e.g., systematic literature review, field research, empirical research, case study, etc.)
7. Laboratory Research (if applicable)
8. Critical Analysis – Interpretation of primary and secondary research data
9. Overall Assessment – Conclusions – Recommendations
10. SOURCES – BIBLIOGRAPHY
11. Appendices (optional)