

SCHOOL OF HEALTH SCIENCES

Midwifery Department

New Postgraduate Studies Programme

"REPRODUCTIVE HEALTH - CHILDBIRTH - PARENTHOOD - BREASTFEEDING"

INTERNAL OPERATIONAL GUIDE

JUNE 2025

Contents

Article 1: General provisions.....	3
Article 2: Duration of operation of PS	3
Article 3: Cognitive Objectives-Aims of the Programme.....	3
Article 4: Postgraduate degrees awarded	4
Article 5: Duration of studies	5
Article 6: Number of admissions	6
Article 7: Procedure for the admission of postgraduate students	6
Article 8: Organization-Administration of the MSc.....	10
Article 9: Postgraduate programme studies.	11
Article 10: Official Language	14
Article 11: Performance evaluation	14
Article 12: Postgraduate Diploma Thesis	16
Article 13: Sources of funding	18
Article 14: Scholarships of MSc.	19
Article 15: Rights and obligations of students	19
Article 16: Staff	20
Article 17: Infrastructure - Distance learning	20
Article 18: Administrative bodies and their constitution	21
Article 19: Evaluation of the programme	23
Article 20: Special provisions	24
Annex 1: Course Outlines	25
Annex 2: Guide for writing a Diploma Thesis.	38
Annex 3: Application for participation in the MSc.	75
Annex 4: Table of Selected Biographical Data	78

Article 1

GENERAL PROVISIONS

The Department of Midwifery of the International Hellenic University will operate from the academic year 2025-26 the Distance Learning Postgraduate Programme entitled "**Reproductive Health - Childbirth - Parenthood - Breastfeeding**" in accordance with the provisions of this decision, of Law 4957/2022/FEK 141/A/21-07-2022 and of the Ministry of Justice 18137/Z1/FEK1079/28-2-2023 as in force. These by-laws have been approved by the decision of the Assembly of the Department of Midwifery, Faculty of Health Sciences, No. 24/25-09-2024 (Topic 2).

Article 2

DURATION OF OPERATION

The MSc will operate, starting from the Academic Year 2024-25, for five years, admitting students until the Academic Year 2028-29, subject to the provisions of the legislation in force.

Article 3

SUBJECT MATTER - PROGRAMME OBJECTIVES

The Postgraduate Studies Programme serves the mission and scientific orientation of the Department of Midwifery of the International Hellenic University (IHU) and is part of the strategic planning of the IHU.

It aims to provide postgraduate level knowledge, education, scientific background and expertise in modern fields of Obstetrical Science and Reproductive Health in particular, with emphasis on childbirth, midwifery care during the transition to parenthood, i.e. the period before conception - pregnancy - childbirth - labour and the period of breastfeeding. In particular, it concerns the biological, physical, psychological and social preparation of prospective parents for the birth of their child, ensuring the most ideal and safest conditions for this child. It therefore refers to programmes for preparation, health promotion, prevention and early diagnosis and treatment of any dangerous conditions (endocrinological diseases, sexually transmitted diseases, mental health issues, etc.) and complications during the reproductive years.

The main purpose of the MSc is to promote knowledge, to develop research, to meet the educational, research, social, cultural and developmental needs of the country in a critical area, that of Midwifery Science, by providing high level specialized knowledge on the contemporary developments in reproductive health, midwifery care during pregnancy, childbirth and parenthood and to offer theoretical and applied knowledge to health professionals working in the community in areas that are relevant to the health care system.

More specifically, the objectives of the MSc are:

- a. The high-level training of scientists who will be able to staff positions in organized health units at primary, secondary and tertiary level related to Reproductive Health Care in both the public and private sector (Nursing Institutions, Family Planning Centres, Mother and Child Centres, Prevention and Prevention Centres, and other health care institutions). Health Promotion and Reproductive Assistance Centres, etc.) and Natural Childbirth Centres, which

will be established for the first time in Greece following the recent Joint Ministerial Decision (KYA:4109/B/15-7-2024)

- b. The high level academic and clinical training of health scientists who want to work as self-employed/independent health professionals specializing in the field of Reproductive Health - Childbirth - Parenthood and Breastfeeding.
- c. The development and promotion of research in all areas related to Reproductive Health Care, Childbirth, Parenthood and Breastfeeding.
- d. The high-quality training of scientists who will be able to fill positions in educational institutions, research centres, health promotion programme design organisations, etc.

Also, graduates of the MSc may provide:

- α) High quality information, expertise and counselling on reproductive health, family planning, pregnancy, childbirth, parenthood and breastfeeding for prospective parents.
- b) Supporting prospective parents with in-depth information on international and domestic developments in the field of Obstetrical Science and Reproductive Health, and in particular on issues of assisted reproduction technologies and modern developments in the field of prenatal screening.
- c) Counselling and holistic care and support for prospective parents on issues of parenthood, preparation for childbirth and breastfeeding.

The title of the MSc is: ***"Reproductive Health - Childbirth - Parenthood - Breastfeeding"***.

Article 4

POSTGRADUATE TITLES AWARDED

The **Postgraduate Diploma** in ***"Reproductive Health - Childbirth - Parenthood - Breastfeeding"*** is awarded at level seven (7) of the National and European Qualifications Framework, in accordance with article 47 of Law No. 4763/2020.

The graduate of the MSc may be granted, before the award, a certificate that he/she has successfully completed the Programme.

The Diploma of Postgraduate Studies is accompanied by a Diploma Supplement in Greek and in English, in relation to which the provisions of article 15 of Law No. 3374/2005 and the ministerial decision under reference Φ5/89656/BE/13-8-2007 (B` 1466) and which is an explanatory document providing information on the nature, level, general framework of education, content and status of the studies that have been successfully completed and does not replace the official degree or the detailed course grades awarded by the International Hellenic University.

Article 5

DURATION OF STUDIES

5.1. Duration of study

The minimum duration of studies for the award of a Master's degree is three (3) semesters, of which the first two (2) semesters are devoted to coursework and the third (3rd) semester is devoted to the preparation of the Master's thesis.

The maximum period of study cannot exceed the normal duration of studies plus three (3) additional semesters (6 semesters in total).

5.2. Part-time attendance

Postgraduate students are provided in accordance with paragraph g) of par. 4 of article 79 of Law No. 4957/2022 (A' 141) the possibility of part-time study for working students, the duration of which may not exceed twice the normal period of study. Interested candidates should apply to the S.E. for part-time study by submitting proof of employment for at least 20 hours per week. The SC will study the supporting documents and applications and recommend to the Departmental Assembly the acceptance or rejection of the application.

Part-time attendance is also provided for non-working postgraduate students who are unable to meet the minimum requirements of the full-time programme and for special exceptionally serious cases, such as illness, military service, etc. The procedure is analogous and the final decision on whether or not to approve the student's application rests with the Departmental Assembly.

5.3 Non-Program Students

In the context of the educational process, the possibility of attending one course per semester and no more than two courses per person in the entire curriculum of the MSc is provided to external participants in the capacity of non-program students (hereinafter: "non-program students").

Non-program students are not counted as students of the MSc (therefore they are not entitled to an academic identity card) but upon successful completion of the courses they can obtain a certificate of credit for the ECTS of the courses they have attended (maximum awarded ECTS 12 - 2x6).

Non-program students can apply (if they wish to do so) for enrolment in the MSc and, if accepted, they can register the courses they have successfully passed in the MSc curriculum.

The cost of attendance for non-program students is set at 500 euros per course with a maximum of 1000 euros in total per person of the MSc curriculum.

4. Suspension of Studies

In exceptional cases, postgraduate students are granted, upon submission of a reasoned application, a temporary suspension of studies, which may not exceed two (2) consecutive semesters. During the period of suspension, the postgraduate student shall lose his/her status as a student. The period of suspension shall not count towards the maximum period

of regular study. In order for the request for suspension to be accepted, the request must be submitted before the maximum period of study has elapsed. During the entire period of suspension of studies, no tuition fees are paid and the award of scholarships is suspended

Upon returning to study, the student continues to be subject to the study status of the time of registration as a postgraduate student.

The suspension is granted by decision of the Assembly, following a recommendation of the Coordination Committee.

5. Deletion of postgraduate students

The Departmental Assembly decides on issues of review of courses in due courses or deletion after the proposal of the Coordinating Committee, which decides on the terms of review and the reasons for deletion and includes them in the internal Regulations for Postgraduate Studies.

Reasons for deletion are:

- a) insufficient progress of the postgraduate student (which is documented by non-participation in the educational process, i.e. in course attendance, participation in examinations) (see Article 11 & 12 of these Regulations),
- b) failure to fulfil other obligations defined by the relevant Regulation,
- c) conduct that violates academic ethics according to the legislation in force and the Code of Conduct of the IHU.
- d) an application by the postgraduate student himself/herself.

Article 6

NUMBER OF ADMISSIONS

The number of admissions is set at forty (40) students. The number of admissions at the beginning of each cycle is updated by the Assembly of the Department of Midwifery.

Article 7

PROCEDURE FOR THE ADMISSION OF POSTGRADUATE STUDENTS

7.1. PROCEDURE FOR SUBMITTING APPLICATIONS

The Coordinating Committee (CC) of the MSc, under the responsibility of the Director of the MSc, publishes, at least two months before the start of the courses, on the internet and/or in any other medium it deems appropriate, a relevant announcement to the interested candidates, which specifies:

1. The required qualifications for candidates for admission to the MSc.
2. The deadline for submission of supporting documents
3. The general way of assessing candidates
4. The address for submission of supporting documents

The applications of postgraduate students are submitted on special forms, which are available from the Secretariat /Administration Office of the MSc and from the website of the Department of Midwifery (<https://www.i.hu.gr/tmima-maieftikis/>).

Then the Secretariat/ Administration Office to which the applications are submitted by the postgraduate students, forwards to the P.M.S. Committee all the applications with the accompanying material for evaluation.

In addition to graduates, students who have successfully completed all of their courses and have only their swearing-in ceremony pending can also apply. In order to participate in the selection procedure, these students will be required to produce a certificate from their departmental secretariat stating that they have completed their studies, indicating the degree and that only the swearing-in procedure is pending. Their registration will be finalised once they have submitted a copy of their diploma.

The necessary documents that candidates must submit are:

1. Application form
2. Photocopy of identity card or passport
3. A full curriculum vitae, including information on the candidate's studies, research and/or professional activity and possible scientific work.
4. A certified copy of a diploma (for graduates), or a certificate from the secretariat of the Department they are studying in that they have successfully passed the examinations of all courses, indicating the degree and that only the swearing-in procedure is pending. Their registration will be finalised only after they have submitted a copy of their diploma. For those from foreign universities, a certificate of degree equivalence from the Hellenic National Academic Recognition and Information Center, (D.O.A.T.A.P) (or D.I.KA.TSA the former name).
5. A certified certificate of analytical grades, indicating all the courses they have successfully attended and their performance in them, including the degree/thesis.
6. Certificate of English language proficiency of at least B2 level issued by the Ministry of Education or other institutions recognized by the Supreme Personnel Selection Council (ASEP in Greeks). For foreign candidates an additional certificate of Greek language proficiency is required.

In addition, candidates may submit the following supporting documents:

1. Two letters of recommendation, preferably one from a faculty member. Letters of recommendation may also be submitted electronically, as decided by the Board.
2. Documentation of sufficient knowledge of one or more foreign languages other than English.
3. Scientific Publications, Distinctions, other qualifications other than the first degree (if any). (if any).
4. Evidence of relevant professional experience (if any).
5. Copies of other qualifications such as a second undergraduate degree, postgraduate diploma or doctorate.

7.2. CATEGORIES OF GRADUATES ADMITTED AS POSTGRADUATE STUDENTS

Graduates of the Departments of Midwifery and Medicine belonging to Higher Educational Institutions of the country, as well as graduates of the corresponding Departments of recognized similar institutions abroad, are admitted to the MSc. The titles of foreign institutions are accepted either a) with recognition of equivalence by the Hellenic National Academic Recognition and Information Center, (D.O.A.T.A.P) (or D.I.KA.TSA the former name) on the date of submission of the supporting documents, or b) on the basis of the National Register of Recognized Institutions of foreign countries and if the type of this title belongs to the National Register of Types of Degree Titles of Recognized Institutions posted on the website of the (D.O.A.T.A.P), in accordance with the provision of Article 304 par. 4 of Law No. 4957/2022.

The competent Secretariat checks whether the institution awarding the title of foreign institution belongs to the National Register of Recognized Institutions of Foreign Countries and whether the type of this title belongs to the National Register of Types of Degree Titles of Recognized Institutions posted on the website of the the Hellenic National Academic Recognition and Information Center, (D.O.A.T.A.P) (or D.I.KA.TSA the former name) in accordance with the provision of article 304 par. 4 of Law No. 4957/2022.

Candidates can also be final year students who have successfully completed their undergraduate studies before the start of the evaluation of candidates and who meet all the requirements for admission to the MSc (see 7.1.).

The members of the categories SPECIALIZED EDUCATED STAFF., as well as SPECIALIZED TECHNOLOGICAL SCIENTIFIC STAFF. and LABORATORY TEACHING STAFF can be registered as supernumeraries, and only one per year and per MSc, if they serve in the relevant Department and the degree and the work they perform in the relevant Department is relevant to the subject of the MSc.

Foreign candidates are also admitted to the MSc, following the recommendation of the Board and the decision of the Assembly, provided that they meet the admission requirements for the MSc and submit a Certificate of Attainment in Greek recognized by the ASEP. The above provision applies to postgraduate students who have not completed secondary education in Greece or in a Greek-speaking school abroad.

Graduates who - according to the courses they have attended for the undergraduate degree - are considered to have a low background in the scientific area of the MSc, are required to attend up to three undergraduate courses. Attendance of these courses is compulsory.

Holders of recognized postgraduate degrees in Greece or abroad are entitled - following a decision of the Assembly - to exemption from the corresponding courses they have successfully attended for their postgraduate degree.

7.3. PROCEDURE FOR EVALUATING CANDIDATES

The evaluation and selection of postgraduate students is defined in the Regulations of Studies of the MSc and is carried out by the Board of the MSc. The selection process is based

on criteria for the qualifications of the candidates that maximize the probability of successful participation in the MSc and which are presented in the following table and includes a specialised algorithm:

Candidate selection criteria		Contributor
K1	General degree	20%
K2	Relevance & Performance in the thesis/dissertation	20%
K3	Number of relevant undergraduate courses: (a) up to ten (10) courses, a coefficient of 0.50 (b) more than ten (10) courses, a coefficient of 1.00	10%
K4	Curriculum Vitae (CV), from which you will be assessed mainly : (a) relevant professional, scientific - research experience, coefficient 0,60 (b) additional academic qualifications (bachelor's or master's degree) beyond the basic one, coefficient 0,30 (c) scholarships and other awards, multiplied by a coefficient of 0.10	25%
K5	Personal interview of candidates	20%
K6	2nd or more foreign languages (except English, which is a necessary qualification) Foreign candidates must have sufficient knowledge of the Greek language to be able to follow the MSc without difficulty.	5%
		TOTAL 100%

In each of the above criteria (K1-K6), the candidate is marked on a scale of 0-10. The general formula for calculating each candidate's final mark (B) on the basis of the above criteria and their respective weightings is as follows: $B = K1 \times 0,2 + K2 \times 0,2 + K3 \times 0,1 + K4 \times 0,25 + K5 \times 0,2 + K6 \times 0,05$

In the personal interview, the personality of the candidate is assessed. The ability to communicate clearly and persuasively, sound judgement, as well as the candidate's general composition and the two letters of reference submitted will be particularly important in forming an opinion of the candidate.

Postgraduate students have the opportunity, following a proposal of the Board of Directors and approval by the Assembly of the Department, to assist professors of the Undergraduate Programme of Studies (P.P.S.) in tutorial exercises and laboratories as well as to participate in research projects and programmes related to their scientific subject.

7.4. PROCEDURE FOR THE FINAL SELECTION OF CANDIDATES

The selection procedure is as follows:

- 1) A complete list of those who have applied is initially compiled by the Secretariat of the MSc.

2) The Coordinating Committee.:

- i. Reject candidates who do not have the requirements.
- ii. Rank the candidates in order of quality and publish the provisional selection list and announce the time limit for appeals.
- iii. Invite for an interview those candidates who meet the requirements for enrolment in the MSc.
- iv. Taking into account the final scores of the candidates, it draws up the final selection list in order of merit.

3) The final list of the successful candidates is ratified by the Assembly of the Department. It is posted in accordance with the provisions on personal data protection on the website of the MSc and in the announcements of the Department.

In the case of equality, all the candidates who are equal will be admitted.

Successful candidates are informed electronically by the MSc Secretariat and are invited to reply electronically within 10 days, whether or not they accept their admission to the MSc, after accepting its terms of operation. Failure by a selected candidate to reply within the above deadline is equivalent to a refusal of acceptance. In the case of refusals, the Secretariat will inform the candidates immediately following in the evaluation order. Postgraduate students register at the MSc secretariat by presenting the necessary documents.

7.4.1.

The Secretariat of the MSc announces the duration of the registration period and the required documents.

To register for the MSc, successful candidates must come in person to the Secretariat or send by post or submit electronically the relevant documents. Registration is considered complete when all the required documents have been submitted.

The places on the reserve list of successful candidates who fail to register by the closing date will be filled by other successful candidates in the order in which they are placed on the reserve list.

Article 8

ORGANISATION - MANAGEMENT OF THE MSc

8.1. CORE FRAMES OF THE Postgraduate Studies

According to the law 4957/2022, the governing bodies of the MSc "**Reproductive Health - Childbirth - Parenthood - Breastfeeding**" are:

1. the Senate of the International Hellenic University,
2. the Assembly of the Department of Midwifery,
3. the Coordinating Committee (CC) of the MSc,
4. the Director of the MSc "**Reproductive Health - Childbirth - Parenthood - Breastfeeding**".

8.2. TECHNICAL-ADMINISTRATIVE SUPPORT TO THE MSc

The technical and administrative support of the MSc is undertaken by suitably qualified associates who are paid from the resources of the MSc.

The address of the Secretariat is

International Hellenic University
Department of Midwifery,
Secretariat
Postgraduate Programme "Reproductive Health - Childbirth - Parenthood -
Breastfeeding"
P.O. Box 57400, P.O. Box 141, Thessaloniki
tel 2310 013521,
Web: <https://www.i.hu.gr/tmima-maieftikis/> & www.mscinmidwifery.i.hu.gr
e-mail: info@midw.i.hu.gr

Article 9

CURRICULUM POSTGRADUATE STUDIES

9.1. STRUCTURE OF THE STUDY PROGRAMME

Each semester consists of 13 full teaching weeks. In the first two semesters, the student is required to successfully complete 10 courses (5 courses in ^{the} first semester and 5 courses in the second semester), each of which corresponds to six (6) ECTS credits.

The postgraduate thesis corresponds to 30 ECTS. Courses include theoretical and/or theoretical with practical exercises as a single educational module. Each course is taught 3 hours/week. In the first 2 semesters, the student is required to successfully complete 10 courses (5 courses in ^{the} 1st semester and 5 courses in the 2nd semester), each of which corresponds to five (6) credit hours (ECTS).

The postgraduate thesis corresponds to 30 ECTS. The Diploma of Postgraduate Studies is awarded after completion of 90 ECTS.

The participation of postgraduate students in seminars, workshops, workshops, conferences and visits to relevant workplaces is also encouraged.

9.2. CONTENT OF THE CURRICULUM

The courses of the MSc with the corresponding credit units are described below:

CODE	COURSES OF THE 1 st SEMESTER	TEACHING HOURS	CREDIT CREDITS (ECTS)
MM100	Research Methodology in Health Sciences <i>Research Methods in Health Science</i>	39	6

MM101	Psychology in Reproductive Health, Counselling & Communication Skills <i>Reproductive Health Psychology, Counselling & Communication Skills</i>	39	6
MM102	Women's/Family Health Care: Models for Reproductive Health Promotion <i>Woman's/ Family's Health Care: Health promotion models for Reproductive Health</i>	39	6
MM103	Prenatal Testing / Pregnancy Pathology- <i>Prenatal Testing/ Pregnancy complications</i>	39	6
MM104	Intercultural approach, sociological aspects and legal issues during midwifery practice -Intercultural approach, sociological aspects and legal issues during midwifery practice	39	6
	Total 1th semester	195	30
	LESSONS OF THE 2nd SEMESTER		
MM200	Biostatistics- Applying research protocols in Health Sciences- Writing research articles <i>Biostatistics, -Applying research in Health Sciences-Writing a paper</i>	39	6
MM201	Advanced Obstetric Care for the Promotion of Normal Childbirth <i>Advanced Midwifery Care for promoting normal childbirth</i>	39	6
MM202	Advanced Obstetric Care in Preparation for Parenthood Programmes <i>Advanced Midwifery care during Parental Preparation</i>	39	6
MM203	Advanced Obstetric Care for Mother and Newborn - Breastfeeding <i>Advanced Midwifery Care for mother & newborn- Breastfeeding</i>	39	6
MM204	Dealing with Obstetrical & Neonatal Emergencies Cases <i>Dealing with obstetric & neonatal emergencies</i>	39	6
	Total 2th semester	195	30
	COURSES OF THE 3rdth SEMESTER		
MM301	Postgraduate Diploma Thesis/ Final thesis		30
	General Total Credit Units		90

Each course is taught by one or more teachers. For each course, one lecturer is appointed by the Assembly as the course leader/coordinator following the recommendation of the P.M.S. Committee.

9.2.1. COURSE DESCRIPTIONS (listed in Annex 1 of this document)

Article 10

Official language

The official language of the MSc is Greek; however, some lectures may be held in English. The thesis may be written in Greek or in English, upon request of the postgraduate student and approval by the P.M.S. Committee.

Article 11

EVALUATION OF SUBSIDIES

The evaluation of postgraduate students and their performance in the courses they are required to attend within the framework of the MSc is carried out at the end of each semester through written or oral examinations or through the completion of assignments throughout the semester or may be based on mid-term progress examinations, written assignments or a combination of all of the above. Student assessment is carried out as described in the detailed outline of each course through digital tools and the method of assessment is known to students from the beginning of the semester and sufficient time is given to address any queries.

When conducting written or oral examinations as evaluation methods, the impartiality of the procedure must be ensured. All appropriate and necessary measures shall be taken to ensure the reliability and integrity of distance examinations. Some of the measures taken are the authentication of the user, the physical identification of the user and the supervision of the examination process by members of the teaching staff of the MSc.

In any case, care is taken to ensure transparency, consistency and objectivity of the evaluation process.

The grading scale for the evaluation of the performance of postgraduate students for both courses and the M.D.E. is defined from zero (0) to ten (10):

Excellent: from eight and fifty (8.50) to ten (10),

Very good: from six and fifty (6.50) to eight and forty-nine (8.49),

Fine: from five (5) to six and forty-nine (6.49).

The examination is considered successful if the student scores at least 5.

The results of the course grading are communicated under the responsibility of the course coordinator and sent to the MSc Secretariat within fifteen (15) days after the examination date or, in case the evaluation is based on assignments, twenty (20) days after the date of delivery of the assignments. In case the above limit is repeatedly exceeded by a lecturer, the Director of the MSc informs the Departmental Assembly.

A re-examination is not allowed in order for the student to improve his/her grade.

The degree of the Master's degree is determined by the grades of the courses of the Programme and the grade of the postgraduate thesis in proportion to the ECTS that are allocated to them.

The final Diploma Grade is derived from the following formula:

$$\frac{(B1 \times CCU1 + B2 \times CCU2 + \dots + B10 \times CCU10) + (DDT \times DCU)}{90}$$

B1 = Course grade 1

MT1 = Course Credit Units 1

B2 = Course grade 2

MT2 = Course Credit Units 2

B10 = Course grade 10

M10 = Course Credit Units 10

DDT = Degree of Diploma Thesis

DCU = Dissertation Credit Units

The percentage of participation of assignments and seminars in the final grade of each course is determined for each course separately, following the recommendation of the lecturer of each course and is indicated in the Guide of Studies of the MSc.

Alternative methods may be applied for the assessment of students with disabilities and special educational needs following a decision of the Board and its recommendation to the Departmental Assembly.

In cases of illness or recovery from a serious illness, the lecturer is recommended to facilitate the student in any way he/she deems appropriate (e.g. oral remote examination). During oral examinations the teacher shall ensure that he/she is not alone with the student being examined.

Assessment and grading in each course is the sole responsibility of the instructor, is carried out in complete independence from other courses and is a derivative of the objective assessment of the student's performance in the course (assignments, examinations, etc.).

The final grade for each course is derived from the sum of the students' performance in specific areas (e.g. assignments, exams) according to the instructions provided by the course coordinator at the beginning of the semester. Each course is examined twice a year: at the end of the academic semester in which it was taught, and in September/October of each year.

Postgraduate students of the MSc who consider that they have been wronged in their grading in a particular course, after two consecutive failures, have the right to appeal to a Tripartite Committee which will be appointed by the Board of Directors specifically for this particular case and in which the teaching professor will not participate. The Tripartite Committee will examine the matter and recommend to the Assembly, which will take the final decision, that they be reviewed by the Committee.

The grade of the MSc is recorded in the student's personal file under the responsibility of the Secretariat.

Correction of grades is allowed if there is an obvious clerical or cumulative error, following a letter from the competent lecturer and a decision of the Departmental Assembly.

The papers are kept for two (2) years and must be kept in the custody of the person in charge of the course. After this time, the writings cease to be valid and a record is made and destroyed under the responsibility of the Assembly - unless there are pending criminal, disciplinary or any other administrative proceedings.

The time and duration of the examination periods of the MSc are determined by the Assembly of the Department following the recommendation of the Board.

Failure in courses

If the postgraduate student fails the examination of a course or courses three (3) times and is considered not to have successfully completed the programme, he/she is examined, at his/her request, by a three-member committee of members of the Faculty's teaching staff, who have the same or related subject matter to the course under examination and are appointed by the Assembly of the Department of Midwifery. The lecturer in charge of the examination shall be excluded from the committee. If he/she does not achieve a pass mark even before the three-member committee, the question of his/her expulsion shall be brought before the competent bodies of the MSc. In the case of reexamination of courses in due courses, the Board of Directors shall decide on the conditions of reexamination.

Partial:

1. For the first semester of the course:

A) If a postgraduate student fails 1 or 2 courses:

He/she is allowed to attend the courses of the second semester and to take the examinations for them normally (except in special cases, by decision of the Assembly, after the opinion of the advisor and the recommendation of the AC). The courses of the first semester in which he/she has failed will be re-examined in October.

B) If a postgraduate student fails the examinations of three (3) or more courses, he/she is not allowed to continue in the second semester. He/she will be given the opportunity to take these courses in the 2nd examination period (September/October). If he/she passes the exam, he/she may continue in the B Semester of the next cycle.

2. In the 2nd examination period (September/October) all the courses of the MSc in which there were examinations are examined. Postgraduate students who have failed a course of the MSc participate in these examinations. If the postgraduate student passes all the courses in these examinations, he/she continues his/her studies in the MSc (with a delay of 3 months) with the assignment of a thesis. If the postgraduate student does not pass all the courses, he/she has the possibility to retake the courses in which he/she did not achieve a pass mark in the next cycle of studies by paying two hundred (200) euros for each course in which he/she failed. If he/she fails to pass these courses again in the next cycle of studies, he/she will be withdrawn from the MSc.

3. In order to be assigned a thesis, a postgraduate student must have achieved a pass mark **in all** courses. Exceptionally, applications for the assignment of a postgraduate thesis (M.D.) may be considered for students who have failed in up to two (2) courses in the first two semesters and always provided that the final evaluation of the M.D. follows the mandatory examination and pass in all courses of the MSc. This possibility is given after the repeat examinations in September/October of the respective cycle of the MSc.

4. When re-taking a course after failing the previous academic year's examinations, the limit on absences from the course is up to 50% of the meetings taken in the course or up to six (6) meetings. The student is required to attend specific meetings, depending on the course, such

as paper presentations, even if the required meetings are more than six (6) or 50% of the meetings. These meetings are set by the instructor in charge of the course.

Article 12

POSTGRADUATE THESIS

At the beginning of the 3rd semester of studies, each postgraduate student must undertake the preparation of his/her Postgraduate Diploma Thesis (30 ECTS) and choose a supervisor, who must be one of the lecturers of the MSc. The procedure for the assignment and evaluation of the MME is described in the current MME Regulations. Specifically:

With regard to the undertaking, preparation and support of the thesis, the following are defined:

12.α. Application - Submission of subject

The postgraduate student has the right to submit an M.D.E. thesis if he/she has successfully completed the courses defined in the internal regulations of the Master's degree programme (with the exception of par 3 article 11 of the present).

The postgraduate student submits an application, in which the proposed title of the thesis, the proposed supervisor and a summary of the proposed thesis is attached to the Secretariat of the MSc. The acceptance of the proposal is based on the relevance of the topic to the postgraduate programme, the contribution to expected benefits and the originality of the approach and is confirmed by the Assembly after the recommendation of the AC.

- Postgraduate students who do not submit the application within the time limits set by the Internal Regulations, postpone, at their own risk, by at least one semester the start of the M.D.E.

12.β. Supervision of Postgraduate Thesis

- The Coordinating Committee, following the candidate's request, appoints the supervisor and sets up the Three Members of Examination Committee for the approval of the thesis, one of whose members is the supervisor.
- The following have the right to supervise theses:
 - α) Members of Teaching Research Staff (D.R.P.), Special Education Staff (S.E.P.), Laboratory Teaching Staff (L.E.T.P.) and Special Technical Laboratory Staff (S.T.L.P.) of the Department or other Departments of the same or another Higher Education Institution (HEI) or Higher Military Educational Institution (HEMI), with additional employment beyond their statutory obligations,
 - b) Professors Emeritus or retired members of the Department or other Departments of the same or other universities,
 - c) cooperating teachers,
 - (d) designated teachers,
 - (e) visiting professors or visiting researchers,

f) researchers and special operational scientists of research and technological institutions of Article 13A of Law No. 4310/2014 (A' 258) or other research centres and institutes in Greece or abroad,

provided that they hold a doctoral degree.

The members of the Tripartite Examination Committee must have the same or related scientific specialization with the cognitive subject of the P.M.S.

In exceptional cases of loss, objective inability to perform supervisory duties or for an important reason, it is possible to replace the supervisor or a member of the Tripartite Examination Committee following a decision of the Assembly of the relevant Department after the recommendation of the Board.

The duration of the Master's Thesis is 1 semester (3^o semester of studies). In exceptional cases, following a reasoned recommendation of the AC, this period may be extended up to 1 academic year.

During the preparation of the thesis, the postgraduate student informs the supervisor, who monitors whether the objectives and specifications of the research are met.

The results of the work should contain elements of originality and demonstrate advanced theoretical knowledge and practical skills, critical thinking, analytical, synthesis and research skills.

12c. Presentation and completion of the Postgraduate Diploma Thesis (P.D.T.)

The postgraduate student presents his/her P.D.T. in front of an open audience.

After the completion of the Master's thesis, the student submits copies of the final Master's thesis to the Supervisor and the other two members of the Examination Committee. Provided there is a positive verdict from the Tripartite Examination Committee, the date of the public support/evaluation of the P.D.T. is set at a date and place determined by the Departmental Assembly on the recommendation of the Board. The length and depth of the oral examination during the support is commensurate with the form of presentation of the thesis (it should not exceed 30 minutes in total).

After the presentation - support of the P.D.T., the Examination Committee draws up and signs a record of the public presentation of the P.D.T. in which any comments or remarks as well as the final grade are recorded.

After its approval by the Committee, it is posted on the website of the Department of Midwifery.

In case of a negative evaluation, the student has the possibility to resubmit the thesis after two months, after the postgraduate student has improved the thesis according to the remarks of the Examination Committee.

In case of a negative evaluation after the 2nd submission, the postgraduate student has the right, in the next academic year, to change the topic and the supervisor. In the case of a subsequent failure, the postgraduate student is excluded from the award of the Diploma of Postgraduate Studies.

The final complete copy of the P.D.T. is submitted, after its acceptance, to the library of the International Hellenic University as well as in electronic form the archive maintained in the Department of Midwifery. The intellectual property on the Master's Thesis belongs to the candidate, who grants to the IHU for the whole period of protection of the work the non-exclusive license of non-commercial use of all property rights on his/her work, including its use for research and teaching.

The length of the paper can be a minimum of 10,000 words. The text must meet the specifications and structure of a scientific paper, i.e. it must include a description of the subject of the paper, a description of the findings - results of the paper, the methodology, bibliography and any other necessary supporting or explanatory elements (necessary figures, diagrams, photographs, illustrations, etc.).

It is written in Greek and accompanied by a short summary of about 300 words in English. In consultation with the supervisor and with the agreement of the SC, the thesis may be written in English and include an extended summary in Greek. Annex 2 of the present document describes in detail the guidelines and specifications for the writing of the P.D.T.

The successful presentation of the M.Sc. thesis implies the successful completion of the Programme and leads to the award of the Diploma of Postgraduate Studies (D.P.S.).

- The maximum number of Postgraduate Diploma Theses that a member of the faculty of the MSc can undertake as a supervisor, in each assignment by the Board, is ten (10).

Article 13

Sources of funding - Tuition fees

The programme will be self-financed by the tuition fees that will be determined by the Coordinating Committee in accordance with the applicable provisions and will be announced with the announcement of the operation of the programme. Funding may also come from donations, sponsorships, public grants, scholarships and research projects.

The tuition fees per student are set at 2.500 Euros covering the total duration of study and are paid in three instalments, at the beginning of the first academic semester 900 Euros, at the beginning of the second academic semester 900 Euros and at the beginning of the third academic semester 700 Euros.

In case of revaluation, the procedure provided for by the applicable provisions will be followed.

The tuition fees are paid at the beginning of the semester and a prerequisite for the participation of students in the examinations and the presentation of the Master's Thesis is their financial standing.

Tuition fees are not refundable for any reason.

Article 14

Scholarships Postgraduate Studies

A percentage of students equal to 10% of the admitted students, may, after a reasoned decision of the Board, receive scholarships or awards for excellence, based on academic and social criteria in accordance with the Regulations for Postgraduate Studies of the IHU and the applicable legislation.

These scholarships will be included in the budget of the programme and will be given on condition that the percentage of students attending free of charge in accordance with the

provisions of article 86 of Law 4957/2022, does not exceed 30% of the total number of registered students per academic year.

Procedure

Following a recommendation by the Coordinating Committee of the MSc, a call for applications for the award of a scholarship is issued. Candidates are required to fill in all mandatory fields of the application form with the required documents and submit them to the Department's Secretariat within the calendar deadlines specified in the Call. The application form is considered as a Declaration of Responsibility according to Law no. 1599/1986.

The Board evaluates and ranks the candidates based on the criteria set out in the internal Regulations of the MSc and recommends the list of candidates to the Assembly or the Board.

Article 15

Rights and obligations of students

Each candidate, before registering, must be familiar with the Internal Regulations and accept the rules of operation of the MSc. Acceptance of these Regulations constitutes a basic requirement for the acquisition and maintenance of the status of a postgraduate student.

Postgraduate students have all the rights, benefits and facilities provided for first cycle students except for the right to free textbooks.

Postgraduate students have the following obligations:

- Attend the courses of the current curriculum without interruption.
- Submit the required work within the specified deadlines.
- Attend the prescribed examinations.
- Submit to the Secretariat, prior to the evaluation of their thesis a declaration that the thesis is not the product of plagiarism, either in whole or in part.
- Pay the tuition fees as set out in this Regulation.
- Respect and comply with the Internal Regulations, the decisions of the bodies of the MSc, the Department of Midwifery and the Department of Midwifery, as well as academic ethics.

More generally, reasons for deletion are:

- a) unjustified absence of more than 30% of the compulsory hours of attendance of a course, non-participation in examinations and in the educational process in general.
- b) failing a course 3 times (or failing after a request for a board examination)
- c) failure to fulfil other obligations set out in the Internal Operating Regulations,
- d) conduct that violates academic ethics in accordance with the applicable legislation and in accordance with the IHU Code of Conduct.
- e) an application by the postgraduate student himself/herself.
- (f) plagiarism or copying

Deletion issues are decided by the SC, which decides the reasons for deletion.

In no case of a student's deletion for the above reasons, the amount of money paid up to that time will not be refunded.

Article 16

STAFF

Depending on their specialization, their specialized knowledge and their relevant experience in the cognitive subject of the MSc, teaching work is assigned to: a) members of Teaching Research Staff (D.R.P.), Special Teaching Staff (S.T.P.), Laboratory Teaching Staff (L.T.P.) and Specialised Technical Laboratory Staff (S.T.L.P.) of the Department of Midwifery of the IHU or other departments of the same or another Higher Education Institution (HEI).I.) or Higher Military Educational Institution (M.E.I.), b) Emeritus Professors or retired members of the faculty of the department or other departments of the same or other HEI, c) associate professors, d) appointed lecturers, e) visiting professors or visiting researchers, f) researchers and special functional scientists of research and technological institutions of article 13A of the law. 4310/2014 (A' 258) or other research centres and institutes in Greece or abroad, g) scientists of recognized prestige, who have specialized knowledge and relevant experience in the subject of the MSc, in accordance with the provisions of Article 83 of Law 4957/2022.

According to par. 5 of Article 83 of Law No. 4957/2022, doctoral candidates of the Department or the Faculty may be assigned auxiliary teaching work by decision of the Assembly of the Department of Midwifery, following the recommendation of the Board. The assignment of the teaching work of the MSc is carried out by decision of the SC, following the recommendation of the Director of the MSc. The teaching of courses may be assigned either independently or in collaboration.

The administrative, secretarial, financial and technical support of the MSc will be covered by the resources of the MSc.

Article 17

LOGISTICAL INFRASTRUCTURE - DISTANCE LEARNING

For the operation of the MSc, the teaching and research facilities, the equipment and the administrative structure of the Department of Midwifery will be used. The educational process of the MSc may also be carried out using synchronised distance learning methods in accordance with paragraph 1 of article 80 of Law 4957./The Modern Distance Education may include lectures, seminars, workshops and projects, while it is possible to include research, teaching activities and practical applications, depending on the nature of each course in accordance with article 88 of Law 4957/2022 and the Ministry of Education's Decree 18137/Z1FEK/FEK1079/23.2.2023).

The IHU has an integrated tele-education system, in the Greek language, which supports the organization of the educational process through synchronised and asynchronous education methods. The courses can be attended remotely up to 100% through the **ZOOM** platform, in classrooms provided by the Department of Midwifery. This system supports the use of videoconferencing and virtual e-classroom technologies, in particular visual and audio communication between participants in the virtual classroom, sharing of applications and texts, the use of electronic whiteboards and the possibility of creating and accessing discussion areas. There will be no recorded lectures.

The digital material of the course, after the lecture, the lecturer must send it to the Secretariat of the MSc, which is responsible for posting it on the page of the MSc in the Moodle platform of the Department of Midwifery of the I.H.U. by selecting the corresponding course from the MSc of the Department of Midwifery "Reproductive Health - Childbirth - Parenthood - Breastfeeding". The use of this platform, allows the student to

come back to study the material of the presentations in his/her own time allowing more flexibility.

The Manager of the integrated teleconference education system will be appointed by decision of the Board of the MSc.

Student assessment is carried out as described in the outline of each course through digital tools, while Information and Communication Technologies are used in combination in a way that supports the examination. Courses may be assessed through the production of assignments, which are marked following presentation and/or oral examination. Where a final examination is applied, it shall be conducted by written or oral examinations administered by distance examination methods.

Students should ensure that they have the appropriate technological equipment that allows them to participate in real-time, real-time distance learning with visual and audio communication. This equipment should include as a minimum a computer, camera, microphone, speakers, headphones, high-speed networking and videoconferencing software.

In view of their participation in the MSc, students must agree that they have the required technological equipment, in order to ensure the technologically unproblematic active participation of all students in the educational process.

Article 18

ADMINISTRATION BODIES AND THEIR STRUCTURE

The competent bodies for the organization and operation of the Postgraduate Studies Programme are defined by the Postgraduate Studies Regulations of the IHU and are the Senate of the IHU, the Postgraduate Studies Committee (PSC) of the IHU, the Assembly of the Department of Midwifery, the Coordinating Committee of the Postgraduate Programme (SC) and the Director of the Postgraduate Programme:

A. The Senate of the IHU has the following responsibilities:

- a) approve the establishment of a Postgraduate Studies Programme (MSc) or the amendment of the decision to establish the MSc,
- b) approve the extension of the duration of the operation of the MSc,
- c) establishes the Programme of Studies Committee, in the case of interdepartmental or interdisciplinary or joint MSc programmes,
- d) decides on the abolition of the MSc courses offered by the IHU, upon the recommendation of the Postgraduate Committee and the Assembly of the Department that organizes the MSc under abolition.

B. Postgraduate Studies Committee (PSC) of the I.H.U.

The competences of the **PSC** are:

- a) the submission of an opinion to the Senate of the IHU for the establishment of new postgraduate programmes or the modification of existing postgraduate programmes, after evaluation of the requests of the Assemblies of the Departments for the establishment of new postgraduate programmes, the relevant feasibility and viability reports and the costing

- of the operation of the programme, as well as the possibility of referring them back if the recommendation is not sufficiently justified or the accompanying reports are not complete,
- b) the preparation of draft Regulations for the second and third cycle programmes of the I.H.U. and its submission to the Committee,
- c) the preparation of a model draft of the Rules of Operation of the Postgraduate Studies Programme,
- d) the control of compliance with the Regulations for the operation of the Postgraduate Studies Programmes,
- e) the monitoring of the implementation of the legislation, the Regulations and the decisions of the governing bodies of the IHU by the Postgraduate Studies Programmes,
- (f) monitoring the implementation of the procedure for exemption from the obligation to pay education fees,
- (g) any other powers defined by the Internal Rules of Procedure.

C. The Assembly of the Department.

The main responsibility of the Assembly of the Department is to recommend to the Council the establishment of a MSc by the Postgraduate Studies Committee, in accordance with paragraphs a) to p) of par. 3 and 4 of Article 80 of Law No. 4957/2022 (A` 141) together with the internal regulations of the MSc, as well as the Diploma Annex templates in Greek and English.

The Assembly of the Department also has the following responsibilities:

- a) establish Committees for the evaluation of applications from prospective postgraduate students and approve their enrolment in the programme,
 - b) assigns the teaching work to the lecturers of the MSc,
 - c) recommends to the Council the modification of the decision to establish the MSc, as well as the extension of the duration of the MSc,
 - d) establish examination committees for the examination of the theses of the postgraduate students and appoints the supervisor for each project,
 - e) determines the successful completion of the course of study in order to award the title of the MSc,
 - f) approve the report of the MSc, upon the recommendation of the Coordinating Committee.
- Committee (C.C.).

By decision of the Assembly of the Department, the responsibilities of a) and d) may be transferred to the Board of the MSc.

Exercise any other powers provided for in Chapter I of Art. 4957/2022.

D. The Coordinating Committee (CC)

It consists of the Director of the MSc and four (4) members of the Teaching and Research Staff of the Department of Midwifery and are appointed by the Assembly of the Department of Midwifery based on the relevance of their scientific and teaching work to the subject of the MSc.

The SC is responsible for monitoring and coordinating the operation of the programme and in particular:

- a) prepare the initial annual budget of the MSc and its amendments, if the MSc has resources according to article 84 of Law No. 4957/2022 and recommends its approval to the Research Committee of the Special Account for Research Funds (SRA) of the IHU,

- (b) prepare the report of the programme and recommend its approval to the Assembly of the Department of Midwifery,
- c) approve the expenditure of the MSc,
- d) approves the awarding of scholarships, contributory or not, in accordance with the provisions of the decision establishing the MSc and the Regulations for postgraduate and doctoral studies of the IHU,
- e) recommends to the Assembly of the Department the allocation of teaching work, as well as the assignment of teaching work to the categories of lecturers referred to in Article 83,
- f) recommends to the Assembly of the Department the invitation of Visiting Professors to cover the teaching needs of the programme,
- g) prepare a plan for the modification of the curriculum, which is submitted to the Assembly of the Department for approval,
- h) recommends to the Assembly of the Department the redistribution of courses between academic semesters, as well as issues related to the qualitative upgrading of the curriculum.

Emeritus Professors of the Department may participate in the SC, if they provide teaching work in the MSc.

E. The MSc Director

The MSc Director is a member of the faculty of the Department of Midwifery, has scientific work related to the subject of the MSc, is a member of the SC, is a professor or Associate Professor and is appointed by decision of the Assembly of the Department for a two-year term of office, renewable without limitation.

The MSc Director has the following responsibilities:

- (a) chair the Coordinating Committee; draw up the agenda and convene its meetings,
- b) recommends issues concerning the organization and operation of the MSc to the Assembly of the Department,
- c) recommends to the Board and the other bodies of the MSc and the A.E.I. issues related to the effective operation of the MSc,
- d) is the Scientific Manager of the programme in accordance with Articles 82(d) and 234 of Law No. 4957/2022 and exercises the respective responsibilities,
- e) monitors the implementation of the decisions of the institutions of the MSc and the Internal Regulations for postgraduate and doctoral programmes, as well as the monitoring of the implementation of the MSc budget,
- f) exercise any other competence, which is specified in the decision establishing the MSc.

For the preparation and implementation of the report, the Director is assisted by the Special Account for Research Funds of the International Hellenic University.

The Director of the MSc, as well as the members of the Board and the Programme Committee are not entitled to any remuneration or any compensation for the performance of the responsibilities assigned to them and related to the performance of their duties arising from this capacity.

Article 19 EVALUATION OF THE PROGRAMME

The evaluation of the programme will be carried out in accordance with the existing provisions concerning the evaluation of postgraduate programmes of the International Hellenic University. At the end of the term of the Board, under the responsibility of the outgoing Director, an analytical report of the research and educational work of the MSc, as

well as of its other activities, will be drawn up, with the aim of upgrading the studies, the better utilization of human resources, the optimization of the existing infrastructure and the socially beneficial use of the available resources of the MSc. The report shall be submitted and approved by the Board.

In particular, an evaluation by the National Authority for Higher Education is foreseen as part of the periodic evaluation/certification of the Department. In this context, the overall assessment of the work performed by each MSc is evaluated, the degree of fulfilment of the objectives set at the time of its establishment, its sustainability, the absorption of graduates in the labour market, the degree of its contribution to research, its internal evaluation by postgraduate students, the feasibility of extending its operation, as well as other elements relating to the quality of the work produced and its contribution to the national strategy for higher education.

At the same time, the internal evaluation process of the MSc is provided for on an annual basis by the International Quality Assurance Unit (IQUA) of the Foundation. All those involved in the implementation of the actions and activities of the MSc, and more specifically, the students, the members of the teaching staff, the administrative and technical support staff and the members of the MSc Coordinating Committee, participate in the internal evaluation process.

The internal evaluation process is carried out in accordance with the legislation in force, the Internal Quality Assurance System of the Institution, the guidelines and standards of the and in accordance with the internal procedures of the Department and the MSc.

The results of the internal evaluation process are discussed at a meeting organised by the National Authority for Higher Education Director of the Postgraduate Studies Programme with the lecturers and the members of the administrative and technical support of the MSc before the completion of the process of defining the annual objectives of the MSc for the next academic year, in order to be taken into account in their formulation and updating. In addition, the current data on the labour market, the developments and prospects of the specific scientific field and the needs of society are also put forward, together with the suggestions of students and teaching staff on points that need improvement. In addition, based on the results of this evaluation, the necessary corrective measures are taken in the parameters of the MSc, such as, for example, the updating or modification of the course content, the introduction of alternative forms of assessment, the addition or removal of courses from the MSc, etc.

The Annual Internal Evaluation Reports, the monitoring indicators and the relevant tables will be published on the website of the MSc, in order to facilitate the information process and to provide feedback to all stakeholders.

Through this process, it is expected that the positive elements of the MSc will be highlighted and the weak points will be addressed creatively and constructively, in order to ensure the sustainability of the Programme, the high level of studies and benefits and the efficiency of its lecturers.

Article 20

SPECIAL PROVISIONS

All issues not regulated by the Regulations of the IHU, the Internal Regulations of the IHU and the applicable legislation, are regulated by a decision of the Board of Directors.

ANNEX 1

COURSE OUTLINES

COURSE CODE	MM100	SEMESTER OF STUDY	1o
COURSE TITLE	Research Methods in Health Science		

LEARNING OBJECTIVES The aim of the course is the presentation and in-depth analysis of the principles of research methodology with emphasis on its applications in the field of Health Sciences. By attending the course, the postgraduate student is expected to learn how to organize, execute, analyze and present a research and based on this knowledge to be able to understand everything related to research and to proceed in any field of research without any difficulty. This will be achieved by linking theory to practice and by integrating the necessary knowledge of statistics into the research methodology.

On completion of the course the learner is expected to be able to:

1. identifies the value of methodological research in the application of evidence-based practice in the health sciences
2. formulate research questions and hypotheses and propose ways of collecting data for his/her study accordingly
3. write a research protocol for studies with fluency
4. gather and interpret relevant evidence to formulate appropriate research frameworks and judgements involving reflection
5. select a method of statistical analysis based on the design of the study and the data collected
6. organise & analyse data using descriptive or inferential statistical techniques
7. recognises that in order to extract meaningful data the most important step is to prepare an appropriate design
8. recognise and interpret the types of studies - quantitative and qualitative studies - and select the appropriate method according to the research questions, but also recognise the different methodologies according to the purpose and objectives of each study
9. select and plan, implement and evaluate the steps of research design and data collection
10. recognises the widespread techniques of statistical analysis of medical data
11. become familiar with the use and exploitation of the SPSS statistical programme
12. actively participates in literature review of studies in the field of health and his/her field of study in relevant meetings with critical reading of scientific articles, and ability to present and comment on them
13. understand the importance of collective acceptance of ethical rules for the conduct of scientific research.

COURSE CODE	MM101	SEMESTER OF STUDY	1o
COURSE TITLE	Reproductive Health Psychology, Counselling & Communication Skills		

LEARNING OBJECTIVES

The aim of the course is to provide graduate students with an in-depth understanding of the meaning of psychological terms and to familiarize them with the different psychological theories. Students will analyze the physiological psychological changes that occur during pregnancy, childbirth and postpartum and subsequently with the interaction between parent and child. They will approach the changes in social roles during reproduction, motherhood and parenthood. They will develop and cultivate communication and counselling skills by applying basic principles such as skills of active listening, empathy, trusting relationship between health professional and health service recipient, teamwork, negotiation, history taking, managing feelings of loss and anger. They will raise awareness of issues related to their specialty and improve their communication with women/people facing obstetric and gynecological problems. Emphasis will also be placed on modern forms of communication through the internet and specific platforms.

After completing the module, students should be able to:

1. analyse human behaviour and methods of assessment and distinguish between normal and abnormal behaviour.
2. analyse the psychological changes during the transition to parenthood during pregnancy (prenatal psychology), childbirth and postpartum in women without and with pre-existing behavioural disorders.
3. recognise postpartum depression and its comorbidities, mother-child relationship disorder and the effects of maternal deprivation, and the care plan for women with perinatal disorders
4. highlight the role of the father in the family bond, as well as the differentiation between single-parent families and LGBTI families
5. discuss ways of dealing with psychological problems arising from obstetric and gynaecological problems, such as infertility, gynaecological cancer, dysmenorrhoea, menopause, but also events such as perinatal loss, miscarriage, artificial termination of pregnancy, sexual abuse, domestic violence
6. analyse the phobia that women have about childbirth (tocophobia).
7. are familiar with the use of psychometric tools
8. define the psychological grieving process of parents in the event of infant loss, as well as the psychological consequences of pregnancy termination.
9. recognise and discuss the wider social context (economic inequality, differences in educational attainment, limited or no access to information) that determines important factors such as fertility control, reproductive health regulation and health service provision.
10. know the determinants of human communication and distinguish the obstacles in any interpersonal communication and the ways of managing them
11. identify causes of dysfunctional situations
12. practice communication skills in primary care and mental health
13. distinguish the types of groups and the characteristics of a group
14. analyse the operating structure of a team
15. weigh up the advantages and disadvantages of the recommendation
16. use action-oriented techniques, active participation in emergency obstetric care.

17. select and combine appropriate technical actions according to needs (in high-risk pregnancy, childbirth, postpartum)
18. develop counselling programmes and laboratory test instructions for early diagnosis of high-risk pregnancies, family planning, breastfeeding, hygiene, nutrition, etc.
19. use structured communication tools to transmit information quickly and efficiently (SBAR)
20. review the international literature, evaluate and be able to write a scientific paper related to the subject of the module

COURSE CODE	MM102	SEMESTER OF STUDY	10
COURSE TITLE	Women's/Family Health Care: Models for Reproductive Health Promotion		

LEARNING OBJECTIVES

The aim of the course is to present and analyse in depth the principles of health promotion in all stages of reproductive health. Particular emphasis will be placed on nutrition issues to meet individual needs at all stages of life (infancy, childhood, adolescence, adulthood, pregnancy, breastfeeding). Particular attention will be given to the search for and analysis of nutrition problems and their consequences on health and socio-economic life. This will be achieved through critical analysis of published original work and reviews of international scientific literature. The aim is also to understand and educate graduate students in modern models of reproductive health promotion based on scientifically validated practices and socially accepted methods and technologies. A key feature of these techniques is that they should be accessible to all individuals and their families, with their full and active participation and at a cost they can afford. In addition, the cost of these services should be affordable for the state in the given circumstances. This care is seen as an integral part both of the country's health system of which it is the central core and core activity, and of the general social and economic development of the community. As the first level of communication between individuals and families in the community and the health care system, postgraduate students will learn how to bring this care as close as possible to where people live and work in order to ensure continuity of care.

Upon completion of this module, students will be able to :

1. analyse the categories of nutrients and food groups
2. recognise - identify the nutritional needs of the individual at each stage of development and formulate a standard diet based on the recommended daily nutrient intakes
3. provide evidence-based nutritional counselling to the pregnant woman and the lechua according to her increased dietary requirements, or special cases, and collaborate with other specialties effectively for special populations or cases (e.g. gestational diabetes, etc.)
4. provide up-to-date advice and support in relation to breastfeeding, especially on the

composition and benefits of breast milk and be able to communicate this in simple and understandable language to mothers/parents

5. search modern databases, electronic resources and scientific libraries for research data in order to synthesise and write papers on human nutrition issues and disseminate them to the community
6. work in working groups, collaborate with fellow students demonstrating team spirit to complete the writing and presentation of papers on human nutrition issues with emphasis on women's health and the health of the newborn infant

In addition, during the teaching sessions will be covered modules concerning the following:

1. The concept of PHC and the relationship with Obstetric care
2. Definition of the community - characteristics
3. Assessment methods and level of community well-being - Indicators
4. PHC team - Health centres and maternity centres
5. Theoretical models in the implementation of PHC
6. The concept of family and how it is influenced by the culture of each population
7. Health education in the community
8. Antenatal and perinatal care in the family
9. Visit and care in the mother-newborn home
10. Environment and community midwifery care
11. Midwifery care and the environment - Epidemiological research
12. Community care policy, strategy and legislation
13. Case studies of community midwifery care (women with special needs, homeless women, women in socially excluded groups, etc.)

COURSE CODE	MM103	SEMESTER OF STUDY	1°
COURSE TITLE	Prenatal Testing/ Pregnancy complications		

LEARNING OBJECTIVES

Prenatal testing refers to the testing of genetic material, directly or indirectly, in order to verify the presence or absence of a specific condition and to detect in time the presence of an abnormal or abnormal karyotype in an embryo. The aim of this course is to train and apply modern testing and diagnostic methods relevant to the disciplines of Prenatal Screening. Screening tests have wide application and great practical utility in prenatal screening. The course also aims to familiarize the student with the basic concepts of genetics and the understanding of the basic rules governing heredity and the ways of creating diversity, to acquire knowledge and skills in basic and applied clinical research in the field of prenatal screening.

After successful completion of the educational process of the module, students should :

1. Be able to know the screening tests during pregnancy for fetal health surveillance, their purpose, preparation and application, indications and risks and to communicate them in an understandable way to their recipients
2. Adhere to the process of obtaining written informed consent for screening tests based

on the person-centred health care model

3. Be able to answer the couple's questions in relation to them and respect their decisions without negative criticism
4. Be able to interpret the basic ultrasound examinations of pregnancy according to the guidelines of international organisations
5. Be familiar with the safe use and maintenance of machinery and new technologies used
6. Be aware of changes and modifications in the scheduling of tests for signs of suspected pathology or according to the women's history before and during pregnancy
7. Know when to refer the woman to specialists and specialised centres for further testing and monitoring (e.g. FGR)
8. Make decisions based on multidisciplinary health care and the involvement of other medical specialties when necessary
9. Be able to keep a record of the women's examinations and accurately record instructions to the couple
10. Be aware of the legal dimensions of their care in order to avoid gaps and omissions in it, as well as their duties

With regard to the section of Pathology of Pregnancy, the learning objectives aim to educate students on issues related to the management of pathological conditions in midwifery, either pre-existing or occurring during pregnancy, which affect the health of the mother and/or the fetus/newborn. Includes management and care of women with diabetes mellitus, heart disease, anaemia, TORCH, HIV infections, substance abuse, Rh incompatibility, pre-eclampsia, eclampsia, respiratory, endocrine (thyroid) and immune conditions, CNS (epilepsy), urinary HELLP syndrome, hyperemesis of pregnancy, pulmonary embolism, deep vein thrombosis, placenta previa, premature placental abruption, twin pregnancy, diffuse intravascular coagulation, related pharmacology and anaesthesiology.

Upon completion of the course the graduate student will be able to:

1. analyse the objectives and strategies of development models and guidelines
2. analyse and explain the clinical care protocols individualised for each pregnant woman
3. ask clinical questions, and participate in making and modifying decisions as appropriate
4. formulate improvement measures for the hospitalisation of high-risk pregnancies
5. consider pregnancy-compatible medications
6. use and evaluate appropriate diagnostic tools for the early detection of deviations from normal
7. recognise the limits of physiological parameters in the tests of the pregnant woman and perform the tests in an appropriate manner to avoid errors
8. organise and keep a follow-up record for each pregnant woman and know the legal implications of health care issues during pregnancy
9. assess the well-being of the fetus during pregnancy through the use of electronic cardiotocography, detect early signs of abnormality and distinguish normal from abnormal cardiotocography
10. to review the literature in order to propose new methods for the prevention and treatment of complications in pregnancy and postpartum

COURSE CODE	MM104	SEMESTER OF STUDY	1^o
COURSE TITLE	Intercultural, sociological and legal approach in the practice of midwifery care - Intercultural approach, sociological aspects and legal issues during midwifery practice		

LEARNING OBJECTIVES

The aim of the course is to highlight the holistic dimension of midwifery science. The provision of health services is not disconnected from the social environment, socio-economic conditions and culture of the people who receive these services. Qualified health professionals need to acquire skills in interpersonal communication, skills to assess the environment that may affect the quality of health of the couple-child/family. Vigilance and early identification of cases of abuse or neglect is needed. At the same time, a spirit of respect for diversity and the particular culture of each individual/couple needs to be cultivated.

Upon completion of the module, the postgraduate student will be able to :

1. contribute to the design of proposals for creative solutions to ethical and moral problems that may arise in the practice of midwifery.
2. to use all modern technical/electronic means to acquire up-to-date knowledge of the legislation that is relevant to the whole spectrum of the midwifery profession in Greece and the world and to be able to use it creatively in the workplace
3. to understand the ethical dilemmas arising from the application of modern technologies in midwifery and to propose solutions based on the principles of equality, equality, freedom and the rights of the patient/pregnant woman/pregnant woman as described by international organizations
4. know and communicate the Charter of Human Reproductive Rights and the rights of the patient and the pregnant woman and woman on the spot
5. to know and understand the legal framework of the operation of care centres and the conditions of safe care (liability insurance)
6. be aware of the importance of the environment for reproductive health and contribute to the formulation of proposals for its improvement
7. identify quality indicators of intercultural care in age groups and the factors affecting the provision of care to different population groups
8. assess the dynamics of health professionals in the provision of health services in mass casualty situations
9. support cultural sensitivity in the practice of midwifery care in different cultural cultures
10. provide evidence-based advice:
 - for psychological support for lechwe at the first level of care and linkage - referral to specialised services
 - for early diagnosis and treatment of hereditary, rare and chronic diseases -psychosocial support in menopause issues
 - for termination of pregnancy
 - to support abused women and other vulnerable groups (migrant women, Roma, people

from the LGBTQ+ community, etc.) and to know the care and support of women with genital mutilation

- be able to identify suspicious signs of domestic violence in women, as well as other forms of violence, during pregnancy and throughout their lives, and to suggest a plan of further care for these women

COURSE CODE	MM.200	SEMESTER OF STUDY	2o
COURSE TITLE	Biostatistics, Application of Research Protocols in Health Sciences, Writing research articles		

LEARNING OBJECTIVES

Biostatistics is the science that deals with the management and analysis of quantitative data and research hypotheses resulting from health research. As a specialised field, statistics contributes to the correct and 'safe' extraction of conclusions from health research. It is essential for the planning, design, execution, data collection, statistical analysis, presentation of results and interpretation of findings from epidemiological studies and medical-obstetric research.

The aim of the course is to familiarize the graduate student with real data analysis problems using appropriate software. The course will also introduce inferential statistics where the basic concepts of the branch of statistics intended for generalizations and safe inferences are developed based on information from the patients from whom the measurements are derived. The course concludes with a discussion of the most basic statistical techniques in the analysis of one and more variables. The course is conducted with the support of computers, especially Excel and the SPSS Statistical Package. On completion of the course, the student will be able to successfully write and present the results of a research project. Postgraduate students on successful completion of the module are expected to :

1. know the importance of biostatistical science for health research
be able to manage data and variables, form graphs and tables, and be able to present and explain them fluently
2. select the appropriate statistical test for the case under study
3. apply statistical tests and hypothesis testing to their results
4. interpret statistical results correctly
5. select sampling methods and sample characteristics, depending on research question and research design
6. evaluate published research studies in terms of their statistical analysis and understand the differences between types of research articles
7. apply biostatistical methods for the evaluation of results
research plans - strategies relating to the field of health
8. become familiar with the use of the SPSS statistical package and the possibilities it offers for conducting statistical tests and their control
9. can identify the steps and process for writing a scientific publication
10. aptly formulate the "discussion" section on the results of the research study

11. can demonstrate the basic skills needed to write a review article and a research article
12. understand the need to adhere to the ethics of research when conducting and communicating - publishing the results of research

COURSE CODE	MM201	SEMESTER OF STUDY	2
COURSE TITLE	<i>Advanced Midwifery Care for promoting normal childbirth</i>		

LEARNING OBJECTIVES

The aim of the course is for postgraduate students to acquire advanced, thorough and in accordance with the latest research data, knowledge and skills for the monitoring of pregnant women and babies and the performance of normal delivery in a hospital environment, health centre and outside the hospital. Particular emphasis will be placed on the obstetric role in the newly established Natural Childbirth Centres, which will be established in Greece as a result of recent Greek legislation.

In addition, it aims to train postgraduate students in Evidence-based Clinical Midwifery Practice in order to enable changes and innovations in perinatal and postnatal care. Particular analysis and emphasis will be given to the practical application of protocols adopted by international bodies. Special reference will also be made to how such protocols are developed. All methods of pain relief in childbirth described in international and Greek literature will be analysed. Finally, special attention will be given to natural methods of promoting normal childbirth.

At the end of this module, the graduate student:

1. will have an understanding of the mechanism of the onset of normal childbirth and will be able to identify the factors that influence the onset and progression of childbirth.
2. will have an understanding of and be able to apply appropriate methods to promote normal childbirth and know how to enhance their role in the newly established Childbirth Centres
3. will be aware of the principles of gynaecocentric health care for childbirth and will adhere to the co-formulation of the birth plan with her partner, as well as support its implementation in the health structures where she works
4. will be able to create a standard environment (complete logistical infrastructure, privacy, security and comfort) suitable for the reception and support of the on-site, comfortable and in line with modern standards for maternity hospitals and birth centres
5. will monitor, evaluate and enhance the physiological progression of a delivery with clinical observation and the use of technological means (e.g. cardiotocograph, Doppler, etc.).
6. will assess the condition of the fetus during delivery through the use of the

cardiotocograph according to the documented instructions for its use and the complementary application of other fetal health monitoring applications, such as fetal blood sampling and fetal pH measurement and electrocardiotocographic (STAN) monitoring,

7. will be able to personalize the care plan in childbirth according to the wishes and needs of the patient and the parallel use or not of cardiotocography
8. will be able to recognize early and diagnose any pathology of normal childbirth (e.g. dystocia, abnormalities in the fetal heart rate, etc.)
9. will be able to implement Meiocentric - Gynaecological - Holistic continuing care protocols, in tertiary centres, in maternity centres and in the community.
10. will be able to provide excellent obstetric care during childbirth using all available methods of analgesia, both pharmaceutical and non-pharmaceutical, such as the use of water, etc.
11. will be able to provide excellent obstetric care during the immediate postnatal period with particular attention to skin contact in the first hour after birth and early recognition and treatment of any pathology
12. will be able to use all modern tools to find scientifically based and validated knowledge about obstetric care protocols during childbirth
13. will be able to act as an autonomous health professional and contribute to the improvement of the midwifery profession through the development of modern midwifery care protocols.

COURSE CODE	MM202	SEMESTER OF STUDY	2o
COURSE TITLE	<i>Advanced Midwifery care during Parental Preparation</i>		

LEARNING OBJECTIVES

In the section on preparation for parenthood, the lectures aim at presenting the methods of preparation for parenthood and analysing all the stages experienced by the pregnant woman from conception to postpartum/parenthood. The aim is to empower the graduate student as a health professional through the application of the scientifically based knowledge received. Students will learn to treat the pregnant partner-partner-fetus-neonate with a holistic approach providing knowledge, information, psychosomatic, social support and safe midwifery care to ensure that the transition to parenthood is successful. This will be achieved through critical analysis of published original work and reviews of international scientific literature. Particular emphasis and weight will be given to training health professionals to design and organise inclusive parenthood preparation programmes appropriate for different types of families (nuclear, single parent, LGBTQ+ community, etc.); special emphasis will be given to the application of modern technological means of providing preparation services through the internet, tele-education platforms, etc.

After successful completion of the module, postgraduate students are expected to be able to :

1. define at a scientific level (theories - clinical practice) the methods for prenatal

preparation for parenthood and their combination	
2.	distinguish the levels of preparation for each method and combination and apply them according to the needs of the family
3.	plan a psychosomatic preparation programme and solve problems in relation to the parent population and the logistical reception they will be given
4.	use relaxation and breathing techniques to deal with the stress of childbirth and the daily life of parents through a multidisciplinary approach
5.	organise and implement integrated exercise programmes in pregnancy, childbirth and postnatal care safely
6.	have a leading role in the organisation of preparation programmes either in the community or in Childbirth Centres and/or in tertiary care institutions and coordinate the collaborating multidisciplinary team
7.	teach relaxation techniques and methods at every stage of pregnancy, childbirth and in the daily life of parents with or without the use of special equipment (music, tens, aromatherapy, etc.)
8.	to empower through knowledge, communication pregnant women and their partners for the transition to motherhood/parenthood, supporting the stimulation of positive emotions and also the creation of a trusting environment for any negative emotional state or questions to be expressed freely
9.	practise the techniques in groups with a hypothetical obstetric case and an emphasis on combining obstetric knowledge and effective communication with parents
10.	be able to successfully implement short sessions for pregnant women, lechonas and their partners with active participation and feedback
11.	be able to ensure confidentiality of communication and individual counselling when needed or offered as a service
12.	harness the potential of groups to encourage positive experiences and promote the health of pregnant women and foetuses and better perinatal outcomes
13.	organise and conduct the first interview with parents and be able to create an environment of trust and respect
14.	review the literature on the latest data and practices regarding prenatal preparation methods
15.	Use of electronic media to implement parenting preparation programmes

COURSE CODE	MM203	SEMESTER OF STUDY	2o
COURSE TITLE	Advanced Midwifery Care for mother & newborn- Breastfeeding		

LEARNING OBJECTIVES

This module enables the postgraduate student to broaden his/her scientific fields of knowledge and to acquire specialized, in-depth, clinically applied and evidence-based knowledge and a range of advanced skills required for maternal and neonatal health care, breastfeeding and care of the high-risk newborn. The cognitive and clinical skills included

relate to the support of physiology as well as the prevention and therapeutic care of pathological and special health conditions across the continuum. Specifically, through this training program the student is expected to acquire skills in organizing care protocols, educational competency; counseling, leadership skills, and related clinical and technological skills. Graduates of the programme who will work with mothers and newborns/infants in the postpartum period will play a leading role in the promotion of exclusive breastfeeding in the first months and its continuation after fortification with solid foods. This course is expected to enable health professionals to understand the needs of breastfeeding mothers, design counselling models and interventions in individual disciplines, and modify and reassess their programme and establish self-confidence skills to effectively assist mothers. Attention will be paid to newborn care in the NICU, where the scope of intervention and monitoring has been broadened in recent years and is also framed by the operation of breast milk banks.

On completion of the module, postgraduate students must:

1. Be able to organise and update the obstetric care and monitoring plan for the mother-newborn/infant dyad, in accordance with the updated guidelines for the support of breastfeeding.
2. Incorporate into the care plan for mothers and newborns a support strategy for informed choice in the matter of newborn feeding and support any choice of the mother and her partner
3. Be aware of the advantages of breastfeeding over formula feeding and be able to provide relevant information to both mothers and their partners
4. Be able to provide excellent and comprehensive obstetric care for breastfeeding for as long as it lasts
5. Know the contraindications to breastfeeding or breast milk administration and the cases where the administration of milk formulations is medically indicated
6. To be able to organise, in collaboration with all perinatal care specialities, the optimal care plan for the mother-infant dyad
7. Master the skills of supporting breastfeeding techniques and teaching them to the mother and other health professionals, as well as individualizing instructions according to each mother-infant dyad. Know the guidelines for the management of the breastfeeding mother in special situations, such as the working mother, or the weaning period.
8. Apply prevention and management of lactation problems based on an understanding of the physiology of lactation and taking into account the health of the mother and the newborn baby.
9. Be able to apply the basic and advanced skills of clinical breast assessment before and during lactation, manual milking techniques, and the correct use of breast pumps.
10. Offer evidence-based guidance on how mothers can set up an individual breast milk bank
11. Be aware of the safe management of breast milk, even for research purposes as a biological fluid and be able to organise the operation of human milk banks within health structures
12. Provide evidence-based contraceptive instructions for mothers compatible with breastfeeding and explain the phenomenon of amenorrhea in lactation.
13. Promote the policy and philosophy of "Baby Friendly" health facilities and communities

- to support breastfeeding and organise the relevant steps for certification
14. Participate as experts in relevant committees for the promotion of the Infant-Friendly Policy in Greece and the world
 15. be able to use reliable databases to check for the availability of medicines compatible with breastfeeding
 16. Be familiar with databases for searching and evaluating evidence-based guidelines for breastfeeding
 17. Be able to develop educational materials on breastfeeding and train other health professionals

COURSE CODE	MM204	SEMESTER OF STUDY	2 ^o
COURSE TITLE	Dealing with Midwifery & neonatal emergencies		

LEARNING OBJECTIVES

The learning objectives of this module aim to educate postgraduate students in the management and treatment of pathological emergencies in Midwifery.

In addition, this course aims to educate students on issues related to the management of neonatal emergencies such as neonatal resuscitation, stabilization of respiratory function, care of premature newborns and neonates in the NICU. Combined, it includes management and care of patients with high-risk conditions such as preterm delivery, induced labour, fetuses in an abnormal position of projection or prolonged pregnancy or women who gave birth by emergency caesarean section. Particular emphasis will be placed on training in the management of midwifery emergencies such as shoulder dystocia, umbilical prolapse, postpartum haemorrhage etc. At the same time, an in-depth understanding of the mechanism of complications occurring during pregnancy will be achieved, with the aim of timely thorough and scientifically based intervention and decision making for the smooth management of obstetric case. Through a thorough analysis of the thematic modules, the ultimate goal is to introduce obstetric protocols that contribute to the expansion of knowledge and the development of skills effective and efficient for contemporary Midwifery. The student will acquire the ability to recognize pathophysiology in a timely manner, manage clinical semiological information of the pregnant woman and the complications that will arise for the pregnancy, delivery and newborn. Will develop effective strategies to help promote a smooth outcome of high-risk pregnancy with safe service delivery and low morbidity and perinatal mortality.

Upon completion of the course the student is expected to

1. is able to recognise early and diagnose pathology at the stages of labour (e.g. dystocia, abnormalities in the fetal heart rate, etc.)
2. is able to deal promptly and effectively with any emergencies that may arise during childbirth, organising the obstetric team in this direction and collaborating with other scientists (e.g. shoulder dystocia, umbilical prolapse, postpartum bleeding, etc.)
3. is able to implement an ongoing system of evaluation of the team's effectiveness in the obstetric and neonatal emergency in accordance with updated guidelines, in

terms of space, knowledge and skills of health and other staff, emergency care protocols, etc.

4. is able to provide excellent obstetric care during labour with particular attention to the early recognition and treatment of any pathology.
5. is able to assess and administer cardiopulmonary resuscitation to the pregnant woman or the lechonate according to the algorithms of international organisations
6. is able to assess and resuscitate a newborn in need of support according to the algorithms and using all modern means of resuscitation (ventilators, airways, electrocardiography, etc.) and to organise post-resuscitation care
7. is able to make use of the available modern means to find scientifically based and validated knowledge on obstetric and postnatal care protocols and to participate actively in the formulation of new strategies
8. be able to act as an autonomous health professional and contribute to the improvement of the midwifery profession through the development of modern midwifery care protocols
9. be able to participate in the interdisciplinary team, interact and take initiatives to solve problems, crises, etc.
10. have communication and support skills for the recipients of health services based on person-centred care
11. adapt emergency care according to the resources available
12. be able to review the current literature on emergency care and cardiopulmonary resuscitation of the pregnant woman and the newborn and to disseminate new knowledge to the scientific community and the working environment

Annex 2. Guide for Writing a Master's Thesis

INTERNATIONAL UNIVERSITY OF GREECE
SCHOOL OF HEALTH SCIENCES
DEPARTMENT OF MIDWIFERY

POSTGRADUATE PROGRAM
"REPRODUCTIVE HEALTH - CHILDBIRTH -
PARENTHOOD - BREASTFEEDING"

POSTGRADUATE THESIS
GUIDE

THESSALONIKI 2025

CONTENTS

SYNOPSIS

INTRODUCTION

1. GENERAL INSTRUCTIONS

1.1. Choice of topic for the postgraduate thesis

1.2. Submission of applications / Adoption of items by the Assembly

2. STRUCTURE AND CONTENT OF THE WORK

2.1. Home pages

2.1.1. *Cover page*

2.1.2. *Front cover*

2.1.3. *Copyright page*

2.1.4. *Thesis approval page*

2.1.5. *Dedication - Acknowledgements*

2.1.6. *Table of contents*

2.1.7. *List of tables*

2.1.8. *List of diagrams*

2.1.9. *List of graphs, figures or illustrations*

2.1.10. *Abbreviations and symbols*

2.1.11. *Summary and keywords*

2.1.12. *Foreign language summary- abstract and key words*

2.2. Main part

2.2.1. *General part Introduction - Literature review*

2.2.2. *Specific part*

2.2.4.1. *Purpose*

2.2.4.2 *Material and method*

2.2.4.3. *Results*

2.2.4.4.4. *Discussion*

2.2.4.5. Conclusions - Proposals

2.3. Bibliography

2.4. Annexes

3. FORM

3.1. Basic formatting rules

3.2. Numbering of funds

3.3. Numbering and presentation of tables - charts - graphs - diagrams - figures or images

3.4. Paging

3.5. Bibliographical references/references

4.0. Plagiarism

5. COMPLETION OF THE MASTER'S THESIS

5.1. Submission procedures

5.2. Support of the Master's Thesis

5.3. Evaluation of the Master's Thesis

5.4. Copyright and other rights of the thesis

ANNEXES

ANNEX A

ANNEX B

ANNEX C

ANNEX D

ANNEX E

ANNEX F

Abbreviations

M.Sc. Postgraduate Diploma Thesis

MSc Postgraduate Studies Programme

To the Coordination Committee

INTRODUCTION

Each postgraduate student, as part of his/her obligations for the award of the Master's Degree of Specialisation, prepares a postgraduate thesis, which corresponds to 30ECTS. The MSc is undertaken upon successful completion of the second semester, essentially at the beginning of the 3rd semester. The duration of the MSE is set at one academic semester, it may be extended for one semester upon justified request of the student and the agreement of the supervisor.

This guide is addressed to the postgraduate students of the Department of Midwifery of the International Hellenic University. The guide has been approved by the Assembly of the Department of Midwifery and aims to create specific standards for the writing of postgraduate theses that will be applied by all students in the context of the completion of the postgraduate programme "Reproductive Health - Childbirth - Parenthood - Breastfeeding". The ultimate aim of the guide is that all submitted MSc theses should be uniform in appearance and content structure.

The M.Sc. is a scientific work and therefore has to meet certain requirements. It is based on thorough scientific research on a topic, a thorough presentation of the topic, with the aim of presenting results and conclusions in a well-founded way that will promote new knowledge.

1. GENERAL INSTRUCTIONS

1.1. Selection of the topic of the postgraduate thesis

The choice of the M.Sc. topic should be completed by the end of the second semester. The final formulation of the topic will be made after a meeting and discussion with one of the members teaching in the MSc, who will be responsible for the supervision of the . Supervising professors for the MME may be all faculty members of the MSc (regular and non-regular) who hold a PhD degree. The topic of the thesis should be original and clearly formulated, and the necessary research sources for its preparation should be secured. It is recommended that no changes be made to the original title of the M.D. thesis during its preparation. However, in case the supervisor considers it necessary, this will be done on his/her recommendation and approval of the new title by the Assembly on the recommendation of the CC.

1.2. Submission of applications / Adoption of items by the Assembly

The postgraduate student is entitled to submit an P.D.T. thesis if he/she has successfully completed the first two semesters of the first two semesters of the MSc.

The postgraduate student submits an application form, in which the proposed title of the thesis, the proposed supervisor and an abstract of the proposed thesis is attached to the Secretariat of the MSc. The acceptance of the proposal is based on the criteria of relevance of the topic to the Master's programme, contribution to expected benefits and elements of originality in the approach and is ratified by the Assembly following a recommendation of the C.C.

Postgraduate students who do not submit their application within the time limits set by the Internal Regulations, postpone, at their own risk, by at least one semester the start of the Postgraduate Diploma Thesis.

After the finalization of the topic, the postgraduate student is obliged to fill in a form to the Coordinating Committee of the MSc in order to have the topic of the M.Sc. approved. It is then signed by the supervisor and delivered to the MSc secretariat. At the same time, the three-member examining committee of the MSc must be appointed as defined by the competent body of the MSc.

When all the applications for the definition of the topics of the M.Sc. have been collected by the secretariat of the MSc, the Assembly meets to approve the proposals of the

students. Then the MSc topics are announced by the MSc secretariat together with the names of the students and the names of the respective tripartite committees.

1.3. Supervision of P.D.T.

The Coordinating Committee, following the candidate's application, appoints the supervisor of the thesis and establishes the Tripartite Examination Committee for the approval of the thesis, one of whose members is the supervisor.

The following have the right to supervise theses:

- α) Members of Teaching Research Staff (D.R.P.), Special Education Staff (S.E.P.), Laboratory Teaching Staff (L.E.T.P.) and Special Technical Laboratory Staff (S.T.L.P.) of the Department or other Departments of the same or another Higher Education Institution (HEI) or Higher Military Educational Institution (HEMI), with additional employment beyond their statutory obligations,
- b) Professors Emeritus or retired members of the Department or other Departments of the same or other universities,
- c) cooperating teachers,
- (d) designated teachers,
- (e) visiting professors or visiting researchers,
- f) researchers and special operational scientists of research and technological institutions of Article 13A of Law No. 4310/2014 (A' 258) or other research centres and institutes in Greece or abroad,

provided that they hold a doctoral degree.

The members of the Tripartite Examination Committee must have the same or related scientific specialization as the subject of the MSc.

In exceptional cases of loss, objective inability to perform supervisory duties or for an important reason, it is possible to replace the supervisor or a member of the Tripartite Examination Committee following a decision of the Assembly of the relevant Department after the recommendation of the Board.

The duration of the Master's Thesis is 1 semester (3^o semester of studies). In exceptional cases, following a justified request by the student to the AC, this period may be extended for up to 1 more academic year.

During the preparation of the thesis, the postgraduate student informs the supervisor, who monitors whether the objectives and specifications of the research are met.

The results of the work should contain elements of originality and demonstrate advanced theoretical knowledge and practical skills, critical thinking, analytical, synthesis and research skills.

2. STRUCTURE AND CONTENT OF THE WORK

To ensure uniformity, the Master's Theses should have the following format:

- Home pages (cover, front cover, etc.) (see details below)
- Main part of the thesis (see details below)
- Bibliography (see below)
- Annex (see details below)

2.1. Home pages

2.1.1. Cover (mandatory)

The cover page contains: a) the details of the Institution, the School and the Department and the logos of the Department of Midwifery and the IHU b) the details of the programme of study in the framework of which the thesis was prepared (i.e. the Postgraduate Programme "Reproductive Health - Childbirth - Parenthood - Breastfeeding"), c) the title of the M.D.E, (d) the phrase 'postgraduate thesis', (e) the name of the student and his/her status i.e. postgraduate student, (f) the name and title of the supervisor and (g) the place, month and year in which the thesis was presented. (See template in Appendix A).

2.1.2. Front cover (mandatory)

The cover page of the thesis is identical to the cover page, but in addition the three-member committee of the thesis is indicated, including names and grades as follows:

COMMITTEE OF THREE FOR THE POSTGRADUATE THESIS

CHAIRPERSON: Name - Rank, Institution

MEMBER: Name - Rank, Institution

MEMBER: Name - Rank, Institution (See template in Annex B).

2.1.3. Copyright page (optional)

If the student wishes to register the copyright of his/her postgraduate thesis, he/she should include on the back page of the cover page the copyright page, which includes the following information:

copyright© year, full name

In the next row it is written: ALLRIGHTSRESERVED

These items are usually written low in the middle of the page. (See sample in Annex C). The copyright page in itself guarantees the author's rights in the event of an action or infringement, in accordance with Law 2121/93 (Journal of Laws A25).

2.1.4. Thesis approval page (mandatory)

This page contains the details of the Postgraduate Programme of Studies in the framework of which the thesis was prepared (Postgraduate Programme of Studies "Reproductive Health - Childbirth - Parenthood - Breastfeeding"), the date of examination of the thesis (approved on ...) and the corresponding grade. The signatures of the members of the tripartite committee are placed at the bottom of the page. (See model in Annex D).

2.1.5. Dedication - Acknowledgements (optional)

If the postgraduate student wants to dedicate his/her thesis to a specific person, he/she can do so on a separate page (usually at the top right of the page). He can also address his thanks to those who contributed to its completion or helped him during its preparation.

2.1.6. Table of Contents (mandatory)

The table of contents must contain all sections of the thesis except the pages that precede it (cover page, front cover, copyright page, thesis approval page and acknowledgements page). It should be written after the completion of the thesis so that there is a correspondence between the titles of the chapters, sections and sub-sections in it and the titles of the main text. Page numbers (see Chapter 3.4 Pagination, p. 21) in the table of contents are placed in the right-hand space, the space between the title and the page number being covered by a dotted line. (See model in Annex E).

2.1.7. List of tables (mandatory only where tables exist)

On a separate page are all the tables included in the thesis. The number of each table and the title of the table shall be placed in the left-hand space, the page number shall be placed in the right-hand space and the space between the title and the page number shall be filled with a dotted line. (See model in Annex F). The list of tables should be drawn up after the completion of the thesis, so that there is a correspondence between the tables in it and the tables in the main text.

2.1.8. List of diagrams (mandatory only when diagrams are available)

On a separate page all the diagrams included in the thesis are listed in a similar way as the list of tables.

2.1.9 List of graphs, figures or images (mandatory only where graphs, figures or images are present)

On a separate page, all graphs, figures or illustrations that may be included in the thesis are listed in the same way as the list of tables. It is advisable to avoid placing figures or diagrams in the thesis unless they have an important information to add to the text

2.1.10. Abbreviations and Symbols (mandatory only if there are multiple abbreviations or symbols)

On a separate page, all abbreviations and symbols used in the thesis are listed together with their explanations. In the main text the first time an abbreviation is used, the whole word-phrase is also written in the main text. Thereafter, only the abbreviation is written.

2.1.11. Summary and keywords

The summary should be short (250-300 words), precise and concise. It should be an informative summary of the study's design, activities and findings. In general, it should follow the structure of the paper It should be structured in the following sections: Introduction and Purpose, Material and Method, Results, Conclusions. After the abstract, 4-5 key words relevant to the subject of the research should be listed. These should represent international dictionary terms. For the biomedical sciences, the Index Medicus and its Greek version from IATROTEK (MeSH-Hellas-BioMedical Terminology) can be used.

2.1.12. Foreign language summary- abstract and key words

On the next page after the summary in Greek, there must be the summary translated into English. Also, the keywords are translated.

2.2. Main part

From this point, the development of the research topic of the postgraduate thesis begins.

2.2.1. General Part: Introduction - Literature Review

The introduction presents the scientific background in the area of research interest of the MA in a systematic way. Essentially, the problem and its research approach are identified, the theoretical framework is stated, and definitions and explanations of key concepts are given. Initially, a review of the broader subject matter should be carried out, followed by a review of the specific topic of the broader scope of the MSE. The research gap should then be highlighted and the issues requiring investigation should be identified.

An extensive survey of the relevant literature is therefore made. The review of the relevant literature is based on scientific publications and enables the researcher to identify any problems that exist in the investigation of the topic being addressed and to see how previous researchers have dealt with the issue. The literature review is not a simple recording of previous research results, it is an analytical and critical assessment of the most important and recent substantive and methodological developments in the researcher's area of interest. The postgraduate student should show how their study will clarify, revise, extend or even overcome what is hitherto known.

It shall consist of chapters and subchapters, according to the needs of the subject it deals with, which should be of uniform length. There should be a logical connection and continuity between the chapters.

Then in one paragraph the purpose of the research project is formulated. The research gaps in the literature in the subject area are stated, followed by the hypotheses and specific objectives that are the subject of the research. The research questions to be addressed or the research hypotheses (research or null hypotheses) are then stated, depending on the type and design of the research (quantitative or qualitative research methods or a combination of both).

2.2.2. Specific part

2.2.2.2.1. Purpose

This chapter clearly defines the purpose of the specific research if more than one research protocol is involved. Formulating research questions clearly leads to optimal decision making related to study design, as well as data collection and analysis.

2.2.2.2.2 Material and method

In this chapter a thorough presentation of the methodological approach followed during the research is presented. It describes the type of research chosen, the sample of research participants and provides information on the measurement tools and the data collection process. Then, the statistical analysis that will be used to analyse the data collected is also presented. It is recommended that it be divided into sub-sections:

Design of the survey

Describe whether it is a laboratory study, epidemiological observational study, double-blind, randomised intervention study, or meta-analysis, the place and time period of the study. In addition, all outcomes, exposures, predictive factors, and, if appropriate, diagnostic criteria should be clearly specified

Sample

A detailed description of the species (human study, animal study, in vitro study). Information on the sample size, the sampling method (e.g. (e.g. simple random, stratified, cluster, consecutive patients, non-systematic sampling), the sample selection method (selection and exclusion criteria for participants), the participation rate (if a human study), the method of data collection (face-to-face interview, self-completion questionnaires, telephone, etc.), and the timing of the study. Documentation of this choice follows.

Measurement tools

A detailed description of the instruments (e.g. questionnaires, interviews, psychometric tests, instruments, clinical and paraclinical tests, molecular genetics analyses, etc.) used for the collection of research data with the corresponding licences if they are the intellectual property of other researchers. For each of these used, the bibliographic sources of the methodology should be cited and every detail of what it measures, how it measures, its origin and all its characteristics (measurement validity and reliability of the tools) should be mentioned.

Data collection process

The conditions and the process of collecting the survey data are described in detail. Information is given, for example, on how the participants were divided into groups, how the questionnaires were administered, where the interviews were conducted, how long it took the participants to carry out the survey, the place where the survey took place, etc. If questionnaires were used that were translated from another language, information should be provided on the method of translating and weighting the questionnaire, how to obtain a licence to use the questionnaire, etc. If experimental models, laboratory, biological measurements and other specialised tests are used, the basic principles and conditions of the experiments, as well as the methods of laboratory determinations, shall be detailed. In general, this section describes every detail of the data collection procedure so that the procedure can be easily repeated by another researcher in the future if the same conditions are met.

Analysis of the data

The statistical methods, i.e. the descriptive statistical measures used (e.g. mean \pm standard deviation, median & quartiles, percentages), the statistical methods used to test the hypotheses, including those used to test the assumptions of correctness of the parametric or non-parametric criteria, the methods used to examine the interactions between the parameters, the statistical power of the tests, and finally the statistical software used.

Bioethics

At this point it is stated that the research was conducted in accordance with the principles of bioethics for humans and animals, as defined by the National Bioethics Committee and Greek legislation. In the case of research involving human subjects, it should be stated that the Declaration of Helsinki (1989) was observed and that the participants were informed of the aims of the study and gave written consent to participate in the study. This section should also indicate any conflict of interest that may have existed in the conduct of the research.

2.2.2.3. Results

This section presents (accurately and clearly) the results obtained from the processing of the data, without commenting on or comparing them with the findings of other studies. In fact, they should be presented in such a way that the reader can understand them without being familiar with the subject matter. Results should be grouped and presented according to the research method used.

First of all, the number of participants at each stage of the study should be reported (number potentially selected, screened for eligibility, those found eligible to participate in the study, those included, those who completed the monitoring/intervention process and those who were finally analysed). The descriptive characteristics of the participants (socio-demographic, clinical, paraclinical, exposure to potential risk factors) should then be reported. Similarly, in studies involving chemical, microbiological determinations on various biological samples, the baseline characteristics of the samples tested should first be presented.

The way of writing and presenting results is different in qualitative and quantitative research. When it comes to quantitative (numerical data), the appropriate statistical processing should have been carried out and the results are presented both in tables and in charts of various forms (histograms, graphs/shapes, pie charts, bar charts, etc.). It is important that the presentation of statistical results in tables/graphs is given in such a way that the reader can understand the main points of the results without having to read the text. Each table should be accompanied by an explanatory title to facilitate the reading of the results. Each column should have a short explanatory heading and the use of vertical lines to separate columns should be avoided. Each Table, Figure or Graph should be self-explanatory. Any explanations (e.g. use of abbreviations, presentation of data, etc.) should be cited by references immediately after the Table, Figure or Chart. It is recommended that results presented in Tables are not repeated in the text of the Results and vice versa.

Presentation of statistical results

As regards the main findings, the unweighted estimates should be presented first, followed by the confounding factor weighted estimates. Finally, any additional analyses carried out (e.g. sub-group analyses, interaction analyses) should be presented. The most common procedure involves first presenting the descriptive statistics and then the results of the inferential statistics. Descriptive statistical indicators (e.g. means and standard deviations) should be presented first, as they provide useful information. Then, when presenting the results of inferential statistics (e.g. criterion t, criterion F), the reader should be given information relating to the degree or value of the statistical criterion, the degrees of freedom, the level of statistical significance and the direction of the effect.

2.2.2.4. Discussion

In this chapter, the results of the survey are commented and evaluated. This section is linked to the introduction and in particular the sub-section on the purpose of the study. At

the beginning of the discussion, it is advisable for the researcher to state whether or not the results of the research support the initial research hypotheses. Then, the results should be interpreted as a whole, taking into account the original objectives of the study and possible limitations. In addition, the findings of the study should be compared with those of other researchers who have examined the same or similar issues and any differences or similarities that emerge should be discussed. Similarities or differences between the results of this research compared to other previous studies clarify and confirm the results. It is important at this point to articulate the significance of the results and their application to clinical practice.

Restrictions

The limitations of the study should be mentioned and discussed, taking into account possible sources of systematic errors. Any attempts to address these errors and possible ways in which they could be avoided in future studies should also be described at this point. It is also useful to formulate new research questions that have emerged from the paper and can be used as a starting point for future research.

2.2.2.5. Conclusions - Proposals

This section should conclude the Thesis with recommendations for future investigation of the topic through conducting further studies, and even formulating possible questions that have arisen from the results presented.

This chapter presents the conclusions of the study, which are drawn after a critical analysis of the results. It should not be a simple summary of what has already been written, but should evaluate whether or not the objectives of the work have been achieved. The prospects of applying the findings of the study should also be mentioned, as well as any public health recommendations that may arise, and ways of extending the research in the future should be suggested.

2.3. Bibliography

All the bibliographical references in the paper are listed here, so that the reader can easily and quickly refer to a bibliographical source he/she has come across in the text. For the uniformity of the writing style, as far as bibliographic references are concerned, it is recommended that the APA system be followed. Detailed instructions for writing the bibliography, as well as examples, are given in the next chapter of this guide.

Bibliographical references in the text are numbered in the order in which they appear. The same order and numbering is used in the bibliography, which contains all the references cited in the Bibliography and only these. It is recommended that references should be recent (usually within the last 10 years) unless they are references that constitute primary sources for the thesis or studies of key importance for the topic under study.

2.4. Annexes

The annexes contain information material that is considered necessary for the understanding of the text but cannot be added to the main text. Typically, questionnaires, descriptions of software programs, instructions, tables of primary data, information material or forms used in the research process are included. There should be a reference to the annex in the text (e.g. see Annex A). Annexes are placed at the end of the thesis. Where there is more than one annex, a letter (e.g. ANNEX A) should be placed as a heading followed by a descriptive title. If there have been publications and/or papers presented at international conferences it would be useful to include them in the Annex at the end of the thesis.

3. FORM

The postgraduate thesis must have a specific format in order to be readable and presentable.

3.1. Basic formatting rules

The thesis must be delivered printed on A4 size pages, written on one side only, on good quality white paper. The margins of the page should be 3.00cm from the left-hand edge and 2,5 cm from the other edges (right, top, bottom). The left-hand margin is set larger so that the appropriate binding can be made without affecting the form of the thesis.

The Greek Times New Roman font should be used as follows:

- for the chapter title → 16, Bold, (e.g. **CHAPTER 1**)
- for subchapter titles → 14, Bold (e.g. **1.1. Subchapter**)
- for subchapter sections → 12, Bold, Italics (***1.1.1. Subchapter section***)
- for the main text → 12, simple

- for tables, graphs, images → 11, simple
- for footnotes → 10, simple

The text of the paper should be divided into paragraphs. Paragraphing helps the reader to make a long text comprehensible. Both very long paragraphs and very short paragraphs (paragraph sentences) should be avoided. Paragraphs should be tab-delimited, fully aligned, 1,5 line spacing, with *automatic* paragraph spacing before and after. Tables shall be *single-spaced*, as shall footnotes.

Regarding the footnotes, the student can use the relevant command from the "Insert" menu, in the form of endnotes with automatic numbering of type 1,2,3, or in the form of footnotes at the end of the page. When there is more than one footnote on each page a double space is used to separate them. The form of footnotes shall be consistent throughout the text.

Each chapter begins on a new page. The titles of chapters, subchapters are written in bold, without a full stop at the end. The titles of the individual sections of subchapters shall be in bold and italics, without a full stop at the end.

In the text it is advisable to avoid underlining and bold letters. It is better to use italics for any word or phrase you want to emphasise. When we want to number something in the text, then the numbering is done first with letters, e.g. a), b). If we want to number again in each of them, we do it with numbers 1), 2) and if we want to number again in the numbers, then it is done with letters of the Latin alphabet, i.e. i), ii). The space in the typing should always be one.

The length of the postgraduate thesis must be between 20,000 words (minimum) and 50,000 words (maximum).

3.2. Numbering of funds

The chapters of the paper are numbered consecutively (e.g. 1. INTRODUCTION, 2. BIBLIOGRAPHICAL REVIEW, etc.). However, if the paper is divided into General and Special Parts, the numbering is done as follows: the student is suggested to name the General Part A and Special Part B and then list the chapters in Arabic characters in each of these parts (e.g. General Part A: 1. Literature Review, Special Part B: 1. Aims and Objectives, 2. Materials and Method etc.).

3.3. Numbering and presentation of tables-charts-diagrams-graphs-figures or pictures

The numbering of tables can be continuous (e.g. table 1, table 2, etc.) or consist of two Arabic numerals, the first number indicating the chapter in which the table is included, followed by a dot and then the second number after a period, which identifies its sequential position within the chapter (e.g.e.g. Table 4.1 refers to the first table in Chapter 4).An identical numbering system is applied to diagrams, graphs and illustrations (if any).

Above each table and above each chart is its numbering and title (e.g. Table 4.1 "Demographic characteristics of a sample of interest rates"). Below both the tables and the charts, the source from which they were obtained is indicated. If the table presents research results of the work in question, then it is necessary for the student to provide the necessary statistics below the table or chart.

With regard to graphs, figures or illustrations, both the numbering and title and the source from which they originate are written below them. In the graphs it is advisable to choose shades of grey or black and white patterns so that they maintain their contrast when photographed.

3.4. Paging

The consecutive numbering of the pages of the M.D.E. starts from the page of the Greek abstract and is in Arabic characters (p.1,2,3,4,5....) at the bottom right of the page and continues up to the appendices.

3.5. Bibliographical references / citations

This is the list of sources used by the author in order to complete his thesis. The bibliographic sources are listed in the text in brackets and are listed in detail at the end of the thesis, in the "Bibliography" section, so that the reader can easily locate the source and refer to it.

For the uniformity of writing, as far as bibliographic references are concerned, it is recommended to follow the APA system.

The American Psychological Association's writing style is used worldwide in the social sciences, behavioral sciences, humanities, health sciences, communication, education, business administration and many other disciplines. In the following paragraphs follow some basic guidelines of the APA bibliographic citation system, in addition the full writing guide and examples can be found on the internet, as well as on the official website of the organization at the link:

<http://www.apastyle.org/>

All bibliographic references cited in the text are listed in the bibliography.

Examples of the correct way to write bibliographies according to the APA system for writing the bibliography are listed as follows:

1. Magazine

α. Quoting a journal article

✓ Magazine article with an author

Reference to the text: (author's surname, year).

- at the end of the sentence e.g. Text... (Nicolaidis, 2011).
- Within the sentence: e.g. According to Nicolaidis (2011)...

Bibliographical reference: Last name, First name. (Year). Article title. *Journal title*, volume number, (issue number), page numbers. If there is a doi, it is placed in the form of a link (<https://doi.org/xx-xxxxxxx>)

Nicolaidis KH. 2011. Screening for fetal aneuploidies at 11 to 13 weeks. *Prenatal Diagnosis* (2011) 31:7-15. DOI: 10.1002/pd.2637

✓ Article in a magazine with two authors

Reference to the text: (Surname & Surname, year).

- at the end of the sentence e.g. Text... (McCauley & Christiansen, 2019).
- Within the sentence: e.g. McCauley and Christiansen, (2019) argue...

Bibliographical reference: Last name, First name., & Last Name, First Name. (Year). Title of article. *Journal title*, volume number, (issue number), page numbers. If there is a doi, it is placed in the form of a link (<https://doi.org/xx-xxxxxxx>).

McCauley, S.M., & Christiansen, M.H. (2019). Language learning as language use: a cross-linguistic model of child language development. *Psychological Review*, 126(1), 1-51. <https://doi.org/10.1027/rev0000126>

✓ Article in a journal with three or more authors

Reference to the text : (Surname of first author and co-authors, / et al., if foreign language literature, year).

a) at the end of the sentence e.g. Text... (Nakagawa et al., 2018).

b) Within the sentence. According to Nakagawa et al, 2018

Bibliographical reference

Last name, First name., Last name, First name. & Last name, First name. (Year). Article title. *Journal title, volume number,*(issue number), page numbers. If there is a doi, it is placed in the form of a link (<https://doi.org/xx-xxxxxxx>).

Example: Nakagawa Y & Gallo RL 2015 Endogenous intracellular cathelicidin enhances TLR9 activation in dendritic cells and macrophages. *Journal of Immunology* 194 1274-1284. (<https://doi.org/10.4049/jimmunol.1402388>)

β. Article in an online magazine

Reference to the text: (author's surname, year).

a) at the end of the sentence e.g. Text... (Bergeson, 2019).

b) Within the sentence: e.g. Bergeson (2019) considers that...

Bibliographical reference

Last name, First name. (year, month, day) . Article title. *Journal title, volume number,* (issue number), page numbers. If there is a doi, it is placed in the form of a link (<https://doi.org/xx-xxxxxxx>).

Example:

Bergeson, S. (2019, January 4). Really cool neutral plasmas. *science*, 363(6422), 33- 34. <https://doi.org/10.1126/science.aau7988>

2. Publication in Conference Proceedings

Reference to the text: (rapporteur's surname, year).

a) at the end of the sentence e.g. Text... (Fistek et al., 2017).

b) Within the sentence: e.g. According to Fistek et al. (2017)...

Bibliographical reference

Last name, First name., Last name, First name. & Last name, First name. (Year, Month, Day).

Title of paper [conference proceedings]. Conference title, Place. DOI or URL if available.

Examples:

- ✓ Fistek, A., Jester, E., & Sonnenberg, K. (2017, July 12-15). Everybody's got a little music in them: using music therapy to connect, engage, and motivate [Conference session]. Autism Society National Conference, Milwaukee, WI, United States.
<https://asa.confex.com/asa/2017/webprogramarchives/Session9517.html>
- ✓ Hatzigiannis M. Staffing of intensive care units. In the proceedings of the 7th Panhellenic Nursing Conference. Athens: ESNE, 2000: 44.

3. Postgraduate- Doctoral Thesis

Reference to the text: (surname, year).

a) at the end of the sentence e.g. Text... (Hollander, 2017).

b) Within the sentence: e.g. Hollander (2017) considers that...

Bibliographical reference

Last name, First name (Year). *Thesis Title*. (Master's or Doctoral thesis, Name of University).

Retrieval base, repository or available URL.

Example:

Hollander, M.M. (2017). *Resistance to authority: Methodological innovations and new lessons from the Milgram experiment* (Publication No. 10289373) [Doctoral dissertation, University of Wisconsin-Madison] ProQuest Dissertations and Theses Global.

4. Government report

Reference to the text: (Institution, year).

a) at the end of the sentence e.g. Text... (American Heart Association 2023).

b) Within the sentence: e.g. According to the American Heart Association (2023)...

Bibliographical reference

Institution. (Year). *Title of reference*. (Reference number if available). Department (if any).

URL

Example:

The 2023 American Heart Association and American Academy of Pediatrics Focused Update on Neonatal Resuscitation: An Update to the American Heart Association Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care also is available in Pediatrics at <https://doi.org/10.1542/peds.2023-065030>.

5. Books and other Monographs

The surnames and initials of the names of all the up to six authors (when more than six authors are listed, the indication et al. Greek books write and co.), the title of the book, the publication and the data the year of publication (city and publisher), the year of publication and the pages where the information is contained.

α. An author

Example:

Eisen HN. Immunology: an introduction to molecular and cellular principles of the Immune response. 5th ed. New York: Harper and Row, 1974: 406.

β. Two or more authors

If there are more authors (up to six), then between them there is the party, as well as in the magazines. To more than six authors we write the name of the first followed by 'and co' or 'et al.'.

Example:

Filias, V. et al. Introduction to the methodology and techniques of social science research. surveys . 2nd ed. Gutenberg, 2001.

γ. Chapter in a book

In this case, the authors of the chapter are listed first, then after a full stop the title of the chapter, followed by 'In: ...' or 'In ...' and followed by the names of the authors and the title of the book and of course the publication details (city and publisher), year and pages of the chapter.

Examples:

- ✓ Angeliki Antonakou. Basic Principles of Midwifery In: Antonakou A & Antonakis Anontaki and Papoutsis D, Lt. In. Midwifery Care. Thessaloniki: "Broken Hill Ltd" Publications, 2019. pp. 17-39.
- ✓ Apostolakis E. Coronary artery bypass grafting. In Georgiou A, Vassiliou E (Eds.). 2nd edition. Athens: Parisianos, 2003: 20-32.

δ. Book On line

Example:

(Henriques, 2011) Henriques, G. (2011) A New Unified Theory of Psychology
Retrieved from: <http://link.springer.com/book/10.1007/978-1-4614-0058-5>

4.0. Plagiarism

Plagiarism is considered one of the most serious offences in academia and is referred to as the appropriation of extracts from another author's text without a relevant bibliographical reference. When one presents someone else's stated opinion or argument as one's own, one is guilty of plagiarism. Quoting any documentary material, even from one's own studies, without citation, may constitute misconduct. It is the student's individual responsibility to follow the rules of academic ethics and not to fall into the aforementioned misconduct.

The control of postgraduate theses will be done through the special plagiarism software Turnitin. In addition, the postgraduate students' papers will also be subject to a text synthesis check by technologically supported software (e.g. AI agents/chatbots, ChatGPT etc.). Copying and plagiarism are considered serious academic misconduct.

In such a case, after a reasoned recommendation of the supervising professor, the Assembly of the Department of Midwifery may decide to delete the student. Any misconduct or violation of academic ethics is referred to the Coordinating Committee of the MSc for judgment and recommendation for addressing the problem to the Department Assembly.

5. COMPLETION OF THE MASTER'S THESIS

5.1. Submission procedures

When the Thesis is completed, it is submitted to the supervisor for reading and commenting. Based on his/her comments, the student gives the final version of the thesis and needs the final approval of the supervisor to be considered fit for final evaluation. The student is then required to send a copy of the assignment to the two other members of the three-member examination committee who were appointed upon taking the assignment. Provided there is a positive verdict from the Three Member of Examination Committee, a date for public support/evaluation of the P.D.T. is set at a date and place determined by the Departmental Assembly on the recommendation of the Board, at the request of the supervisor to the Coordinating Committee. The Coordinating Committee shall prepare a list of candidates for

consideration of completed Postgraduate Thesis with their respective evaluation committees. The list shall be approved by the Departmental Assembly at its meeting at least 2 weeks prior to the respective M.Sc. examination-evaluation period.

The date of the convocation of the Assembly must provide sufficient time to inform the academic community of the details of the examination and to allow the student to graduate in the current term.

The student is required 2 weeks before the presentation of his/her thesis to submit a copy of the thesis to the secretariat of the Department of Midwifery, bound with a soft cover and in electronic format (3 CDs).

5.2. Support for the postgraduate thesis

The support of the Postgraduate Thesis is set no earlier than two (2) weeks after the submission of the final text to the members of the three-member examination committee. The date and venue will be announced to all information networks of the Department and its students.

The support of the Postgraduate Thesis is public, before the three-member committee. The student presents his/her work and then answers questions first from the panel of three and then from the audience. The time for presentation of the paper is 20min and 10 min for questions. At the end of the support, the members of the committee confer in private and mark the P.T. The result is communicated to the candidate and the transcript with the mark is communicated to the Secretariat.

For a 20-minute presentation, the graduate student should prepare approximately 25 slides, averaging one minute (1 min) of projection for each slide. The first slide will include the logos of the Institution and the Department, the title of the Postgraduate Thesis, the name of the thesis, and the names of the Supervisor and his/her three-member Examination Committee. In the following it should mention the idea of the topic and the purpose of the MA, the methodology, results, conclusions and possible recommendations. The content chosen for presentation should be the most important. The slides may present images and tables from the P.T. without their captions and minimal summary text in the form of headings. Limited and short texts on the slides should have a font size equal to or larger than 20 dpi and titles may be larger than 20 dpi. The same font size is suggested for each text category (e.g., 20 dpi texts and 30 dpi text titles). A bibliography of the data presented in the presentation should be included at the end of the presentation.

5.2. Evaluation of the postgraduate thesis

The faculty members ensure the existence and adherence to uniform criteria for the grading and scientific level of Diploma Theses.

The grading of the M.Sc. is based on the following general criteria in order of importance:

1. Elements of originality and contribution to the wider cognitive domain.
2. Degree of achievement of the prescribed objectives.
3. Quality of the project.
4. Quantity of the project.
5. Textual integrity.
6. Oral presentation.
7. Diligence and appearance.

The M.Sc. is evaluated on a scale of zero (0) to ten (10). The minimum passing grade is five (5). The final grade of the thesis consists of the average of the three grades of the examination committee members. In the event that the grade of a thesis is not projectable, the student has the right to request, by application to the Graduate Studies Coordinating Committee, either a change of topic or an extension of the time period for the thesis to be completed in order to improve and revise it. In case of a second rejection, the student will be withdrawn from the MSc.

It should be noted that both the Supervisor and the examiners check the text of the P.D.T. thoroughly for any plagiarism or copying. If plagiarism or copying is found, then the P.D.T. is immediately rejected and the student is referred to the Assembly to determine the final penalty.

The value of the M.Sc. is determined at 30 credits and is included in the final grade of the candidate's Diploma.

After the presentation - support of the P.D.T., the Examination Committee prepares and signs the minutes of the Public Presentation of the M.D.E. in which any comments or remarks as well as the final grade are recorded.

After its approval by the Committee, it is posted on the website of the Department of Midwifery.

In case of a negative evaluation, the student has the possibility to resubmit the thesis after two months, after the postgraduate student has improved the thesis according to the remarks of the Examination Committee.

In case of a negative evaluation after the 2nd submission, the postgraduate student has the right, in the next academic year, to change the topic and the supervisor. In the case of a subsequent failure, the postgraduate student is excluded from the award of the Diploma of Postgraduate Studies.

5.3. Copyright and other rights of the thesis

The intellectual property of the Master's thesis belongs to the candidate, who grants the IHU for the entire duration of protection of the work the non-exclusive license for the non-commercial use of all property rights on his/her work, including its use for research and teaching.

The thesis is a product of cooperation between the student and the faculty members/teachers who supervise its preparation at the IHU. Each of these individuals has rights to publish the results of the Diploma Thesis in scientific journals and to present their papers at scientific conferences. These publications shall respect scientific ethics. The intellectual property rights of the PhD theses are governed by the relevant IHU regulations.

After the final evaluation of the P.D.T., the student is required to submit the electronic file of the thesis in pdf format to the IHU Library using USB or to submit the thesis (self-deposit) in the corresponding electronic platform in the IHU's Institutional Repository.

INTERNATIONAL HELLENIC UNIVESRITY

MIDWIFERY DEPARTMENT

POSTGRADUATE PROGRAMME:

**"REPRODUCTIVE HEALTH - CHILDBIRTH - PARENTHOOD -
BREASTFEEDING**

TITLE OF THESSIS

Full Name of Student

ANNEX A

COVER PAGE

INTERNATIONAL HELLENIC UNIVERSITY

SCHOOL OF HEALTH SCIENCES

MIDWIFERY DEPARTMENT

POSTGRADUATE PROGRAMME

**"REPRODUCTIVE HEALTH - CHILDBIRTH - PARENTHOOD -
BREASTFEEDING"**

Title

(Bold, bold, Times New Roman, 16pt)

POSTGRADUATE THESIS

Full name, Graduate student

(Bold, Times New Roman, 14pt)

Supervising professor: name and title

(Bold, Times New Roman, 12pt)

THESSALONIKH, Month/year

ANNEX B

WEBSITE

INTERNATIONAL HELLENIC UNIVERSITY

SCHOOL OF HEALTH SCIENCES

MIDWIFERY DEPARTMENT

POSTGRADUATE PROGRAMME

**"REPRODUCTIVE HEALTH - CHILDBIRTH - PARENTHOOD -
BREASTFEEDING"**

Title

(Bold, bold, Times New Roman, 16pt)

POSTGRADUATE THESIS

Name, Title, Postgraduate student

(Bold, Times New Roman, 14pt)

THREE-MEMBER COMMITTEE FOR THE GRADUATE DISSERTATION

(Times New Roman, 12pt)

CHAIRPERSON: Name – Professional Rank, Institution

MEMBER: Name – Professional Rank, Institution

MEMBER: Name - Professional Rank, Institution

THESSALONIKH, Month/year

ANNEX C
COPYRIGHT PAGE

copyright ©2026, Full name of the author

ALLRIGHTSRESERVED

ANNEX D

THESIS APPROVAL PAGE

POSTGRADUATE PROGRAMME

**"REPRODUCTIVE HEALTH - CHILDBIRTH - PARENTHOOD -
BREASTFEEDING"**

Approved by

GRADE: EXCELLENT:

VERY GOOD:

GOOD:

COMMITTEE OF INQUIRY:

NAME

SIGNATURE

.....

.....

.....

.....

.....

.....

ANNEX E
MODEL CONTENTS OF THE THESIS
CONTENTS

List of tables.....	i
List of diagrams.....	
List of graphs.....	
List of shapes or images.....	v
Abbreviations and symbols.....	vi
SUMMARY.....	1
ABSTRACT.....	2
PREFACE.....	3
INTRODUCTION.....	4
GENERAL PART - LITERATURE REVIEW.....	5
CHAPTER 1. CHAPTER TITLE.....	5
1.1. Subheading title.....	6
1.2. Subheading title.....	7
1.3. Subheading title.....	9
1.4. Subheading title.....	11
1.5. Subheading title.....	12
CHAPTER 2. CHAPTER TITLE.....	14
2.1Subheading title.....	15
2.2Subheading title.....	16
2.3Subheading title.....	17
2.4Subheading title.....	18
2.5Subheading title.....	20

SPECIAL SECTION	21
CHAPTER 1. PURPOSE.....	21
CHAPTER 2. MATERIAL AND METHOD.....	25
CHAPTER 3. RESULTS.....	29
CHAPTER 4. DISCUSSION.....	37
CHAPTER 5. CONCLUSIONS - PROPOSALS.....	46
BIBLIOGRAPHY.....	48
ANNEXES.....	50
A. LINK TO THIS ARTICLE.....	51
B. ANNEX TITLE.....	52
Г. LINK.....	53

ANNEX F

LIST OF TABLES

TABLE 1. Table title.....	22
TABLE 2. Table title.....	32
TABLE 3. Table title.....	38

Declaration of Assignment and Supervision of Postgraduate Thesis

STATEMENT OF THE ISSUE POSTGRADUATE THESIS (M.SC.)

His/Her.....

.....

Student of the MSc "**REPRODUCTIVE HEALTH - CHILDBIRTH - PARENTHOOD - BREASTFEEDING**" of the Department of Midwifery of International Hellenic University with (no./.....)

I declare that:

I choose to take the following as the topic for my Diploma Thesis:

Greek Title:

.....

.....

.....

.....

English Title:

.....

.....

.....

.....

with Supervising

Professor.....

Please find attached a short summary of the subject

The Supervising Professor

The Postgraduate Student

(signature)

(signature)

ASSEMBLY DECISION NO : / /20



Application for Examination of the Postgraduate Thesis

**TO Coordinating committee
of the MSc in the Department of Midwifery of the IHU
through the Secretariat of the MSc**

The signatory.....as Supervisor..... of the
Postgraduate Thesis
of the postgraduate Student.....you know
that
completed the writing of the M.Sc. thesis entitled

.....
.....
.....and
password.....

I declare responsibly that this thesis is not a product of plagiarism either in whole or in parts

I am submitting an electronic copy to you and request that you designate the date of presentation and examination of that M.Sc.

Thessaloniki,20....

The Supervisor.....

Practical Evaluation of the Postgraduate Thesis

In Sindos today.....and time.....the postgraduate student.....supported his/her M.Sc. Thesis in public and in front of the three-member Examination Committee (EC) consisting of:

1. Supervisor (full name)
2. 1st Member(full name)
3. 2st Member.....(full name)

After evaluating the criteria, the three-member Examination Committee scored/evaluated as follows:

Three Member Examination Commission (EC)	Criterion (a) [quality Approaches subject (methodology and Results)]	Criterion (b) [quality and Appearance written text]	Criterion (c) Capacity public support M.SC. & Answers	Average score Criteria EC member [(a)+(b)+(c)]/3
Supervisor Full name				
1st Member Full name				
2st Member Full name				
Final grade of the Postgraduate Thesis: [(A)+(B) +(C)]/3				

Thessaloniki.....20.....

ANNEX 3:



APPLICATION FOR PARTICIPATION IN THE POSTGRADUATE STUDIES

**MIDWIFERY DEPARTMENT
SCHOOL OF HEALTH SCIENCES
INTERNATIONAL HELLENIC UNIVERSITY (IHU)**

**POSTGRADUATE PROGRAMME
"REPRODUCTIVE HEALTH - CHILDBIRTH - PARENTHOOD - BREASTFEEDING"**

CANDIDATE APPLICATION

1. PERSONAL INFORMATION (Fill in capital letters)

Last name

Name

Father's name

Mother's name

Date of birth

Place of birth

Identification number or passport number

Address of permanent residence

Street Number

City P.C.

Country

Residential telephone

Mobile phone

e-mail

2. STUDIES

2.a Undergraduate Studies

TEI	Department	Period of Study	Date of award (or expected)	Grade

2.b Postgraduate Studies

TEI	Department	Title of the programme	Date of attendance	Grade

Titles of Postgraduate Studies:

A. Title of the Master's Thesis

Supervising Professor:

B. Doctoral Thesis (PhD)

Supervising Professor:

2. PROFESSIONAL EXPERIENCE

EMPLOYMENT AGENCY	SECTOR/DEPARTMENT/SECTOR/SECTION DESCRIPTION OF EMPLOYMENT	PERIOD OF EMPLOYMENT (YEARS + MONTHS)

3. FOREIGN LANGUAGES

LANGUAGE	CERTIFICATE	Grade
----------	-------------	-------

4. LETTERS OF RECOMMENDATION

Names, titles and e-mail addresses of the two persons, of which you have requested Letters of Recommendation.

1) _____

2) _____

Attached supporting documents

Signature : _____ Date: _____

INSTRUCTIONS:

Interested parties are invited to submit the application form and the remain of the documents **from** **to**, at the following address:

INTERNATIONAL HELLENIC UNIVERSITY
Midwifery Department, Administrator Office
Postgraduate Programme of Studies " **REPRODUCTIVE HEALTH - CHILDBIRTH - PARENTHOOD - BREASTFEEDING**", P.O.Box 141, 574 00 Sindos - Thessaloniki

Tel. 2310 013...
Web: www.mscinmidwifery.i.hu.gr
E-mail: info@midw.i.hu.gr

ANNEX 4: TABLE OF SELECTED/NOMINATED CURRICULA VITAE

Full name of candidate	
Undergraduate Degrees	
Degree(s)	
Title of Thesis	
Degree Thesis grade	
Postgraduate Degrees	
Professional Position and Field of Employment	
Brief description of professional experience	
Overall Professional Experience in months	
English Language Level Language / Degree	
Level of knowledge of other foreign languages languages	
Experience of participation in research projects	
Presentations at scientific meetings conferences	
Publications in scientific journals magazines	