

Final exam protocol

(BA / MA in International Relations Programmes)

Students take their final exams in front of Final Exam Committees. (Students are assigned to a Final Exam Committee in which—if it is possible—the supervisor or the opponent of the Student's thesis is present as a member.)

We publish the list of exam venues and students' names on the [Department's website](#).

Students should arrive at the university minimum 30 minutes before the start of the final exam, and they should stay near the designated classroom/office until they are called in. At the start of the exam, the Chair of the Final Exam Committee will call all students to the exam venue, give them a brief welcome and hand out a questionnaire for graduates. Please complete this and return it to the Committee at the end of the final exam session that day.

Changing the order of the students is not possible unless the Final Exam Committee decides otherwise.

The final exam consists of two parts:

1. Oral exam:

- The students will draw a topic and during a short preparation time—based on the subquestions—make a written outline. When asked, the outline is to be handed over to the Committee for a brief examination.
- Based upon the outline the Committee will ask the student questions, to which short and concise answers are expected.
- Time allowed for this part of the exam is about 10–15 minutes.

2. Thesis defense:

- Students are NOT expected to hold a digital presentation (Power Point, Prezi or any other tool), but may be asked to introduce their research question(s) and the results of their thesis in a concise manner.
- The Committee poses questions to the student related to the thesis topic, either from the evaluator of the thesis and/or from the committee members.
- This part of the exam takes about 10–15 minutes.
- After the last student has finished the exam, the Committee will decide on the results in a closed session.
- The Committee will not notify students of the final exam results at the end of the exam (unless otherwise decided by the Committee Chair). The results will be available in the Teams group „NT/IR BA_2024_25” and „International Relations MA” within 24 hours after the exam (or on the next workday).

Should any further questions arise, they should be directed to the Department's Secretariat at the following email address: titkarsaggti@uni-corvinus.hu.

Good luck with your exams!

Department of International Relations