Applied
Philosophy
in Business
Decision
Making

UNIVERSITY OF WEST ATTICA
SCHOOL OF ADMINISTRATIVE, ECONOMICS AND SOCIAL SCIENCES

APPLIED PHILOSOPHY IN BUSINESS DECISION MAKING

"Programme Handbook"

CONTENTS:

Introduction to the Program

Welcome to the handbook of the BA in "Applied Philosophy in Business Decision Making". The programme specification is a formal document which provides a summary of the key features of your programme and the learning outcomes that you can reasonably be expected to achieve and demonstrate if you take full advantage of the learning opportunities provided. Further information is contained in the relevant prospectus and in various handbooks, which you will also have access to online. Alternatively, further information on academic standards and programme details can be found here. With regard to the full listing of the Programme Regulations, detailed information can be found in the relevant section of the Programme website.

The program of studies in Applied Philosophy in Business Decision Making is delivered over 4 years, each of which includes one year of full-time study, during which you must attend courses to gain the value of the total number of credits. The total duration of the Program of Study is divided into eight (8) academic semesters. Through a balance of required courses and electives, the program embodies a progressive structure following a spiral curriculum where you gain both a growing knowledge and understanding of applied philosophy and business decision-making. This sense of progression and your growing intellectual independence is reflected in the requirement to undertake a dissertation in Applied Philosophy in Business Decision Making.

1 UNIVERSITY OF WEST ATTICA

1.1 The School: Past and Future

The University of West Attica (UNIWA) was founded in March 2018 by the National Law 4521. The foundation of the newly established University resulted from the merging process of the former Technological Educational Institute of Athens and the Piraeus University of Applied Sciences. Το 2019, η Εθνική Σχολή Δημόσιας Υγείας εντάχθηκε στο νεοσύστατο πανεπιστήμιο. In 2019, the National School of Public Health joined the newly established university. UNIWA operates at high educational and research standards and strives to meet the ever-increasing demands of modern society for the creation of executives with a solid scientific and technological background.

UNIWA is a dynamic and constantly evolving institution that strives to fulfil its vision and mission, and to achieve its goals investing in the development of modern teaching methods, adapted to students' needs and responsive to competitive labour market and society requirements, as well as in its modern facilities and infrastructure (i.e., teaching resources, classrooms, laboratories/workshops, scientific equipment).

Our University offers contemporary Undergraduate and Postgraduate study programmes, which give our graduates the opportunity to acquire specialized scientific knowledge, skills and competences, linking academia to both society and the labour market.

At UNIWA, there are twenty-seven Departments operating under the academic umbrella of five Schools, covering a wide range of scientific fields, such as social, administrative and economic sciences, engineering sciences, health and welfare sciences, as well as food sciences and applied art and culture studies.

According to official data, UNIWA is the third largest university in the country with regard to the number of undergraduate students whereas it hosts over 57,800 students in total. The University employs, on permanent basis, 608 faculty members, 138 special laboratory teaching and technical staff members, and 345 administrative staff members qualified to accomplish its high-standard teaching, research and administrative goals.

This combination of highly-skilled and experienced human resources, together with the existing modern infrastructure, has laid the foundation for further academic development of the University.

UNIWA offers a wide range of educational and lifelong learning services, including:

- The undergraduate studies that lead to 4-year Bachelor's (Level 6) and 5-year Engineering Diploma degrees.
- Postgraduate studies leading to the completion of a postgraduate diploma (Level 7).

- Doctoral studies (Level 8).
- Lifelong learning and vocational training programmes.

1.2 Administration

The administrative Leadership consists of:

The Rector

Panagiotis Kaldis. Professor

Vice Rectors

- *Aristedis Papagrigoriou.* Asc. Professor, Vice Rector for Finance, Planning and Development
- *Stavros Kaminaris.* Professor, Vice Rector for Academic Affairs and Quality Assurance
- *Theodoros Xanthos.* PRofessor, Vice Rector for Internationalisation and Extroversion Αντιπρύτανης
- *Petros Kalantonis.* Professor, Vice Rector for Research, Innovations and Lifelong Learning.

The Rector's Council

The Rector's Council functions as a Board of Directors and is mainly responsible for the preparation and submission to the Senate of the strategic planning, financial budgets and public investment programme of the UNIWA

The Senate

The Senate is the highest collective academic authority of the University, responsible for the development of the educational and research policy of the University. Its responsibilities include quality assurance, oversight of the management of third-party funding, the development of work on continuous and lifelong learning, oversight of the recruitment and promotion procedures of teaching staff, the regulations governing first, second and third cycle degrees and all other educational programmes of the University, as well as decisions on joint educational/student programmes with other HEIs and research centres at national and international level. The Senate is also responsible for approving the financial accounts and ensuring that the University operates in accordance with the laws of the State. The Senate consists of the Rector, the Vice Rectors, the Deans, the Presidents/Heads of Departments, student representatives and representatives of the teaching/laboratory support staff and the administrative and technical staff.

The day-to-day-operations are supported by the Administrative Services, which are structured according to the Administrative Services Organization and the internal regulations of the University of West Attica. The

administrative structures of the University include two General Directorates: the General Directorate of Finance, Planning and Development and the General Directorate of Administration, Academic Affairs and Student Affairs. The underlying Directorates are organized in a parent structure with nine central (thematic) Directorates supporting all functions of the University. The organizational chart of the University of West Attica is complemented by a number of independent offices that contribute to the smooth functioning of the University.

1.3 Student Services

The Student Advocate was established by article 55 of the National Law 4009/2011 with the aim of mediating between students and professors or administrative services of the University, in order to address maladministration, to maintain legality and to ensure the proper functioning of the University. The Student Advocate is not responsible for student examinations and grades. Within the framework of its competences, the Student Advocate investigates cases on its own initiative or at the request of the student and mediates with the competent bodies to resolve them. It may request from the University services any information, document or other evidence in the case, examine persons and/or order expert evidence. If it comes out that in a particular case there is a lack of legality, maladministration or disruption to the proper functioning of the University, it shall inform the faculty member concerned or the appropriate administrative agency and the student making the report and shall attempt to find, by any means, an appropriate way to resolve the problem. The Student Advocate may, by action, file a report which he/she considers manifestly vague, unfounded or unsubstantiated, and if he/she considers that there are indications of disciplinary offence, he/she shall forward the case to the appropriate disciplinary body.

UNIWA offers counselling and career guidance services by specialised advisors; these services have been developed to provide essential support and help students and graduates to progress in their professional development. The services offered by the Department are as follows:

At the advisory level:

- It provides employment and career counselling services, through individual sessions, to explore interests and career preferences, career plans and opportunities for continuous training or research in Greece and abroad.

- Provides employment and career counselling services through individual and/or group sessions on issues such as CV writing, selection interviews, cover letter writing, personal file preparation and job search techniques.

- It supports activities that contribute to the career guidance of secondary school students and graduates on the specialisations and work of the University.

- Organising events - seminars - exhibitions - workshops on the work of the Department and promoting the services, activities and results of the Department through publicity actions.

- Cooperation with a network of Academic Advisors (faculty members) for guidance on education and career issues.

- Cooperation with a network of Mentors.

- Participation in third party events.

- Personal individual and group sessions by qualified staff to explore aptitudes and skills through questionnaires and psychometric tools.

At the research level:

- Development and editing of printed and electronic consultation materials.

- Conducting surveys-studies on graduates' career paths and the labour market

- Monitoring the professional development of students and graduates who have used the services in order to evaluate the work of the department.

UNIWA also offers important online services. Digital transformation is a strategic priority for the PADA. The University is investing in upgrading all its services, providing a comprehensive range of online services to the academic community to support the educational process, research activities as well as the administrative services of the University. On this basis, a number of applications accessible to the entire academic community and services have been integrated or developed internally. The Network Support Department is responsible for the management of all digital services provided by UNIWA, a range of voice and data online services to members of the University community.

1.4 Mobility

ERASMUS+ is the European Commission's programme for new education, training, youth and sport, aiming to enhance skills, employability and modernisation of education, training and youth systems in all sectors of Lifelong Learning (Higher Education, Vocational Education and Training, Adult Education, School Education, Youth Activities, etc.).

The Erasmus+ action in the field of higher education is closely linked to the Erasmus programme and provides for the mobility of students and staff to higher education institutions in the participating countries.

The mobility of students and staff abroad is particularly important given the range of benefits. Through mobility, students have the opportunity to develop new skills and qualifications that contribute to their personal development. In particular, students are given the opportunity to improve their language skills, develop intercultural skills and become European citizens. In addition, students on placements can gain valuable work experience in a foreign company or organisation.

Erasmus+ helps to enhance skills and employability and supports the modernisation of education, training and youth systems. It runs for seven years and will have a budget of €14.7 billion, 40% higher than current levels. More than 4 million people will receive support to study, work or volunteer abroad, including 2 million higher education students, 650,000 students and apprentices in vocational training, and more than 500,000 young people participating in exchange or exchange programmes abroad.

The Erasmus programme is named in honour of the Dutch Erasmus Desiderius van Rotterdam (Rotterdam 1466 - Switzerland 1536), who is remembered as a philologist, theologian and great humanist. He studied in France, Italy and England and was fluent in ancient Greek and Latin. A professor at the University of Oxford and a doctorate at the University of Turin, he maintained personal contacts with many scholars of his time, travelling frequently. His work was inspired by philanthropy, human values and the unification of European culture, characteristics that make him a typical representative of the humanist spirit in general.

The Program Commitee must encourage and facilitate in every way the mobility of both students and staff of the programme to visit peer institutions of higher education or research institutes and organisations. The Erasmus Mobility Regulations are posted on the website of the departments involved and of the university. There may be mobility restrictions depending on the country of origin of the student concerned and on the type of VISA issued by the Greek authorities. More information can be found in the Study Regulations

2   The program

2.1   Philosophy – Aims and Objectives

The curriculum of each university department is the framework within which its educational process is carried out. It expresses the orientation of the department and is the main lever for the realisation of its objectives. It determines the type and sequence of knowledge to be imparted to students during their studies in order to shape them into young scientists. Finally, it is the core from which the criteria for defining the professional obligations and rights of graduates are derived. The aim of the curriculum is to make the student an accomplished scientist, a person sensitive to the problems of each era and able to cope with the circumstances

of the labour market. The curriculum must respond to the pressing needs of society and, by following the developments in science, provide students with the necessary skills and knowledge in a comprehensible and coherent manner.

More specifically, the mission of the programme is to teach students within a spiral curriculum structure the theoretical and practical tools of philosophy combined with managerial decision-making skills. Also, to prepare them for a deeper understanding of a range of issues, both conceptual in nature and of practical relevance to the contemporary business world. The variety of courses is designed to meet these needs with the ultimate aim of their academic and professional development. The programme aims through a friendly and supportive academic environment to cover mainly two areas of knowledge, which are neither mutually exclusive nor overlapping, but on the contrary provide great synergies and enhance the graduate's employability and intellectual development.

On the one hand, the programme aims to expose students to a broad and coherent curriculum based on both the European and Anglo-American philosophical traditions and to strengthen their sense of relevance to other disciplines. On the other hand, the programme aims to develop a range of specific and general management/administration skills through a variety of courses oriented towards the study and practice of business decision-making with a human-centred footprint.

The modules are divided into two categories:

1) the compulsory core courses, common to all students, which aim at imparting general and solid knowledge of the basic modules of both Philosophy and Management Science, their tools and methodology

2) in the compulsory elective courses, which each student chooses at his/her discretion, where emphasis is placed on more specific scientific areas as well as on the diverse applications of the scientific field he/she is studying.

The Department grants a single degree and therefore all students are required to acquire a minimum core of knowledge and a solid theoretical background in all major areas of business administration and philosophy during the four (4) years until the award of the degree. There is no choice of major or pathway in this degree.

2.2 Learning Outcomes

The programme offers opportunities for students to achieve the following general learning outcomes:

- Be able to identify and explain the ideas and arguments of some of the major philosophers and their implications for today's world.

- To understand key theories and arguments, at an introductory level, in the areas of moral, political and social philosophy, logic, metaphysics, epistemology and philosophy of mind, with the opportunity to gain further knowledge and understanding in some of these areas.

- Be able to identify how to integrate theories of ethics, political and social philosophy, logic, metaphysics, epistemology and philosophy of mind in business decision making.

- Recognise philosophical reasoning in order to identify not only new solutions to conventional and managerial problems but also new ways of originally formulating the problem.

- Be able to interpret existing business models and seek new ways of integrating ethics, aesthetics and sustainability into business practice.

- Be able to explain and reproduce systematic knowledge of effective management of organisations, including theories and models that are consistent with current practice in an international context.

- Be able to explain the key issues of concern to contemporary business and management practice, such as sustainability, globalisation and corporate social responsibility, digital business, and the need to take these issues into account when developing strategy and making business decisions.

- Describe the wider social context in which private and public organisations operate.

2.3   Registration and Admission Criteria

Upon successful completion of the admission procedure, you will be asked to submit the genuine relevant official documents (such as secondary school certificates, any other higher education certificates, English language certificates, etc.) to the programme secretariat at UNIWA. Candidates whose first language is not English must demonstrate proficiency in English with an IELTS score of at least 5.5 (or equivalent), or TOEFL >79/120. International qualifications will be checked for appropriate enrolment in the undergraduate programmes of Greek Higher Education. Finally, you will be required to complete a registration form with full contact details.

All students must submit the aforementioned documents to the programme secretariat no later than 2 weeks before the start of the semester, which is usually the first day of the admission week. However, it is highly recommended that students register well in advance of this deadline to ensure that their documents are complete and correct. Completion of the registration process at UNIWA is a prerequisite for participation in the activities and events of Induction Week.

Once you have completed your registration, you will receive an email with all the details about your student life at UNIWA and the contact details of key people at programme and faculty level. Please monitor your

email carefully for this very important message - this includes checking your spam folder especially if your account is on providers such as Yahoo! or Hotmail. It is essential that you log in directly to the UNIWA platforms using the student number you have been given before attending any lectures. The registrar's office staff will assist you and ensure that you complete your online registration task promptly.

Once you have registered, please check your institutional email account regularly (at least weekly) for important program-related messages. Through the online application you can obtain your university ID and other useful documents. Each card has an expiry date set at the time of your registration, usually the beginning of the next academic year.

If you have changed your home address or personal details, please inform the programme manager and the registration office.

2.4 Duration of Studies

1. The minimum duration of the Programme of Studies is four (4) academic years, divided into eight (8) academic semesters.

2. The period of regular study shall be equal to the minimum number of semesters required for the award of the degree, according to the indicative Programme of Studies of the School, plus four semesters (or $n + 2$ Academic Years, where n is the minimum number of Academic Years required for the award of a degree). Students are entitled to the benefits of student services throughout their normal period of study.

2.4 Academic Year and Make-Ups

1. The academic year begins on 1st of September and ends on 31 August. The academic year shall be divided into two semesters, autumn and spring, the exact starting and ending dates of which shall be determined by the University Senate.

2. Each semester shall include at least thirteen (13) full weeks of teaching with the 13th week designated as a repeat week. The extension of the duration of a semester shall be decided, in exceptional cases, by the University Senate.

3. Each teaching semester shall be followed by an examination period on dates determined by the University Senate and announced accordingly.

4. Interruption of the educational process. The Senate may, only for exceptional reasons, decide to interrupt the educational process or the administrative operation of the University.

5. Make up classes. Classes that do not take place must be made up (except for official holidays). Making up

classes is the responsibility of the individual lecturer and after consultation with the students. Similarly, the instructor must make up a class missed due to a scheduled leave of absence or illness/expedited disability after consultation with students. If, however, the hours corresponding to the required minimum weeks of instruction in a course are not completed, the course is considered as untaught and therefore no examinations are given, and students must repeat the course.

2.5 Modules' Registration

Students must register for courses, take all exams and other assessments and pass a certain number of courses, which fall into two main categories:

α) Basic: You must study all of these courses to meet the requirements of your degree.

b) Elective: Elective courses provide further options in your chosen course(s) or in different subject areas, if any, and carry regular credit hours. An elective course may be selected from any of the electives listed in the Elective Course Catalogue for which there may be prerequisites.

1. At the beginning of each semester, the student shall submit an online registration of the courses he/she wishes to take and be examined in that semester. Module registrations shall be submitted within a deadline set by the competent University body. The module registration also serves as a semester registration.

2. After the deadline for registering for modules, students who have not submitted a registration form have up to ten (10) calendar days to submit a late registration request to the Registrar's Office, indicating the reason for not submitting an online module registration form and the modules they wish to take. Health problems, serious family problems, technical problems, etc., which are documented with corresponding official documents, are grounds for accepting a late application.

3. After ten (10) calendar days, no late application will be accepted by the Secretariat. Students who have not submitted a module registration for the fall or spring semester will not be allowed to take the module examinations for both the regular and the resit examination period.

4. Re-registration of students shall be in accordance with the applicable regulations

5. For the official acceptance of the registration by the Secretariat, a hard copy or electronic receipt is mandatory.

6. No separate application is required for the student to participate in the re-sit period of each academic year (in the month of September) and the student is entitled to take all the courses of the previous academic year

2.6 Constraints in Modules' Registration

1. The student may choose modules offered, according to the Programme of Studies, giving priority to modules of the semester in which he/she is currently enrolled, as well as modules of previous semesters for which he/she has not received a progressive grade. In any case, the total number of hours of modules that the student may choose to attend may not exceed, per week, the total number of hours:

- Thirty-eight (38) hours in the case where the student has not exceeded the minimum number (8) of semesters necessary for the award of a degree in the program of study being attended.

- Fifty-two (52) hours if the student has exceeded the minimum number of semesters necessary for the award of a degree in the program of study he/she is attending.

2. Upon the recommendation of the Committee and approval by the Senate, the total number of hours in the course statement may be modified.

3. First-year students, at the time of registration, select for compulsory attendance the courses of the first (first) semester of study. From the next registration period onwards, they are obliged to submit a registration of modules to be attended, subject to the restrictions in force.

4. After completion of the process of the registration by the Secretariat of the Program, up to three (3) modules of the previously registered modules can be modified, on dates determined by the Secretariat of the program.

2.7 Transfer of Credits

1. Οι φοιτητές μπορούν να μεταφέρουν πιστωτικές μονάδες (υποχρεωτικές και επιλογής) του προγράμματος σπουδών του οικείου Τμήματος, με βαθμό και πιστωτικές μονάδες (ECTS) που αντιστοιχούν στο πρόγραμμα σπουδών του προγράμματος, στις οποίες έχουν εξεταστεί επιτυχώς σε όμοιο ή διαφορετικό Τμήμα του εσωτερικού ή του εξωτερικού, εφόσον το περιεχόμενό τους συμπίπτει με το περιεχόμενο των μαθημάτων του ΞΠΠΣ.

2. Κάθε μεταφορά πιστωτικών μονάδων επιβεβαιώνεται από τη Επιτροπή Συντονισμού Σπουδών, μετά από υποβολή σχετικής αίτησης στη Γραμματεία του ΞΠΠΣ

3. Οι φοιτητές που έκαναν χρήση του προγράμματος κινητικότητας Erasmus δικαιούνται να μεταφέρουν πιστωτικές μονάδες από το Τμήμα Υποδοχής, με την προϋπόθεση της επιτυχούς ολοκλήρωσης, εφόσον το περιεχόμενο των μαθημάτων αντιστοιχεί στο περιεχόμενο των μαθημάτων του Προγράμματος σπουδών τους.

2.8 Suspension of Studies – Withdrawn

1. Students may, in special circumstances, upon application to the Secretariat of the program, to suspend their studies. The maximum duration of interruption of studies may not exceed two (2) years. The period of

suspension shall not count towards the normal period of study. Regardless of the date the application is filed, the suspension of attendance shall take effect from the beginning of classes in the semester following the semester in which the application is filed. Special circumstances, i.e. exceptional reasons beyond one's control, such as health problems, pregnancy or work, may affect students at any time. Special circumstances consist of one or more personal difficulties reported by the student and supported by evidence, which will be taken into account in determining the suspension of the student's studies for a period of up to a maximum of two years. Applications, together with all supporting documents (e.g. medical certificate, etc.) may be submitted to the administration. All certificates/confirmations and/or letters of support must be written by suitably qualified professionals who are independent of the student. The period of suspension is deducted from the total duration of study in the Programme.

2. Students who discontinue their studies as described above do not retain their student status throughout the period of suspension a reason which may cause problems if the student's residence permit is a condition. At the end of the suspension, students are reintegrated into the active student body of the XPS. During the period of suspension of studies, the student is not, by right, entitled to use the facilities of the institution, as well as the benefits resulting from his/her student status.

3. Students may, after a reasoned request to the XPS Secretariat (e.g. due to enrolment in another academic department), request to be removed from the Register of active students of the XPS and receive a Certificate (Act) of Removal immediately. The necessary forms for de-registration are as follows:

- Withdrawn Request Form (provided by the Registrar's Office).

- Certificate from the Library that there is no outstanding book loans.

- Academic Identity Card (Pass) to be returned to the Registrar's Office.

4. If the n+2 period has passed and students have not completed their educational obligations, they will be removed from the programme of study once an act from the programme committee is issued (according to the related law in force).

2.9 Fulfilment of Studies

1. In order to receive the Degree the student of the Department must have:

- successfully passed all the modules (compulsory or compulsory by choice) as described in the curriculum

- Completed 240 ECTS credits.

2. Courses are graded on a numerical scale of 10 (0 to 10) to the nearest tenth of a unit (one decimal place).

3. The final degree grade is calculated to the nearest hundredth of a point (two decimal places).

4. The date of graduation is the date of completion of the student's last obligation (course examination).

5. The grade designation of the Degree of the graduates of the Department is determined as follows: - from

5.00 - 6.49 "Good" - from 6.50 - 8.49 "Very Good" - from 8.50 - 10.00 "Excellent".

2.10 Award of Degree

1. In order to be included in the Degree awarding process, students must submit a relevant application to the Secretariat of the Department, while in order to participate in the Graduation Ceremony, they must present to the Secretariat of the Department:

- A certificate from the Campus Library stating that there are no outstanding library books.

- their Housing Card, if they have one,

- their Academic Identity Card, if issued.

2. Upon completion of the required procedures, a Certificate of Successful Completion of Studies is issued by the Secretariat, which takes the place of a copy of the Degree, and the award of the Degree is granted after the Degree Ceremony.

2.11 Oath-Type of Degree

1. In order to receive a Degree, graduates give the standard oath. The oath is not a component of successful completion of studies, but it is a necessary condition for the award of the Degree.

2. This takes place at a special ceremony, after the end of the examination periods in specific terms, before a representative of the Rector's Authorities and/or the Dean of the Faculty, the Director of the Programme and the faculty members of the Programme.

2.12 Dissertation

In order to complete their studies, students must submit a thesis that is consistent with the learning outcomes of the programme of study. For further information, a specific guide to the preparation of a thesis has been developed.

3 Structure of the Program

3.1 Program Coordinating Committee

- **Vasileiou Konstantina, Assistant Professor, Department of Social Work: kvasileiou@uniwa.gr**

- **Giovanis Apostolos, Professor, Department of Business Administration: agiovanis@uniwa.gr**

- **Ioakimidis Vasilis, Professor Head of Department of Social Work: ioakimidis@uniwa.gr**

- **Kalantonis Petros, Professor, Vice Rector of Research, Innovations and Lifelong Learning, Department of Tourism Management: pkalant@uniwa.gr**

- **Kallandranis Christos, Assistant Professor, Department of Accounting and Finance (Program Director & Scientific Leader): chriskal@uniwa.gr**

- **Rizomyliotis Ioannis, Assistant Professor, Department of Business Administrations: rizomy@uniwa.gr**

- **Spyridakos Athanasios, Professor, Member of the Board of Directors UNIWA, Department of Business Administration: tspyr@uniwa.gr**

3.2 Specifications

The Programme Specifications are intended to provide a standard format for describing the University's curriculum, in accordance with University guidelines. They are produced both for internal use and to contain information useful to current and prospective students and other interested parties. As the content of the University's curricula is continually evolving, the information contained in the specifications may change. In particular:

1. The undergraduate programme leads to a Level 6 qualification in accordance with the European Qualifications Framework and the National Qualifications Framework.

2. The curriculum structure of the relevant degree consists of a) modules that provide the scientific knowledge necessary for understanding the scientific field of the programme of study; and b) Special Foundation Modules or Core Modules (SCM: Special Core Modules). These modules provide knowledge directly related to the scientific field of the Programme of Study.

3. The Programme Committee may designate prerequisite modules, on the recommendation of the Programme Committee.

4. The structure of the curriculum is presented in detail on the programme website.

5. The modules of the curriculum are assigned a specific number of credit points (ECTS), which represent the relative importance and workload of the different modules. The modules and their credit units are presented in detail in the Study Guide, which is also available on the programme website.

3.3   Curriculum, ECTS & Programme Structure
3.4. Study mode

The proposed programme is available in full-time mode and is taught fully in English. Typically, a full-time student will complete the programme in four years. However, there is a provision by Greek legislation for a maximum period of n years + 2, i.e., the maximum period for completion of studies is set at 6 years.

3.5. ECTS

The curriculum consists of an equally balanced in terms of ECTS modules. Specifically:

	Fall Semester	ECTS	Spring Semester	ECTS
Year 1	Epistemology and Contemporary Society	6	Organizational Behaviour	6
	Financial Accounting & Accountability	6	Modern Philosophy	6
	Economic Thought	6	Economics	6
	Principles of Management	6	Information Technology and People	6
	Introduction to Philosophy	6	Logic and Critical Reasoning	6
			Personal Development and Academic Skills-Seminar♦	0
	Total ECTS	30	Total ECTS	30
Year 2	Management Accounting & Control	6	CSR and Business Ethics	6
	Research Methods and Data Analytics	6	Corporate Finance	6
	Marketing Theory and Practice	6	Social Philosophy	6
	Leadership Philosophy and HRM	6	Management Information Systems	6
	Political Philosophy	6	Negotiations and Conflict Management	6
	Total ECTS	30	Total ECTS	30
Year 3	Entrepreneurship and Innovation Management	6	Decision Making Analysis	6
	Sustainability Management	6	Digital Transformation Management	6
	Consumer Psychology and Customer Behaviour	6	Project Management	6

	Fall Semester	ECTS	Spring Semester	ECTS
	Operations Management strategy	6	Non-Profits Organisation Management	6
	Arts and Culture Management	6	Business Intelligence *	6
			Business communication*	6
	Total ECTS	**30**	**Total ECTS**	**30**
Year 4	Corporate and Business Strategy	6	International Business & Management	6
	Ethical Investment Analysis	6	Dissertation and Research Seminar or Project Based Case Study	24
	Contemporary Issues in Marketing	6		
	Intersectionality	6		
	Tourism Management*	6		
	Financial markets and regulation *	6		
	Total ECTS	**30**	**Total ECTS**	**30**

♦ Zero Credit (0 ECTS) Compulsory Seminar

* Elective Modules. *Choice of only one module*

The existing structure applies for Single Honours full-time students. A full-time programme of study shall normally comprise 5 modules (30 ECTS) in a semester and 10 modules totaling 60 ECTS in an academic year. At the final year, a Research/Project Coordinator is assigned by the course committee. This person is responsible for checking for the suitability of the subjects chosen, as well as assigning to each student a project supervisor, according to the area of research proposed, and the faculty's expertise. The supervisor's responsibility is monitoring the student's progress throughout the development, writing and completion of his/her dissertation. The dissertation project is very demanding and is equivalent to four modules and counts for 24 ECTS. The student has to demonstrate strong evidence of independent work, allowing the student to draw upon, apply and extend work done elsewhere in their degree programme.

Εφαρμοσμένη Φιλοσοφία στη Λήψη Διοικητικών Αποφάσεων
Applied Philosophy in Business Decision Making

Fall Intake

Level	Semester	Code	Title	Status	Course learning outcomes	Notes
YEAR 1	Autumn	PB1001	Epistemology and Contemporary Society	C	A1, A2	
		PB1002	Financial Accounting & Accountability	C	A1, A3, A4	
		PB1003	Economic Thought	C	A1, A3	
		PB1004	Principles of Management	C	A1, A3	
		PB1005	Introduction to Philosophy	C	A1, A2	
	Spring	PB1006	Organizational Behaviour	C	A1, A3, A4	
		PB1007	Modern Philosophy	C	A2	
		PB1008	Economics	C	A3, A4	
		PB1009	Information Technology and People	C	A3, A4	
		PB1010	Logic and Critical Reasoning	C	A1, A2, A4	
		PB1011	Personal Development and Academic Skills-Seminar	C	A4	Compulsory zero credit Module

➢ C: Compulsory Module
➢ C/E: Compulsory Elective Module

Level	Semester	Code	Title	Status	Course learning outcomes	Notes
YEAR 2	Autumn	PB2001	Management Accounting & Control	C	A1, A3, A4	
		PB2002	Research Methods and Data Analytics	C	A1, A4	
		PB2003	Marketing Theory and Practice	C	A1, A3, A4	
		PB2004	Leadership Philosophy and HRM	C	A1, A3, A4	
		PB2005	Political Philosophy	C	A1, A2	
	Spring	PB2006	CSR and Business Ethics	C	A1, A3, A4	
		PB2007	Corporate Finance	C	A1, A3, A4	
		PB2008	Social Philosophy	C	A1, A2	
		PB2009	Management Information Systems	C	A1, A3, A4	
		PB2010	Negotiations and Conflict Management	C	A1, A3, A4	

➢ C: Compulsory Module
➢ C/E: Compulsory Elective Module

Level	Semester	Code	Title	Status	Course learning outcomes	Notes
YEAR 3	Autumn	PB3001	Entrepreneurship and Innovation Management	C	A1, A3, A4	
		PB3002	Sustainability Management	C	A1, A3, A4	
		PB3003	Consumer Psychology and Customer Behavior	C	A1, A3, A4	
		PB3004	Operations Management strategy	C	A1, A3, A4	
		PB3005	Arts and Culture Management	C	A1, A3	
	Spring	PB3006	Decision Making Analysis	C	A1, A3, A4	
		PB3007	Digital Transformation Management	C	A1, A3, A4	
		PB3008	Project Management	C	A1, A3, A4	
		PB3009	Non-Profits Organisation Management	C	A1, A2, A3, A4	
		PB3010	Elective *	C/E	A1, A3, A4	One from the list below

➢ C: Compulsory Module
➢ C/E: Compulsory Elective Module

Level	Semester	Code	Title	Status	Course learning outcomes	Notes
YEAR 4	Autumn	PB4001	Corporate and Business Strategy	C	A1, A3, A4	
		PB4002	Ethical Investment Analysis	C	A1, A3, A4	
		PB4003	Contemporary Issues in Marketing	C	A1, A3, A4	
		PB4004	Intersectionality	C	A1, A2, A4	
		PB4005	Elective*	C/E	A1, A3, A4	One from list below
	Spring	PB4006	International Business & Management	C	A1, A3, A4	
		PB4007	Dissertation	C	A1, A2, A3, A4	Equivalent to 4 Modules

- ➢ C: Compulsory Module
- ➢ C/E: Compulsory Elective Module

Total ECTS credits achieved: 240

* Designate choice

Year 3:   **One form the list below**
- ▪ Business Intelligence
- ▪ Business communication

Year 4:   **One form the list below**
- ▪ Tourism Management
- ▪ Financial markets and regulation

3.6. Mission of the Programme

- To provide a broad but introductory and flexible curriculum in philosophy, which will include in addition to ancient philosophers, both Anglo-American and contemporary European philosophies and will give detailed emphasis to business management.
- To offer studies that will enhance the ability of students to work in the field of business administration, developing the ability to analyse and decide how to deal with complex situations.

- Encourage students to recognize the relevance of philosophy to other forms of research (e.g., social, political, cultural, aesthetic), its interconnections with other disciplines and other sciences as well as its application to topics concerned with contemporary human activity.
- To develop the students' abilities for independent thinking and critical reflection.
- To provide students with the necessary skills for further research or further study.

3.7. Programme Generic Learning outcomes (A1)

In general terms, the programme provide opportunities for students to develop and demonstrate the following learning outcomes.

- Be able to recognize and explain the ideas and arguments of some of the most important philosophers and their extensions in today's world.

- To understand basic theories and arguments, at an introductory level, in the fields of ethics, political and social philosophy, logic, metaphysics, scientology and the philosophy of the mind, with the opportunity to acquire further knowledge and understanding in some of these fields.

- Be able to recognize how to integrate theories of ethics, political and social philosophy, logic, metaphysics, epidemiology and philosophies of the mind in business decision-making.

- Recognize philosophical reasoning in order to identify not only new solutions to conventional and administrative problems but also new ways of initial formulation of the problem.

- Be able to interpret existing business models and seek new ways to integrate ethics, aesthetics and sustainability into business practice.

- Be able to explain and reproduce systematic knowledge of effective management of organizations, including theories and models consistent with current practice in an international context.

- Be able to explain the key issues that concern modern and management practice, such as sustainability, globalization and corporate social responsibility, digital, as well as the need to take these issues into account when strategizing and making business decisions.

- Describe the broader social context in which private and public organizations operate.

3.8. Philosophy Subject specific – knowledge and understanding (A2)

Upon successful completion of this BA programme students will be able to:

- Declare accuracy of thought and expression in the analysis and formulation of complex and controversial philosophical problems.

- Classify according to their strength the formulation of correct arguments and identify logical plans in the process of exchange of views in any field.
- Recognize the ability to move between generalization and sufficiently detailed discussion.
- Reproduce written work according to adequate professional standards of organization, relevance, expression and reporting.

3.9.   Business Decision Making Subject specific – knowledge and understanding (A3)

Upon successful completion of this BA programme students will be able to:

- Explain the terms and theories that correspond to making business decisions.
- Recognize, understand and explain the concepts related to business administration (Management, Marketing, Finance, Accounting, Management Information Systems, Science of Decisions, etc.)
- Plan and describe the functions of companies – organizations and propose actions to upgrade them.
- Recognize the added value that the use of innovation brings and manage its integration into the operational and productive model of enterprises – organizations.
- effectively use modern IT and Communication tools to support the management of operational functions and decision-making.

3.10. Key transferable skills (A4)

- Demonstrate basic knowledge in a range of different disciplines of humanities and social sciences, resulting in becoming widely informed citizens and professionals.
- To effectively communicate information, ideas, problems and solutions in a professional way using the appropriate means, being aware of the needs of their recipients.
- Demonstrate strong interpersonal skills, including effective listening and oral communication skills, as well as the related ability to persuade, present and negotiate.
- Rethink knowledge and theory and become independent lifelong learners
- Be able to identify and solve problems by assessing the advantages and weaknesses of various solutions with convincing arguments.
- Use a wide range of tools in relation to business processes and organize persuasive argumentation.
- To operate through effective cooperation, both at the staff and possibly at the organizational level

3.11   Teaching and Learning Methods

1. The mission of this program is to teach students the theoretical and practical tools of philosophy and to prepare them for a deeper understanding of a range of topics with particular emphasis and practical relevance

to business and organizations. The choice of areas of study is governed by the needs of students' academic and professional development.

2. Lecturers and tutors select at their discretion the most appropriate combination of available educational tools and methods to achieve the above objectives. More specifically, the educational process of each module shall include one or more of the following forms:

α) Lectures: large classes led by a teacher. The purpose of lectures is to introduce/develop new concepts and demonstrate their applications. Most lecturers provide students with notes, while others expect you to take notes during the lecture. It is always worth taking time at the end of each week to review the lecture notes for that week's lecture to consolidate the material taught. Students may record lectures where appropriate, however students should speak to the tutor in advance.

b) Tutorials/Seminars: smaller group sessions in which students participate in group discussion and may be asked to present a paper or lead a discussion. In tutorials you have the opportunity to ask questions about anything you did not understand in the lectures, or to practice or discuss examples of material covered in the lectures. Most tutors require you to prepare something in advance. Tutorials and preparing them in advance is vital to your learning.

c) Practicals: tutor-led workshops in which you learn practical skills.

d) Supervised assessment: formal assessments that require attendance at specific times and which are supervised - usually examinations.

e) Student-centred learning: work undertaken independently within the module, for example reading around the topic, using computers/libraries, thinking, writing, revision.

(f) Other: covers forms of learning, such as web-based learning via the World Wide Web or other computer-based learning packages.

3. Length of instruction. i. The typical duration of a lecture or tutorial/seminar is defined as forty-five (45') minutes, after which there is a break of up to fifteen (15) minutes. ii. The duration of hourly laboratory exercises is set at fifty-five (55') minutes. The break is not necessary for laboratory, and practical exercises.

4. Asynchronous education platforms (Moodle) are a basic tool for communication between teachers and students, separation of students into groups, distribution of information, additional educational material, etc.

3.12 Evaluation of Students

1. The responsibility for the smooth conduct of the examinations rests with the Director of the Programme, who ensures in due time the timetable of the examinations, the appointment of invigilators, the suitability of the premises, the availability of materials and equipment and, in general, the integrity of the examinations.

2. The Coordinating Committee is responsible for the "Examination Regulations", which define the procedure

for the organization of the examinations and the obligations and rights of students, lecturers and invigilators to ensure the smooth conduct of the examinations and to protect them:

- the equal treatment of examinees

- the validity and reliability of the examination process

- the personal and scientific dignity of teachers, supervisors and students

3. The regulations are posted on the Programme's website.

4. Grading scale. Courses are graded on a numerical scale of 10 (0 to 10) to the nearest tenth of a point (one decimal place). The grading scale is i. from 5.00 - 6.49 "Good", ii. from 6.50 - 8.49 "Very Good", iii. from 8.50 - 10.00 "Excellent".

5) Degree Grade. The final degree/diploma grade is equal to the sum of the grades of the courses obtained multiplied by the Credit Units [Course Grade x Course Credit Units (ECTS)] divided by the total Credit Units (ECTS)

6. Correction of Incorrect Grade. The erroneous entry of an incorrect grade to a student is corrected by the module leader after a recommendation to the Program's Secretariat. No other type of correction is possible.

7. Transparency in grading. If a student fails more than three (3) times in a certain module, he/she may be examined, at his/her request, by a three-member committee of faculty members, with the same or related subject matter, appointed by the Program Director, in accordance with the current legislation, upon the recommendation of the Coordinating Committee. The person responsible for the module shall be excluded from the committee.

8. Improvement of grades. The student reserves the right to improve the grade in a module that has been successfully examined, upon request to the Secretariat. In such cases, students are examined during the examination periods in which the examinations for the course in question are held, and not by exception. The application shall be submitted at the beginning of the academic semester on specific dates set by the committee. The student reserves the right to improve his/her grade in up to three courses during the course of study and only once in each course. Between the grades of the examinations and the re-examinations, the student will receive the higher of the two grades.

Academic Integrity

"Academic integrity" describes the values considered essential for university studies. The six core values by which we work are as follows:

- Honesty - be honest about which ideas are your own and which come from others, and about the methods and results of your research.

- Confidence - preparing work that is honest, thoughtful and genuine.

- Fairness - not trying to gain advantage by unfair means: for example, by presenting other people's work as your own.

- Responsibility - taking an active role in your own learning: for example, seeking out the information you need to study effectively.

- Respect - for your fellow students, your teachers and the work of other scholars.

- Courage - taking a stand to address an error and defending integrity.

Avoiding unintentional plagiarism

Plagiarism is when someone else's work is passed off as your own. It can include:

- using someone else's words directly without accurately identifying their authorship (whether it is a published source or another student)

- using ideas from someone else's work without accurately identifying their source

- colluding with another student to produce the same or similar work.

- presenting someone else's original work (e.g., an assigned essay) as your own

- Although you may think you would never be so dishonest, it is possible to commit plagiarism without meaning to. Unintentional plagiarism can occur if:

    o you are not careful in recording details or taking notes.

    o you do not learn how to cite references to comply with university standards.

    o you do not fully understand the role that references play in your academic writing.

These mistakes also put you at risk of committing poor academic practice. This is the term used when you produce work that may be fully referenced but (for example) relies excessively on only one or two sources, or it generally includes many words quoted by other people and not enough of your own analysis and exposition, or is poorly paraphrased (too close to the original). Both plagiarism and poor academic practice make you liable to sanctions. These can range from a significant reduction in your grade (or even a zero), which may affect your final degree classification, to a formal misconduct hearing, which may result in you being asked to leave the University.

3.13   Academic Staff Evaluation Reports

1. At the end of the 8th week of each semester, students shall evaluate the modules taught to them and the lecturers in order to improve the level of studies, in accordance with the Internal Regulations of the University. The period of evaluation lasts from the 9th to the 11th week of the semester in question for all taught courses

and is carried out electronically, through the Information System (IS) of the MODEP.

2. The OMEA of the Program shall ensure the organization of the electronic assessment process for each course in order to maximize student participation.

After the end of the evaluation period, the OMEA studies the results of the evaluation and recommends in writing to the committee actions for the improvement of the teaching provided.

3.14 Lecturers

The lecturers are mainly from the faculty members of the four (4) departments that developed the specific Interdepartmental Program of Studies. The faculty members may change, depending on the scheduling of the Programme, their personal workload, curriculum development, faculty evaluation by students, etc. Therefore, the number of faculty members is not and may change according to special needs. At this stage the composition of the faculty is as follows:

- 5 faculty members & 1 member from the Department of Social Work

- 14 faculty members from the Department of Business Administration

- 4 faculty members from the Department of Accounting & Finance

- 1 Faculty Member from the Department of Tourism Management

- 1 Faculty Member from the Department of Early Childhood Education and Care

- 4 Associate Faculty Members from other domestic universities.

The personal websites of the faculty members and their contact information can be found on the Program's website.

3.15 The Culture of the Program

Staff and students work together and recognise the importance of an effective partnership commitment, in which the University and its staff have professional responsibilities, but students are also responsible for themselves as students and as individuals.

Students can expect from the University.

- *to provide an excellent and varied learning experience,*
- *provide degrees with relevant content informed by the latest research,*
- *provide access to learning resources and facilities that enable them to excel,*
- *provide opportunities to acquire knowledge and skills useful for life after university,*
- *support students' professional development and access to information, advice and guidance for*

their careers,

- *provide a wide range of social, cultural, sporting and co-curricular activities,*
- *facilitate opportunities to express views that are considered and responded to.*

Students can expect from the staff.

- *to teach in an engaging and varied way that inspires learning,*
- *provide timely and constructive feedback on their work,*
- *provide effective learning support when needed,*
- *respond, communicate and consult in a timely and effective manner,*

The University expects students to

- *to work hard in their studies and to be active partners in shaping their HE experience,*
- *seek opportunities to improve their understanding and develop practical and intellectual skills,*
- *be aware that their behaviour affects other students and reflects on the University and act accordingly,*

Staff expect students to

- *to be proactive in managing their learning and to seek help when needed,*
- *to be enquiring in their thinking,*
- *manage their time to fulfil their academic and other commitments,*
- *participate fully in all academic commitments,*
- *behave and participate in their studies with honesty,*
- *keep their appointments and communicate with staff in a timely and courteous manner,*
- *take responsibility for their own health and well-being.*

The following principles underpin the approach that students and staff take to working together.

- Based on values of trust and respect
- empowers and includes everyone.
- enables the collaborative development of meaningful change

3.16 Academic advisor

The Department has adopted the institution of the academic advisor (A.A.) of studies. This institution is based on the Internal Regulations of the UNIWA (article 62) and article 35 (Law 4009_2011 GG A 195) and where the following is stated: "The study advisor guides and supports students in their study programmes. The

Internal Regulation of each institution defines the rotation of the assignment of duties of study advisor to professors and regulates the specific issues involved."

The main role of the Departmental Study Advisor is to facilitate the transition of students from secondary to higher education and to guide them in the effective organization and successful completion of their studies. All faculty members of the department serve as academic advisors to a specific number of students admitted to the department in the last two academic years. All students have been notified of their academic advisor, who can be contacted during the designated contact hours or by email.

3.17 Employability and Career Opportunities

There are so many different types of careers you can follow after receiving your degree. Applying the knowledge, you have received will enable you to:

- Formulate your own opinions as clearly and accurately as possible

- To seek the best possible arguments against your own views

- Seek the full range of alternatives to your own views that a reasonable person might take seriously

- Understand the arguments in favour of alternative views with as much humanity as possible

- Critically evaluate arguments for and against a range of possible views and these are skills that will serve you well in any intellectual or administrative problem you may encounter.

The study of philosophy develops many skills, including critical thinking, evaluating chains of reasoning, constructing chains of reasoning, considering many different perspectives on a single issue, communicating clearly in writing on complex issues, etc. Most importantly, this programme offers a combination of these skills with a solid background of managerial decision-making. Acquiring a combination of these skills are skills that will serve you well whatever you decide to pursue professionally.

After graduation, you can work in business consultancies and humanitarian NGOs; graduates even take on roles in multinational companies and large corporations.

4. Student Services

The University of West Attica considers that its work should aim not only at the professional and scientific training of its students but also at the all-round development of their character and education through a set of actions. The student is at the centre of the educational process and the final recipient. With this in mind, all the services of the University of West Attica aim at the quality of the services offered in every action.

4.1 Student Advocate

An independent Office called "Student Advocate" is established at the UNIWA, which is under the authority of the Vice-Rector for Academic Affairs and Student Care, with the aim of mediating between students and professors or students and the administrative services of the Institution, to ensure the observance of legality in the context of academic freedom, to deal with phenomena of mismanagement and to safeguard the proper functioning of the Institution.

4.2. Innovations and Entrepreneurship

The University's aim is to support actions aimed at encouraging innovative thinking and fostering entrepreneurial spirit among the students and graduates of the Institution and any of the Institution's staff interested in creating innovative products or organizing innovative businesses.

Individual objectives of this Programme, given the interaction with the subject of philosophy, are:

α) To stimulate students' interest towards self-employment and entrepreneurial activity, focusing on the direction of producing new innovative products and processes.

b) To sensitize students and graduates to innovation and help them to acquire the ability of entrepreneurial thinking, creativity and healthy competition.

(c) to encourage the taking over of productive initiatives.

To achieve the above objectives, the office develops actions such as the organization of seminars, workshops, lectures, networking with mentors and experts in innovation and entrepreneurship market players, continuous updating of its website with information on entrepreneurship and innovation issues, guidance of graduates in taking innovative initiatives, institutionalization of awards for innovative ideas, etc.

4.3. Student Services (Restaurant - Medical Centre - Dormitory)

The students of the UNIWA are entitled to free meals in the restaurant of the Institution, based on their individual and family situation and under the terms, conditions, procedure and relevant documents defined by the relevant legislation in force at the time, but they may make use of this by paying a small fee in case they are not entitled to free meals. The latter case may also apply to students of the current programme. The beneficiaries are issued with a special identity card with the student's details, the Department/Faculty of the School he/she attends and the academic year for which it is issued. On the back of the identity card, the renewal of the validity of the card is made for each academic year.

Free meals are provided to recipients from 1 September to 5 July of the following academic year, interrupted during the Christmas and Easter holidays and may be extended by decision of the Senate in cases where the semester or examination period of the spring semester is extended. Two restaurants are available at the Ancient Eleonas and Aigaleo Grove campuses, where students can enjoy their meals on weekdays, while on weekends and holidays they can enjoy the catering services of the restaurant at 10 Crete Street, Vathis Square. Students will be informed about the conditions and documentation for free meals through the website of the Foundation and the Department of Catering.

4.4.   Accommodation

Students are entitled to apply for a student housing allowance, under the terms and conditions defined by the relevant legislation in force at the time, through an announcement to the Foundation and to the Ministry of Education, Research and Religious Affairs.

Unfortunately, the University of West Attica does not have its own residence hall and provides the service through the platform of the Ministry of Education, Research and Religious Affairs. Students can apply for housing allowance https://stegastiko.minedu.gov.gr/ . Students will be guided via agents in order to find proper accommodation.

4.5.   Treatment

The aim of the UNIWA is to provide care for the members of the academic community of the institution. A fully staffed medical clinic operates on the campuses of the institution. Individual objectives of this department are:

- To provide primary health care and treatment to the students and all types of staff of the Institution,

- The provision of the necessary pharmaceutical material and instruments, the provision of first aid,

- preventive measures to maintain, improve and promote the health of students through health education,

- cooperation with all the institutions of the academic community to reduce morbidity from drugs, smoking, alcohol, poor living and eating habits.

In addition, for the students of the Programme, medical coverage is predicted via various channels which will be developed in due time and before the beginning of the course.

4.6.   Provision of Counselling - Psychological Support

All UNIWA students have the opportunity to request the assistance of special services of the University, for a specific reason, in order to help them with problems they face during their studies or even to become volunteers themselves by offering their services to colleagues / fellow students in need.

- The aim of the Institution is to offer support to students with special needs, counselling services and psychological support to all those involved in the educational community.

- Through the Counselling and Psychological Support Centre, free counselling and psychological support services are offered on issues of concern, such as: anxiety, stress, difficulties in adapting to a new environment or studies, etc., as well as information activities on issues related to their academic and everyday life.

4.7.   Nursery

A nursery operates in a specially designed and fully equipped building at the University Campus 2, which operates in accordance with the requirements of modern-day care units.   It serves the needs of children of nursery age with priority given to the staff of the Institution and students (if there are vacancies).

4.8.   Sport and culture facilities

Fully equipped gym facilities are available on the campuses of UNIWA for the training of students in individual or group sports activities aimed at improving their physical and mental health and recreation. The Department of Sports takes care of the organization and coordination of sports, drawing up a relevant programme depending on the number of students participating in sports, their field of activity and the availability of facilities. It also develops activities that contribute to improving not only skills through physical exercise, but also the mental upliftment of students and beyond, since these activities are open to the community. Various seminars - lectures - theatrical performances - exhibitions - round table discussions - various activities are also held at regular intervals, aimed at encouraging students to participate in the community and cultural events.

4.9.   Library

The mission of the Library and Information Centre of the UNIWA is to strengthen and support the educational and research activities of the Institution, to contribute to the retrieval, management, provision and distribution

of specialized information to the wider national and international academic community and to participate in all activities for education and culture in which the institution takes part.

There are three Libraries at the UNIWA where students and members of the educational community can make use of:

- Library of Egaleo Park

- The Library of the Ancient Olive Grove Campus

- Athens University Campus Library,

Also, through the Association of Greek Academic Libraries (Heal-Link), as well as the Library's and the University's Information Centre (BIC) subscriptions, the Library has electronic access to a number of bibliographic databases such as Mathscinet, as well as access to the full text of thousands of electronic books and scientific journals from publishers such as Elsevier, Springer, Kluwer, Academic Press, etc.

The Online Public Access Catalogue (OPAC-Online Public Access Catalogue) is freely accessible via http://search.lib.auth.gr and includes the materials of all the Departmental Libraries and the University's Central Library. The Athens University Campus Library has two computer laboratories, where students have the opportunity to attend seminars to familiarize themselves with basic computer programs as well as more complex and specialized programs (e.g. SPSS), which contribute to their academic and professional development.

The libraries are also used by students as a place for study and access to the Internet, Monday - Friday 09.00 am - 19.00 pm.

4.10. Study Rooms- Computer Rooms

The Libraries on the three campuses have study and computer rooms for students. Students can look for the appropriate fully equipped study rooms in the Libraries on each campus.

4.11. Disability Office.

In the context of the Institution's social mission, a support service for the disabled students has been set up, the task of which is to support and ensure the accessibility of students and staff of UNIWA with special needs.

4.12. Lifelong Learning Centre

The Training and Lifelong Learning Centre aims at coordination and interdisciplinary cooperation in the development of training programs, continuing education, training and lifelong learning in general. Seminars on a variety of subjects related are organized on subjects treated by the institution and which students can attend at a small cost.

4.13. Technical Support - NOC

The University of Western Attica provides its staff, all its students as well as its educational staff, with an email service of the format <username>@uniwa.gr. The premises of the University are covered by a free wireless wi-fi network (ssid: uniwa), to which anyone can connect to use internet browsing services.

4.14. Electronic Secretariat

At https://www.uniwa.gr/services/e-services/ users can make use of the online application of the Electronic Secretariat and the services offered to students.

Specifically, from the open application of the student directory, the student has the possibility to:

• to be informed about the modules of the study program, the lecturers, the recommended books, etc.

• to register for each new semester

• to be informed about the marks

• receive certificates of attendance immediately and in electronic form

This application is accessed through the student's personal passwords. Especially for first-year students, it is pointed out that every first-year student must receive from the Secretariat the personal University Registration Number and the Activation Code, which are necessary to activate their electronic account in UNIWA

4.15. Electronic Education

Under the supervision of the Academic Departments, distance e-learning systems operate, which support the educational work and are hosted by the Department of Computer Science at https://eclass.uniwa.gr/. Notes, announcements and other educational material are posted on them. Information on their use is provided by the teachers. In addition to the central eclass system, some Academic Departments have complementary and other electronic learning systems, such as the Moodle platform: https://moodle.uniwa.gr.

4.16. Student Card-Academic id

The academic identity card, which is provided through the central electronic services of the Ministry of Education, Research and Religious Affairs, takes the form of a plastic or smart card and supports multiple benefits-privileges for all members of Greek institutions of higher education (students of the three study

cycles, lecturers, administrative and technical staff, etc), as well as the members of research organizations (research, administrative and technical staff).

All undergraduate, postgraduate and doctoral students of the University of Western Attica can submit their application for the issuance of a new academic identity card electronically. The IDs will be delivered to the pick-up point chosen by each student when submitting their application. The new identity cards indicate the exact period of validity of the right to the Student Ticket, while in case the student is not entitled to a Student Ticket, the card serves as a simple identity card. http://academicid.minedu.gov.gr/