

Regulations concerning the Bachelor's Degree at Hedmark University College

Approved by the Board of Hedmark University College on 9 September 2005 pursuant to Section 3-3 of the Act no. 15 of 1 April 2005 relating to Universities and University Colleges

This document is a translation of a legally binding document originally written in Norwegian. If a dispute arises as to the interpretation of this document, the Norwegian version takes precedence.

§ 1 Scope and Extent

These regulations apply to the Bachelor's degree at Hedmark University College. The regulations include requirements and designated authority as regards decisions about breadth and specialisation relating to the award of the Bachelor's degree.

§ 2 Definitions

In the regulations the following definitions are used:

Credits/ ECTS

A measure of extent of studies/workload, with 60 ECTS equalling a one-year fulltime course of study.

Subject/Course/Course group

Section 3-3 of the Act relating to Universities and University Colleges states that the institution itself is responsible for deciding which subjects, courses and course groups it is to offer at the Bachelor's level.

Course

The smallest examination unit that awards ECTS; it may be part of a subject, course group, study programme or degree. A course is normally to have an extent that can be expressed as ECTS that are divisible by 5, with 5 ECTS as the smallest unit.

Exceptions from this may be determined in the curricula based on national framework plans or, in extraordinary cases, in the individual curriculum. The smallest independent course that can make up part of the Bachelor's degree must consist of 15 ECTS, or a combination of smaller related courses which together constitute 15 ECTS.

Subject/course group

A group of related courses/modules that are deemed to make up a complete unit, possibly with a joint subject name or a shared curriculum.

Module

Means the same as **course**.

Study programme

A course (one year or several years) leading to a final examination or degree (*one-year programme, University College Candidate, Bachelor's Degree*).

Curriculum

If there is no national framework plan for a study course, a curriculum will be determined stating regulations about structure, contents, requirements, assessment types and so on.

§ 3 Requirements as to Contents of a Bachelor's Degree

The Bachelor's degree is awarded on the basis of examinations in subjects, courses, course groups or study programmes of at least 180 ECTS.

The basis for awarding the degree must include one of the following:

- a) Integrated professional training programme of at least 180 ECTS;
- b) Integrated professional training programme or other study programme, which has been completed and passed, of at least 120 ECTS combined with a study course, which has been completed and passed, of at least 60 ECTS.
- c) A three-year course gives the right to a Bachelor's degree, on condition that the following requirements are met:
 - It must comprise in-depth specialisation in a subject, course or course group of at least 80 ECTS and an academic breadth of at least 30 ECTS.
 - It may include courses in scientific theory or philosophy of at least 10 ECTS and introductory courses to individual subjects of at least 10 ECTS.

§ 4 Exemption from an Examination or Test

A student may be granted an exemption from sitting an examination or test that is part of the basis for the Bachelor's Degree if he/she has previously passed a corresponding examination or test that satisfies equivalent requirements. Documentation of prior learning (formal and non-formal) and work experience may also provide a basis for exemption.

All study programmes may have built-in up to one year's studies, 60 ECTS, at institutions abroad. Otherwise the general regulations for recognition of qualifications from other institutions apply, in accordance with Sections 3-4 and 3-5 of the Act relating to Universities and University Colleges.

§ 5 Reduction in ECTS

Overlap in contents between subjects/courses/course groups/study programmes which are part of the basis for the Bachelor's degree may not amount to more than 10 ECTS in total. Overlap exceeding 10 ECTS must be compensated by relevant subjects or courses.

§ 6 Diplomas and Diploma Supplements

When a candidate has achieved a Bachelor's degree, a diploma is issued in Norwegian giving a description of the academic contents of the degree. A separate diploma supplement provides a more detailed description in English of the candidate's qualifications and of the Norwegian system of higher education.

In order to be awarded a Bachelor's degree with a diploma from Hedmark University Colleges, examinations of minimum 60 ECTS from Hedmark University College must be passed.

Diplomas for Bachelor's degrees achieved in accordance with Section 3 a) of these regulations are issued automatically to candidates who satisfy the requirements.

Diplomas for Bachelor's degrees achieved in accordance with Section 3 b) and c) of these regulations are issued automatically to candidates who satisfy the requirements and have completed a three-year Bachelor's programme at this institution.

Diplomas for Bachelor's degrees achieved in accordance with Section 3 c) of these regulations are issued to those candidates who satisfy the requirements on the basis of a self-selected study programme and have submitted an application for such a diploma. The applicant is personally responsible for documenting that the requirements have been satisfied. Candidates who in accordance with Section 3 b) have taken parts of the Bachelor's degree at other institutions must also apply for a diploma and provide documentation that the requirements have been satisfied.

§ 7 Implementation

These regulations come into effect on 1 October 2005.

Comments:

§ 2 Definitions:

Comment concerning the terms subject/course/course group:

The draft legislation uses these terms without any detailed specification of their contents. Up to now the term "course group" has been reserved for approved 20-credit combinations of science courses at the universities. This has now changed so that "course group" may be perceived to mean any approved combination of courses that the curriculum defines as constituting a unit.

§ 3 Requirements for Contents of a Bachelor's Degree

Comment:

1. The term "integrated professional training programme" complies with the Ministry's terminology in the Proposed Regulations concerning Requirements for the Master's Degree, about a study programme that is composed of several different subject areas (subjects and courses) with professional qualifications as an objective. As used here it is a collective term for professional training programmes and integrated vocational training programmes. At HUC the term will cover 3-year programmes in for instance Health and Social Care, 2- or 3-year courses in Business Administration, Auditing, Forestry and Wildlife Management, Pre-School Teacher Training and Specialised Teacher Training.
2. Sub-section a): This will cover 3-year study programmes governed by national framework plans.
3. Sub-section b): This will give the opportunity to approve for instance a 1-year study programme as an add-on programme for the 2-year course in Business Administration.

4. Sub-section c): This determines the framework for new 3-year Bachelor's programmes which are developed, but will also apply for students compiling a Bachelor's degree on a self-selection basis and perhaps only taking a part of their education at HUC.
5. In-depth specialisation in sub-section 3 c), first paragraph, means courses that build on each other and together constitute at least 80 ECTS. Academic breadth in the same paragraph means a course unit of at least 30 ECTS from another subject area than the specialisation.

§ 5 Reduction in ECTS

Comment:

Section 3-4 in the Act relating to Universities and University Colleges states that the institutions must ensure that one is not credited twice for the same contents. Overlap is limited upwards to 10ECTS in the Bachelor's degree.

§ 6 Diplomas and Diploma Supplements

Comment:

Titles on the diploma:

It is proposed that candidates who achieve the Bachelor's degree in accordance with Section 3 a) are awarded the title of

"Bachelor of <name of study programme in accordance with framework plan or curriculum, for instance

- *Bachelor of Forestry;*
- *Bachelor of Business and Administration with ICT ;*
- *Bachelor of Environmental Management.*

When it comes to Bachelor programmes with national framework plans, the Ministry has given guidelines for titles.

It is proposed that candidates who achieve the Bachelor's degree in accordance with Section § 3 b) are awarded the title of

- *Bachelor based on:*
- *<name of study programme of 120 ECTS>*
- *<name of study programme of 60 ECTS>*

It is proposed that candidates who achieve the Bachelor's degree in accordance with Section § 3 c) are awarded the title of

"Bachelor" with an addition denoting subject area for specialisation of at least 80 ECTS, for instance

- *Bachelor with Specialisation in English*