

The Curriculum for Master of Science in Engineering (Environmental Engineering)

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Academic Study Board of the Faculty of Engineering

Programme titles:

- Civilingeniør i miljøteknologi
- Master of Science in Engineering (Environmental Engineering)

ECTS value: 120

Cities: Odense

Semesters: Autumn

Effective date: 01-09-2019

Applicable for students enrolled: 01-09-2018

Version: Approved - active

▼ § 1 - Description of the Programme

▼ § 1.1 - Applicable for students enrolled

01-09-2018

▼ § 1.2 - Aim of Programme, including any professional profile and specialisations

The purpose of the Master's programme is to

- extend students' professional knowledge and competences and increase their theoretical and methodical qualifications and level of independent work beyond the level attained at the bachelor level.
- provide students with the opportunity for in-depth academic study via the use of advanced elements of the disciplines and methods of the academic area, including training in scientific work and methodology to develop the student's competences to perform more specialised vocational functions and participate in scientific development work, and
- to qualify the student for further education, including PhD programmes, cf. the Danish Ministerial Order on the PhD Programme at Universities.

The Master's programme is an independent, complete educational programme, which extends the competence and insights acquired by the student during the bachelor programme.

The Master's programme aims to qualify the student to solve complex technical problems, design and implement complex technological products and systems in a social context. The contents of the Master's programme aim to provide the student with advanced professional competences within the chosen discipline of engineering and options for further specialisation.

The Master's programme is a full-time programme which is rated at 120 ECTS points, corresponding to the work of a full-time student for 22 months; for programmes starting in the spring semester, however, the duration is 24 months. The programme consists of constituent course elements related to the programme's specific professional competences and identity, elective courses and a Master's thesis.

Graduates with a bachelor degree that includes knowledge and competences similar to those acquired via a bachelor programme in technical science or engineering are entitled to use the Danish title of civilingeniør, cand.polyt., followed by the title of the specific programme. The English version of the title is Master of Science (MSc) in Engineering - followed by the title of the specific programme.

▼ § 1.3 - Didactic and pedagogical basis

The Engineering Education Model of the University of Southern Denmark

The Bachelor and Master programmes within the scientific area of engineering are research-based full-degree programmes which qualify the students to independently perform vocational functions on the basis of knowledge and methodical skills within their professional area.

All programmes at the University of Southern Denmark are structured in accordance with the university's leading principles for programmes. For engineering programmes, the principles are put into practice in the educational concept 'The Engineering Education Model of the University of Southern Denmark' or, in Danish, 'Den Syddanske Model for Ingeniøruddannelser', in the following referred to by its official abbreviation, DSMI.

By offering and implementing engineering programmes based on DSMI, the university ensures that engineers who have recently graduated from the university have a high professional standard, based on their mastery of a range of core skills which are in high demand on the labour market as well as in the research community.

A summary of the main points of the education concept is shown below - the complete description of DSMI is available in electronic form at the Faculty's website.

Content and Competences

- Professional skills are at the centre of the educational activities, and all engineering programmes at the University of Southern Denmark are therefore rooted in research and development environments of a high international standard. Research and development-based tuition is provided at all programme levels to accommodate both the needs of fundamental research and the requirements of practical applied science in close collaboration with business and industry.
- The programmes aim to foster modern, dyed-in-the-wool engineers. The learning and evaluation environment is therefore based on activating tuition and active learning that stimulates students to think and work in a problem-focused, project-oriented and cross-disciplinary manner. Assignments are accomplished both in teams and independently, and the focus is on innovation and reflection.
- The programmes are designed to mature students to perform assignments in an international context. During the course of their studies, students experience an environment characterised by international teachers and researchers and fellow students from many countries. The programme framework is organised in such a way as to provide good opportunities to study abroad and students enrolled on study programmes offered in Danish, will be required to attend courses conducted in English.
- Bachelors from the University of Southern Denmark will have worked in project groups across language and cultural differences.
- To enhance the graduates' labour market value immediately after graduation, the study programmes incorporate a high level of business relevance. Collaboration with private organisations guarantees that the students' professional competences are put to regular use in a concrete, contemporary context.
- In the course of their studies, Bachelors from the University of Southern Denmark will have performed project work in collaboration with external organisations.
- All students are encouraged to think and practise entrepreneurship via a learning and evaluation environment designed to stimulate student enterprise, creativity and responsibility.
- Corporate and business understanding are integral elements of the teaching of the Bachelor programmes at the University of Southern Denmark.
- Bachelors from the University of Southern Denmark have participated in interdisciplinary collaboration projects organised on the basis of a principle of 'experts in teams'. This means that the student collaborates with students from other engineering disciplines or other study programmes on the solution of a complex, interdisciplinary problem in close collaboration with an external organisation.

Structure and Learning Environment

In overall terms, the interplay between programme structure, skills acquisition and the learning and evaluation environment of the engineering programmes at the University of Southern Denmark may be described as follows:

- In the practical planning of the programme content, significant emphasis has been placed on ensuring that the forms of tuition and examination are both relevant and contemporary and support students' acquisition of core skills. In doing so, efforts are made to provide a highly dynamic study environment, where each individual student is expected to play an active role and assume responsibility for his or her own learning. The student will 'learn to learn' so that he or she will later be able to quickly embrace new and complex problems, just as the student will be encouraged throughout the programme to practise both independent and co-operative thinking.
- in order to strengthen both the professional contemplation and application of acquired skills as well as the individual's continued motivation for developing professionally and personally on a labour market characterised by rapid change, the educational concept deliberately seeks to integrate both specific technical and broader general engineering skills.
- With DSMI, the University of Southern Denmark offers an attractive and relevant study programme with good immediate work prospects. The keywords are activating tuition and active learning put into practice through project-oriented collaboration and problem-based learning. The purpose is to foster dyed-in-the-wool engineers with a high level of professional skills and the optimum basis for continued personal and professional development.

▼ § 2 - Enrollment

▼ § 2.1 - Qualifying degrees

The university has assessed that the below degrees qualify for admission. The list is not exhaustive:

- Bachelors of Science in Engineering (Chemistry and Biotechnology) - University of Southern Denmark
- Bachelors of Engineering in Chemical Engineering and Biotechnology - University of Southern Denmark
- Bachelors of Science and Bachelors of Science in Engineering - University of Southern Denmark

▼ § 2.2 - Entry requirements

2.2.1 To be considered for admission applicants must have a relevant bachelor of science degree, bachelor of science in engineering degree, or bachelor of engineering degree.

English language skills

Native English-speaking applicants or applicants with a bachelor degree taught exclusively in English do not have to provide evidence of their English language skills.

Applicants with a bachelor degree from a foreign university who meet the above requirements are eligible for admission subject to an academic assessment and comparison of whether the applicant's academic qualifications correspond to those of qualifying Danish degree.

Non-native English speaking applicants from a country within the European Union or the EEA are not required to pass an IELTS or a TOEFL test, if they can demonstrate knowledge of English corresponding with English at B level, as a minimum.

Applicants from a country outside the European Union or the EEA, however, must pass an IELTS or a TOEFL test with a minimum result of 6.5 in the IELTS test or a minimum result of 88 in the TOEFL test.

For further details, please refer to the University website.

Admission with a foreign degree

Applicants with a bachelor degree from a foreign university who meet the above requirements are eligible for admission subject to an academic assessment and comparison of whether the applicant's academic qualifications correspond to those of qualifying Danish degree.

2.2.2 As a rule, the applicant must apply for admission to a Master's programme at the University of Southern Denmark within five years after completing the Bachelor programme.

▼ § 2.3 - Supplementary courses

2.4.1 Should the applicant's degree fail to meet the entry requirements, it is possible to acquire the necessary skills through supplementary courses offered at the University of Southern Denmark. The extent of supplementary courses cannot exceed 5 ECTS points.

2.4.2 Supplementary courses have to be taken after admission to the programme. The supplementary activities must be passed within the examination period of the ordinary examination and students will have only two examination attempts.

▼ § 3 - Detailed programme specific information

▼ § 3 - Programme title and profiles

▼ Master of Science in Environmental Engineering

Name

Master of Science in Environmental Engineering

Competence profile

The learning outcomes of the programme are based on laws and regulations in the subject area. In addition, they are based on the job functions that graduate engineers are expected to master and on the requirements to post-graduate personal and academic development.

There are several non-environmental competence requirements for graduated engineers, which are de-scribed in the general provisions of the curriculum.

Especially for graduates in Environmental Engineering it is expected that they:

A.have acquired specific knowledge within the academic profiles of the programme based on high level international research

B.are able to disseminate and discuss scientific knowledge and results to people with different academic and professional qualifications

C.are able to understand and describe scientific problems based on own or other's research based knowledge, including develop working hypothesis for scientific work

D.can apply the methods and tools associated with the specific subject areas of the programme's academic profiles related to the job profile described in §1

E.are able to initiate and contribute to academic and interdisciplinary collaborations, including as-suming responsibility for own work

F.are able to plan and carry out own academic and personal development

Based on this knowledge the graduate engineer must be able to solve complex technical problems, and design and implement complex technological products and systems in a social context. For environmental engineers this means that they:

G.are able to design environmentally optimised and efficient solutions that match the social infra-structure. A holistic approach is the backbone of our teaching enabling the student to manage and assess environmental consequences of engineering solutions and decisions

H.can analyse and optimise products, processes and productions based on considerations related to especially resources and the environment. Including understand and apply tools such as Life Cycle Assessment, Material Flow Analysis, Process Integration, among others

I.can contribute to and partake in the research areas of sustainable waste management (technologies and systems), carbon management and bio-systems, design of sustainable energy systems, water management and industrial and household technologies as well as design and innovation of industrial products and processes, etc.

J.are able to undertake planning, consultancy and specialist tasks in the following key competences of the programme: System analysis (life cycle assessment), energy system optimisation, Cleantech (cleaner technology) related to products and productions, as well as waste management and optimisation of resource utilisation in a social perspective.

The above mentioned learning outcomes are based on the general engineering skills as described in DSMI as well as on academic competences in a variety of technical, scientific and socio-related disciplines and shown in the subject columns of the programme.

Professional competence

Virtually every sector of society is concerned with the environment and sustainability. This provides the environmental engineer with a variety of job opportunities:

- **At companies:** e.g. at the environmental department, the development department or production. The environmental engineer participates in the development of new environmentally friendly technologies in products and in manufacturing processes as well as in solving the company's ongoing environmental tasks in waste water, groundwater, and soil and air pollution. Here the environmental engineer is usually responsible for the development, selection, dimensioning, establishment and management of environmental technology facilities. Moreover, many environmental engineers work closely with the management in strategy and communication, especially at companies with large market shares.
- **At the manufacturer of environmental technologies/CleanTech:** development, design, dimensioning, marketing and sale of products and facilities with environmental aim and content. It could, for example, be suppliers of purification installations for waste water, air, soil, groundwater or waste facilities (collecting, sorting, combustion, recycling, composting, etc.), but it could also be other products and facilities for which the environmental aspect is important such as, for example, sustainable energy facilities (wind turbines, biogas plants, solar collectors, solar cells, etc.).
- **In municipal, regional or governmental administration** (e.g. Danish Environmental Protection Agency, Danish Energy Agency and other government agencies): environmental governance, including environmental approval of companies, waste management, strategic action plans, and environmental services, etc.
- **At the environmental plant:** Dimensioning, design, management and maintenance of waste water plants and waste management plants.
- **At the consultancy:** Consultancy work and project management related to all areas of environmental management, i.e. the same tasks as above only as a consultant.
- **At the university/knowledge institution:** research, development and innovation in relation to the chain of cause and effect, theory, methods, models, tools for analysis and assessment of environmental aspects and to create environmentally friendly technologies and solutions.
- **With NGO's, trade associations, interest groups and other major social players:** e.g. The Danish Society for Nature Conservation, The Danish Competition and Consumer Authority, trade associations for the industry, agriculture, fishery, etc., and similar social players. Here the environmental engineer will work in project management, environmental assessment, environmental strategies, environmental law, communication, etc., within subjects of current interest.

Project-oriented course

0.0.1 On the third semester of the Master's programme, students may choose to follow the Curriculum with the prescribed number of elective courses or to perform the 'In-company Project' period rated at 15 ECTS points. However, there may be deviations in some programmes.

0.0.2 The contract for the 'In-company Project' must be approved by the Academic Study Board before the period begins.

0.0.3 Students undertaking the 'In-company Project' cannot write a thesis of 40 ECTS points.

0.0.4 Participation in the 'In-company Project' may not lead to an extension of the student's study period.

0.0.5 Detailed provisions regarding the 'In-Company Project' can be found in the course description.

Student Exchange Abroad

0.1.1 The 6th Semester of the Master's programme has been adapted to give the programme an international aspect in the form of a student exchange abroad.

0.1.2 The 6th semester can be taken as a pre-approved student exchange at one of the partner universities that SDU has agreements with or as an individually arranged student exchange. It is a requirement that the academic content of the courses taken and passed whilst studying abroad corresponds to the academic content of the 6th semester of the applicable study programme. Alternatively, the 3rd semester can be taken by participation in the educational activities of the 6th semester of the applicable Master's programme.

Programme structure

Semester 4 30 ECTS	<u>Master's Thesis - 30 ECT</u> <u>T220011101</u> (30 ects)					
Semester 3 30 ECTS ↑	<u>Methods in Science</u> <u>T210029101</u> (5 ects)	(5 ects)	(5 ects)	▲ (5 ects)	(5 ects)	(5 ects)
Semester 2 30 ECTS	<u>Waste Management - from Waste to Resources</u> <u>T220007101</u> (10 ects)		<u>Material Flow Analysis</u> <u>T220008101</u> (10 ects)		<u>Urban Water Management</u> <u>T220009101</u> (5 ects)	(5 ects)
Semester 1 30 ECTS	<u>System Analysis - Life Cycle Assessment</u> <u>T220005101</u> (10 ects)		<u>Business Economics and Management</u> <u>T220020101</u> (5 ects)	<u>Eco-efficient Engineering</u> <u>T220006101</u> (10 ects)		<u>Global Sustainability</u> <u>T220004101</u> (5 ects)

□ = Elective

Explanatory comments to programme structure

Students are encouraged to complete the 3rd semester at a foreign university. Please note that the courses must be approved by the Academic Study Board of the Faculty of Engineering.

If the master's thesis is experimental, the student may choose to spend 10 ECTS elective courses on the 3rd semester on the thesis work. The master's thesis will then be extended to 40 ECTS.

Students may choose to spend 15 ECTS elective courses on an In-company Period.

Similarly, a student on a 4+4 PhD programme may use 15 ECTS electives on third semester together with the 30 ECTS on fourth semester on a 45 ECTS master thesis.

Cities

Odense

Language

English

▼ § 3.1 - The structure of the programme

Subject Columns

The academic competences of environmental engineers primarily fall within the below subject columns of the master programme.

- Assessment of environmental impact
- System modelling, system analysis and life cycle assessment
- Process integration and cleaner technology
- Characterisation methods and processing techniques for waste, water resource, etc.
- Material flow analysis

In addition students are expected to have general subject knowledge of the below, acquired with the qualifying bachelor degree:

- Chemistry: General, organic and inorganic chemistry, chemical analysis, materials and material chemistry
- Mathematics and physics: Mathematics, statistics, physics and modelling/simulation
- Experimental methods
- Personal and learning competences

Academic Objectives and Ambitions

OBJECTIVES

The objective of the common, constituent subject knowledge is multiple.

First, it provides students with a profound understanding of the mechanisms of global environmental challenges related to industrial development and the possibility to push this development in a more sustainable direction. Resource utilisation is used as a theme to analyse the interaction between production, consumption and disposal/recycling of resources.

Second, it provides students with the necessary tools for analysing the environmental impacts of an anthropogenic system and identifying the possibilities for reducing these, while taking into account the financial conditions.

Finally, students must learn to apply the above mentioned approaches in a scientific context.

The common, constituent subjects and the elective courses ensure that the environmental engineer, based on the scientific foundation and practice of the profession, can:

- apply and (further)develop advanced methods of system analysis for the analysis of industrial systems, biotic and abiotic resources, and biosystems
- actively participate in research to develop new products and technologies within separation and processing of waste, energy conversion, efficient cleaning methods, and cleaner technology
- advice authorities and companies on the production of bioenergy and other technologies for environmental improvement.

The academic profile ensures that the environmental engineer graduated from SDU is able to solve complicated problems in environmental engineering disciplines through 'eco-innovation' and contribute to implement these solutions.

The objective of the academic profile is a high international and professional research based knowledge in process integration, management and recycling of resources and that graduates can apply and further-develop the scientific methods in these areas.

Together with the competences acquired at bachelor level the academic profile ensures that the environmental engineer, based on the scientific foundation and practice of the profession, can:

- analyse a production, a product or a system from an environmental point of view, including identifying the potentials for optimisation of resource usage or minimise the environmental impact
- identify and develop technological improvements of a production through altered or optimised processes or technologies, internal recycling systems, or modified products
- design and develop technological improvements of a product through changed or optimised functionality, changed or optimised choice of material, reduced energy consumption, or design for 'End-of-life' / recycling
- identify optimisation potential through optimised interaction between the technological players in a supply chain, a production network, or a geographically defined area

Academic themes:

All environmental engineers must learn about:

- **global challenges of today** - including the impact of manmade technology and nature exploitation
- **basic methodology in life cycle assessment / system analysis** - as a tool to analyse the effect and identify the possibilities for reducing them. This tool is tested further on specific product cases
- **general scientific theory and methods**

Moreover, it is compulsory to learn about the following solution approaches and social structures:

- **innovation as a means to increase sustainability / design of products with reduced environmental impact**- including the definition and scope of CleanTech/cleaner technology. Focus will be on innovation and design processes
- **mass-flow-analysis** in relation to waste management and waste systems – as a means to determine the flow of valuable minerals and other substances/materials
- **business models and general socio-economic conditions**

As *electives* in connection with the above it is possible to choose between a number of courses in 'systems analysis', which is a subject area with a series of associated tools for analysing the complex environmental contexts of the industrialised parts of the world with an environmental / a sustainable approach:

- **advanced life cycle assessment / systems analysis** – including especially consequential LCA. Connected to this course is a separate project module which focuses on various more advanced cases; either related to an energy system, a form of waste management, or as an analysis of different kinds of design for 'End of Life' (the course LCA11 with associated case module).
- **Life cycle assessment / systems analysis applied on bioresources or biosystems** – focus is on the special challenges of operating in both the techno-sphere and the biosphere
- **atmosphere chemistry focussing on global warming** – the transport phenomenon in the atmosphere and the stratosphere – as an example of a thorough analysis of the most important environmental impacts of today
- **risk analysis** as a tool for analysing unwanted/accidental impact of various manufacturing methods – including especially the use of various processing agents
- **security and environmental management** – as a management related supplement to the risk analysis course.

In relation to **waste** the following is compulsory:

- **waste management** – to illustrate how mankind administer the extracted resources.

As *electives* students can choose:

- **methods/technologies for separating and processing waste** – in relation to ensuring that the resources are kept in circuit
- **industrial ecology / industrial symbiosis** as a conceptual supplement and link to biological systems where the resources are utilised through an intelligent interplay between companies.

Especially in relation to **water** the following is compulsory:

- **Management of water resources** – which at the same time illustrates the complexity of developing and implementing new manufacturing technologies to manage large amounts of water
- **Process integration (Pinch analysis)** as a means to analyse mass and energy flow in companies and to identify recycling and recovery potential.

In relation to **energy** the following is elective:

- **energy system analysis** – focus is on analysing and optimising the complex interplay between the many different types of energy production of a highly industrialised society.

PROGRESSION

The academic progression of the programme is ensured with the constituent courses.

The above mentioned constituent courses constitute the backbone of this programme.

Students are expected to have a bachelor degree in science or engineering providing them with insight into technological and scientific subject areas as well as with a methodical approach to analysis, assessment and estimation of complex problems. The academic background forms the basis on which the master programme's objective to educate for the global challenges of today is build – basic methodology for life cycle assessment/system analysis on first semester.

Based on a general understanding of the global challenges and the methods to analyse them through systems analysis (LCA) as well as methods to optimise the energy and material cycle of industrial systems (process integration) and methods for risk analysis, students concentrate on approaches and methods for optimising the water cycle in industry, optimising waste management in society as well as sustainable innovation and design.

Based on the above qualifications students work on systems and methods for management/control of management and development within the environment, security and health. The disciplines of process integration and material flow analysis are strengthened in the course industrial ecology/symbiosis.

The constituent course in scientific work methods forms together with the other theoretical and practical courses the basis for the thesis work.

Moreover, it is possible to complete the third semester at a foreign university if the courses in question can be approved by the Academic Study Board of the Faculty of Engineering.

If the thesis work include practical laboratory work it will often be appropriate to take advantage of the opportunity for a 40 ECTS master's thesis.

▼ § 3.1.1 - Connection between entry requirements and the first year

Students are expected to have a bachelor degree in science or engineering providing them with insight into technological and scientific subject areas as well as with a methodical approach to analysis, assessment and estimation of complex problems. The academic background forms the basis on which the master programme's objective to educate for the global challenges of today is build.

▼ § 4 - Course Descriptions

▼ § 4 - Compulsory courses

Profile divided course descriptions

Master of Science in Environmental Engineering

Course descriptions in the curriculum

▼ System Analysis - Life Cycle Assessment

▼ Course ID

T220005101

▼ Course Title

System Analysis - Life Cycle Assessment

▼ ECTS value

10

▼ Internal Course Code

EM-LCA1

▼ Responsible study board

Academic Study Board of the Faculty of Engineering

▼ Global Sustainability

▼ Course ID

T220004101

▼ Course Title

Global Sustainability

▼ ECTS value

5

▼ Internal Course Code

EM-GLSU

▼ **Responsible study board**
Academic Study Board of the Faculty of Engineering

▼ **Eco-efficient Engineering**

▼ **Course ID**
T220006101

▼ **Course Title**
Eco-efficient Engineering

▼ **ECTS value**
10

▼ **Internal Course Code**
EM-ECO

▼ **Responsible study board**
Academic Study Board of the Faculty of Engineering

▼ **Business Economics and Management**

▼ **Course ID**
T220020101

▼ **Course Title**
Business Economics and Management

▼ **ECTS value**
5

▼ **Internal Course Code**
EM-BEM

▼ **Responsible study board**
Academic Study Board of the Faculty of Engineering

▼ **Material Flow Analysis**

▼ **Course ID**
T220008101

▼ **Course Title**
Material Flow Analysis

▼ **ECTS value**
10

▼ **Internal Course Code**
EM-MFA

▼ **Responsible study board**
Academic Study Board of the Faculty of Engineering

▼ **Waste Management - from Waste to Resources**

▼ **Course ID**
T220007101

▼ **Course Title**
Waste Management - from Waste to Resources

▼ **ECTS value**
10

▼ **Internal Course Code**
EM-WAM1

▼ **Responsible study board**
Academic Study Board of the Faculty of Engineering

▼ **Urban Water Management**

▼ **Course ID**
T220009101

▼ **Course Title**
Urban Water Management

▼ **ECTS value**
5

▼ **Internal Course Code**
EM-UWM

▼ **Responsible study board**
Academic Study Board of the Faculty of Engineering

▼ **Methods in Science**

▼ **Course ID**
T210029101

▼ **Course Title**
Methods in Science

▼ **ECTS value**

▼ Internal Course Code

XC-VIM

▼ Responsible study board

Academic Study Board of the Faculty of Engineering

▼ In-company Project

▼ Course ID

T210043101

▼ Course Title

In-company Project

▼ ECTS value

15

▼ Internal Course Code

X-VF

▼ Responsible study board

Academic Study Board of the Faculty of Engineering

▼ Masters Thesis- 40 ECTS

▼ Course ID

T220014101

▼ Course Title

Masters Thesis- 40 ECTS

▼ ECTS value

40

▼ Internal Course Code

XCM-S40

▼ Responsible study board

Academic Study Board of the Faculty of Engineering

▼ Master's Thesis - 30 ECT

▼ Course ID

T220011101

▼ Course Title

Master's Thesis - 30 ECT

▼ ECTS value

30

▼ Internal Course Code

XCM-S30

▼ Responsible study board

Academic Study Board of the Faculty of Engineering

▼ § 5 - Examination provisions

▼ § 5.1 - Programme passing requirements

5.1.1 An examination is considered to be passed and a course is considered to be approved when the student has attained the assessment 'passed', 'approved' or the grade of 2 or higher.

5.1.2 An examination examination is either graded in accordance with the 7-point grading scale, or is assessed as 'Passed / Failed' (Bestået / ikke-bestået) or 'Approved / Non-approved' (Godkendt / Ikke-godkendt). The Master's thesis is always graded in accordance with the 7-point grading scale.

5.1.3 The 'Passed/failed' and 'approved/non-approved' forms of assessment can account for no more than one-third of the programme's total number of ECTS points. This does not apply to credit transfers from previous examinations.

5.1.4 When the basis for assessing a study activity is 'tuition attendance' - this assessment is made by a teacher based on criteria students are informed of at the beginning of the course. The condition for awarding the assessment 'approved' is that the student must have achieved the objectives established for the course to such an extent that it would result in the assessment 'Approved' or a grade of 02 at minimum at an examination.

5.1.5 The basis for assessment in connection with tuition attendance may be one or more of the following:

- attendance at lectures and exercises
- completed laboratory work, portfolios and reports and completed assignments or other practical or theoretical work
- participation in guiding internal examinations
- participation in seminars.

5.1.6 The student must be notified whether or not his/her participation in the course activities has been approved before the end of the semester.

5.1.7 The study programme has been successfully completed when the student has attained:

- the grade of 2 or higher in all examinations graded in accordance with the 7-point grading scale
- the assessment 'passed' in all examinations assessed as either 'Passed' or 'Failed'
- the assessment 'Approved' in all examinations assessed as either 'Approved' or 'Non-approved'.

▼ § 5.2 - Special exams

Examinations Abroad

5.2.1 The Academic Study Board can grant dispensation to take examinations at a Danish representation or other site abroad, when there are exceptional circumstances that prevent the student from taking the examination(s) in Denmark. The examination can be set up as a video conference or by using other technical aids.

5.2.2 The student is responsible for all practical arrangements related to the examination.

5.2.3 All costs linked to holding the examination, cancellation of the examination due to illness (if applicable) and problems with connecting to the system, etc., for which SDU cannot be held liable, shall be paid by the student.

▼ § 5.2.1 - Start of study exam

5.2.1.1 Students enrolled on a Master's programme starting from the study start in February 2020 must take and pass a study start examination in order to continue on their programme. The purpose of the study start examination is to verify that students have commenced their programme.

5.2.1.2 The content and evaluation form of the study start test are described in the course description.

▼ § 5.3 - Spelling and writing skills

5.3.1 The assessment of the Master's thesis and other major written assignments must also, in addition to the technical content, address the student's spelling and language proficiency, regardless of the language in which the project is written.

5.3.2 The projects must be written in a concise and easily understandable language. The wording of the written presentations or the Master's thesis may have a positive or negative impact on the overall grade. Additional information on the language requirements is provided in the course descriptions.

5.3.3 The Academic Study Board may grant dispensation from the above spelling and wording requirements for students who can document that they suffer from a relevant, specific impairment (such as dyslexia).

▼ § 5.4 - Internal or external exams

5.4.1 Examinations are either external or internal. External examinations are assessed by the teacher(s) and one or more external examiners appointed by the Danish Agency for Science and Higher Education. Internal examinations are assessed by one or more teachers appointed by the university.

5.4.2 At least one-third of the programme's total number of ECTS points must be documented by external assessment. This includes the most important components of the programme, including the Master's thesis, but does not apply to credits transferred from other examinations.

▼ § 5.5 - Exam language

5.5.1 For study programmes offered in Danish, examinations will be conducted in Danish, unless part of the purpose of an examination is to document the student's foreign language proficiency. Examinations may be taken in Swedish or Norwegian instead of Danish, unless the purpose of the examination is to document the student's proficiency in Danish.

5.5.2 For study programmes or individual courses offered in English or other foreign language, examinations will be conducted in that language, unless part of the purpose of an examination is to document the student's proficiency in a different language. The same applies if a course has been taught in a foreign language. The Academic Study Board may grant dispensation from this rule.

5.5.3 In addition, circumstances permitting, the Academic Study Board may allow students wishing to take an examination in a foreign language, to do so. This, however, does not apply to examinations which require presentations to be given in Danish. The Academic Study Board may grant dispensation from this rule.

▼ § 5.6 - Forms of assessment

Purpose

5.7.1 The purpose of the examination is to assess whether and to which extent the student's qualifications match the learning objectives laid down in the Danish Ministerial Order on Bachelor and Master's (Candidatus) Programmes at Universities (the University Programme Order, Uddannelsesbekendtgørelsen), the Curriculum and the respective semester planning. The final examination provides the basis for issuing a diploma.

Examination forms

5.7.2 The programme includes a variety of examination forms to reflect the content and working methods of the tuition provided. The examination forms must accommodate the purpose of the individual course/course element, and may include:

- oral, written and practical examinations, project-oriented courses and combinations of the different forms of examination.

5.7.3 Any requirements on mandatory attendance or completion of written assignments, etc., during the study period which must be met in order for the student to be allowed to take an examination at the end of the course or course element are specified in the relevant course description.

5.7.4 All written campus-based examinations must be completed using a computer in accordance with the University of Southern Denmark's rule set for written examinations.

Assessment of Group Assignments

5.7.5 Projects are normally completed by groups of students. As a rule, these groups consist of six students. The Head of Programme may allow a group to consist of fewer or more students, based on an individual professional assessment. However, these provisions do not apply to the Master's thesis.

Sound and/or Image Recordings

5.7.6 The use of sound and image recordings during an examination is not allowed, unless such recordings are part of the examination procedure. If so, such recordings will be made by the university.

Examination Aids

5.7.7 The use of examination aids is specified in the individual semester plans.

▼ § 5.7 - Irregularities at exams

Disciplinary Action

5.8.1 Disciplinary action will be taken against a student who:

- unlawfully seeks or offers help with the completion of an examination paper, or
- brings non-allowed examination aids to an examination, or
- passes the work of another off as his/her own, or
- cites his/her own previously evaluated work without adding proper references, or
- is otherwise found guilty of cheating at the examination

cf. Rules regarding Disciplinary Measures for Students at the University of Southern Denmark.

5.8.2 Disciplinary action may also be taken against a student who acts in an interruptive manner during an examination.

Errors and Defects in an Examination

5.8.3 If a student discovers errors or defects in an examination, the student must contact the evaluators (for oral examinations) or the invigilators (for written examinations).

5.8.4 In case of aggravated errors or defects, or where this must be considered the most appropriate way to remedy the error or defect, the university may cancel the examination and make arrangements to conduct an extraordinary examination. Re-examination due to cancellation of the original examination may result in a lower mark.

5.8.5 The university may offer an extraordinary examination in connection with other errors or defects. The offer must apply to all students whose examinations are affected by the error or defect in question. A student who has taken the extraordinary examination may choose to retain the original assessment given.

▼ § 5.8 - Special examination conditions

5.9.1 Students with physical or mental impairments, a native language other than Danish or similar difficulties may apply to the Academic Study Board to be granted special examination conditions. The Academic Study Board will accommodate the request if this is found necessary in order to place such students on an equal footing with others during the examination. It is a condition that the alteration does not imply a change of the level of examination.

5.9.2 The application deadline for special examination conditions is 1 September for the winter examination term and 1 February for the summer examination term. In case of chronic impairments, the Academic Study Board may approve special examination conditions for the rest of the Master's programme.

5.9.3 The diploma will not include any information on special examination conditions.

▼ § 5.9 - Ordinary exams

5.10.1 Ordinary examinations will be held immediately at the end of the course leading up to the examination.

5.10.2 The student must be prepared to sit examinations throughout the examination period, but not in July. This also applies in situations when a planned examination is moved due to *force majeure*.

▼ § 5.10 - Reexams

Reexams and Make-up Exams

5.11.1 Students who did not pass the ordinary examination and students who have been prevented from attending the examination due to illness or other unforeseen circumstances, can register for a re-examination.

5.11.2 Make-up examinations are held at the same time as re-examinations.

5.11.3 Re-examinations will be held during the same examination term as the ordinary examination. The examination period for the autumn semester is 2 January - 28/29 February and for the spring semester 1 June - 31 August. In some cases, exams can also be held in December and May. Examinations are not held in July, unless warranted by special circumstances.

5.11.4 The student shall register for a re-examination within eight days after publication of the results of the ordinary examination. Students who have been absent from the ordinary examination, shall register for a re-examination within 8 days from the date the ordinary examination was held.

5.11.5 Students cannot withdraw from registration for re-examination and it will count as a failed examination attempt if the student does not take the examination unless the Academic Study Board has granted dispensation from this rule due to extraordinary circumstances.

5.11.6 Re-examination may take a different form of examination or assessment than the ordinary examination. Students will be notified of any change in the form of examination or assessment before the examination. The form of examination for the Master Thesis, however, cannot be changed.

Consequences for not having passed an exam by 2nd attempt

5.11.7 If the student does not attend or pass the ordinary examination, the student must register to take the ordinary examination the next time the ordinary examination is held. The student must comply with the registration period.

5.11.8 If the student failed an examination on the second attempt, the student must participate in the course and re-submit all assignments prior to the next ordinary examination, unless the course is no longer offered.

▼ § 5.11 - Exam attempts

5.12.1 A passed examination cannot be retaken.

5.12.2 A student has three attempts to pass an examination. If warranted by extraordinary circumstances, the Academic Study Board may grant additional examination attempts. The question of academic ability cannot be considered in assessing whether or not such extraordinary circumstances exist. Supplementary courses in connection with Master's programmes constitute an exception to this rule as the student has only two (2) examination attempts where supplementary activities are concerned.

5.12.3 A student whose tuition attendance is to be assessed for the second time may demand an examination instead. Tuition attendance associated with practical exercises, however, cannot be replaced by an examination.

▼ § 5.12 - Requirements for exams

Failure to Meet Examination Requirements

5.13.1 If students do not meet examination requirements, this will be regarded as one examination attempt unless the Academic Study Board grants dispensation from this rule due to extraordinary circumstances.

Absence from Examination Activities

5.13.2 If the student is absent from an examination, this leads to the student losing an examination attempt. If the evaluation of a course is based on an overall evaluation of two or more examination activities, absence from one or more activities leads to the student being registered as absent from the entire examination. The Academic Study Board can grant dispensation from this rule, if there are extraordinary circumstances.

Participation in Group Assignments

5.13.2 The student is required to participate actively in group assignments. For this reason, the work will be supervised by the academic supervisor. If a student fails to meet the requirement on active participation, the relevant programme co-ordinator, following the academic supervisor's or the Head of Programme's recommendation, may decide that the student be excluded from the group. The applicable criteria for assessing whether the group assignment work has been performed satisfactorily will be laid down for the assignment at the start of the supervision

▼ § 5.13 - Group exams

5.15.1 Examinations are arranged as individual or group examinations.

5.15.2 The basis for assessment is always individual, and individual grades are given.

5.15.3 The course description specifies the maximum number of students who can participate in a group examination. It will not be possible to choose an individual examination instead of a group examination, the examination in Master's Thesis being an exception from this rule.

▼ § 6 - Credit transfer

▼ § 6.1 - Transfer of credit

6.1 The student must apply for credit transfer for course elements passed from all previous study programmes at Master's level immediately after enrolling in the programme in question at the Faculty of Engineering.

▼ § 6.2 - Transfer of credit

6.2.1 Students who wish to take course elements from a different course or at another institute of higher education in Denmark or abroad as part of their study programme can apply to the Academic Study Board for pre-approved credit transfers for planned course elements.

6.2.2 Students who wish to take on student exchange abroad for at least a semester, must have passed courses corresponding to at least 30 ECTS points on the respective Master's study programme. Furthermore, the student exchange may not lead to an extension of the student's study period.

6.2.3 The Academic Study Board must have pre-approved credits for courses offered in the autumn semester and which form part of the student's pool of electives no later than at the Study Board's meeting in August. Likewise the Academic Study Board must have pre-approved credits for courses offered in the spring semester and which form part of the student's pool of electives no later than at the Study Board's meeting in January.

6.2.4 The Academic Study Board must have pre-approved credits for courses offered in the autumn semester and which are to replace constituent courses in the curriculum no later than at the Study Board's meeting in April. Likewise, The Academic Study Board must have preapproved credit transfer for courses offered in the spring semester and which are to replace constituent subjects in the curriculum no later than at the Study Board's meeting in November.

6.2.5 A decision of pre-approval of credit transfer puts the student under the obligation of sending documentation for passed study activities to the Academic Study Board.

6.2.6 Students must re-apply for pre-approved credit transfers if they cannot attend one or more of the course elements for which they have obtained pre-approved credit transfers.

▼ § 6.3 - Credit

6.3.1 Based on an academic assessment, the Academic Study Board may allow credit transfers for courses passed in a previous higher education programme in Denmark or abroad.

6.3.2 In order for a student to be entitled to a Danish diploma and a Danish title, no more than two-thirds of the Master's programme can be completed abroad.

6.3.3 It will not be possible to transfer credits from a Master's thesis forming the basis of a title under one Master's programme to a different title under a different Master's programme.

6.3.4 The possibilities of credit transfers will always depend on the Academic Study Board's assessment of the level of equivalence between the relevant programme components.

6.3.5 Previously passed programme components can only entitle credit transfers if they are at Master's level.

6.3.6 Course elements whose contents coincide in part or in full with the contents of constituent course elements of the study programme in question or with any already passed course elements cannot be approved as elective courses or entitle to credit transfers to the study programme. Elective courses include all course elements which have been approved by the Academic Study Board and which are not mandatory for the programme in which the student is enrolled.

6.3.7 Credit transfers are only given upon production of an original, official transcript of records (hard copy) showing the passed study activities.

6.3.8 Credit transfer with grades is possible only when the previously passed study activity was graded in accordance with the 7-point grading scale, and when there is equivalence between the previously passed study activity and the study activity being substituted. Such equivalence must exist both in terms of the technical contents and in terms of the scope of the activity, as measured in ECTS points.

▼ § 7 - Provisions on the organisation of the programme

▼ § 7.1 - Enrollment and Unenrollment from teaching and exams

Course and exam registration

7.1.1 Registration for tuition and examinations shall be conducted in compliance with SDU's rules on registering for courses and examinations.

7.1.2 The prerequisite for participating in tuition and examinations during each semester is that the student registers for the semester's activities within the deadlines.

7.1.2.1 Registration for tuition and examination takes place electronically on Student Services Online at <https://sso.sdu.dk>.

7.1.2.2 The registration periods are May for tuition during the autumn semester and December for tuition during the spring semester. The registration period is published on the website and is sent by e-mail to students' SDU e-mail addresses. It is the student's responsibility to keep abreast of the time limits for registration.

7.1.3 Registration for a course (obligatory or elective) involves automatic registration for tuition and the associated ordinary examination and a second examination attempt (re-examination), if applicable. Registration for both compulsory and elective courses is binding. However, electives can be changed. See 7.1.4

7.1.3.1 If the student registers for courses additional to the 30 new ECTS points per semester, this registration will also be binding and cannot be cancelled.

7.1.4 Students may swap electives within the first two weeks of the start of each semester, provided they have not used examination attempts in the electives in question.

7.1.5 The student must register for tuition and examination when the subject is offered for the final time.

7.1.6 It is the responsibility of students to check their registrations at the start of the semester.

7.1.7 The university is not obliged to let a student attend courses beyond the level required to complete the study programme.

Course and Exam Withdrawal

7.1.8 Withdrawal is not permitted and absence from an examination will be considered a failed examination attempt, unless the Academic Study Board grants dispensation for withdrawal from one or more courses. The student must apply for withdrawal before the exam in the course in question is held.

▼ § 7.2 - Individual programme completion

Maximum Study Period

7.3.1 A student must have completed the Master's programme within two-and-a-half years of commencing the programme in compliance with SDU's Rules on Completion Times for Bachelor, Profession Bachelor or Master's Programmes. These periods do not include any periods of granted leave.

7.3.2 If warranted by special circumstances or the student is elite athlete, entrepreneur or a chairman for an organisation under the Danish Youth Council (DUF), the Academic Study Board may grant dispensation from the rules on the maximum study period.

▼ § 7.3 - Study activity

7.4.1 **Minimum Pass Grade Requirement:** A student must pass at least one ECTS qualifying examination during a coherent period of at least one year. Should this requirement not be fulfilled, the student's enrolment will be cancelled.

7.4.2 If warranted by special circumstances, the Academic Study Board can grant dispensation from the minimum pass grade requirement.

7.4.3 **Activity requirement:** See SDU'S rules on student activity.

7.4.4 If warranted by special circumstances or the student is elite athlete, entrepreneur or a chairman for an organisation under the Danish Youth Council (DUF), the Academic Study Board can grant dispensation from SDU's rules on student activity.

▼ § 7.4 - Master's thesis

7.6.1 The Master's thesis accounts for 30 ECTS or 40 ECTS points and is a major independent written assignment which is included in the final year of a Master's programme. For students admitted on the 4+4 Ph.D programme, the thesis constitutes 45 ECTS points.

7.6.2 The thesis may be written individually or jointly by two students. The relevant Head of Programme may permit joint completion of a Master's Thesis project by up to three students.

7.6.3 The thesis must document the student's competences in using scientific theory and methodology in the work with a clearly defined academic subject. The subject of the thesis must be agreed with an academic supervisor.

7.6.4 A 30 ECTS thesis must be completed in the course of four months, whereas a 40 ECTS thesis must be completed in the course of two full semesters. As a rule, the starting date and deadline for submission of the thesis are the first workday in September, and the month of January, respectively, for theses to be completed in the autumn semester, and the first workday in February, and the month of June, respectively for theses to be completed in the spring semester. In extraordinary circumstances, the Academic Study Board may grant dispensation from the above dates/deadlines.

7.6.5 The Contract for the Master's thesis must be approved by the academic supervisor, the Head of Programme and the director of studies. A Contract for the Master's Thesis project approved by all the instances mentioned above, may be amended only if dispensation to do so has been granted by the Academic Study Board. Title changes, which do not lead to a delay in the submission date, are approved by the academic supervisor.

7.6.6 The deadline for submission of the thesis is binding. If the student fails to submit the thesis report within the set deadline, the student loses one examination attempt and the student must enter into a supplementary contract within two weeks of the original submission date. The deadline will be extended by three months from this date, and the formulation of the assignment will be extended by additional deliverables corresponding to three months' work within the original subject area. The deadline can be extended by a further three months, subject to the same conditions. Every time a deadline for submission is exceeded, this will be registered as a used examination attempt.

7.6.7 A Master's thesis contract which has been approved by the Head of Studies cannot be cancelled. If a student does not pass his or her thesis examination, the student is under obligation to enter into a supplementary contract within two weeks of the original examination date. The supplementary contract means that the student shall extend the formulation of the assignment by additional deliverables corresponding to three months' work within the original subject area. The student is given three months to prepare the thesis after which a new examination will be held.

7.6.8 In situations when it has not been possible to carry out lab experiments or when collaboration with a company fails, a company goes bankrupt or there are serious problems with empirical data or method selections, etc., the Academic Study Board can decide that the student shall write a new thesis with a new topic and deadline corresponding to the scope of the thesis. See 7.6.4.

7.6.9 The Master's thesis must include an abstract in a foreign language. The course description specifies which language the abstract must be written in. If the thesis is written in a foreign language, the abstract may be written in Danish. The abstract forms part of the assessment of the thesis.

7.6.10 The specific provisions on the Master's thesis are laid down in the course description.

▼ § 7.5 - Change of profile

7.9.1 The Academic Study Board may grant dispensation to change of profile/specialisation. Students are not permitted to extend their total standard study period if they change profile/specialisation course.

▼ § 7.6 - The Master's Degree part of the 4+4 PhD programme

7.10.1 Prior to the enrolment on the PhD programme, the student must be enrolled under a Master of Engineering study programme at the University of Southern Denmark and have passed 60 ECTS (the first two semesters) of the Master's programme. The remaining 60 ECTS consist of:

- constituent (obligatory) courses on the 3rd semester of the relevant Master's study programme corresponding to 15 ECTS points
- Master's Thesis on 45 ECTS points (see 7.6 for further information about the Thesis).

7.10.2 The student must have completed the Master's programme within three years of commencing the Master's programme.

▼ § 7.7 - Individual activities

Individual Study Activities

7.11.1 Students may in agreement with a supervisor apply to the Academic Study Board for an individual study activity.

7.11.2 Individual study activities shall include a description of the learning outcomes in terms of knowledge, skills, competencies and assessment method.

7.11.3 An individual study activity may not be used to reduce the scope of the study programme and it may not overlap with the contents of the Master's Thesis.

7.11.4 As a general rule, the extent of an individual study activity may not exceed 5 ECTS points. The Academic Study Board can, under special circumstances, make an exception to this rule.

7.11.5 Individual study activities completed in the autumn semester and which do not form part of the curriculum and which are to be included in the student's pool of electives, must have been approved by the Academic Study Board no later than at the Study Board's meeting in August. Likewise, individual study activities completed in the spring semester and which do not form part of the curriculum and which are to be included in the student's pool of electives, must have been approved by the Academic Study Board no later than at the Study Board's meeting in January.

7.11.6 Individual study activities completed in the autumn semester and which do not form part of the curriculum and which are to be included in the student's constituent courses must have been approved by the Academic Study Board no later than at the Study Board's meeting in April. Likewise, individual study activities completed in the spring semester and which do not form part of the curriculum and which are to be included in the student's constituent courses must have been approved by the Academic Study Board no later than at the Study Board's meeting in November. As a general rule, individual study activities can only substitute obligatory courses in situations, where the obligatory course in question no longer is offered, the student has not used examination attempts in the course in question, and it is not possible to take an equivalent course (pre-approval of credit transfer).

▼ § 7.8 - Limitation on the number of entries

7.13.1 The university may introduce restrictions on the choice of modules and on the choice of subjects for the project assignments. The university applies academic criteria as selection criteria if there is a limited number of places on a subject. If setting academic criteria is not possible, the university may use a draw as a selection criterion.

▼ § 8 - Exemptions and complaints procedures

▼ § 8.1 - Dispensation from University regulations

8.1.1 When warranted by extraordinary circumstances, the Academic Study Board may grant dispensations from those rules of the Curriculum which have been laid down exclusively by the institution. In certain situations, where the student is elite athlete, entrepreneur or a chairman for an organisation under the Danish Youth Council (DUF), the Academic Study Board may grant a dispensation from the curriculum or the rules of SDU. The Academic Study Board may, apart from when deciding upon extra examination attempts, consider the academic ability of the student in question.

8.1.2 Any application for dispensation from the rules of the Curriculum must be made in writing, must be reasoned, and must be accompanied by relevant documentation. Costs related to acquiring such documentation shall be borne by the student. The Academic Study Board must have received the complete application no later than eight days prior to the meeting during which the application is to be processed.

▼ § 8.2 - Complaints over exams

8.2.1 The student is entitled to complain about an examination or other evaluation that is a constituent part of the examination. Complaints may

- be procedural (i.e. concerning whether the matter has been handled in accordance with applicable law and general principles of administrative law), or
- relate to the basis of examination,
- relate to the examination procedure and/or
- relate to the assessment of the examination

and must be submitted by the student to the university no later than 14 days after publication of the examination result. The complaint must be in writing. The complaint must be addressed to the Faculty of Engineering's Secretariat and sent to tek@tek.sdu.dk.

8.2.2 The university will decide on the complaint based on the assessors' professional opinion and the complainant's comments on the result. The decision may offer a reassessment or a re-examination, or may find against the complainant. A re-assessment or re-examination could result in a lower grade. Complaints cannot be made about examination basis, examination procedures or assessment related to the study start examination.

▼ § 8.3 - Complaints about university decisions

Appeals regarding procedural matters

8.3.1 The student is entitled to file a procedural appeal (i.e. concerning whether the matter has been handled in accordance with applicable law and general principles of administrative law) against the university's decisions, including decisions made by the Academic Study Board. Procedural appeals may be submitted to the Danish Agency for Science and Higher Education.

8.3.2 The appeal must be submitted to the University no later than 14 days after the student has been notified of the contested decision. The complaint must be in writing. The appeal must be addressed to the secretariat of the Academic Study Board at the Faculty of Engineering and sent to studienaevn@tek.sdu.dk.

Complaints about credit transfers and pre-approved credit transfers

Academic issues

8.3.4 Complaints about academic issues (ie. whether the qualifications the student has/would acquire can substitute parts of the study programme in question) in connection with the refusal or partial refusal of

- pre-approved credit transfers for Danish or foreign course elements, and
- credit transfers for Danish and foreign course elements that have been passed

can be submitted to a credit transfer Appeals board in accordance with the rules on Appeals boards for decisions regarding credit transfers for university programmes (the ministerial order on credit transfer appelas boards). The complaint must be submitted to the University no later than 14 days after the student has been notified of the contested decision. The complaint must be in writing and include an explanation of the reasons for the appeal. The complaint must be addressed to the secretariat of the Academic Study Board at the Faculty of Engineering and sent to studienaevn@tek.sdu.dk.

Judicial issues

8.3.4 Complaints about judicial issues (ie. whether the case has been processed in agreement with existing laws and general principles of administrative law) in connection with the refusal or partial refusal of

- pre-approved credit transfers for Danish or foreign course elements, and
- credit transfers for Danish and foreign course elements that have been passed

can be submitted to the Vice-Chancellor's Secretariat in accordance with the rules on Appeals boards for decisions regarding credit transfers for university programmes (the ministerial order on credit transfer appelas boards). The complaint must be submitted to the University no later than 14 days after the student has been notified of the contested decision. The complaint must be in writing and include an explanation of the reasons for the appeal. The complaint must be addressed to the secretariat of the Academic Study Board at the Faculty of Engineering and sent to studienaevn@tek.sdu.dk.

▼ § 9 - The affiliation of the programme

▼ § 9 - Transitions

9.1 The rules concerning maximum period of study, which were valid at the time of admission and enrolment, apply on students admitted and enrolled on a Master's study programme before 1 September 2015. I.e. these students must have completed the study programme within 3 years from the commencement of studies.

9.2 The rules concerning the study start examination and SDU's activity requirement do not apply on students admitted and enrolled on the Master's study programme before 1 September 2015.

9.3 Transitional Curriculum Arrangements (programme specific)

Upon effective date of the curriculum, earlier curricula will be phased out and the affected courses will be taught and examined for the last time concurrently with the phasing out of the curriculum. For details please refer to the individual course descriptions.

Students enrolled on earlier curricula will continue on their current curriculum and will not be affected by these changes unless they are behind in their studies and have yet to pass courses that are no longer offered or for some other reason apply for change of curriculum.

Students enrolled on earlier curricula who do not follow the prescribed course of study will not be offered special teaching. Thus, students who have yet to pass courses that are no longer offered must replace those courses with courses from the new curriculum. This is only possible by written application to the Academic Study Board of the Faculty of Engineering and the application must be enclosed a study plan made in consultation with the programme administrator. Alternatively, students can apply to the study board for change of curriculum.

Leave of absence and re-enrolment: In cases of re-enrolment the faculty will decide whether the student is enrolled on this curriculum or will continue on his/her original curriculum. At the end of a leave of absence the student will be enrolled on his/her original curriculum unless the student applies for a change of curriculum.

There is no basis for credit transfer from previous curricula.

▼ § 9.1 - Legal basis

This Curriculum was prepared on the basis of the authority granted by the provisions of:

- Danish Constitutional Act no. 778 of 7 August 2019 concerning the Danish Act on Universities (Universitetsloven)
- Danish Ministerial Order no. 106 of 12 February 2018 on Admission and Enrolment on Master's Programmes at Universities and Institutions in Architecture and Art within the area of Ministry of Higher Education and Science, as amended by the Ministerial Orders no. 257 of 19 March 2019, no. 639 of 25 June 2019 and no. 891 of 26 August 2019 (Kandidatadgangsbekendtgørelsen)
- Danish Ministerial Order no. 1328 of 15 November June 2016 on bachelor and master's programmes (candidatus) at universities as amended by the Ministerial orders no. 902 of 27 June 2017, no. 258 of 19 March 2019 and no. 876 of 26. August 2019 (Uddannelsesbekendtgørelsen)
- Danish Ministerial Order no. 1062 of 30 June 2016 on University Examinations and Grading as amended by the Ministerial orders no 1503 of 28 November 2017, no 1080 of 28 August 2018 and no. 878 af 26 August 2019 (Eksamensbekendtgørelsen)
- Danish Ministerial Order no. 114 of 3 February 2015 on the Grading Scale and Other Forms of Assessment under the Danish Ministry of Higher Education and Science (Karakterbekendtgørelsen)
- Danish Ministerial Order no 1517 of 16 December 2013 on Credit Transfer Appeals Boards, as amended by the Ministerial order no. 880 of 26 August 2019 (Meritankenævnsbekendtgørelsen)
- Danish Ministerial Order no 597 of 8 March 2015 on Talent Initiatives on Higher Education within the area of Ministry of Higher Education and Science, as amended by the Ministerial order no. 892 af 26 August 2019 (Talentbekendtgørelsen)

▼ § 9.2 - Academic Study Board

Academic Study Board of the Faculty of Engineering

▼ § 9.4 - Effective date

01-09-2019

▼ § 9.5 - Date of Study Board Approval

21-12-2020

▼ § 9.6 - Date of Deans Approval

09-09-2019