

Curriculum

For Bachelor of Science in Engineering programmes at the University of Southern Denmark

Applicable from September 2019, Version 3.4

General provisions (Chapters 1-8)

Please note that this version is a translation from Danish. In the event of discrepancies or ambiguity between this translation and the Danish version, the Danish version shall prevail.

The Curriculum is divided into general provisions (Chapters 1-8), a programme-specific section (Chapter 9), and descriptions of the programme's individual course modules. Students should familiarise themselves with all three parts in order to get a complete overview of the provisions regulating the programme.

General provisions

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Chapter 1: General purpose and structure

Article 1 The Engineering Education Model of the University of Southern Denmark

The Bachelor and Master programmes within the educational main 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 education 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.

Below is shown a summary of the main points of the education concept – the complete description of DSMI is available in electronic form at the Faculty's website.

Content and skills

- 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 aim to facilitate the students' development towards being able to accomplish assignments in international contexts. Throughout their studies, the students work in an environment with international lecturers and scientists as well as international fellow students, and in the course of their studies, they are also required to participate in dedicated project groups working across linguistic and cultural boundaries. The programme structure is designed to support studies abroad, just as students will be required to attend certain courses conducted in English. See Article 3
- To enhance the graduates' labour market value immediately after graduation, the programmes incorporate a high level of business relevance, ensured mainly through the students' participation in the integrated engineering practice and via project collaboration with external companies. These activities guarantee that the students' professional skills are put to regular use in a concrete, contemporary context.
- All students are encouraged to think and practise entrepreneurship – specifically through the corporate and business understanding integrated in the programme – and more generally through a learning and evaluation environment designed to stimulate student enterprise, creativity and responsibility.
- In the course of their studies, all students will at least once collaborate with students from other engineering disciplines or other educational programmes on the solution of a complex, interdisciplinary problem in close collaboration with an external organisation. This interdisciplinary collaboration is organised on the basis of a principle of 'experts in teams'.

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 the 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 teaching 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.

Chapter 2: Content and structure of the Bachelor programme

Article 2 Purpose

2.1 The purpose of the Bachelor programme is to

- introduce the student to the scientific disciplines of the academic area, including the theory and methodology of the area, to provide the student with a broad professional insight and comprehensive skills,
- provide the student with the professional knowledge and the theoretical and methodical qualifications to enable him or her to independently identify, formulate and solve complex problems within the relevant constituent disciplines of the academic area,
- to provide the student with the basis for performing vocational functions and qualify for admission to a Master's programme.

2.2 The Bachelor programme is an independent, complete programme which is planned to guarantee academic coherence and progression. Thanks to the structure of the programme, the student will be able to choose between a number of Master's programmes or complete his/her Bachelor programme after attaining professional skills of immediate value on the labour market.

2.3 The Bachelor programme is full-time programme rated at 180 ECTS points, corresponding to the work of a full-time student for 34 months; for programmes starting in the spring semester the duration is 36 months. The programme consists of constituent components, other mandatory components, including supporting subjects, and includes the scientific theory of the academic area, elective courses as well as a Bachelor project. The specific components are listed in the programme-specific part of the Curriculum, the course descriptions.

2.4 Graduates who have completed the Bachelor programme in accordance with the rules of this Curriculum, are entitled to use the Danish title of Bachelor (BSc) i teknisk videnskab – followed by the specific profile title. The English title is Bachelor of Science (BSc) in Engineering – followed by the specific profile title.

Article 3 Internationalisation

3.1 The 5th semester of the Bachelor programme has been designed to give the programme an international aspect in the form of a student exchange abroad or participation in an internationalization course at the University of Southern Denmark.

3.2 The 5th 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 5th semester of the applicable study programme. Alternatively, the 5th semester can be taken by participating in the educational activities included in 5th semester of the applicable Bachelor programme (Internationalisation at Home). The courses included in the 5th semester have been adapted to include an international perspective, e.g., as an integral part of the academic content or as part of a project/group work, etc., in collaboration with international students.

Article 4 Reading texts in a foreign language

4.1 As of 5th semester of the bachelor programmes, tuition is given mostly or wholly in English. In addition, literature in English and tuition conducted in English can be expected as early as in the 1st semester.

Article 5 Special enrolment provisions

5.1 Study start examination

5.1.1 Study start examination: Students accepted on the Bachelor programme 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.

5.1.2 Study start test for students admitted in 2019:

- Attendance 2-6 September 2019 (all days)..

5.1.3 Study start test for students admitted in 2018:

- MCQ test. The test must be passed no later than 7 September 2018.
- Attendance 3-7 september 2018 (all days).

5.1.4 Study start test for students admitted in 2017:

- Attendance 4-8 September 2017.
- Students in Odense: Attendance in the Faculty introductory lecture.

5.1.5 Students have two attempts to pass the study start examination.

- Reexam for students admitted in 2019 is held 9-13 September 2019. The reexam is based on attendance.
- Reexam for students enrolled in 2018 is held 10-14 September 2018. The reexam is based on attendance and MCQ-test.
- Reexam for students admitted in 2017 is held 11-15 September 2017. The reexam is based on attendance.

5.1.6 If warranted by special circumstances, the Academic Study Board may grant dispensation from the rules on the study start examination.

5.2 First-year examination

5.2.1 First-year examination: Before the end of the first year of study, the student must take the test(s) which according to the programme-specific part of the Curriculum are constituent components of the first-year examination. The first-year examination must be passed in its entirety before the end of the first year of study after the commencement of studies, in order for the student to qualify for continuing his or her studies. This applies irrespective of whether or not the student has used his/her third examination attempt.

5.2.2 The first-year examination of the Bachelor of Science in Engineering programmes at the University of Southern Denmark consists of the courses of the first semester of the programme in question in their entirety and the project course in the second semester. The detailed contents of the first-year examination are listed in the programme-specific part of the Curriculum and the course descriptions.

5.2.3 There is offered an examination in the 1st semester courses in the spring semester, before the ordinary examination in the project module in the 2nd semester. Students who have not passed the 1st semester courses in connection with the ordinary examination and/or the re-examination, can register for this examination with the aim of passing the first-year examination.

5.2.4 If warranted by extraordinary 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 first-year examination. It is a prerequisite for the participation in the 3rd

semester courses on the bachelor programmes, that the student has passed the first year examination in its entirety.

5.3 Maximum study period: The Bachelor programme must be completed no later than four years after the commencement of studies. See SDU's rules on completion times for Bachelor, Professional Bachelor and Master's (Candidatus) programmes. Granted leave of absence is not included in this time period.

5.3.1 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.

5.4 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.

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

5.5 Activity requirement: See, SDU'S rules on student activity.

5.5.1 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.

Chapter 3: General examination provisions

The general provisions of the forms of examination and assessment are summarised below. Additional information on the forms of examination and assessment in the individual modules of the programme is given in the programme-specific part of the Curriculum (module descriptions).

Article 6 Purpose

6.1 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 concerning Undergraduate and Postgraduate studies at Danish Universities (Uddannelsesbekendtgørelsen), the Curriculum and the respective semester planning. The final examination provides the basis for issuing a diploma.

Article 7 Forms of examination

7.1 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 subject/subject element, and may include:

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

7.2 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 module description.

7.3 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](#).

Article 8 Individual examinations and group examinations

8.1 Examinations are arranged as individual or group examinations.

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

8.3 The module 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 bachelor project being an exception from this rule.

Article 9 External/Internal examinations

9.1 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 from among its teachers.

9.2 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 Bachelor project, but does not apply to credits transferred from other examinations.

Article 10 Assessment by grade, by 'passed/failed' or by 'approved/non-approved'

10.1 An examination is either graded in accordance with the Danish 7-point grading scale, or is assessed as 'passed/failed' (bestået/ikke-bestået), or as 'approved/non-approved' (godkendt/ikke-godkendt). The Bachelor project is always graded in accordance with the 7-point grading scale.

10.2 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. This does not apply to credit transfers from previous examinations.

10.3 When the assessment basis for a study activity is 'tuition attendance', this assessment is made by a teacher on the basis of criteria students are informed of at the beginning of the course. The condition for achieving the assessment 'approved' is that the student has achieved the objectives established for the course to such an extent that the assessment 'approved' or a grade of at least 2 would be given.

10.4 The basis for approval 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.

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

Article 11 Assessment of group assignments

11.1 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 final project.

11.2 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 Programme Co-ordinator, following the academic supervisor's or The Head of Programme's recommendation, may decide that the student does not fulfil the requirements for taking an examination in the module. The consequence of such a decision is that the student will be registered as 'absent' and will count as a failed examination attempt. 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.

Article 12 Spelling and wording (written presentation)

12.1 The assessment of the Bachelor project 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.

12.2 The projects must be written in a concise and easily understandable language. The wording of the written presentations or the Bachelor project may have a positive or negative impact on the overall grade.

Additional information on the language requirements is provided in the programme-specific part of the Curriculum (module descriptions).

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

Article 13 Examinations abroad

13.1 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.

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

13.3 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.

Article 14 Passed examinations and approved courses

14.1 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.

14.2 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 'approve' or 'non-approved'

Article 15 Three ordinary examination attempts

15.1 A passed examination cannot be retaken.

15.2 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. The first-year examination constitutes an exception to this rule.

15.3 A student who has used 3 examination attempts in a specific course on a previous study programme, cannot be enrolled on a study programme, where an identical course is a part of the obligatory courses. The Academic Study Board can grant a dispensation from this rule.

15.4 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. This rule does not apply to the study start examination.

Article 16 Special examination conditions

16.1 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.

16.2 The deadline for applying 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 bachelor programme.

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

Chapter 4: Examinations, etc.

Article 17 Requirements for exams

17.1 Failure to fulfil examination requirements: If the student fails to fulfil the examination requirements this will count as one examination attempt. In extraordinary circumstances, the Academic Study Board can grant dispensation from this rule.

17.2 Absence from Examination Activities: If the student is absent from an examination, this leads to the student losing an examination attempt. If the evaluation 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.

Article 18 Language of examination

18.1 For study programmes offered in Danish up to and including 2nd semester: The tuition and examination language is, as a basic rule, Danish. Examinations may be taken in Swedish or Norwegian instead of Danish.

18.2 For study programmes offered in Danish up to and including 4th semester: The tuition and examination language is, a basic rule, Danish. Examinations may be taken in Swedish or Norwegian instead of Danish.

If individual courses are offered in Danish but taught in English by a lecturer, who speaks Danish, the examination language is the student's preferred language.

If individual courses are offered in Danish but taught in English by a lecturer, who does not speak Danish, the examination language is English.

18.3 For study programmes offered in Danish, 5th-6th semesters: The courses are offered and taught in English. The examination language is English. The Academic Study Board may grant dispensation from this rule.

18.4 For study programmes offered or taught in English: The examination language is English. The Academic Study Board may grant dispensation from this rule.

Article 19 Sound and/or image recordings

19.1 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.

Article 20 Public examinations

20.1 As a rule, oral examinations are public.

20.2 The rule that oral examinations are public may, however, be disregarded if warranted by extraordinary circumstances.

Article 21 Examination aids

21.1 The use of examination aids is specified in the individual module descriptions and semester plans.

Article 22 Irregularities in connection with and during an examination

22.1 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. the relevant regulations of the University of Southern Denmark.

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

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

22.4 In cases of errors or defects of a particularly serious character, 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.

22.5 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.

Chapter 5: Bachelor project

Article 23 Bachelor project

23.1 The Bachelor project is completed during the sixth semester of the programme. This serves to demonstrate the student's ability qualitatively to formulate, analyse and address problems within a specific academic discipline which reflects the main emphasis of the programme.

23.2 The Bachelor project may be completed individually or jointly by two students. The relevant Head of Programme may permit joint completion of a Bachelor project by up to three students.

23.3 The Bachelor project must be completed in the course of a semester. The starting date and delivery deadline for a project to be completed over the autumn semester are the first workday in September, and the month of January, respectively, and for a project to be completed over the spring semester, the starting date and delivery deadline are the first workday in February, and the month of June, respectively. In extraordinary circumstances, the Academic Study Board may grant dispensation from the established deadlines.

23.4 The Contract for the Bachelor project is approved by the academic supervisor and relevant Head of Programme. A registered Contract for the Bachelor project 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 supervisor.

23.4 The deadline for submission specified in the Contract for the Bachelor project is binding, and failure to observe the deadline will cause the project to be considered failed, and the student must register for tuition in the following semester, sign a new Bachelor project contract and prepare a new bachelor project. A new project is defined as a new project description with a new title.

23.5 The Bachelor project must include an abstract written in a foreign language. The course description specifies which language the abstract must be written in. If the Bachelor project is written in a foreign language other than Norwegian or Swedish, the abstract may be written in Danish. The abstract forms part of the assessment of the Bachelor project.

23.7 The specific provisions regarding the Bachelor project are laid down in the programme-specific part of the Curriculum (course description).

Chapter 6: Tuition and examination procedure

Article 24 Course and Exam Registration

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

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

24.2.1 Admission to the study programme also implies admission to the first and second semester tuition and examination. Admission to tuition and examinations in the other semesters takes place electronically on Student Services Online at <https://sso.sdu.dk>.

24.2.2 The application periods are May for tuition during the autumn semester and November/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.

24.3 Registration for a subject or optional subject involves automatic registration for tuition and the associated ordinary examination. Registration for both compulsory and optional subjects is binding. However, electives can be changed. See. 24.6.

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

24.4 Students may change an optional subject if they have not attempted an examination in the subject for a different optional subject within the first three weeks of the start of the semester.

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

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

24.7 Students cannot register for courses beyond the level required to complete the study programme, unless the student in question is enrolled on one of SDU's talent programmes.

Article 25 Withdrawal from an examination

25.1 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 have applied for a dispensation for withdrawal before the exam is question is held.

Article 26 Access to Masters level courses

26.1 Students, who are enrolled on a BSc (Eng) study programme at SDU, kan apply for a permission to follow courses on a MSc (Eng) programme, if the Academic Study Board judges that the student has academic prerequisites to pass the bachelor study programme and simultaneously follow courses on a Master's study programme.

26.2 The student must generally have passed all courses on 1-4 semesters of the bachelor's study programme at SDU. Furthermore, the student can, at a maximum, follow courses equivalent of 30 ECTS points pr. semester, including failed courses at bachelor level.

Article 27 Ordinary examination, re-examination and makeup examination

27.1 Ordinary examination

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

27.1.2 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*.

27.2 Reexams and Make-up examinations

27.2.1 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.

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

27.2.3 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.

27.2.4 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.

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

27.2.6 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 final project, however, cannot be changed.

27.3 Consequences for not having passed an exam by 2nd attempt

27.3.1 If the student does not attend or pass the ordinary examination and/or the relevant re-exam, the student can register for the examination the next time the course is offered next time. The student must comply with the registration period.

27.3.2 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. The Academic Study Board can grant a dispensation from this rule.

Chapter 7: Dispensations, credit transfers, individual study activities and complaints procedure

Article 28 Dispensation from University regulations

28.1 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 in all cases of dispensation, apart from when deciding upon extra examination attempts, consider the academic ability of the student in question.

28.2 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.

Article 29 Credit transfers

29.1 Start credits

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

29.2 Credit Transfer

29.2.1 Based on an assessment of the academic qualifications of a student, the Academic Study Board may allow credits to be transferred from a previous higher education programme in Denmark or abroad.

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

29.2.3 Course elements which have been passed will only entitle the student to credit transfers in cases where such elements are at the same level as the study programme the student is enrolled in (Bachelor or Master's level).

29.2.4 Course elements whose contents coincide with the contents of constituent course elements of the study programme in question or with any already passed course elements in the present study programme cannot be approved as elective courses or entitle to credit transfers as elective courses in the study programme. Elective courses include all course elements approved by the Academic Study Board and that are not compulsory in the study programme in which the student is enrolled.

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

29.2.6 Transfer of study credits 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 passed 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.

Article 30 Pre-approved credit transfers

30.1 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.

30.2 Students who wish to take on student exchange abroad for at least for a semester, must have passed courses corresponding to at least 90 ECTS points on the respective bachelor study programme. Furthermore, the student exchange abroad may not lead to an extension of the student's study period.

30.3 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.

30.4 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

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

30.6 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.

Article 31 Individual study activities

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

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

31.3 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 bachelor project.

31.4 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.

31.5 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 optional subjects 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 optional subjects must have been approved by the Academic Study Board no later than at the Study Board's meeting in January.

31.6 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 subjects 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 subjects 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 no longer is offered, and it is not possible to take an equivalent course (pre-approval of credit transfer).

Article 32 Filing complaints

32.1 Complaints over exams

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

- 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,

- the procedure and/or
- 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 and must be reasoned. The complaint must be addressed to the Faculty of Engineering's Secretariat and sent to tek@tek.sdu.dk.

32.1.2 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.

32.2 Complaints regarding procedural matters

32.2.1 The student is entitled to file a procedural complaint (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 complaints may be submitted to the Danish Agency for Science and Higher Education.

32.2.2 The complaint must be submitted to the University no later than 14 days after the student has been notified of the contested result. The complaint must be in writing. 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.

32.3 Complaints about credit transfers and pre-approved credit transfers

32.3.1 Complaints about the refusal or partial refusal of

- pre-approved credit transfers for Danish or foreign course elements, and
 - credit transfers for Danish or foreign course elements that have been passed
- can be submitted to a credit transfer complaints board in accordance with the rules on complaints boards for decisions regarding credit transfers for university programmes (the ministerial order on credit transfer complaints 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. 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.

Chapter 8: Other provisions

Article 33 Areas of enrolment and specialisation

At the University of Southern Denmark, Bachelor of Science in Engineering programmes are offered within the following areas of enrolment:

- Electronics
- Energy technology
- Physics and technology
- Innovation and Business
- Chemistry and biotechnology
- Learning and Experience Technology
- Mechatronics
- Product Development and Innovation
- Robot Systems Engineering
- Software Engineering

- Welfare Technology

Article 34 Authority

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

- Danish Consolidation Act no. 778 of 7 August 2019 concerning the Danish Act on Universities (Universitetsloven)
- Danish Ministerial Order no. 107 of 12 February 2018 on Admission and Enrolment on Bachelor Programmes at Universities and Institutions in Architecture and Art within the area of Ministry of Higher Education and Science (Bacheloradgangsbekendtgørelsen), as amended by the Ministerial Orders no. 256 of 19 March 2019 and no. 263 of 19 March 2019
- Danish Ministerial Order no. 1328 of 15 November 2016 on bachelor and master's programmes (candidatus) at universities (Uddannelsesbekendtgørelsen) as amended by the Ministerial orders no 902 of 27 June 2017 and no. 258 of 19 March 2019
- Danish Ministerial Order no. 1062 of 30 June 2016 on University Examinations and Grading (Eksamensbekendtgørelsen) as amended by the Ministerial orders no. 1503 of 28 November 2017 and no. 1080 of 28 August 2018
- Danish Ministerial Order no. 114 of 3 February 2015 on the Grading Scale and Other Forms of Assessment of University Education falling under the Danish Ministry of Higher Education and Science (Karakterbekendtgørelsen)
- Danish Ministerial Order no 1517 of 16 December 2013 on Credit Transfer Appeals Boards (Meritankenævnsbekendtgørelsen)
- Danish Ministerial Order no 597 of 8 March 2015 om Talent Initiatives on Higher Education within the area of Ministry of Higher Education and Science (Talentbekendtgørelsen)

Article 35 Transitory provisions

35.1 Students admitted and enrolled on a Bachelor study programme before 1 September 2015 will be transferred to this curriculum.

35.2 The rules concerning the first year examination, which were valid at the time of admission and enrolment, apply on students admitted and enrolled on a Bachelor study programme before 1 September 2015.

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

35.4 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 Bachelor study programme before 1 September 2015. I.e. these students must have completed the study programme within 55 months the commencement of studies.

Article 36 Effect and amendments

This Curriculum was approved on 28 August 2006 by the Director of Studies and the Academic Study Board for the Bachelor of Science in Engineering programmes at the Faculty of Engineering, University of Southern Denmark.

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering with effect from 1 September 2007.

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 9 April 2008.

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for the programmes at the Faculty of Engineering on 27 January 2010.

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 14 September 2010 (Version 1.0).

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 28 August 2011 (Version 1.1).

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 17 August 2012 (Version 1.2).

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 22 August 2013 (Version 1.3).

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 22 January 2013 (Version 2.0).

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 19 August 2014 (Version 2.1).

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 19 August 2014 (Version 2.2).

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 25 August 2015 (Version 2.3).

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 31 August 2016 (Version 3.1).

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 22 August 2017 (Version 3.2).

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 21 June 2018 (Version 3.3).

The amendments have been approved by the Director of Studies on behalf of the Dean at the Faculty of Engineering and by the Academic Study Board for programmes at the Faculty of Engineering on 23 August 2019 (Version 3.4).