



Study and Examination Regulations for the Master's Programme in Circular Innovation and Sustainability (SER MSc CIS)¹

The University Board of Bern University of Applied Sciences

pursuant to Article 33 paragraph 1 letter n of the Act of 19 June 2003 concerning Bern University of Applied Sciences (FaG)², Article 62 of the Ordinance of 5 May 2004 concerning Bern University of Applied Sciences (FaV)³ and Article 1 paragraph 2 of the Framework Study Regulations at Bern University of Applied Sciences of 5 May 2021 (Framework Study Regulations, FSR),

rules:

1. Subject and scope

Art. 1 ¹ These study and examination regulations govern the degree programme to obtain the Master of Science in Circular Innovation and Sustainability at Bern University of Applied Sciences.

² They contain provisions substantiating the FSR.

2. Structure of studies

Structure of academic year **Art. 2** The head of degree programme determines the structure of the academic year and produces a time schedule.

Structure of programme **Art. 3** ¹ The degree programme is modular in structure and comprises 120 ECTS credits.

² All modules with the exception of the thesis are assigned to module groups in the curriculum.

Modes of study and ECTS credit workload **Art. 4** ¹ The degree programme can be completed as full-time or part-time studies.

² Each semester, modules amounting to at least twelve ECTS credits must be taken. The final decision on any exceptions rests with the head of degree programme.

Standard duration of studies **Art. 5** ¹ The standard duration of full-time studies is four semesters, and of part-time studies six semesters.

² The maximum duration for both types of studies is ten semesters.

³ The maximum duration of studies may be lengthened on application in the case of serious reasons.

¹This document is a translation and is not legally binding; the original German version prevails.

²BSG 435.411.

³BSG 436.811.



⁴ Exceeding the maximum duration of studies will lead to exclusion from the degree programme concerned. The final decision on exceptions for serious reasons rests with the head of degree programme.

National and international mobility

Art. 6 In the course of their studies, students may obtain academic credits at another university. On prior request, the head of degree programme may grant recognition for academic achievements up to a maximum of 60 ECTS.

3. Competency assessments

Forms

Art. 7 ¹ The forms of full or partial competency assessments are described in the FSR and in the module description.

² Oral examinations last for not more than 30 minutes; written examinations take not more than 30 minutes per ECTS credit awarded for the module, but no longer than 180 minutes in total.

Grading

Art. 8 Competency assessments are graded with numerical grades. Competency assessments in an optional module may also be graded with “fulfilled” or “not fulfilled”.

Subsequent improvement

Art. 9 ¹ Full or partial competency assessments are eligible for subsequent improvement if this is stipulated in the module description.

² Theses graded 3.5 are eligible for subsequent improvement.

³ Students are allowed a maximum of 30 days for subsequent improvement.

Repetition

1. Policy

Art. 10 ¹ Failed modules may be repeated once. This is done by repeating the full or partial competency assessments.

² When a module is repeated, the original module grade is nullified and replaced in the transcript of records by the grade for the module repetition. This is the case even if the grade for the module repetition is worse than the original module grade.

2. Thesis

Art. 11 If the thesis is graded as “insufficient” (grade 1.0 to 3.5), it is repeated with a new project definition. For the repetition, the student must be supervised by a different person, pursuant to Article 18 paragraph 1, than for the first, insufficient project.

Disclosure of results

Art. 12 The head of degree programme is responsible for disclosing the results of competency assessments.

Language

1. Modules

Art. 13 ¹ Full and partial competency assessments must be completed in the teaching language of the respective module. This is normally English.



2. Thesis

Art. 14 The thesis is normally written in English. Different arrangements may be made with the principal supervisor.

Passing grades for module groups

Art. 15 A module group has been passed if the minimum number of ECTS credits stipulated in the curriculum has been achieved.

Postponement of a competency assessment or thesis

Art. 16 ¹ The final decision on any request to postpone a full competency assessment, a partial competency assessment or the thesis rests with the head of degree programme.

² The full or partial competency assessment must be taken in the following academic year at the latest. The head of degree programme is responsible for determining the exact date and mode of the assessment.

4. Conclusion of studies

Thesis

1. General provisions

Art. 17 ¹ The degree programme concludes with a thesis. This is not assigned to a module group.

² The thesis consists of a written paper and an oral examination.

³ The thesis is considered to have been passed if the written paper and the accompanying oral examination are awarded an overall grade of at least 4.

2. Supervision and grading

Art. 18 ¹ During the preparation of their thesis, students are supervised by a lecturer or a research associate with a master's degree and at least three years of research experience (principal supervisor).

² The thesis is assessed by the principal supervisor.

³ Any thesis that the principal supervisor grades as insufficient (grades 1.0 to 3.5) must additionally be assessed by a second subject specialist.

⁴ Subject specialists are appointed by the head of degree programme and are lecturers, research associates or staff members with a master's degree and at least three years of research experience, or are external experts holding an academic qualification in the relevant subject area.

⁵ The definitive overall grade of the thesis equates to the rounded average of the grades awarded by the principal supervisor and the subject specialist.

3. Oral examination

Art. 19 ¹ The thematic point of departure and reference for the oral examination is the topic of the written thesis.

² The examination is conducted and graded by the principal supervisor with the participation of an external expert (expert examiner). The external expert is appointed by the principal supervisor.

³ Should there be any duty of confidentiality towards third parties, the thesis will not be presented in a public setting.

Degree diploma

Art. 20 The degree diploma is awarded to students who have cumulatively



- a* obtained at least 120 ECTS credits, of which at least 60 were obtained at Bern University of Applied Sciences,
- b* successfully passed every module group prescribed in the curriculum,
- c* achieved at least a grade 4 in their thesis.

Transcript of records and diploma supplement

Art. 21 ¹ In addition to the degree diploma, students receive a transcript of records containing the following information:

- a* all successfully completed modules, module groups and the thesis,
- b* the ECTS credits allocated to the modules, module groups and thesis, and the grades these were awarded,
- c* an overall assessment (weighted average over the entire degree programme),
- d* the percentage distribution of pass grades awarded in the degree programme generally over the previous three years (grading table).

² For the overall grade, all the compulsory and compulsory-elective modules taken and the thesis are included in the calculation and weighted according to the ECTS credits allocated to the respective module. The overall grade is rounded to half grades.

³ Students also receive a diploma supplement in English containing information on the completed degree programme.

5. Final provisions

Entry into force

Art. 22 These regulations enter into force on 1 August 2022.

Bern, 3 June 2022

Bern University of Applied Sciences

(signature)

Stefan Gelzer, Vice-President of the University Board

Bern, 1 July 2022

Approved by the Department of Education and Culture of the Canton of Bern

(signature)

Christine Häsler, member of the Bern Cantonal Government