



Regulation of Bern University of Applied Sciences on the Certificate of Engagement in Sustainability (R CES)

The President of Bern University of Applied Sciences

on the basis of article 9 of the Regulations on Supplementary Certificates at Bern University of Applied Sciences (RZZ) of 23 January 2020,

rules that:

1. General conditions

Scope

Art. 1 These regulations govern the requirements and the procedure for obtaining the Certificate of Engagement in Sustainability (R CES) at Bern University of Applied Sciences.

Learning outcomes

Art. 2 Holders of a CES have fundamental knowledge in sustainable development and selected key competences in the field of sustainability. They are qualified for work that addresses sustainable development.

Other regulations

Art. 3 The Regulations on Supplementary Certificates at Bern University of Applied Sciences (RZZ) of 23 January 2020 and the framework regulation for competency assessment at Bern University of Applied Sciences (KNR) of 7 July 2005 apply to the CES by analogy.

2. Admission, contents and structure

Registration

Art. 4 ¹ Registration for a CES is possible any time after the commencement of studies. Registration is done via the Specialist Service for Sustainable Development.

² The Sustainable Development Committee defines the procedures to be followed for registration for the CES as well as for the submission and review of the portfolio.

Contents and accreditation

Art. 5 ¹ For a CES to be obtained, completed modules in the field of sustainability (area of *Knowledge and skills*) plus a completed certificate project (area of *Engagement*) are required. These two parts have to be completed within the study time at Bern University of Applied Sciences.

² Modules are only credited to the CES if they have been successfully completed. A certificate project is deemed to have been passed if a project report approved by the Specialist Service for Sustainable Development is available.

³ Master students who have already completed modules that can be accredited to the certificate during their Bachelor studies at Bern University of

Applied Sciences can have them credited to the certificate provided the relevant competence assessment is not older than 5 years at the time of submission.

⁴ Academic achievements completed abroad will be credited if they meet the requirements for the certificate.

⁵ The evidence submitted has to be verifiable. It will have to contain contact details to allow the verification of authenticity.

⁶ Decisions on credit transfer and any exceptions are made by the head of the Sustainable Development Office at the request of the student or the Specialist Service for Sustainable Development.

Competences

Art. 6 Students completing the CES acquire and deepen various essential skills in matters related to sustainable development. These, combined with the specialized skills acquired in the regular program of studies, enable those obtaining the certificate to act in favour of sustainable development. Having essential skills in sustainable development means being able to:¹

- a* develop knowledge by integrating new perspectives and remain open-minded to the world,
- b* analyse and assess developments with foresight,
- c* adopt a broad interdisciplinary approach in both the development of knowledge and its application;
- d* recognise and balance risks, dangers and uncertainties,
- e* plan mutually and implement actions with others,
- f* consider conflicting goals when reflecting on strategies for action,
- g* participate in collective decision-making processes,
- h* motivate oneself and others to become active,
- i* reflect on one's own mission statements and those of others,
- j* use ideas of justice as a basis for decision-making and action,
- k* plan and carry out actions independently,
- l* exhibit empathy toward others.

Portfolio

Art. 7 Students demonstrate their acquired skills in a portfolio. This portfolio is divided into two main areas: *Knowledge and skills*, and *Engagement*.

1. Knowledge and Skills - Basic Module

Art. 8 ¹ Students must take a basic module which is worth at least 3 ECTS credits and focuses on the fundamentals of sustainable development.

² The BFH modules that can serve as a basic module are defined by the Sustainable Development Committee.

³ In exceptional cases, several courses worth a total of 3 or more ECTS credits or courses taken at another university (e.g. within the framework of an exchange semester) can be accredited. Such exceptions are authorized by the head of the Sustainable Development Office.

Knowledge and skills - Specialisation modules

Art. 9 ¹ In addition to the basic module, students must complete two specialisation modules, each worth at least 2 ECTS credits. In order for them to be accredited to the portfolio, the student must provide written proof

¹ These correspond to the twelve competences of ESD according to de Haan et. al (2008)

which justifies their inclusion by way of a clear and meaningful connection to the certificate project or by showing their pertinence to sustainability competencies.

² In exceptional cases, courses completed at another university (e.g. within the framework of an exchange semester) can be accredited. The head of the Sustainable Development Office decides on such exceptions at the student's request, following a preliminary examination by the Specialist Service for Sustainable Development.

2. Engagement

Art. 10 ¹ In order to pass the Engagement part, the student must present a completed certificate project. A certificate project must meet the following criteria:

- a* It embraces concerns beyond a specific discipline of study and is a practice-oriented problem with a connection to sustainability.
- b* The project is carried out in a team and is made up of at least two students from two different degree disciplines. The head of the Sustainable Development Division defines which degree programmes are assigned to which degree disciplines and publishes them in an overview list.
- c* No ECTS credits may be earned for work on the certificate project. It must not be used simultaneously for a thesis, term paper or semester project for a bachelor's or master's programme. However, the certificate project concepts may contribute to, or form the basis of one of the aforementioned undertakings. The work on the certificate project may not be remunerated by an employer within the scope of normal professional activity.
- d* In addition to cognitive learning, the project should emphasize taking responsibility for third parties.
- e* Certificate projects take into account the principles of self-organised learning.
- f* A project plan must be submitted and approved before the start of the project and a reflection report after the project's completion. The Sustainable Development Unit will determine the detailed criteria.
- g* The time required per project member must be approximately 100 working hours.
- h* A certificate project is supervised by a coach.
- i* Certificate projects must meet scientific requirements

² The Specialist Service for Sustainable Development checks whether these criteria are met. In the event of a dispute, the head of the Sustainable Development Office will decide.

³ Certificate projects can also be carried out during a study or internship period abroad, provided the requirements for a certificate project are met. The student must make a request beforehand, on which the head of the Sustainable Development Department will make a decision.



3. Certification

Art. 11 ¹ The submission date for the completed portfolio is determined by the Sustainable Development Committee.

² Within thirty days after submitting the completed portfolio the student will be informed in writing by the Specialist Service for Sustainable Development whether the conditions for the CES have been met or not.

³ If the conditions have not been met students can request a decree from the Head of the Sustainable Development Office.

⁴ As a rule, the CES is handed out at the regular diploma ceremony where the Bachelor or Master diploma is awarded.

4. Jurisdiction

Art. 12 The complaints procedure is governed by cantonal law.

5. Final provision

Art. 13 This regulation will become effective as of 1 August 2020. It applies to all students who obtain the CES after that date.

Bern, 11 June 2020

Bern University of Applied Sciences

Prof. Dr. Herbert Binggeli, President