

Regulations relating to Admissions, Studies, Examinations and Degrees at VID Specialized University

Contents:

Chapter 1. General provisions. Definitions (Sections 1-2)

Chapter 2. Recognition and exemption (Sections 3-4)

Chapter 3. Admission (Sections 5-13)

Chapter 4. Right to study, individual education plan and leave of absence (Sections 14-16)

Chapter 5. Examinations (Sections 17-31)

Chapter 6. Grading, appeals and diplomas (Sections 32-35)

Chapter 7. Degrees (Sections 36-41)

Chapter 8. Guidelines and supplementary provisions. Entry into force. (Sections 42-43)

Statutory authority: Adopted by the board for VID Specialized University on 12 December 2016 pursuant to Act No. 15 of 1 April 2005 relating to Universities and University Colleges (Universities and University Colleges Act) Section 3-2, Section 3-3, Section 3-4, Section 3-5, Section 3-6, Section 3-7, Section 3-8, Section 3-9, Section 3-10, Section 3-11, Section 4-2, Section 4-5, Section 4-7, Section 4-8, Section 4-9, Section 4-10, Section 5-1, Section 5-2 and Section 5-3, Regulation No. 1574 of 16 December 2005 relating to Degrees and Vocational Training, Protected Titles and Nominal Length of Study at Universities and University Colleges, Regulation No. 1392 of 1 December 2005 concerning Requirements for Master's Degrees, Regulation No. 13 of 6 January 2017 concerning Admission to Higher Education.

Chapter 1. General provisions. Definitions

Section 1. Scope

- (1) The regulations apply to admission, studies, examinations and degrees at VID Specialized University. Special provisions that apply to the PhD degree are described in the Regulations relating to the Degree of Philosophiae Doctor (PhD) at VID Specialized University.
- (2) In case of conflict, general laws, national regulations and national curricula take precedence ahead of the provisions of these regulations.

Section 2. Definitions

Extraordinary examination: an examination that is arranged when VID Specialized University finds it necessary to do so in special cases.

Course: a credit-generating unit of study with a prescribed academic content.

Course description: overview of academic content, expected learning outcomes, organization and methods of work, forms of assessment, syllabus, any mandatory attendance requirement and prerequisite knowledge for a course. All courses must have a course description.

Programme descriptions: plans prepared at VID Specialized University which provide a detailed description of studies that follow the national curriculum. Programme descriptions describe goals, content and organization of subjects/studies/courses of study that are regulated by national curricula.

Compulsory activity: a study activity that must be completed and approved in order to sit an examination in a course or to pass a course, but where the assessment is not included in the calculation basis for the grade. Compulsory activities are stated in the course description or programme description/study plan.

External candidate: a person who sits examinations pursuant to Section 3-10 of the Universities and University Colleges Act without being admitted as a student to VID Specialized University.

National curriculum: a plan for a programme in which the Ministry has established national guidelines for the content of the programme.

Student: a person who has been admitted to a course or programme of study at VID Specialized University in accordance with Sections 3-6 and 3-7 of the Universities and University Colleges Act.

Study plans: plans prepared at VID Specialized University that describe goals, content and organization of studies not regulated by the national curriculum.

Programme of study: course of study with a defined content according to a programme description or study plan culminating in a final examination or degree.

Right to study: the right to complete a programme or an individual course according to the relevant programme description or study plan.

Re-scheduled examination: assessment arranged for students who have submitted a doctor's certificate or had other documented valid absence when the ordinary examination was held. This also applies to students who have completed, but did not pass the ordinary examination.

Chapter 2. Recognition and exemption

Section 3. Credit transfer

- (1) The Dean/Vice-Dean decides applications for approval of degrees and other qualifications from other institutions under the Universities and University Colleges Act, cf. Regulation No. 412 of 10 April 2006 on Recognition of Higher Education. To the extent that they meet the academic requirements, such qualifications will be recognized with the same number of credits at VID Specialized University. Double counting of the same academic content is not permitted.
- (2) On the same basis, the Dean/Vice-Dean also decides applications for approval of qualifications from foreign higher education institutions or Norwegian institutions not encompassed by the Universities and University Colleges Act.
- (3) Overlapping academic content shall in general give rise to a corresponding reduction in credits for the course where the student last sat the examination.
- (4) The Rector may lay down supplementary provisions for the approval of courses of study from other educational institutions.

Section 4. Exemption

- (1) Exemption from examinations, tests or supervised professional training may be granted if the equivalent has been completed at a different institution or other programme at VID Specialized University. Documentation is required. Exemption may also be granted on the basis of another relevant examination, test or supervised professional training at an equivalent level. Documentation of prior learning and work experience may also provide a basis for exemption, cf. Section 3-5 of the Universities and University Colleges Act.
- (2) The Rector may lay down supplementary provisions for exemption for examinations, tests or supervised professional training.

Chapter 3. Admission requirements

Section 5. Admission to first degrees

- (1) The rules laid down by the Ministry of Education and Research in Regulation No. 13 of 6 January 2017 concerning Admission to Higher Education apply to admission and ranking for first degrees.
- (2) VID Specialized University lays down supplementary provisions for assessment of prior learning and work experience.

Section 6. Admission to further education programmes

- (1) Admission to further education programmes regulated by the national curriculum is subject to fulfilment of minimum requirements for admission as stipulated in the national curriculum or in regulations as part of the national curriculum.
- (2) Admission to further education programmes that have a study plan is subject to fulfilment of the minimum requirements for admission as stipulated in the study plan.

- (3) Supervised professional training requirements, grade requirements or other additional requirements for admission must be stated in the programme description/study plan for the individual programme.
- (4) VID Specialized University lays down supplementary provisions for assessment of prior learning and work experience.

Section 7. Admission to master's degree programmes

- (1) General admission criteria for master's degree programmes are described in Sections 3 and 5 of Regulation No. 1392 of 1 December 2005 concerning Requirements for Master's Degrees issued by the Ministry of Education and Research.
- (2) Supervised professional training requirements, grade requirements or other additional requirements for admission shall be stated in the programme description/study plan for the individual programme.
- (3) VID Specialized University lays down supplementary provisions for assessment of prior learning and work experience.

Section 8. Admission to the Practical Theological Seminary

- (1) Completion of a one-year programme in Christianity/Religious and Ethical Education (RLE) or equivalent programme is required for admission to an integrated semester in practical theology.
- (2) A completed master's degree in theology or equivalent education is required for admission to the final semester in practical theology. The candidates must also have completed and passed an integrated semester in practical theology, including stipulated periods of supervised professional training.
- (3) Persons approved by the Norwegian Church Evaluation Board may also be admitted to the practical theological programme.

Section 9. Admission to the professional studies in theology

The rules for admission to first degrees apply to admission to the professional studies in theology (cand.theol.), cf. Section 5, first paragraph of these regulations. The admission provides a place in the bachelor's degree programme in theology, integrated semester in practical theology, master's degree programme in theology and final semester in practical theology.

Section 10. Special assessment

Exceptions from the ranking provisions may be made if there are reasons for a special assessment. The basis for admission according to a special assessment may be that the applicant has a native language other than Norwegian, illness, disability or other special circumstances that provide grounds for assuming that the applicant's score does not give a correct picture of the applicant's qualifications.

Section 11. Applicants with foreign educational qualifications

- (1) Applicants with foreign educational qualifications from non-Nordic countries must prove that they meet Norwegian and English proficiency requirements in accordance with Regulation No. 13 of 6 January 2017 concerning Admission to Higher Education.
- (2) Norwegian proficiency requirements do not apply if both the compulsory parts of the programme and the relevant specialization are taught completely in English.

Section 12. Appeals against admission decisions

- (1) Appeals against decisions in matters pertaining to admissions to first degrees through the national admission model (NOM) shall be addressed to the processing institution. If the decision is not reversed, the applicant is entitled to uphold the appeal. The appeal will then be decided by the national appeals board for admission cases.
- (2) Appeals of admission to further education, master's degree programmes and on the basis of prior learning and work experience are addressed to VID Specialized University and must be received by the institution within three weeks after the applicant has received a response to an application for admission, or alternatively has received an account of the grounds for the decision pertaining to the application. If the decision is not reversed, the applicant is entitled to uphold the appeal. The appeal will then be decided by VID Specialized University's appeals committee.

Section 13. Inspection of documentation

Each year, a random sample of applicants must present original documents that have served as the basis for their admission. The applicant's right to study may be withdrawn if the original documents are not submitted by the stipulated deadline.

Chapter 4. Right to study, individual education plan and leave of absence

Section 14. Right to study

- (1) A student who has accepted an offer for a place has a right to study according to the nominal length of study/the prescribed progress of study for the relevant full- or part-time programme to which the student is admitted.
- (2) The right to study can be retained for up to 50% beyond the nominal length of study or organized study progression. For further education and one-year programmes, the right to study may be kept for up to one year. This time frame does not include postponed start of studies, exclusion from VID Specialized University or leaves of absence under Section 16 of these regulations.
- (3) The student may apply to enter into an agreement with VID Specialized University concerning a change in the progress of their studies, but the agreement may not permit the student to spend more than 50% or one year beyond the nominal length of study, cf. Subsection 2.
- (4) The student loses the right to study in the following cases:
 - a) The student fails to pay tuition or semester fees within the stipulated deadline.
 - b) The student has exceeded the stipulated limit of up to 50% or one year beyond the nominal length of study or organized study progression.

- c) The student has exhausted the number of attempts permitted for taking an examination or completing a period of supervised professional training, cf. Sections 18 and 21 of these regulations.
 - d) The student has not produced credits for the relevant programme of study during the last two academic years and has not had a leave of absence or been expelled.
 - e) Upon request, the student does not present original documents that have served as the basis for their admission within the stipulated deadline, cf. Section 13 of these regulations.
 - f) For violations pursuant to Sections 4-9 and 4-10 of the Universities and University Colleges Act.
- (5) The Division for Academic and Student Affairs issues a decision on loss of right to study pursuant to Section 14 (4) litra a. The Dean/Vice-Dean issues a decision on loss of right to study pursuant to Section 14 (4) litrae b-e.
- (6) Students who lose the right to study may reapply for admission to the programme of study or equivalent programme of study at VID Specialized University when so provided for by general provisions. Students who have lost their right to study pursuant to Section 14 (4) litra c of these regulations cannot apply for readmission to the programme of study or equivalent programme of study at VID Specialized University until two years has elapsed after the last examination attempt or period of supervised professional training.
- (7) The right to study ceases when
- a) The student withdraws from the programme of study.
 - b) The programme is completed and a diploma or transcript has been issued.

Section 15. Individual education plan and semester registration

- (1) Students who are admitted to courses of study of at least 60 credits shall have an individual education plan. This also applies to part-time students with a study progression of at least 50%.
- (2) Completed semester registration is regarded as final registration for the course and examination, and is a prerequisite for giving the student status as a student.
- (3) An individual education plan must contain provisions concerning VID Specialized University's responsibilities and obligations to the student, and the student's responsibilities and obligations to VID Specialized University and fellow students.

Section 16. Leave of absence

- (1) A student may apply for leave of absence for childbirth/adoption, compulsory military service, illness or other special reasons.
- (2) As a main rule, the student must have completed at least one semester or more to apply for leave of absence. The requirement for completion of the first semester does not apply when childbirth/adoption is the reason for the leave of absence, cf. Section 4-5 of the University and Higher Education Act.
- (3) As a main rule, leave of absence is granted for up to one year.

- (4) As a main rule, the total maximum leave period may not exceed two years of the course of study agreed in the student's original individual education plan.
- (5) The student is entitled to resume studies at the same level as before the leave of absence, but the individual education plan must be adapted to the current programme description/study plan.
- (6) If a student wishes to follow parts of the programme during his/her leave period, a semester fee must be paid for the semester in question.
- (7) The Division for Academic and Student Affairs decides applications for leave of absence.

Chapter 5. Examinations

Section 17. General information about examinations

- (1) Examinations are connected to the individual course and shall ensure that the students maintain a satisfactory academic level and are tested in relation to the expected learning outcomes that apply to the course.
- (2) A course's form of assessment must be stated in the study plan/programme description or course description.
- (3) The date of the individual examinations is set by the Dean/Vice-Dean. Any time changes shall be announced by the final date for registration. Changes at a later date can only be made for special reasons.

Section 18. Supervised professional training

The following applies to courses of study in which the implementation of supervised professional training is subject to academic assessment:

- (1) A student who has failed his or her supervised professional training may repeat the period of supervised professional training unless otherwise stipulated in the national curriculum. This will take place at a different supervised professional training site and with a different professional training supervisor than during the first period of supervised professional training.
- (2) If a student fails the same period of supervised professional training twice, the student loses his or her right to study, cf. Section 14 (4) litra c of these regulations.
- (3) Withdrawing from compulsory supervised professional training without a valid reason is not permitted. A valid reason means documented absence due to illness or other documented compelling reasons for absence. The absence must be immediately reported to VID Specialized University. Absence from compulsory periods of supervised professional training without valid reason counts as an attempt.

Section 19. Conditions for sitting examinations

To sit an examination, the student must have paid the tuition and semester fees, completed the semester registration and have received approval for the compulsory activities

required according to the programme description/study plan or course description, including required prerequisite knowledge in the relevant course.

Section 20. Registration for examinations

- (1) Students with an individual education plan register for ordinary examinations by completing the semester registration for the current semester by the stipulated deadlines.
- (2) Students with no individual education plan must register for ordinary examinations.
- (3) Students who are to take a re-scheduled examination or improve the examination must personally register by the specified deadlines and check that the examination registration is properly recorded.
- (4) A student is responsible for keeping themselves informed of the time and place of the examination.

Section 21. Number of examination attempts

Students are not entitled to present themselves for the examination in the same subject or course more than three times. A student is considered to have presented themselves for the examination if the student withdraws after the expiry of the deregistration deadline, does not report for the examination, does not submit answers or withdraws during the examination. Sitting an examination to improve grades is considered an attempt.

Section 22. Ordinary examinations

Ordinary examinations are conducted with the form of assessment and during the semester specified in the programme description/study plan or course description.

Section 23. Re-scheduled and extraordinary examinations

- (1) A re-scheduled examination shall be arranged within a reasonable period of time after the ordinary examination.
- (2) A student who has completed and failed to pass an ordinary examination is entitled to sit a re-scheduled examination.
- (3) A student who had a valid absence at the ordinary examination is entitled to sit a re-scheduled examination. Illness or other documented compelling reason for absence is considered a valid absence.
- (4) Students who have been unable to sit an ordinary examination due to a student exchange period abroad have the right to sit a re-scheduled examination.
- (5) A student who does not complete or does not pass a re-scheduled examination cannot sit a new examination before the next ordinary examination. This also applies to students who have a valid absence at the re-scheduled examination.
- (6) If a re-scheduled examination is arranged for students mentioned above in the second to fourth paragraphs, students who have been absent from ordinary examinations without valid reason, have not completed an ordinary examination or have withdrawn within the stipulated deadline may also sit the examination.

- (7) In the event of a substantial change in the programme description/study plan, a student has the right to sit the re-scheduled examination under the former system for up to two years after the last ordinary examination was arranged.
- (8) If a programme is discontinued, students who are delayed in their course of study may apply to VID Specialized University to sit an examination in a course for up to two years after the course has been cancelled.
- (9) In special cases VID Specialized University may hold extraordinary examinations. When an extraordinary examination is arranged and when the examination system needs to be adapted for foreign exchange students, the Dean/Vice-Dean decides which conditions need to be satisfied in order to sit the examination and receive a grade as well as the syllabus that will form the basis of the examination.

Section 24. Improvement of examination grades

- (1) A student who wishes to improve a grade can register for an ordinary examination. A student who has completed the programme may apply to improve their grade up to one year after completion of the programme.
- (2) Provided that a re-scheduled examination is held, a final-year student who wishes to improve a grade may register for a re-scheduled examination.
- (3) In grade improvement cases, the student will be tested in the current syllabus at the time of the examination.
- (4) The student is required to pay an examination fee set by VID Specialized University for improvement of the examination grade.

Section 25. External candidates

- (1) Persons who meet the requirements for admission, but have not been admitted to the programme of study at VID Specialized University, may apply to take an examination in a course as an external candidate.
- (2) External candidates are not permitted to sit examinations in courses that require completed and approved compulsory activities.
- (3) The rights of external candidates are limited to access to public lectures and sitting the examination. The responsible faculty can decide whether external candidates should be granted access to other instruction.
- (4) External candidates must register for the examination within the stipulated deadlines. Documentation of general and any special qualification for entrance to higher education must be attached.
- (5) External candidates must pay an external candidate fee set by VID Specialized University.
- (6) External candidates shall have the same form of assessment as students admitted to the programme.
- (7) These regulations, guidelines and supplementary provisions also apply to external candidates.

Section 26. Adaptation of examinations and alternative forms of assessment

- (1) A candidate who for medical or other reasons needs an adapted examination or alternative form of assessment must apply for this. The purpose of the adaptation is to compensate for the disadvantages the student is facing, while ensuring, as far as possible, that students are tested equally. Academic requirements must be the same as for ordinary assessment.
- (2) An application must be submitted within a specified time limit. Exceptions from the application deadline can be made in the event of acute illness or worsening of chronic illness. An application for the entire study period may be submitted if the need for adaptation is of a permanent nature.
- (3) The need for adaptation must be documented with a medical certificate or certificate issued by other experts. The certificate must contain a specification of the need for adaptation or alternative form of assessment in examination situations. Documentation must be of recent date, usually not older than two years.
- (4) Students with dyslexia or other learning disabilities may, at their own discretion, attach an anonymous certificate to the answer paper confirming this to be the case.
- (5) Students with a mother tongue other than Norwegian who have qualified for admission by satisfying one of the Norwegian requirements for foreign language applicants will not be granted an extended duration of the examination or other adaptation of the examination solely on grounds of difficulties with the language. Students may apply to use a bilingual dictionary and/or spelling dictionary for examinations with invigilation.
- (6) Applications for adaptation should be submitted to the Division for Academic and Student Affairs.
- (7) The Rector may lay down supplementary provisions for adaptation of examinations and alternative forms of assessment.

Section 27. Examination in a language other than Norwegian

Examination question papers are usually written in Norwegian, alternatively in English according to the study plan/programme description or course description. Answers can be written in Norwegian, Swedish or Danish unless otherwise stipulated in the study plan/programme description.

Section 28. Use of aids during examinations with invigilation

- (1) VID Specialized University stipulates which aids can be used for examinations. An overview of permitted aids must be given in the programme description/study plan or course descriptions and in the examination question papers. The aids that are provided by VID Specialized University and the ones the students themselves are responsible for bringing must be made clear.
- (2) Candidates are required to make all aids available for inspection before and during examinations.

Section 29. Absence from examination, withdrawal from examination

- (1) A student may withdraw from an examination within the stipulated deadline. In that case, the student may not present themselves for the examination before the next ordinary examination. Exceptions to this rule are described in Section 23, sixth paragraph of these regulations.
- (2) If a student fails to withdraw by the stipulated deadline, does not present themselves for the examination at the appointed time or fails to submit their answer paper at the stipulated time, it is considered an examination attempt.
- (3) A student who withdraws from an examination with invigilation after the examination has started must do so in writing by signing the attendance list, and the invigilator shall tick "withdrew". The examination text and all materials handed out must be returned. Withdrawal during an examination is considered an examination attempt.
- (4) If a student submits a blank answer or an answer that is clearly not an attempt at an academic answer, it will be deemed a withdrawal during the examination and count as an examination attempt.
- (5) A doctor's certificate or other documentation must be submitted to VID Specialized University within four working days if illness or other compelling welfare-related grounds prevent the student from presenting themselves for or completing an examination or causes a student to abort the examination.
- (6) An student who has submitted an examination answer paper cannot avoid grading.

Section 30. Cheating, attempted cheating, annulment of the examination. Exclusion

- (1) Attempted cheating or consequences of cheating are governed by the Universities and University Colleges Act. Decisions are made by VID Specialized University's appeals committee, cf. Sections 4-7 and 4-8 of the Universities and University Colleges Act.
- (2) A written examination with invigilation is considered to be commenced when the examination question paper is handed out. Rules for cheating attempts also apply to book checks before the examination commences.
- (3) If situations arise during an examination with invigilation that cause a student to be suspected of cheating, the student shall be advised that the matter will be reported to the Division for Academic and Student Affairs for further processing. The student is then given the option to choose whether he or she will abort or resume the examination. The same applies to students who have contributed to cheating by others.
- (4) If suspicion of cheating or attempted cheating arises during assessment, the matter shall be reported to the Division for Academic and Student Affairs. This also applies to students who might have provided assistance.
- (5) VID Specialized University's appeals board determines the form of reaction in the event of cheating or attempted cheating pursuant to Sections 4-7 and 4-8 of the Universities and University Colleges Act.
- (6) Annulment of examinations or tests counts as an examination attempt.
- (7) Exclusion from VID Specialized University and other institutions is governed by the currently applicable provisions in Sections 4-7 and 4-8 of the Universities and University Colleges Act.
- (8) The Rector may establish guidelines for cheating or attempted cheating. These guidelines include delineation of what is considered cheating.

Section 31. Grading system

- (1) Grades are given either by using a graded scale from A – F or by using pass – fail.
- (2) Rules for calculating the final grade in a subject consisting of several individual assessment components must be stated in the programme description/study plan or course description.

Chapter 6. Grading, appeals and diplomas

Section 32. Grading

- (1) The student's knowledge and skills shall be tested and assessed in an impartial and academically sound manner, cf. Section 3-9 of the Universities and University Colleges Act. VID Specialized University will provide for an external evaluation of the institution's assessment arrangements.
- (2) The Dean/Vice-Dean shall appoint examiners for examinations, tests, assessments of assignments or other assessments when the results are entered on the diploma or included in the grade given for the programme in question. External examiners can be appointed for a period of up to four years. An external examiner shall normally not continuously grade the same course at VID Specialized University for more than 6 years.
- (3) There must be at least two examiners, of which at least one external, for assessment of the student's independent work in higher degree courses and in the case of an appeal concerning an examination grade, cf. Section 3-9, second and fifth paragraphs of the Universities and University Colleges Act.
- (4) If an internal and external examiner fail to agree on the assessment of an answer, the external examiner shall have the final say.
- (5) If an examination is composed of both a written and an oral assessment and the oral assessment is based on the written assessment, a student cannot present themselves for oral assessment if the written part has been given a fail grade.
- (6) Students who participate in group examinations/project groups assessed as examinations and who have shirked work and obligations may receive a poorer grade than the rest of the group or receive a fail grade. The failure to perform must be documented or clearly proven.
- (7) Grades shall be made known within three weeks unless for special reasons more time is required. For master's theses, grades shall be made known within six weeks, cf. Section 3-9, fourth and seventh paragraph of the Universities and University Colleges Act.
- (8) Grades are announced in the manner stipulated by VID Specialized University.

Section 33. Right to explanation - Complaints regarding grades awarded

- (1) A student is entitled to an explanation of the grades awarded for his or her performance, cf. Section 5-3 of the Universities and University Colleges Act.

- (2) A student is entitled to appeal grades awarded for his or her performance, cf. Section 5-3, fourth paragraph of the Universities and University Colleges Act.
- (3) Appeals may not be lodged against grades awarded for oral performance and assessment of practice courses which, owing to the nature of the test cannot be reviewed, cf. Section 5-3 of the Universities and University Colleges Act.
- (4) Grades awarded for group examinations can be appealed. The appeal shall be signed by the members of the group who wish to lodge an appeal. Any change in the grade after the appeal of the examination grade applies only to the candidate or candidates who appealed the grading.
- (5) The time limit for appeals and form of appeal are governed by the provisions of the Public Administration Act and Section 5-3 of the Universities and University Colleges Act.
- (6) If an appeal is lodged, a completely new grading shall be undertaken with at least 2 new examiners, of whom at least one shall be external, cf. Section 3-9 of the Universities and University Colleges Act. The new examiners must not have information about the grade, grounds for the grade or the student's grounds for appeal.
- (7) The grade awarded by reassessment after an appeal is final and cannot be appealed, cf. Section 5-3 of the Universities and University Colleges Act.

Section 34. Complaints against procedural errors in connection with examinations

The student may file a complaint against procedural errors in connection with examinations, cf. Sections 5-2 and 5-1 of the Universities and University Colleges Act.

Section 35. Diplomas and transcripts

- (1) Students who achieve a bachelor's degree, a master's degree or a PhD degree shall receive a diploma and a diploma supplement.
- (2) Students who have completed further education, a one-year programme or sat examinations in subjects or courses that do not provide a basis for awarding a diploma, shall receive a transcript for this.
- (3) Parts of an examination or preliminary examinations that are included in an assessment of a course shall generally not be specified in a diploma or transcript.
- (4) A student who, after completing a degree, sits an examination for a course included in degrees where diplomas are awarded, may request a supplementary transcript.
- (5) Diplomas are not issued until the time limit for appeals of grades in the diploma have expired.
- (6) If a student wishes to improve grades that form part of a degree that provides the basis for a diploma, the student may, within the specified deadline, make a reservation against the issuance of the diploma for up to one year.
- (7) Diplomas are issued only once. If a diploma is lost, VID Specialized University can issue a duplicate after application and payment. Duplicates are issued only in special cases.

Chapter 7. Degrees

Section 36. Degrees and programmes

- (1) VID Specialized University is authorized to confer the following degrees:
 - a) Bachelor, nominal length of study 3 years.
 - b) Master, nominal length of study 1 ½-2 years.
 - c) Candidata/candidatus theologiae (cand.theol.), nominal length of study 6 years.
 - d) Philosophiae doctor (PhD), nominal length of study 3 years.
- (2) VID Specialized University offers further education based on a completed bachelor's degree or equivalent competence. The institution also offers programmes of shorter duration based on qualification for entrance to higher education or equivalent.

Section 37. Requirements for content and composition of the bachelor's degree

- (1) The degree of bachelor is earned on the basis of an examination in courses, course combinations or programmes of study with a scope of at least 180 credits.
- (2) The basis for the degree shall comprise one of the following:
 - a) Completed 3-year programme (180 credits) which, according to the national curriculum, qualifies for a bachelor's degree.
 - b) Completed 3-year programme of study (180 credits) which, according to the programme description, qualifies for a bachelor's degree.
 - c) Self-selected bachelor's degree (180 credits) with a major unit of at least 80 credits and a minor unit of at least 30 credits.
- (3) The basis of the bachelor's degree shall include independent work of a scope of least 12 credits. The work can be done individually or in groups.
- (4) At least 60 credits of a bachelor's degree must be completed at VID Specialized University. A bachelor's thesis for a bachelor's degree awarded under letters a and b of the second paragraph must be completed at VID Specialized University or a pre-approved partner institution.

Section 38. Requirements for content and composition of the master's degree

- (1) The general requirements for the degree of master are laid down in Regulation No. 1392 of 1 December 2005 concerning Requirements for Master's Degrees.
- (2) At least 60 credits of a master's degree, including the master's thesis, must be completed at VID Specialized University.

Section 39. Requirements for content and composition of the cand.theol. degree

- (1) The degree of cand.theol. (professional programme in theology) is earned on the basis of courses laid down in the study plan for the degree with a scope of at least 360 credits.
- (2) At least 120 credits of a cand.theol. degree must be completed at VID Specialized University, or at other Norwegian institutions that award the degree of cand.theol. Sixty credits of the degree must be completed at VID Specialized University.

Section 40. Requirements for content and composition of the PhD degree

Content and composition requirements are stipulated in the Regulations relating to the Degree of Philosophiae Doctor (PhD) at VID Specialized University.

Section 41. Overlapping academic content

If a student is assessed in courses with partially or completely overlapping content, the sum of the credits for these courses will be reduced. The faculty assesses the extent of the reduction in each case.

**Chapter 8. Guidelines and supplementary provisions. Entry into force.
Transitional rules.**

Section 42. Guidelines and supplementary provisions

The Rector may lay down guidelines and supplementary provisions within the framework of these regulations.

Section 43. Entry into force

These regulations shall enter into force on 1 January 2017.

Regulation No. 1665 of 11 December 2015 on Admission, Studies, Examinations and Degrees at VID Specialized University is repealed from the same date.