

Regulations concerning studies at the University of Bergen (study regulations)

Chapter 1. Purpose and scope

§ 1-1 Purpose

(1) Studies at the University of Bergen shall:

- a) be research-based and facilitate student-active learning,
- b) provide meeting places between students and academic staff, and ensure that students are integrated into academic communities,
- c) provide training in academic integrity, freedom of expression, and critical thinking,
- d) provide the digital competence relevant to the field, and
- e) provide a solid foundation for lifelong learning.

(2) A clear and accessible set of rules is important to ensure that students become familiar with the rights and obligations they have as students at the university, and to ensure consistent practices across different faculties.

(3) The University of Bergen aims to facilitate the development and testing of learning, teaching, and examination methods that promote better learning.

§ 1-2 Scope

(1) This regulation establishes the main rules for studies at the University of Bergen, within the framework of the university and college law and regulations from the ministry.

Supplementary regulations are established by the individual faculties.

(2) This regulation applies to all studies at the University of Bergen, except for doctoral education and continuing education (*etterutdanning*).

§ 1-3 Delegation

Organs that have decision-making authority under this regulation may delegate their authority to subordinate organs as long as it is not specified that the decision must be made by the organ itself.

Chapter 2. Organization of studies

§ 2-1. Organization

(1) Studies are organized into study programs and courses.

(2) Study plans and course descriptions must comply with the national qualifications framework established by the Ministry, the study supervision regulations, and rules and guidelines from the university.

§ 2-2 Study programs

(1) A study program is a collection of courses that form a coherent whole with a defined learning outcome. Study programs that are not 1-year studies, shall lead to a degree.

(2) Each study program shall have a study plan that includes:

- a) the name of the study program and any specializations (*studieretning*),

- b) the number of ECTS credits (*studiepoeng*),
- c) admission requirements,
- d) objectives and content,
- e) what knowledge, skills, and competencies students should acquire (learning outcome description),
- f) learning activities and teaching methods,
- g) which courses are mandatory and elective, with course descriptions,
- h) any minimum requirements for elective courses, such as academic level, scope, and content,
- i) opportunities for and placement of exchange programs, and
- j) any rules about the compulsory order of courses in the program.

§ 2-3 Courses

(1) A course is the basic unit of study.

(2) Each course shall have a course description that includes:

- a) the name of the course,
- b) the number of credits,
- c) any prerequisite requirements,
- d) objectives and content,
- e) what knowledge, skills, and competencies the student should acquire (learning outcome description),
- f) the semester, teaching methods, scope, and language, and other learning activities
- g) mandatory attendance and mandatory activities,
- h) exam type and semester, and evaluation type, and
- i) any other special rules for the course, if they exist, such as limitations on access to teaching, materials, and formal requirements.

(3) The number of credits for a course shall be divisible by five. This does not apply to integrated master's programs or professional studies. In other cases, exceptions may be made if academic reasons justify it, and neither considerations for student choice nor the desire for interdisciplinary studies make it inappropriate.

(4) One credit represents 1/60 of a full academic year and requires approximately 25-30 hours of work for students.

Chapter 3. Establishment etc., of study programmes specializations [studieretning] and courses

§ 3-1 Establishment, termination and changes

(1) The university board itself establishes and terminates study programs of over 60 credits.

(2) The faculty itself establishes and terminates:

- a) One-year programs,
- b) Specializations (*studieretninger*), and
- c) Courses.

(3) Significant changes to study programs at a faculty must be approved by the university board. Changes that in reality involve the establishment or termination of an entire field of

study are always considered significant.

(4) The faculties themselves decide on other changes to study programs, specializations, and courses.

(5) Decisions under the second and fourth paragraphs regarding study programs and specializations shall be reported to the university director.

(6) The body that terminates a study program, a specialization, or a course shall adopt a transition arrangement for teaching and examination. Students in such study programs shall be given the opportunity to complete their studies in accordance with the transition arrangement.

(7) Minor changes to existing study programs, specializations, and courses may be delegated to the body responsible for the program (the program committee).

§ 3-2 Course codes

(1) All courses must have a three-digit code, according to the following system:

- a) 100-level courses are introductory courses,
- b) 200-level courses are advanced or specialization courses for bachelor's level students,
- c) 300-level courses are advanced or specialization courses for master's level students,
- d) 600-level courses are continuing education courses, while
- e) 900-level courses are advanced or specialization courses for Ph.d. level students.

(2) Four-digit codes may be used if there are no more suitable course codes available. The system in the first paragraph applies to the first three digits.

(3) Examen philosophicum, Norwegian language courses, and courses in dentistry, dental hygiene, and medicine may deviate from the first paragraph.

(4) The course codes correspond to the cycles in the National Qualifications Framework, with both 100-level and 200-level courses belonging to the first cycle (bachelor's level).

§ 3-3 Joint study programs and joint degrees

(1) A joint study program is a collaboration between the University of Bergen and one or more other institutions, where all institutions contribute to the program, but only one awards the degree.

(2) A joint degree is a joint study program where the degree is jointly awarded by the participating institutions.

(3) The university board itself establishes joint study programs and joint degrees. The study program or degree is regulated in a separate agreement.

Chapter 4. Right to Study

§ 4-1 Admission to study

(1) The faculty is responsible for admission. The responsibility may be delegated to the division of student and academic affairs and Samordna opptak. Admission is regulated in the

Regulations for admission to the University of Bergen.

§ 4-2 Right to study

(1) Students have the right to study at the study program or the courses to which they have been admitted. This entitles them to:

- a) register for instruction and attend classes, receive guidance, etc., in accordance with the course description and study plan,
- b) use other resources, in accordance with the course description and study plan,
- c) access premises, reading rooms, etc., in accordance with the faculties' regulations,
- d) take exams in accordance with chapter 7, and
- e) an individual education plan, cf. § 4-6.

(2) Short-term study rights that are not linked to a study program give the student the right to register for selected courses for one or two semesters.

§ 4-3 Expectations and obligations of the student

(1) Students are expected to:

- a) comply with requirements for academic integrity,
- b) participate in instruction,
- c) actively participate in their own study life and academic community,
- d) familiarize themselves with the university's rules and guidelines,
- e) stay updated on announcements on program and course pages on UiB's digital learning platforms and on emails from the university, and
- f) actively participate in student and university democracy.

(2) Students are obliged to:

- a) participate in any mandatory introductory meeting,
- b) register for the semester,
- c) pay any tuition fee, and
- d) update and confirm their education plan each semester.

(3) The deadline for the second paragraph letters b and d is September 1st and February 1st, respectively.

(4) Violation of the obligations in the second paragraph may result in loss of the right to study, see § 4-5.

(5) Students must have a laptop computer at their disposal, for use in instruction and exams.

§ 4-4 Semester fee

(1) The obligation to pay the semester fee follows from the Regulations for Student Welfare Organizations § 17.

(2) Everyone must pay the semester fee in the semesters in which they are registered for exams. The same applies to students admitted to study programs that are set at 15 credits or more per semester, even if they are not registered for exams.

(3) The first paragraph does not apply to:

- a) exchange students who are exempt from the semester fee by agreement,
- b) employees who take courses closely related to their position, including pedagogical training, or

- c) if exemption from the semester fee is stated in the course description or other regulations.

(4) Exemption pursuant to the third paragraph applies only when approved by the student welfare organization.

(5) Students admitted to study programs set at less than 15 credits per semester may choose whether to pay the semester fee in semesters in which they are not registered for exams.

(6) Students on leave of absence under § 5-2 may choose whether to pay the semester fee. Students registered for exams must pay the semester fee even if they have a leave of absence.

§ 4-5 Loss of the right to study

(1) The faculty may withdraw the study right if the student:

- a) does not meet the requirements of § 4-3 (2) or § 4-4,
- b) notifies that they wish to terminate their studies,
- c) is admitted to another study program at UiB, and there are no good academic reasons for having multiple study rights in parallel,
- d) fails to pass any credit-giving course for two consecutive semesters,
- e) has a backlog of more than half of the standard progression for the study program at the end of the academic year,
- f) has made the maximum number of exam attempts in mandatory courses without passing, or
- g) has completed the study program or course for which the admission applies.

(2) Decisions under letters d and e in the first paragraph shall take into account approved leaves of absence, pauses, part-time studies, and valid absences from exams or mandatory activities, and decisions on exclusion. The faculty may always withdraw the study right for students who have not produced any credits in the last six semesters, unless the student has been on leave for the entire period, cf. § 5-2.

(3) For clinical and performing/creative study programs, the faculty may in the study plan and/or additional rules stipulate that the study right may be withdrawn if the student is more than two years delayed compared to normal progression.

(4) The central appeals board may decide on exclusion and thus temporary loss of the study right, cf. the Universities and Colleges Act §§ 4-7 (1) and (2) and 4-8 (3).

§ 4-6 Education plan

(1) All students admitted to a study program of 60 credits or more shall have an education plan. Other students shall have a simplified education plan if the faculty stipulates this in additional rules.

(2) The education plan is an agreement between the student and the University of Bergen that regulates rights and obligations towards each other. The education plan determines the course of study until the study program is completed.

(3) The education plan shall include:

- a) the name of the study program,

- b) the courses the student aims to complete; semester, order, information on the procedure for changing the education plan, and choice of elective courses,
- c) previous education to be included in the degree,
- d) any planned exchange,
- e) references to regulations that the student must know and follow, including this regulation, faculty rules, service declarations, and the study plan, and
- f) information on the consequences of failing to follow the education plan, cf. § 4-5.

(4) The faculty shall notify all students who have a backlog of 30 credits or more that the education plan must be updated. The notification shall be sent out at a fixed time each year. The faculty and the student shall jointly decide what changes need to be made.

Chapter 5. Adjustment of studies and absence

§ 5-1 Application

(1) The faculty processes applications for:

- a) Leave of absence,
- b) Breaks from studies,
- c) Part-time studies,
- d) Deferred study start,
- e) Other changes in study progression compared to the education plan,
- f) Adaptation of studies,
- g) Valid absence, and
- h) Approval of previous education and real competence.

(2) The faculty may adopt supplementary rules on part-time studies and deferred study start.

(3) Decisions regarding letter d of the first paragraph, and letter f and g concerning school exams, may be delegated to the Division of Student and Academic Affairs.

§ 5-2 Leave of absence

(1) Students have the right to leave of absence:

- a) In relation to pregnancy, childbirth, and care for children in accordance with the Universities and Colleges Act § 4-3 d,
- b) In case of illness that makes it impossible to continue studies,
- c) If a cohabiting partner or child is seriously ill,
- d) In relation to fulfilling service obligations under the National Defense Act § 17,
- e) In relation to serving in student political organizations and other significant political positions, or
- f) When other special circumstances justify it, such as elite sports.

(2) Leave of absence means that the outer frame of the right to study is extended in time corresponding to the leave, while the right to study is maintained. Leaves of absence are granted for one or two semesters at a time.

(3) After the leave of absence, the student has the right to resume studies where they left off, to the extent possible. The education plan shall be updated to account for the leave of absence.

(4) Applications for leave of absence must be submitted to the faculty as soon as possible and documented appropriately.

(5) For applications for leave of absence under the first paragraph letters a to c, the documentation requirement includes a statement from a doctor or other health personnel mentioned in the Regulation on exceptions from the requirement for a medical certificate. Documentation related to leave of absence applications under letters b and c should explain the health condition and confirm that it is impossible or unreasonable to expect the student to continue their studies.

§ 5-3 Break from studies

(1) Students in bachelor's programs, integrated master's programs, and professional studies have the right to take a break from studies for two semesters without giving any reason.

(2) A break means that the right to study for the relevant study program is suspended. Breaks are granted for one or two semesters at a time, and the outer frame of the right to study is extended accordingly in time.

(3) The faculty may decide in supplementary regulations that:

- a) up to 60 credits must be obtained before the student is eligible for a break, and
- b) the right to take a break from studies does not apply to the last four semesters of the integrated master's program.

(4) The right to take a break from studies does not apply to students in programs in performing and creative arts, music, and design.

(5) The application deadline for applications under this provision is the deadline for semester registration.

§ 5-4 Adaptation of instruction and examination

(1) Students with disabilities or other special needs have the right to suitable individual adaptation of the premises, the instruction, the teaching materials, and the examination in accordance with the University and College Act § 4-3 c.

(2) The purpose of the adaptation measures is to provide students with equal opportunities to complete their studies, and that they are examined equally. The university shall try to find suitable measures through dialogue and guidance.

(3) The university shall not grant adaptation measures that involve a reduction in academic requirements.

(4) The university shall not reject a measure for economic or administrative reasons unless the particular measure would represent a disproportionate burden for the university.

(5) A student who requires adaptation of teaching or examination must apply to the faculty as early as possible. The need shall be documented appropriately, which typically requires a statement from healthcare personnel or other experts.

(6) Students with long-term disabilities or special needs typically do not need to provide documentation for each application.

§ 5-5 Valid Absence

(1) The following circumstances are considered valid reasons for absence:

- a) The student's own illness, which makes it impossible or unreasonable to demand attendance at teaching or examination.
- b) Illness of a child for whom the student has care responsibilities, within the limitations stipulated by Section 12-9 of the Working Environment Act.
- c) Death of a close family member or of someone with whom the student has a close relationship, for a period of up to two weeks from the date of the death.
- d) Funeral of a close family member or of someone with whom the student has a close relationship.
- e) Legally required attendance elsewhere.
- f) Other circumstances that make it entirely unreasonable to demand that the student attend.

(2) The basis for valid absence must be documented appropriately. Illness and other similar circumstances must be documented with a certificate from a doctor or other healthcare professional mentioned in the Regulations on Exceptions to the Certificate Requirement. The documentation must specify the illness, the days evaluated, and confirm that attendance at teaching or examination was impossible or unreasonable to expect.

(3) Documentation for valid absence must be submitted as soon as possible and no later than two weeks after the mandatory teaching activity or examination has ended.

§ 5-6 Rights related to Valid Absence

(1) Students with valid absence from mandatory teaching activities have the right to a new attempt before the examination in the course, if it is practical and does not pose a disproportionate burden on the faculty.

(2) Students with valid absence from the previous ordinary examination in a subject have the right to a new examination (resit exam). The resit exam shall be held as early as possible and its purpose is to enable the student to maintain study progression despite illness, etc.

(3) The resit exam may entail deferred submission deadlines, a new examination date, and other measures that ensure the purpose.

(4) The faculty determines more detailed rules on resit exams in complementary regulations and/or course descriptions. The faculty may decide that resit exams shall take place at a specific time for individual study programs and courses, if the overall progress of the students warrants it. The faculty may decide that the right to resit exam attendance pursuant to paragraph 2 does not apply to students who have already passed the course.

(5) Valid absence from an examination does not count as an attempt, cf. Section 8-2.

§ 5-7 Principles for Approval

(1) Students enrolled in study programs over 60 credits may apply for approval of prior education and non-formal qualifications as part of their studies.

(2) The basis for the evaluation of approval is the course description or study plan, including the knowledge, skills, and competencies the student shall acquire. The faculty cannot approve more credits than the relevant course at the faculty offers.

(3) The student applying for approval must inform about the degrees they have from higher education or confirm that they have no prior degree.

(4) The approval decision must ensure that the student does not receive double credit for the same knowledge, skills, and competencies. In case of overlap, the number of credits should be reduced accordingly.

(5) The faculty cannot approve more credits than the extent of education or competence warrants.

§ 5-8 Approval of European Higher Education

(1) The faculty shall approve when the application basis is a Norwegian accredited program if the conditions are met, cf. the Universities and Colleges Act § 3-5 e. The same applies to programs from a state that is a party to the Lisbon Recognition Convention, unless there are significant differences between the education, cf. the Universities and Colleges Act § 3-5 (3).

(2) The faculty shall approve examen philosophicum from an accredited Norwegian institution.

(3) The study plan may set minimum requirements for elective courses, cf. § 2-2 (2) h.

(4) When the student applies for approval of mandatory courses in the study program, the faculty shall assess them against course descriptions.

(5) The Faculty of Humanities shall decide on applications for approval of examen philosophicum if the application basis is not examen philosophicum from an accredited Norwegian institution.

§ 5-9 Approval of Other Education and Competence

(1) The faculty may choose to process applications for approval of other education and non-formal qualifications competence, cf. the Universities and Colleges Act §§ 3-5 (1), 3-5 a, 3-5 b, and 3-5 f.

(2) Approval under the first paragraph must be related to an assessment of knowledge, skills, and competencies in individual courses.

Chapter 6. Instruction

§ 6-1 The academic year

(1) The academic year consists of ten months and is divided into an autumn and a spring semester.

(2) Teaching and exams in a course must be completed within the semester to which it belongs. The faculty may make exceptions in study plans for study programs where teaching is organized in blocks.

(3) There are no classes or exams

- a) from December 23 to January 2
- b) on public holidays.

(4) Exceptions may be made to the third paragraph for concerts, exhibitions, cruises/voyages, fieldwork, practical training (*praksis*), and similar activities, including

preparations.

(5) Take-home exams shall normally not be scheduled on public holidays. If a take-home exam is scheduled on a public holiday, the duration of the exam shall be extended accordingly.

(6) There are no classes or exams between semesters, unless academic reasons require otherwise. However, the following activities may be conducted between semesters:

- a) teaching and exams related to preparatory courses for study programs,
- b) language courses,
- c) fieldwork,
- d) practical training (*praksis*),
- e) continuing education (*vidareutdanning*), and
- f) resit exams, cf. § 5-6 (2).

(7) Reading lists and schedules for courses must be published on the university's website by July 1 for the autumn semester and December 1 for the spring semester.

§ 6-2 General principles for teaching

(1) Teaching at the university must be research-based. It shall be appropriate for students to acquire the expected learning outcomes.

(2) Teaching may be cancelled for courses with too few students. The faculty must ensure that such cancellations do not affect the ability to complete the study program within the standard timeframe.

§ 6-3 Teaching location

(1) Teaching shall take place either in the university's facilities, hospitals and other affiliated institutions, research stations and research vessels, or on the university's digital learning platforms.

(2) The faculty may make exceptions to the first paragraph in either the course description or study plan if the exception is academically justified. Practical training (*praksis*) is conducted at the training site; fieldwork is conducted in the field.

§ 6-4 Language of instruction

Teaching in compulsory courses in a bachelor's program should, as a general rule, be in Norwegian. Exceptions require academic justification and must be in accordance with the university's language policy guidelines.

§ 6-5 Access to instruction

(1) Classes at the University of Bergen is generally public.

(2) The lecture halls (etc.) and UiB's digital learning platforms shall be universally designed in accordance with the Equality and Anti-Discrimination Act §§ 17 and 18.

(3) The opportunity to attend classes in a subject may be restricted entirely or partially to students who have been admitted to a study program or a single subject, if necessary due to the nature of the teaching, or if a course fee has been set for the subject.

(4) The faculty may limit the number of students in a course if academic, pedagogical or

organizational reasons warrant it. Such restrictions shall be specified in the course description. The faculty shall adopt rules regarding the ranking of students.

- (5) The faculty may adopt other restrictions on access to education for students who:
- a) have previously attended the course and are within the period described in § 6-6 (3),
 - b) have passed the course or
 - c) have already been supervised in a course related to a bachelor's or master's project.

§ 6-6 Mandatory activities

(1) Mandatory activities are all activities that are set as a condition for taking the exam in the course description.

(2) Mandatory activities do not affect the grade for the course but must be approved in order for the student to be eligible to take the exam, cf. § 7-3 (1).

(3) Approved mandatory activities are valid for three semesters, unless the course description defines a different period. The faculty may specify in the course description that several mandatory activities shall be assessed as a whole, so that they must all be approved to be valid under this provision.

§ 6-7 Special provisions for bachelor's and master's courses

(1) The student has the right to supervision in connection with the bachelor's and master's project.

(2) The faculty regulates the form and scope of supervision in connection with the bachelor's and master's project in:

- a) a separate contract between the supervisor, the student, and a representative of the faculty, and/or
- b) the study plan and course description.

Chapter 7. Exams

§ 7-1 Purpose

(1) "Exam" is a term that covers all forms of testing that affect the grade in a subject, including submissions and portfolio assessments. The name does not provide any guidance on pedagogical or academic orientation.

(2) The purpose of the examination is partly to provide students with feedback that promotes learning and partly to verify the knowledge, skills, and competencies that students should acquire in the course.

§ 7-2 Type

(1) The faculty determines the exam type in the course description. The exam assignment shall be designed based on the learning outcomes of the course.

(2) The exam may consist of one part or be composed of several parts (sub-examinations). In the latter case, the parts shall be weighted according to a predetermined fraction.

(3) A portfolio assessment consists of several works. The assessment can be based on the entire portfolio or selected works. The course description shall specify how any selection of

works shall be made.

(4) All exams may be supplemented by an adjusting oral, practical, performing, and/or creative examination for all or a selection of students. An adjusting examination means that the student is tested after a provisional grade has been set, with the possibility of being adjusted up or down by one grade.

(5) A portfolio assessment is not passed unless all works are submitted. The same applies to the parts of a sub-examination. The faculty may adopt supplementary rules that provide exceptions to this, such as for valid absences related to a part or work.

§ 7-3 Right to Examination

(1) The student has the right to examination in the subject for which they have registered if they have complied with the obligations in § 4-3 (2) and compulsory teaching activities have been approved, cf. § 6-6.

(2) The faculties may adopt supplementary rules on compulsory examination registration in subjects that must be completed at a specific time according to the education plan. The same applies to students in further education subjects.

(3) Everyone has the right to take the examination as a private candidate in subjects that do not have compulsory teaching activities or tuition fees, provided that they meet the admission requirements.

(4) The students' rights and obligations in this chapter apply correspondingly to private candidates where appropriate. The faculties adopt fees for private candidates.

§ 7-4 The Exam

(1) As far as the rules are compatible with the exam type, students are obliged to:

- a) answer in accordance with the formal requirements of the examination set out in the exam assignment and course description,
- b) follow the faculty's exam regulations,
- c) not make use anything other than legal aids,
- d) identify themselves in a suitable way,
- e) submit the exam solution within the deadline, and
- f) not disturb others and comply with messages from the invigilators.

(2) The faculty itself may adopt supplementary regulations for the conduct of the examination ("exam regulations"). Students shall be informed of the exam regulations, which shall also be easily accessible.

(3) Students shall be given 15 minutes to arrange technical aspects of the submission in all digital written exams ("technical time"), such as uploading a document.

§ 7-5 Oral, Practical, Performing or Creative Exams

Oral, practical, performing, and/or creative examinations shall be public. The faculty may make exceptions for reasons of implementation, for the protection of the privacy of third parties, or at the student's request.

§ 7-6 Individual exam or group exam

(1) Exams may be individual or in the form of group work.

(2) The grade is normally shared among the students in the group. The faculty may specify individual assessment of group work in the course description.

§ 7-7 Language

(1) The exam assignment shall be given in the language of instruction. If there are several languages of instruction, the language of the exam task shall be regulated in the course description.

(2) Exam assignments in Norwegian shall be available in both Nynorsk and Bokmål.

(3) The exam solution shall be submitted in the same language as the exam assignment. Exam solutions that can be submitted in Norwegian can also be submitted in Swedish or Danish. The faculty may decide in the course description that it is also possible to answer in English and/or Norwegian.

(4) The faculty may, in the course description, decide that all or part of an exam answer must be submitted in a specific language. Deviations from the first and second paragraphs require academic justification and must be in accordance with the university's language policy guidelines.

(5) The provision applies as far as applicable for oral, practical, performing, and/or creative exams.

§ 7-8 Exams in terminated courses

(1) When a course has been discontinued, exams shall be held for the following two semesters for students without a passing grade, if necessary.

(2) The faculty may decide on other arrangements as long as they are at least as good for the students.

Chapter 8. Exam Attempts

§ 8-1 Number of Attempts

(1) Students have three exam attempts in each course. This limitation applies even if the course has changed its name or course code, and even if the student has been admitted again.

(2) Bachelor's and master's projects without a passing grade can be resubmitted once. Bachelor's and master's projects with a passing grade cannot be resubmitted.

(3) The faculty may, in the course description or in additional regulations, decide that there are no more than two exam attempts in courses that

- a) involve practical training (*praksis*),
- b) involve fieldwork,
- c) involve expeditions or
- d) are performance or creative courses.

(4) The faculty:

- a) can, in additional regulations, decide exceptions to the main rule of three attempts for

- students who have already passed the course,
- b) can make exceptions in individual cases upon application from the student,
 - c) shall determine the deadline for resubmission of bachelor's and master's projects without a passing grade after the second paragraph. The deadline cannot be shorter than three months from the announcement of the grade and not longer than one year from the original deadline, and
 - d) shall, upon application, allow resubmission of bachelor's and master's projects after exclusion due to cheating, unless the cheating is of a nature that makes it impossible. The faculty shall ensure that the cheating is corrected. The student cannot submit before the exclusion period is over, cf. the Universities and Colleges Act § 4-8 (3).

§ 8-2 Attempts

- (1) The student uses an exam attempt if they:
- a) complete the exam, regardless of whether the grade,
 - b) abort the exam,
 - c) do not attend the exam,
 - d) withdraw after the deadline, or
 - e) cheat or attempt to cheat.

(2) Valid absence does not count as an attempt, cf. § 5-6 (5).

(3) The withdrawal deadline for exams is 14 days. The faculty may, in additional regulations, decide that there is no opportunity to withdraw from the exam, or another deadline.

§ 8-3 Aborted Exam

(1) The exam is aborted if it has started and the solution is not submitted within the deadline. The same applies if the exam consists of several parts and the student does not submit, attend, or similar on one or more of them.

(2) The faculty may, in the exam regulations and/or the exam assignment, decide that violations of formal requirements for the exam (word limits, etc.) shall be regarded as not submitted.

- (3) The exam starts when:
- a) the assignment is handed out or during the pre-check of aids for on-site exams,
 - b) the assignment is made available to students for take-home exams, or
 - c) the first assignment is made available to students for portfolio assessment.

(4) Other exams start at the time specified in the course description or study plan.

§ 8-4 Resit Exam

(1) When a resit exam is held for students with valid absence, cf. § 5-6 (2), all students with an interrupted exam or a failing grade from the previous regular exam can register. The faculty may limit the right to those without a passing grade in the course and may also give other students the opportunity to register for the resit exam.

(2) The first paragraph applies with the limitations specified in § 7-3 and the provisions of this chapter.

Chapter 9. Assessment and Grading

§ 9-1 General grading provisions

(1) The faculty must ensure that students are assessed in an impartial and academically secure manner. The examiner shall evaluate the exam solution based on the parts of the learning outcome that the exam assignment warrants.

(2) The student cannot withdraw the exam response after completion.

(3) The grade will be published on Studentweb. The announcement shall inform of the right to the reasoning of the grading and to appeal, cf. the Universities and Colleges Act §§ 5-2 and 5-3, and the deadlines that apply. For the exam types mentioned in § 7-5, the grade will be given orally and immediately.

(4) The grading shall be anonymous as far as is academically and practically possible.

(5) The faculty must ensure that assessment guidances (*sensorrettledning*) are prepared for all exams and that they are made known to the students. They will be formulated in the language chosen by the course coordinator.

(6) The examiner may require students who have submitted unreadable handwritten exam solutions to submit a legible copy. The deadline shall normally be two days.

§ 9-2 Assessment Terms

(1) The grade may be expressed as pass/fail, or an a graded scale between A to F.

(2) Passing with an ungraded scale means that the student has achieved the learning outcome in the course.

(3) An ungraded scale is marked with “pass” or “fail”.

(4) A passing grade with a graded scale is expressed with the grades A to E. Not passing is expressed with the letter F. Descriptions and criteria follow the qualitative descriptions of the Norwegian Universities and Colleges Council.

A Excellent	An excellent performance, clearly outstanding. The candidate demonstrates excellent judgement and a very high degree of independent thinking.
B Very good	A very good performance. The candidate demonstrates sound judgement and a high degree of independent thinking.
C Good	A good performance in most areas. The candidate demonstrates a reasonable degree of judgement and independent thinking in the most important areas.
D Satisfactory	A satisfactory performance, but with significant shortcomings. The candidate demonstrates a limited degree of judgement and independent thinking.
E Sufficient	A performance that meets the minimum criteria, but no more. The candidate demonstrates a very limited degree of judgement and independent thinking.
F Fail	A performance that does not meet the minimum academic criteria. The candidate demonstrates an absence of both judgement and independent thinking.

§ 9-3 Grade calculation for exams with several parts

For sub-exams, the numeric values A=5, B=4, C=3, D=2, E=1 are used. For each sub-grade, the number is multiplied by the numerator in the weighting fraction. The products are then

added and divided by the denominator (in the weighting fraction). This is then rounded according to common rules.

§ 9-4 Average grade

When the university attaches legal effects to average grades, the numeric values A=5, B=4, C=3, D=2, E=1 are used. For each grade, the number is multiplied by the number of study points. The products are then added and divided by the total number of study points. Courses with ungraded assessment terms should not be included.

§ 9-5 Deadlines for grading

(1) The normal deadline for grading is the first working day three weeks after the exam was completed, in accordance with the University and College Act § 3-9 (4).

(2) The student shall be notified of delays in grading and decisions to extend grading deadlines by the university board.

(3) Appeals grading shall be processed without undue delay. In courses with many appeals, the faculty may wait to send the exam solutions to the appeal examiners until the appeal deadline has passed to ensure equal handling of the appeals. Appeals on formal errors that may have consequences for several or all students shall not be undue delay.

§ 9-6 Reasoning

(1) The student has the right to receive reasoning for the grading decision, cf. the University and College Act § 5-3. The right to reasoning also applies to resit exams.

(2) The deadline for requesting reasoning for grading is one week after the announcement of grades. The faculty may decide whether reasons are given in writing or orally and may adopt arrangements for this. For exam types mentioned in § 7-3, the student must request the reasoning immediately.

§ 9-7 Appealing grades and formal errors

(1) The student may appeal the grading decision of on regular exams if the exam solution is verifiable. A new assessment («appeal grading») shall be made upon appeal. This right is individual, including for group exams. The student may appeal formal errors in all exams.

(2) The deadline for appealing the grading decision is three weeks from the announcement. The same applies to appealing formal errors in exams. If the student has requested the reasoning for the grading, the appeal deadline is three weeks after reasoning has been given. If the student appeals the grading decision, the deadline for appealing formal errors is three weeks after appeal grading is completed.

(3) For exams in multiple parts, the right to appeal applies only when the final grade has been determined. The faculty may make exceptions in supplementary rules if the students' study progression may otherwise be impeded.

§ 9-8 Examiners

(1) The faculty appoints examiners.

(2) In these cases, at least two examiners are required:

- a) oral, practical, performing and/or creative exams, where at least one of the assessors is usually external,

- b) grading of master's projects, where at least one of the assessors must be external, and
- c) appeals grading, where at least one of the assessors must be external.

(3) The faculty may, in supplementary rules, establish its own rules for the number of examiners, provided that they are stricter than the first paragraph. If there is no external examiner for oral, practical, performing, and/or creative exams, the arrangement must be approved by the faculty based on the evaluation of the external peer's assessment of the evaluation arrangement.

(4) An external examiner, pursuant to the second paragraph, is a person who is not employed in a main or secondary position at UiB at the time of grading and who has not participated in the teaching of the course that semester.

§ 9-9 Special provisions regarding appeals grading

(1) In appeals grading, the appeals examiners should receive a revised grading guide, in which the subject responsible explains the experiences gained from the original grading round.

(2) If there is a deviation of two or more grades between the regular grading and the appeals grading, the faculty shall make a new assessment, cf. the Universities and Colleges Act § 5-3 (6). In this process, one of the original examiners, one of the appeals examiners, and a third examiner appointed by the faculty shall participate.

§ 9-10 Protocol

All grading shall be recorded in a protocol, and the grading shall be approved by all examiners.

Chapter 10. Degrees

§ 10-1 Awarding

(1) The university awards the degrees specified in the Regulations relating to Degrees and Professional Titles.

(2) A degree is earned when the student fulfills the requirements of the relevant study plan. The University of Bergen does not award a degree if fewer than 60 ECTS credits of the basis are completed here. For joint degrees, the requirement may be lower.

§ 10-2 Reuse of credits in a new degree

(1) If parts of the basis for a degree are already included in a previously awarded degree, the following is required:

- a) for bachelor's degrees, at least 90 new credits with a new specialization;
- b) for integrated master's degrees, at least 90 new credits, including a new master's project; and
- c) for other master's degrees, at least 60 new credits, including a new master's project.

(2) The Faculty of Law may exempt the requirement for a new master's project when a student applies for approval of the fifth year of the Master's program in Law based on an LLM degree (Master of Laws) that includes a written work that meets the requirements for a master's project in Law.

§ 10-3 Composition of bachelor's degrees

(1) The bachelor's degree is awarded based on a three-year study program (180 credits), with the following minimum requirements:

- a) examen philosophicum, 10 credits; and
- b) specialization, at least 90 credits, including an independent project of at least 10 credits. The requirement for independence does not prevent the faculty from stipulating in the course description that two or more students may or should collaborate on a bachelor's project.

(2) Bachelor's degrees in performing and creative arts, music, and design are 180 or 240 credits. They are awarded based on a composition determined by the Faculty of Arts, Music, and Design.

§ 10-4 Composition of master's degrees

(1) The University of Bergen awards master's degrees with the standard study time specified in the Regulations relating to Degrees and Professional Titles §§ 3 nos. 5 to 7. The composition must be in accordance with the Regulations relating to Requirements for Master's Degrees §§ 3 to 7.

(2) The degree of master can only be awarded to students who have completed a master's project.

(3) The master's project must be an independent scientific or artistic work of between 30 and 60 credits, prepared under supervision. The faculty may stipulate in the course description that two or more students may collaborate on the master's project.

(4) Integrated master's programs must have a requirement for examen philosophicum. The master's project in an integrated master's program may be 20 credits, cf. Regulations relating to Requirements for Master's Degrees § 6 (2).

§ 10-5 The degrees cand.med. and cand.psychol.

(1) The Faculty of Medicine awards the degree of candidata/candidatus medicinae (cand.med.) based on a six-year study program with a scope of 360 credits.

(2) The Faculty of Psychology awards the degree of candidata/candidatus psychologiae (cand.psychol.) based on a six-year study program with a scope of 360 credits.

(3) The degrees under this provision shall include examen philosophicum.

Chapter 11. Degree Names

[Please consult the original Norwegian version]

Chapter 12. Diplomas and Transcripts

§ 12-1 Diplomas

(1) The faculty itself creates the diploma when the degree is achieved, meaning when the requirements in the study plan have been met and the grades are final.

(2) The diploma is made available to the student digitally. The student can receive a paper diploma once, when it is necessary for work or further studies.

(3) The diploma shall be formulated in Nynorsk or Bokmål, or in English for English-language study programs.

§ 12-2 The Form of the Diploma

(1) The diploma shall contain:

- a) Personal information,
- b) General information about the study program: Learning outcomes, content, organization, and objectives,
- c) The names, subject codes, number of credits, grade and grade distribution, and when the passing grade was achieved for all courses from UiB that form the basis of the degree,
- d) Any parts that are approved in accordance with §§ 5-7 to 5-9,
- e) A description of the grading system, and
- f) A Diploma Supplement, in accordance with guidelines from NOKUT.

(2) The diploma shall otherwise be formulated in accordance with the guidelines of the University Board.

§ 12-3 Transcript of Records

(1) Anyone who has achieved a passing grade in a course at the university can request a transcript of records in Nynorsk, Bokmål, or English.

(2) The transcript of records shall contain either all courses for which the person has achieved a passing grade at the university, or all courses in a single study program.

(3) The transcript of records shall contain:

- a) Personal information,
- b) The names, subject codes, number of credits, grade and grade distribution, and when the passing grade was achieved, and
- c) A description of the grading system.

(4) The transcript of records is made available digitally. Persons with a documented need for a paper transcript of records shall receive it.

§ 12-4 Authorization of Health Personnel

The university notifies the Norwegian Directorate of Health about obtained degrees within relevant health and social sciences.